



AGENDA
April 23, 2019
Council Conference Meeting
7:00 p.m.

APPOINTMENTS

PRESENTATIONS

BIDS

RESOLUTIONS

Finance Policy Committee

1. Resolution authorizing the Chief Financial Officer to refund Recreation Department fees
2. Resolution authorizing the Chief Financial Officer to draw warrant for unused parking permit fee
3. Resolution authorizing the Chief Financial Officer to draw warrant for dog licenses for March 2019
4. Resolution authorizing the Chief Financial Officer to draw warrant for a tax refund
5. Resolution authorizing Change Order No. 1 for the 2018 Town-wide Revaluation
6. Resolution authorizing an award of contract for the purchase of a Splash Pad Surface for Memorial Pool
7. Resolution authorizing an award of contract for the purchase of benches for Mindowaskin Playground in Mindowaskin Park
8. Resolution authorizing an award of contract for the installation of benches at Mindowaskin Playground in Mindowaskin Park
9. Resolution to read municipal budget by title
10. Resolution to adopt the municipal budget
11. Resolution to adopt the SID budget

Public Safety, Transportation and Parking Committee

Code Review & Town Property Committee

1. Resolution to approve Sidewalk Café licenses
2. Resolution to approve Children's Amusement Devices
3. Resolution to approve Peddler's license

Public Works Committee

1. Resolution authorizing Change Order No. 2 for the 2018 Improvement of Municipal Parking Lot No. 7

ORDINANCES

GENERAL BUSINESS

COMMITTEE REPORTS

Public Works Committee

OPEN DISCUSSION BY CITIZENS (as needed)

EXECUTIVE SESSION

REMINDER

Next Conference Meeting – May 7, 2019
Next Council Meeting – May 7, 2019

TOWN OF WESTFIELD
WESTFIELD NEW JERSEY

RESOLUTION NO.

FINANCE POLICY COMMITTEE

APRIL 23, 2019

RESOLVED, that the Town Treasurer be authorized to refund the following fees to the following individual:

<u>Name</u>	<u>Account</u>	<u>Class</u>	<u>Fee</u>	
Julie Paone 301 Roanoke Road 07090	Tennis/Rec Trust 217	Refund/Conflict Field Hockey Phoebe Paone (\$70.00)	\$70.00	Westfield, NJ
Vivian Turetsky 720 Stevens St Westfield NJ 07090	Tennis/Rec Trust 217	Refund/Conflict Cartooning Zack Turetsky	\$115.00	

TOWN OF WESTFIELD
WESTFIELD NEW JERSEY

RESOLUTION NO.

FINANCE POLICY COMMITTEE

APRIL 23, 2019

RESOLVED, that the Chief Financial Officer be and hereby is, authorized to draw warrant for unused parking permit fee as follows:

Jackie Nee	South Side RR Stn/Lot 3	#19030764	\$210.00
834 Grandview Avenue			
Westfield, NJ 07090			

TOWN OF WESTFIELD
WESTFIELD, NEW JERSEY

RESOLUTION NO.

FINANCE POLICY COMMITTEE

APRIL 23, 2019

RESOLVED that the Chief Financial Officer be authorized to draw a warrant in the amount of \$161.40 to the order of New Jersey Department of Health, P.O. Box 369, Trenton, New Jersey for Dog Licenses issued by the Town Clerk for the month of March 2019.

TOWN OF WESTFIELD
WESTFIELD NEW JERSEY

RESOLUTION NO.

FINANCE POLICY COMMITTEE

APRIL 23, 2019

WHEREAS, the following persons, homeowners residing in Westfield, NJ, have filed for a 100% disabled rating due to service connected injuries, making them eligible for a Property Tax Exemption Qualification for the tax year 2019, and

WHEREAS a 2016 Homestead Benefit credit has been applied to the 2019 2nd quarter taxes on this property;

NOW, THEREFORE BE IT RESOLVED, that the Chief Financial Officer be and he hereby is authorized to draw warrants to the below mentioned, this amount being a credit balance for 2019;

Block/Lot/Qualifier Name	Property Address	Quarter/Year Amount
4702/59 KAPLAN, Herbert C	1011 Rahway Avenue	2 nd /2019 \$500.00

TOWN OF WESTFIELD
WESTFIELD NEW JERSEY
RESOLUTION NO.

FINANCE POLICY COMMITTEE

APRIL 23, 2019

WHEREAS, Realty Appraisal Co., is under contract to the Town of Westfield for the **2018 Town-wide Revaluation** as authorized under Resolution 235-2017, adopted October 10, 2017, and

WHEREAS, N.J.A.C. 5:30 provides for increases in the contract price for unanticipated adjustments through Change Order and Council Resolution, and

WHEREAS, a total of 10,081 line items were identified in the Request for Proposals (RFPs) and 10,125 were actually appraised, requiring a change order in the amount of \$6,462, and

WHEREAS, a Certificate of the Town Treasurer, certifying the availability of adequate funds for this Contract, prepared in accordance with N.J.A.C. 5:30 1.10, has been furnished to the Town Clerk. Expenditure of funds pursuant to this Amended Contract is to be charged to account 9-01-920-250 under Purchase Order PO17-04629.

NOW THEREFORE BE IT RESOLVED, that the contract with Realty Appraisal Co., amended by Change Order No. 1 in the amount of \$6,462, be authorized, and

BE IT FURTHER RESOLVED, that the proper Town Officials be, and they are hereby, authorized to make payment and to effect whatever actions are necessary in the execution and discharge of Change Order No. 1, for the **2018 Town-wide Revaluation**, increasing the contract price to \$677,662.00.

TOWN OF WESTFIELD
WESTFIELD NEW JERSEY

RESOLUTION NO.

FINANCE POLICY COMMITTEE

APRIL 23, 2019

WHEREAS, there is a need for the purchase and installation of the Splash Pad surface at Westfield Memorial Pool; and

WHEREAS, MRC, P.O. Box 106, Spring Lake, NJ 07762 is an authorized vendor under the US Communities Government Purchasing Alliance for the purchase, furnishing, and installation of splash pads; and

WHEREAS, the purchase of goods and services by a local contracting unit under US Communities Government Purchasing Alliance is authorized by N.J.S.A. 52:34-6.2(b)2; and

WHEREAS, the Town Treasurer has certified to the availability of adequate funds for payment, which will be in the amount of \$78,726.00 charged to the Swim Pool Miscellaneous Improvements Account No. 9-03-195-257, under Purchase Order No. 19-01521 prepared in accordance with N.J.A.C. 5:30-1.10, and subject to final adoption of the 2019 Swim Pool Budget.

NOW, THEREFORE BE IT RESOLVED by the Town Council of the Town of Westfield that the MRC be and hereby is awarded a contract for the purchase, furnishing and installation of a Splash Pad Surface at Westfield Memorial Pool at a cost not to exceed \$78,726.00 under US Communities Government Purchasing Alliance, Contract No. 1804; and

BE IT FURTHER RESOLVED that the proper Town Officials be, and they are hereby authorized to take whatever actions are appropriate in the execution and discharge of this Contract.

TOWN OF WESTFIELD
WESTFIELD NEW JERSEY

RESOLUTION NO.

PUBLIC WORKS COMMITTEE

APRIL 23, 2019

WHEREAS, a need exists for the purchase of benches for Mindowaskin Playground in Mindowaskin Park; and

WHEREAS, Ben Schaffer Recreation, PO Box 844, Lake Hopatcong, New Jersey 07849, has submitted a cost proposal for this purchase in the amount of \$20,979.20; and

WHEREAS, Ben Schaffer Recreation is authorized to offer this product for purchase through NJ State Contract # 16-FLEET-00135; and

WHEREAS, this equipment would be sufficient to meet the needs of the Town of Westfield; and

WHEREAS, the New Jersey Local Public Contracts Law (40A:11-3) requires that purchases through New Jersey State Contracts be authorized by resolution of the governing body; and

WHEREAS, the Chief Financial Officer has certified to the availability of adequate funds for payment to be charged to S.O. 2211 under PO #19-01519 prepared in accordance with N.J.A.C. 5:30 1.10.

NOW, THEREFORE, BE IT RESOLVED by the Town Council of the Town of Westfield hereby authorizes an award of contract to Ben Schaffer Recreation for the purchase of benches for Mindowaskin Playground in Mindowaskin Park under NJ State Contract # 16-FLEET-00135 at a fee not to exceed \$20,979.20; and

BE IT FURTHER RESOLVED that the proper Town Officials be, and they are hereby authorized to take whatever actions are appropriate in the execution and discharge of this Contract.

TOWN OF WESTFIELD
WESTFIELD NEW JERSEY

RESOLUTION NO.

PUBLIC WORKS COMMITTEE

APRIL 23, 2019

WHEREAS, a need exists to install benches purchased for Mindowaskin Playground in Mindowaskin Park; and

WHEREAS, Corby Associates, 590 Grand Avenue, PO Box 496, Ridgefield, New Jersey 07657, has submitted a cost proposal for this service in the amount of \$15,450.00; and

WHEREAS, Corby Associates is authorized to offer this service through the Educational Services Commission of New Jersey's Cooperative Pricing System (ESCNJ); and

WHEREAS, the New Jersey Local Public Contracts Law (40A:11-3) requires that purchases through cooperative pricing systems be authorized by resolution of the governing body; and

WHEREAS, , the Chief Financial Officer has certified to the availability of adequate funds for payment to be charged to S.O. 2211 under PO #19-01520 prepared in accordance with N.J.A.C. 5:30 1.10.

NOW, THEREFORE, BE IT RESOLVED by the Town Council of the Town of Westfield hereby authorizes an award of contract to Corby Associates for the installation of benches at Mindowaskin Playground in Mindowaskin Park under the Educational Services Commission of New Jersey's Cooperative Pricing System (ESCNJ) at a fee not to exceed \$15,450.00; and

BE IT FURTHER RESOLVED that the proper Town Officials be, and they are hereby authorized to take whatever actions are appropriate in the execution and discharge of this Contract.

TOWN OF WESTFIELD
WESTFIELD NEW JERSEY

RESOLUTION NO.

FINANCE POLICY COMMITTEE

APRIL 23, 2019

BE IT RESOLVED that as attestation of compliance has been provided pursuant to NJSA 40A:4-8 (1a) and (1b) the 2019 Municipal Budget may be read by title.

TOWN OF WESTFIELD
WESTFIELD NEW JERSEY

RESOLUTION NO.

FINANCE POLICY COMMITTEE

APRIL 23, 2019

BE IT RESOLVED by the Council of the Town of Westfield, County of Union, that the budget hereinbefore set forth is hereby adopted and shall constitute an appropriation for the purposes stated of the sums therein set forth as appropriations, and authorization of the amount of \$27,976,294.66 (Item 2, below) for municipal purposes, and \$2,633,514.00 (Item 3, below) for Minimum Library Levy and certification to the County Board of Taxation of the following summary of general revenues and appropriations:

1. General Revenues	
Surplus Anticipated	\$4,994,000.00
Miscellaneous Revenues Anticipated	12,762,071.34
Receipts from Delinquent Taxes	968,000.00
2. Amount to be Raised by Taxation for Municipal Purposes	27,976,294.66
3. Amount to be Raised by Taxation - Minimum Library Levy	<u>2,633,514.00</u>
Total Revenues	<u>\$49,333,880.00</u>
4. General Appropriations	
Within "CAPS"	
Operating including Contingent	\$29,916,877.12
Deferred Charges	4,206,063.00
Excluded from "CAPS"	
Operations	8,160,031.88
Capital Improvements	1,300,000.00
Municipal Debt Service	3,120,908.00
Deferred Charges-Municipal	190,000.00
Reserve for Uncollected Taxes	2,440,000.00
Total General Appropriations	<u>\$49,333,880.00</u>

It is hereby certified that the within budget is a true copy of the budget finally adopted by resolution of the Governing Body on the 23rd day of April, 2019. It is further certified that each item of revenue and appropriation is set forth in the same amount and by the same title as appeared in the 2019 approved budget and all amendments thereto, if any, which have been previously approved by the Director of Local Government Services.

TOWN OF WESTFIELD
WESTFIELD NEW JERSEY

RESOLUTION NO.

FINANCE POLICY COMMITTEE

APRIL 23, 2019

BE IT RESOLVED by the Town Council of the Town of Westfield, County of Union, that the Special Improvement District Budget hereinbefore set forth is hereby adopted and shall constitute an appropriation for the purposes stated of the sums therein set forth as appropriations and authorization of the amount of

\$416,347.00 for Special Improvement District Purposes

TOWN OF WESTFIELD
WESTFIELD NEW JERSEY

RESOLUTION NO.

CODE REVIEW & TOWN PROPERTY COMMITTEE

APRIL 23, 2019

WHEREAS, pursuant to Chapter 24 Article VII Section 24-47 of the Town Code the Town Council has authorized the licensing of Sidewalk Cafés, and

WHEREAS, the establishments listed have made application as required by Sec. 24-48 of the Town Code, and

WHEREAS, the establishments listed have met all the terms and conditions as required,

NOW, THEREFORE BE IT RESOLVED, that the Town Council of the Town of Westfield hereby grants licenses to the establishments listed to operate sidewalk cafés and the Town Clerk be, and is hereby authorized to issue said licenses.

Kilwins Westfield
Northside Kitchen
Orgreen Poke
Spice Bazaar
Splash of Thai

9 Elm Street
360 Prospect Street
132 East Broad Street
114-116 Quimby Street
321 South Avenue West

TOWN OF WESTFIELD
WESTFIELD NEW JERSEY

RESOLUTION NO.

CODE REVIEW & TOWN PROPERTY COMMITTEE

APRIL 23, 2019

RESOLVED that the following application for children's amusement devices be approved:

Seashore Amusements
11 Hendry Lane
Brick, NJ 08723

WNC Street Fair
June 8, 2019
South Ave Train Station

Westfield Neighborhood Council
127 Cacciola Place
Westfield, NJ 07090

WNC Street Fair
August 17, 2019
South Ave Train Station

WNC Street Fair
October 12, 2019
South Ave Train Station

Seashore Amusements
11 Hendry Lane
Brick, NJ 08723

Spring Fling Street Fair
May 5, 2019
East Broad Street
Westfield, NJ

Rich Sieb
11 Hendry Lane
Brick, NJ 08723

The New Fun Services
9 Kulick Road
Fairfield, NJ 07004

Baseball Opening Day
April 27, 2019
Gumbert Field
Westfield, NJ

Jay Berger
P.O. Box 151
Westfield, NJ 07090

TOWN OF WESTFIELD
WESTFIELD NEW JERSEY

RESOLUTION NO.

CODE REVIEW & TOWN PROPERTY COMMITTEE

APRIL 23, 2019

RESOLVED that the following applications for Peddlers License be and the same are hereby approved:

Karen Sasso
Ice Cream Creations
196 Mountain Way
Rutherford, NJ 07070

BE IT FURTHER RESOLVED that the licenses shall not be issued by the Town Clerk unless the departmental inspections of the premises have been completed and the premises approved for the licensed use.

TOWN OF WESTFIELD
WESTFIELD NEW JERSEY

RESOLUTION NO.

PUBLIC WORKS COMMITTEE

APRIL 23, 2019

WHEREAS, Fischer Contracting Inc., is under contract to the Town of Westfield for the **2018 Improvement of Parking Lot #7** as authorized by the S.O. 2203A, S.O. 2208A and Downtown Improvement Project 2018, and

WHEREAS, Change Order No. 1, Resolution No. 309 was adopted on December 11, 2018 and it raised the original contract by \$40,996.76 and,

WHEREAS, N.J.A.C. 5:30 provides for increases in the contract price for unanticipated adjustments through Change Order and Council Resolution, and

WHEREAS, site conditions encountered subsequent to Change Order No. 1 during construction necessitated additional work items and more material than had been anticipated, and

WHEREAS, Certificate of the Town Treasurer, certifying to the availability of adequate funds for the changed contract price, as described below, prepared in accordance with N.J.A.C. 5:30 1.10 has been furnished to the Town Clerk. Expenditure of funds to be charged to S.O. 2203A, S.O. 2208A and Downtown Improvement Project 2018, under Purchase Order No. 18-02562.

NOW THEREFORE BE IT RESOLVED, that Change Order No. 2 in the amount of \$17,172.41 executed by Kris J. McAloon, Town Engineer, be authorized, and

BE IT FURTHER RESOLVED, that the proper Town Officials be, and they are hereby, authorized to make payment and to effect whatever actions are necessary in the execution and discharge of Change Order No. 2, for the **2018 Improvement of Parking Lot #7** increasing the contract price to \$368,111.92, which is below the 20% Change Order threshold.



**TOWN OF WESTFIELD
TOWN COUNCIL
REGULAR MEETING**

**Tuesday, April 23, 2019
8:00 PM**

PROPOSED AGENDA

This agenda is prepared for the information of the public. It is the order of the meeting; however, if changes in order, deletions or additions are made, they will be noted at the time.

1. Roll Call
2. Invocation
3. Salute to the flag
4. Presentations
 - Proclamations
 - Dr. Derrick Nelson
5. Appointments
6. Advertised Hearings
 1. 2019 Special Improvement District Budget
 2. 2019 Municipal Budget
7. Approval of Minutes from Town Council Conference Session held April 9, 2019
Approval of Minutes from Town Council Regular Meeting held April 9, 2019
8. Petitions and Communications
9. Open discussion by citizens
10. Bills and Claims in the amount of \$998,155.30
11. Reports of Standing Committees

Finance Policy Committee

12. Resolution authorizing the Chief Financial Officer to refund Recreation Department fees
13. Resolution authorizing the Chief Financial Officer to draw warrant for unused parking permit fee
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20. Resolution to read municipal budget by title
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Public Safety, Transportation and Parking Committee

Code Review & Town Property Committee

1. Resolution to approve Sidewalk Café licenses
2. Resolution to approve Children's Amusement Devices
3. Resolution to approve Peddler's license

Public Works Committee

1. Resolution authorizing Change Order No. 2 for the 2018 Improvement of Municipal Parking Lot No. 7

12. Reports of Department Heads

Adjournment