

Robbinsville Township Council Regular Meeting Agenda
June 11, 2026 - 7:00 p.m.
Municipal Building
2300 Route 33, Robbinsville, NJ

- 1. Call to Order**
- 2. Roll Call**
- 3. Statement**
- 4. Flag Salute**
- 5. Approval of Meeting Minutes - NONE**
- 6. Release of Executive Session Minutes (none)**
- 7. Reports of Council Members**
- 8. Reports of Administrator/Mayor**
 - a. Proclamation – International Day of Yoga
 - b. Budget Presentation
- 9. Public Comment**
- 10. Annual Municipal Budget Resolutions**
 - a. Public Hearing on 2026 Annual Municipal Budget
 - b. Resolution Amending the Annual Municipal Budget (*if needed*)
 - c. Adoption of the 2026 Annual Municipal Budget (*tentative, pending State approval*)
- 11. Ordinances – Introduction - NONE**
- 12. Ordinances – Public Hearing**
 - a. 2026-17 Amending Ordinance 2026-03
This Ordinance is needed to update the salary range of the Assistant Township Engineer.
- 13. Resolutions**
 - a. Authorize Refund of Tax Overpayment – 20 Devon Court
 - b. Amending Resolutions 2022-126, 2024-267 and 2025-305 Authorizing a Professional Services Agreement with ACT Engineers, Inc. for Environmental Services – Miry Run Park (\$18,700)
 - c. Granting “Active Use” Status to Romspen Robbinsville, LLC, A.B.C. License No. 1112-33-004-005
 - d. Authorizing 2026-2027 Liquor License Renewals
 - e. Emergency Temporary Resolution **4 Votes**
- 14. Payment of Bills**
- 15. Discussion Items**
- 16. Executive Session**
- 17. Adjournment**

6/10/26

AN ORDINANCE AMENDING ORDINANCE 2026-03, FIXING THE SALARIES OF CERTAIN OFFICERS AND EMPLOYEES OF THE TOWNSHIP OF ROBBINSVILLE FOR 2026

WHEREAS, pursuant to N.J.S.A. 40:69A-180, the Township Council is obligated, by ordinance, to fix the compensation of the mayor, council members, and department heads; and

WHEREAS, pursuant to N.J.S.A. 40:69A-43a, the salaries of all other employees of the administrative departments of the Township shall be fixed by the mayor within the general limits of the municipal budget, subject to any pertinent contractual obligations and except for any salaries of officers which are required by law to be fixed by ordinance; and

WHEREAS, pursuant to N.J.S.A. 40A:9-165, the Township Council is obligated, by ordinance, unless otherwise provided by law, to fix the salaries, wages, or compensation to be paid to the officers and employees of the Township, including the members of the governing body and the mayor; and

WHEREAS, pursuant to N.J.S.A. 40A:9-165, the salaries, wages, or compensation fixed and determined by ordinance may, from time to time, be increased, decreased, or altered by ordinance; and

NOW, THEREFORE, BE IT ORDAINED, by the Township Council of the Township of Robbinsville, County of Mercer, State of New Jersey as follows:

SECTION I. The salaries of the hereinafter designated Township officers and employees are attached hereto as Schedule "A".

SECTION II. Unless otherwise noted, said salaries shall be retroactive to January 1, 2026.

SECTION III. All provisions of any contract between the Township of Robbinsville and bargaining units shall be incorporated herein as though set forth in full.

SECTION IV. All other ordinances or parts of ordinances inconsistent or in conflict with this Ordinance are hereby repealed to the extent of any inconsistency or conflict.

SECTION V. If any section, paragraph, subsection, clause or provision of this Ordinance shall be adjudged by the courts to be invalid, such adjudication shall apply only to the section, paragraph, subsection, clause or provisions so adjudicated, and the remainder of the Ordinance shall be deemed valid and effective.

SECTION VI. This ordinance shall take effect upon final passage and publication according to law.

PASSED:

ADOPTED:

Michele Seigfried, Municipal Clerk

Michael J. Todd, Mayor

SCHEDULE "A"

TITLE	ANNUAL SALARY
1. MAYOR	\$50,000.00 minimum to \$58,000 maximum
2. COUNCILPERSON	\$7,956.00 minimum to \$9,149.40 maximum
3. COUNCIL PRESIDENT – STIPEND	\$1,500.00
4. BUSINESS ADMINISTRATOR	\$125,000.00 minimum to \$175,000.00 maximum
5. DIRECTOR OF COMMUNITY DEVELOPMENT	\$100,000.00 minimum to \$150,000.00 maximum
6. TOWNSHIP ENGINEER	\$90,000.00 minimum to \$150,000.00 maximum, the actual salary within the range to automatically increase 2% each subsequent year on January 1.
7. ASSISTANT TOWNSHIP ENGINEER	\$65,000.00 minimum to \$80 <u>95</u> ,000.00 maximum, the actual salary within the range to automatically increase 2% each subsequent year on January 1.
8. CHIEF OF POLICE	\$140,000.00 minimum to \$190,000.00 maximum
9. FIRE CHIEF	\$110,000.00 minimum to \$175,000.00 maximum
10. DIRECTOR OF FINANCE	\$100,000.00 minimum to \$150,000.00 maximum
11. CHIEF FINANCIAL OFFICER	\$100,000.00 minimum to \$160,000.00 maximum
12. TAX COLLECTOR	\$65,000.00 minimum to \$95,000.00 maximum
13. TAX ASSESSOR	\$75,000.00 minimum to \$120,000.00 maximum
14. MUNICIPAL JUDGE	\$50,000.00 minimum to \$70,000.00 maximum
15. DIRECTOR OF PUBLIC WORKS	\$100,000.00 minimum to \$150,000.00 maximum
16. TOWNSHIP ATTORNEY	\$100,000.00 minimum to \$150,000.00 maximum
17. DIRECTOR OF CONSTRUCTION AND HOUSING	\$100,000.00 minimum to \$150,000.00 maximum
18. DIRECTOR OF RECREATION, HEALTH, SENIOR AND VETERAN SERVICES, AND SUSTAINABILITY	\$100,000.00 minimum to \$150,000.00 maximum
19. COURT ADMINISTRATOR	\$65,000.00 minimum to \$100,000.00 maximum
20. MUNICIPAL CLERK	\$98,000.00 minimum to \$145,000.00 maximum
21. DEPUTY MUNICIPAL CLERK	\$50,000.00 minimum to \$80,000.00 maximum
22. F/T ADMINISTRATIVE ASSISTANT/ ALTERNATE DEPUTY REGISTRAR	\$40,000.00 minimum to \$55,000.00 maximum
23. CLERICAL OR TEMP HELP FOR CLERK OR COUNCIL	\$15.92 minimum to \$25.00 maximum per hour

RESOLUTION AUTHORIZING REFUND OF TAX OVERPAYMENT

WHEREAS, the Tax Collector has indicated that a refund of taxes is required due to an overpayment;

NOW, THEREFORE, BE IT RESOLVED by the Township Council of the Township of Robbinsville, County of Mercer, State of New Jersey, that the following refund is hereby authorized and that the Chief Financial Officer is authorized to prepare this refund:

Payee	Property	Amount of Refund
Dans Ant, LLC 1 Lenape Court Cranbury, NJ 08512	20 Devon Court Robbinsville, NJ 08691 Block 4.01 Lot103	\$1,805.04 Overpayment of 2 nd Quarter 2026 Taxes

BE IT FURTHER RESOLVED that a certified copy of this Resolution be forwarded to the Tax Collector and the Chief Financial Officer.

I certify this to be a true copy of a Resolution adopted by the Township Council of the Township of Robbinsville at a meeting held on June 11, 2026.

Michele Seigfried, Municipal Clerk

**RESOLUTION AMENDING RESOLUTIONS 2022-126, 2024-267, AND 2025-305
AUTHORIZING A CONTRACT FOR ENVIRONMENTAL SERVICES – MIRY RUN
PARK**

WHEREAS, on April 14, 2022, the Township Council adopted Resolution 2022-126, which awarded a contract to ACT Engineers, Inc. for environmental services concerning additional sampling and possible remediation of areas of contamination identified at Miry Run Park, in an amount not to exceed \$97,350.00 (“Contract”); and

WHEREAS, on September 12, 2024, the Township Council adopted Resolution 2024-267, which amended the contract to ACT Engineers, Inc. for environmental services concerning additional sampling and possible remediation of areas of contamination identified at Miry Run Park, in an amount not to exceed \$301,800.00 (“Contract”); and

WHEREAS, on December 4, 2025, the Township Council adopted Resolution 2025-305, which amended the contract to ACT Engineers, Inc. for environmental services concerning to expand remedial investigation of areas of contamination identified at Miry Run Park, in an amount not to exceed \$328,195.00 (“Contract”); and

WHEREAS, the remedial investigation work approved by Resolutions 2022-126, 2024-267, and 2025-305 has progressed to a point where there is need to expand remedial investigation regarding the soils; and

WHEREAS, accordingly, it is necessary to amend the Contract to allow for continued environmental services concerning remedial investigation regarding the soil at Miry Run Park; and

WHEREAS, ACT Engineers, Inc. has submitted a proposal to provide continued environmental services, including but not limited to additional soil delineation, groundwater delineation, groundwater monitor well sampling, surveying, impacted soil removal, data evaluation and reporting, and HDSRF grant administration and management for an amount not to exceed \$18,700.00, of which 100% of the remedial investigation and 75% of the remedial action is reimbursable under a HDSRF grant, for a total amended not to exceed amount of \$346,895.00; and

WHEREAS, N.J.S.A. 40A:11-15(9) allows for a professional services contract concerning engineering services for any public works project to exist for the length of time authorized and necessary for the completion of the actual construction of the project; and

WHEREAS, the Chief Financial Officer has certified that funds are available for the above-mentioned additional services in account number T-12-56-900-010-001; and

WHEREAS, the remaining terms, conditions, and amounts of the Contract shall remain unchanged;

WHEREAS, the services to be provided are considered to be “Professional Services” pursuant to the Local Public Contracts Law, N.J.S.A. 40A:11-1 *et seq.*; and

WHEREAS, the Local Public Contracts Law authorizes the awarding of a contract for “Professional Services” without public advertising for bids and bidding therefore, provided that the Resolution authorizing the contract and the contract itself be available for public inspection in the office of the Municipal Clerk and that notice of the awarding of the contract be published in a newspaper of general circulation in the municipality; and

NOW, THEREFORE, BE IT RESOLVED by the Township Council of the Township of Robbinsville, County of Mercer, State of New Jersey, that the Contract authorized pursuant to Resolution 2022-126, 2024-267, and 2025-305 is hereby amended and that the Mayor or his designee is hereby authorized to execute an amendment to the Contract between the Township of Robbinsville and ACT Engineers, Inc. to provide the above-mentioned continued environmental services an additional amount not to exceed \$18,700.00, for a total amount not to exceed \$346,895.00, of which 100% of the remedial investigation and 75% of the remedial action is reimbursable under a HDSRF grant.

BE IT FURTHER RESOLVED that a certified copy of this Resolution be forwarded to ACT Engineers, Inc.

I certify this to be a true copy of a Resolution adopted by the Township Council of the Township of Robbinsville, at a meeting held on June 11, 2026.

Michele Seigfried, Municipal Clerk

**RESOLUTION GRANTING "ACTIVE USE" STATUS TO
ROMSPEN ROBBINSVILLE, LLC, A.B.C. LICENSE NO. 1112-33-004-005**

WHEREAS, On June 2, 2026, Peter Rhodes, Esq. of Cahill, Wilinski, Rhodes & Joyce, attorney for the owner of Romspen Robbinsville, LLC, holder of Alcoholic Beverage Control License No. 1112-33-004-005 (the "License"), submitted a letter to Robbinsville Township outlining the steps taken towards activating the License (the "Letter"); and

WHEREAS, *N.J.S.A. 33:1-12.39(c)* provides three options an owner of a license deemed "Inactive" can take to prevent the expiration of the license--one of which is to take steps to actively use the License; and

WHEREAS, the New Jersey State Division of Alcoholic Beverage Control issued Advisory Notice "AN 2025-01" detailing factors for a municipality to consider and balance on a case-by-case basis to determine if an inactive license is to be considered "Active Use;" and

WHEREAS, the Township Council of the Township of Robbinsville adopted Ordinance No. 2012-4, on March 27, 2012, which adopted a redevelopment plan for Block 1, Lots 1.01, 2-4, 7, 8, 11.01-11.05, 12, 13, 14.01, 14.02, 14.03, 14.04, 16.01, 17-27, 32, 65-74, and Block 1.01, Lot 1, Block 1.03, Lots 1-8, Block 1.04, Lots 1-8, Block 1.05, Lots 1-11 and Block 1.06, Lot 1, on the Township of Robbinsville Tax Map; and

WHEREAS, Romspen Robbinsville, LLC has acquired some of the properties in the redevelopment area to be used as a mixed-use development where commercial properties, including a restaurant in which the license is intended to be used, are planned; and

WHEREAS, the Township of Robbinsville is in the process of naming Romspen Robbinsville, LLC as a redeveloper for a portion of the properties; and

WHEREAS, Romspen Robbinsville, LLC has provided a copy of the proposed redevelopment agreement to supplement the Letter; and

WHEREAS, the Governing Body has not received any public comment or objection concerning this matter.

NOW THEREFORE, BE IT RESOLVED by the Township Council of the Township of Robbinsville that it does hereby Grant "Active Use" status to Romspen Robbinsville, LLC for A.B.C. License No. 1112-33-004-005 based upon the balancing of factors outlined in AN 2025-01 and the expectation of active use of the License in the future.

BE IT FURTHER RESOLVED that a certified copy of this Resolution shall be forwarded to the Director of the New Jersey Division of Alcoholic Beverage Control and Romspen Robbinsville, LLC.

I certify this to be a true copy of a Resolution adopted by the Township Council of the Township of Robbinsville at a meeting held on June 11, 2026.

Michele Seigfried, Municipal Clerk

AUTHORIZING 2026-2027 LIQUOR LICENSE RENEWALS

BE IT RESOLVED by the Township Council of the Township of Robbinsville, County of Mercer, State of New Jersey, that the following licenses are hereby approved for renewal for the licensing period July 1, 2026, to June 30, 2027, and the Municipal Clerk is authorized to execute the necessary license form:

PLENARY RETAIL DISTRIBUTION - \$2,500.00

1112-44-002-015 Robbinsville Wines and Spirits, Inc.
dba Super Savers Wines & Spirits
1113 Route 130
Robbinsville, NJ 08691

1112-44-008-006 Washington Wine and Spirits, Inc.
2317 Route 33
Robbinsville, NJ 08691

PLENARY RETAIL CONSUMPTION - \$2,500.00

1112-33-001-010 City Restaurant, Inc.
dba Robbinsville Bar & Grill
1380 Route 130
Windsor, NJ 08561

1112-33-004-005 Romspen Robbinsville, LLC (Pocket License)
c/o Peter Rhodes, Esq.
Cahill, Wilinski, Rhodes & Joyce, PC
89 N. Haddon Ave., Suite 2
Haddonfield, NJ 08033

PLENARY RETAIL CONSUMPTION HOTEL/MOTEL EXCEPTION - \$2,500.00

1112-36-013-001 Robbinsville Fieldhouse, LLC
t/a Robbinsville Hampton Inn/ Robbinsville Pickle House
153 West Manor Way
Robbinsville, NJ 08691

BE IT FURTHER RESOLVED that a certified copy of this resolution be forwarded to the Division of Alcoholic Beverage Control.

I hereby certify this to be a true copy of a resolution adopted by the Township Council of the Township of Robbinsville at a meeting held on June 11, 2026.

Michele Seigfried, Municipal Clerk

EMERGENCY TEMPORARY RESOLUTION

WHEREAS, N.J.S.A. 40A:4-20 provides that in addition to temporary appropriations necessary for the period prior to the adoption of the budget and regular appropriations, emergency temporary appropriations may be made for any purposes for which appropriations may lawfully be made for the period between the beginning of the current fiscal year and the date of the adoption of the budget for said year.

WHEREAS, the total emergency temporary resolutions adopted in the year 2026 pursuant to the provisions of Chapter 98, P.L. 1951 (N.J.S. 40A:4-20) including this resolution total \$7,443,164.84 – current fund and \$747,000.00 – sewer fund.

NOW, THEREFORE, BE IT RESOLVED (not less than two-thirds of all the members thereof affirmatively concurring) that in accordance with the provisions of N.J.S.A. 40A:4-20:

1. An emergency temporary appropriation be and the same is hereby made for the following:

CURRENT FUND		AMOUNT
6-01-20-140-000-299	DATA PROCESSING-OTHER EXPENSE	1,000.00
6-01-26-310-000-299	BUILDINGS & GROUNDS-OTHER EXPENSE	25,000.00
6-01-30-420-000-299	CELEBRATION OF PUBLIC EVENTS-OTH EXP	4,000.00
	TOTAL CURRENT FUND	\$30,000.00

2. That said emergency temporary appropriation is being provided for in the 2026 budgets under the above-mentioned titles.
3. That one certified copy of this resolution be filed with the Director of the Division of Local Government Services.

I certify this to be a true copy of a resolution adopted by the Township Council of the Township of Robbinsville at a meeting held on June 11, 2026.

Michele Seigfried, Municipal Clerk