

The Township Committee of the Township of Raritan met on Aug 16, 2016 at the Municipal Building, One Municipal Drive, Flemington, New Jersey.

MEETING CALLED:

Mayor Gilbert called the meeting to order at 6:32 pm.

ROLL CALL:

The following were present: Mayor Karen Gilbert, Deputy Mayor Michael Mangin, Comm. Richard Chen, Comm. Craig O'Brien and Comm. Lou Reiner. Also present was Adm. Jerry Giaimis and Att. Jeffrey Lehrer

MEETING ADVERTISED:

Mayor Gilbert advised that the meeting was advertised in accordance with the Open Public Meetings Act in the February 25th, 2016 issue of the Hunterdon County Democrat and was posted on the office bulletin board and the Township Website.

Att. Lehrer read Resolution #16-173 in full.

RESOLUTION #16-173

RESOLUTION RETIRING INTO EXECUTIVE SESSION

WHEREAS, Section 8 of the Open Public Meetings Act, Chapter 231 P.L. 1975, permits the exclusion of the public from a meeting in certain circumstances; and

WHEREAS, the Township is of the opinion that such circumstances presently exist.

NOW, THEREFORE, BE IT RESOLVED, by the Mayor and Township Committee of the Township of Raritan, County of Hunterdon, State of New Jersey, as follows:

1. The public shall be excluded from discussion of the specified subject matter.
2. The general nature of the subject matter to be discussed is as follows:
 - a) Contractual:
 - b) Open Space:
 - c) Personnel: Non-Union Employee Salaries
 - d) Potential Litigation: Linque Flemington vs. Township of Raritan, Affordable Housing Declaratory Judgement Action -Pending Litigation.
 - e) Attorney Client Privilege:
3. It is anticipated that the minutes on the subject matter of the Executive Session will be made public upon conclusion of the matter under discussion; and in any event, when appropriate pursuant to N.J.S.A. 10:4-7 and 4-13.
4. The Committee will come back into Regular Session and may take further action.
5. This Resolution shall take effect immediately.

Mayor Gilbert asked for a motion to adopt Resolution #16-173. Motion was made by Comm. Chen, seconded by Comm. Mangin.

Roll Call	Moved	Seconded	Ayes	Nays	Abstain	Absent
Richard Chen, Committee Member	X		X			
Craig O'Brien, Committee Member			X			
Lou Reiner, Committee Member			X			
Michael Mangin, Deputy Mayor		X	X			
Karen Gilbert, Mayor			X			

Vote 5 Yea, 0-No. Motion carried.

CLOSED

Closed session Minutes are on a separate document.

SESSION:

**OPEN
SESSION:**

The Committee came out of Closed Session at 7:10 p.m. The public portion of the meeting began at 7:14 p.m.

PLEDGE OF ALLEGIANCE & MOMENT OF SILENCE

Mayor Gilbert asked all to join in the Pledge of Allegiance to our Flag and to remain standing for a Moment of Silence to remember our Men and Women serving in the Armed Forces and in Particular Those Serving in Troubled Areas Around the World.

**PUBLIC
COMMENT**

It is the policy of the Township Committee that all public comments on an issue shall be limited to three minutes per person. Public comment shall be permitted on items of concern regarding the agenda only. In addition, time will be allotted at the end of the meeting for public comment on any issue.

Barbara Sachau – 2 Glenway Dr. – Ms. Sachau told the Committee that the proposed Wildlife Committee is already slanted in favor of deer hunting. Ms. Sachau said the Wildlife Committee should be comprised of a balance of people for and against hunting deer. Ms. Sachau said the Committee should allow opponents of deer hunting to make a presentation before the Committee moves forward.

Loren Robertson – Croton Rod and Gun Club – Mr. Robertson said the Committee has heard the only side there is and wants to see the Committee move forward with the Wildlife Committee and Deer Management Plan which is based on science.

There were no further comments

**RARITAN TWP
FIRE COMPANY**

Mayor Gilbert recognized RTFC Chief Steve Wetter to present a report on the company's operations.

Chief Wetter presented a mid-year update on the company. Chief Wetter told the Committee that the Company responded to 332 calls including 9 serious structure fires between Jan. 1 and July 31, 2016. Chief Wetter said that this was more than most companies in the county respond to during the entire year. Chief Wetter said members also participated in numerous community events include JP Case 10 Year Food Truck Celebration and its Color Run. Chief Wetter said the Company has 4 new senior members and three new junior members.

**FINANCIAL
ISSUES**

Payment of Bills as Listed for Raritan Township: \$21,856,952.73

Mayor Gilbert asked if anyone had any questions on the bills list or wanted any item pulled for discussion or a separate vote.

Mayor Gilbert asked for a motion to approve the Bill Listed for the Raritan Township. Motion was made by Comm. Mangin, seconded by Comm. Chen.

Roll Call	Moved	Seconded	Ayes	Nays	Abstain	Absent
Richard Chen, Committee Member		X	X			
Michael Mangin, Deputy Mayor	X		X			
Craig O'Brien, Committee Member			X			
Lou Reiner, Committee Member			X			
Karen Gilbert, Mayor			X			

Vote, 5-Yea, 0-No. Motion carried.

Payment of Bills as Listed for the Raritan Township Fire Company: \$3,585

Mayor Gilbert asked for a motion to approve the Bill Listed for the Raritan Township Fire Company. Motion was made by Comm. Reiner, seconded by Comm. Chen.

Roll Call	Moved	Seconded	Ayes	Nays	Abstain	Absent
Richard Chen, Committee Member		X	X			
Michael Mangin, Deputy Mayor					X	
Craig O'Brien, Committee Member			X			
Lou Reiner, Committee Member	X		X			
Karen Gilbert, Mayor			X			

Vote, 5-Yea, 0-No, 1-Abstain. Motion carried.

Corrective Action Plan Township Administrator Jerry Giaimis said the plan outlines the Township's plan to correct the seven comments made by the auditor in the 2015. Mr. Giaimis told the Committee that most of the comments were due to the Township not having a functional finance system or a general ledger being kept prior to himself and CFO Bill Pandos being hired. Mr. Giaimis said the Township's bond rating was increased by S&P to AA+.

2014 Municipal Court Audit Mayor Gilbert said the 2014 Municipal Court Audit was not yet completed. Mayor Gilbert said the Committee needs to decide if the old auditor should finish the 2014 Court Audit or should the new auditor do it. Comm. Mangin made a motion to have the former auditor complete the 2014 Court Audit, seconded by Comm. Chen.

Voice vote, 5-0, motion carried.

**LIAISON
REPORTS**

Mayor Gilbert said the DPW report was provided to the Committee.

Comm. O'Brien asked what the status is on the Hampton Road flooding study. Mayor Gilbert said the vendor suffered an accident which delayed the project. Mayor Gilbert said Township Engineer Antoine Hajjar could attend the next meeting to give an update. Comm. O'Brien also ask about when the Sunny Hills project would go out to bid or start. Mayor Gilbert said Mr. Hajjar could also talk about this project at the next meeting.

Comm. Mangin said it has been past practice that after a police officer passes their probationary period that the Committee hire them on a permanent status. Comm. Mangin made a motion to permanent employment for Police Officer Adam Swiatek, seconded by Comm. Chen. Voice vote 5-0, motion carried.

**UNFINISHED
BUSINESS**

Vehicle Auction Mr. Giaimis told the Committee that all of the vehicle except the fire truck were sold. DPW Superintendent Don Hutchins said the Township net income was \$5,587.92. Mr. Hutchins said the fire truck will be listed on another auction website that specializes on emergency vehicles.

Vacant and Abandoned Homes Mayor Gilbert recognized Zoning Officer Michael Pessolano to present a report on his enforcement efforts. Mr. Pessolano said there are 160+ homes in disrepair or on his watch list that have been foreclosed on or in the process of foreclosure. Mr. Pessolano said there are about 40 vacant homes now registered with the Township. Mr. Pessolano said under the current process it can take 11 to 12 weeks to get a lawn cut once a complaint is received or an inspection is made. Mr. Pessolano said the Township Committee may want to consider more aggressive action to allow for multiple cuts on lawn during a growing season.

Mayor Gilbert asked if anyone in the audience had a general question about the process.

Paul Price – 4 McPherson Drive, Mr. Price said Mr. Pessolano is doing a great job but the Township's new ordinance is not working.

Att. Lehrer said it is easier to deal with a lender than a homeowner who has abandoned a home. Att. Lehrer said the alternative is the adoption of a comprehensive property management code. Att. Lehrer informed the Committee that the Township could also initiate an action in Superior Court if a property's condition get so bad it could cause irreparable harm to the community.

Annika Nelson – 17 McPherson Drive – Mrs. Nelson it is unbelievable to have a property like this in a neighborhood like this. Mrs. Nelson said the home would pull down the value neighboring properties.

Chris Flood – 12 McPherson Drive – Mr. Flood said the condition of the home is a safety concern for children walking to the bus stop at the corner of McPherson Drive and Route 523.

Joe D'Alessandro – 9 McPherson Drive – Mr. D'Alessandro said it was a health and safety hazard and something needs to be done. Mr. D'Alessandro said the ordinance is not working. Mr. D'Alessandro said they are also requesting the school board to move the bus stop.

Bill Lyons – 1 Cosby Court – Mr. Lyons said a vacant property in his neighborhood has been sold and the owner is not interested in maintaining the property. Mr. Lyons asked the Township to look at what can be done by occupied properties. Mr. Lyons said it is a health hazard.

Comm. Reiner asked many banks and lenders have been aggressively pursued by the Planning and Zoning Dept. over the past 18 months. Mr. Pessolano said they have issued summons to 7 or 8 properties. Att. Lehrer said his office can provide contact information on lenders and that lenders should be pressed. Comm. Chen asked if his list is prioritized.

Mr. Pessolano said most of his efforts have been focused on the 6 or 7 worst properties in the Township.

Comm. O'Brien asked if the matter can be carried to the next meeting. Mayor Gilbert said it will be carried to the next meeting and the Township would have an update then.

Dedication of Private Road – Flemington Fields Age Restricted Development Att. Lehrer informed the Committee that it is his legal opinion that the Township does not need to accept the roads as public roads. Att. Lehrer said it is a policy decision for the Committee to decide if they want to accept the roads but there is no legal requirement to do so.

Comm. Mangin asked if the roads meet the Township's requirements. Att. Lehrer said the streets do not meet the centerline radius requirements. Att. Lehrer informed the

Committee that the requirement is set to allow for a safe and efficient plowing of streets.

Mr. Hutchins said the radius makes it very difficult for plow trucks to clear these streets.

Mr. Giaimis said no motion would be required if the Committee does not want to accept the streets. Comm. Chen and Comm. Mangin said they would not want to make a motion.

Bob Traino – 19 Phipps Court- Mr. Traino asked if the roads present a safety problem for fire trucks.

Mayor Gilbert said this is a maintenance issue not an issue for fire truck access.

Gene Lewandowski - 3 Phipps Court – Mr. Lewandowski said the engineer should have caught the problem with access.

Deer Management Plan Update Comm. Chen told the Committee that the Township has received 43 postcards and some letters urging the Township to use non-lethal methods for deer management. Mr. Chen said there were also seven comments to and letter to the editor in the Hunterdon County Democrat in support of the Township's proposed deer management program and 167 signatures on a petition also in support of the program. Comm. Chen also said residents should direct correspondence on this matter to the Township Clerk. Comm. Chen said the next step is a proposed ordinance to create a wildlife management plan.

Barbara Sachau – 2 Glenway Drive – Ms. Sachau said not all of the e-mails were included in the meeting packet.

Mayor Gilbert said the Committee needs to make a decision on how to determine what correspondence is included or not included in meeting packets. Acting Clerk William Bray informed the Committee that only those letters or e-mails address to the Township or the entire Committee are included. Mr. Bray said correspondence from private citizens are considered private unless they express the clear intention that they want their correspondence made public. Mr. Bray said anyone who wishes their correspondence to be included in the meeting packets should address it to the Committee and send it to the Clerk's Office.

Resolution #16-164 Comm. Chen said he presented his IT Infrastructure Migration Plan to the Committee in 2015. Comm. Chen said he wanted to give an update. Comm. Chen said the plan was created to update the current system which is unreliable and slow. Comm. Chen said the new system would be capable of handling a Voice Over IP Phone System and e-mail would be on an Outlook Exchange server. Comm. Chen said the Township would then purchase new Windows 10 PCs, migrate the system over and shutdown the old network. Comm. Chen told the Committee that there is a network connection between the Municipal Building and Police Headquarters that would allow the Township to eliminate the separate phone system in the Police Headquarters. Comm.

Chen said addition equipment would allow DPW to connect to the phone system, eliminating the separate phone system in its building. Comm. Chen said he discussed the purchase with Mr. Giaimis who indicated it was the right system to get and he also asked for a summary sheet. Comm. Chen said the summary showed the purchase of separate phone systems for the Municipal Building and Police Headquarters. Comm. Chen said the system is very high end and has higher maintenance costs. Comm. Chen said the Township doesn't know what the maintenance cost is and he said the costs could exceed \$100,000. Comm. Chen said the cost to support 82 telephones is too high. Comm. Chen said he voted in good faith based on Mr. Giaimis recommendation but after researching he feels he didn't get proper disclosure on what they are buying. Comm. Chen asked if anyone wanted to comment. Mayor Gilbert said we still have an option to ask the vendor for an extension. Att. Lehrer said the township has to award a contract within 60 days unless the vendor grants an extension. Mr. Giaimis informed the Committee because this was voted on and passed, the purchase order was sent and the vendor has ordered phones and have received phones on the Township's behalf. Mr. Giaimis said he disagrees that the contract will cost \$100,000. Mr. Giaimis said he takes issue with the notion that we didn't know we were buying to phones systems. Mr. Giaimis said Comm. Chen had a copy of the quote several months ago and the Committee had a copy before the vote. Mr. Giaimis said maintenance is free from two years and then reverts to the same agreement that is in place at this time. Mr. Giaimis said the vendor has been with the Township for a decade. Mr. Giaimis said the Township would have to pay for every phone order on the Township's behalf. Comm. Reiner said he is in complete agreement with Comm. Chen. Comm. Reiner said there is a 40 percent difference in prices found on the Internet. Att. Lehrer said he has legal concerns with the conversation continuing. Att. Lehrer said the discussion should continue with Mr. Giaimis not publicly. Att. Lehrer said if the Committee was going to discuss changing vendors they are wandering into dangerous territory. Att. Lehrer said these issues are not for the public domain. Comm. Reiner asked if the Committee has a reasonable expectation to get a legitimate quote. Mr. Giaimis said there was nothing illegitimate with the quote. Mr. Giaimis said he takes offense to the question. Mr. Giaimis said Comm. Reiner was questioning his ethics. Comm. Reiner said Mr. Giaimis was being insubordinate. Mayor Gilbert said the Committee voted in favor of the contract except for Comm. Reiner. Comm. Reiner said he was not questioning anyone's ethics, he was questioning a system that exceeds the Township's needs. Comm. Reiner said he was protecting the taxpayers. Mayor Gilbert said as Att. Lehrer has advised that any further discussion should not take place in public session. Mayor Gilbert said the only option available is to ask for an extension on the contract to allow for further discussion. Mayor Gilbert asked Mr. Giaimis to go back to the vendor and reinforce that the Township is getting what it needs. Mr. Giaimis said he would speak with the vendor.

Credit Card Acceptance Mayor Gilbert asked Mr. Giaimis for an update. Mr. Giaimis said due to some recent Local Finance Notices, purchasing a credit card system is not as easy as once thought. Mr. Giaimis said the Township is in the process of purchasing software for the building/zoning departments and agenda management and many of those companies offer credit cards services as well and the township could better manage the Local Finance issue by bundling the services into a single contract. Mr. Giaimis said this would include online and in-person credit cards use.

Planning Administrative Assistant Township Planner Jamie Sunyak said they have conducted interviews and made an offer which was declined. Ms. Sunyak said they have another interview planned.

Athletic Fields Comm. O'Brien said there are no multipurpose turf fields available for lacrosse. Comm. O'Brien asked the Committee permission to work with Mr. Giaimis and Mr. Bray on laying out requirements and criteria on what the township would need to develop fields. Comm. Mangin said five years ago the Township looked at some sites and nearby residents objected or lacrosse coaches felt the sites were not suitable for their needs. Mayor Gilbert said the County is looking at it's open space and park needs and it is looking at locating a park in Raritan Township.

NEW BUSINESS

Return of a Performance Bonds Mayor Gilbert said the Committee has Mr. Hajjar's memo recommending the return of bonds for Youngblood Construction, and a return and denial of a return for two bonds posted by Great American Railway.

School Crossing Guards for 2016-17 school Year Mayor Gilbert said the crossing guards are employed by the Township which is why it is with the Committee and not the Board of Education. Comm. Reiner said he is waiting for information on whether the School Board is going to make a contribution toward the cost. Mr. Giaimis said the salary range was \$15-\$28 per hour depending on how long they have served. Mayor Gilbert said police fill in when there is no coverage.

Hampton Corner Road Jug Handle Mr. Hutchins said the bond ordinance allows this project. There were no questions.

Contract for Postage Meter Mr. Bray said this was a five-year lease for a new meter. The new meter would allow for automated certified mail. Mr. Bray said the increase cost of the meter would be recouped by the savings in postage. Mr. Bray told the Committee the meter's automatic functions would also reduce time employees spend preparing mail.

Phoenix Advisors Mr. Giaimis said they require a professional services contract and they will be paid with the bond funds.

Construction Office Staffing-Part-Time Temporary Help Mayor Gilbert said it has come to the attention of Committee Members that things are not coming out of the office as quickly as normal. Mayor Gilbert recognized Construction Official Hans Warnebold. Mr. Warnebold informed the committee that his department has issued 1,277 permits, there are 472 more applications, and 240 approved permits waiting to be picked up this year. Mr. Warnebold said his department has performed 4,400 inspections so far this year which is almost more than all of 2015. Mr. Warnebold said the beyond the number of permits, the scope of the work has grown. Mr. Warnebold said there are 16 large projects ongoing in the township. Mr. Warnebold said there are 14 additional large projects on the horizon. Mr. Warnebold said he would like to hire a minimum of two part-time inspectors. Mr. Warnebold said he has also requested clerical help for the past two years. Mr. Warnebold said he'd like to hire someone on a 6 or 12 month appointment. Mr. Warnebold said most of the ongoing projects won't be completed for about a year. Mr. Warnebold said his staff is overworked and he wanted to bring it to everyone's attention.

Mr. Warnebold said he'd like to hire a multi-license person who can do a variety of inspections. Mr. Warnebold said the goal is to issue a permit with 20 business days from when an application is submitted. Mr. Warnebold said if it is denied, the Township has seven business days to review a resubmitted permit application. Mayor Gilbert asked if there are funds available to hire a part-time temp. Mr. Giaimis said at most it would cost \$7,200 to \$10,000 for the remainder of 2016. Mr. Giaimis said funds could be found to cover it but next year the hires would cost \$60,000. Mr. Giaimis said based on current budget projections and assumption, taxes would increase by 1.94 percent next year. Comm. O'Brien said he calculates \$400,000 to \$465,000 in spending increases already next year. Comm. O'Brien said the committee needs to sit down to look at the budget numbers. Mayor Gilbert said the Township is already getting calls about permit delays and it is a growing issue. Mr. Warnebold said he just wanted to bring it to the Committee's attention. Comm. Chen asked if the new hires would generate new revenue. Mr. Warnebold said income is generated by permits and his department is self-funded. Mr. Warnebold said so far this year the department has generated \$589,000.

ORDINANCES

Ordinance #16-05 AN ORDINANCE REPEALING AND REPLACING SECTION 15.04.030 ENTITLED "FEES-BIENNIAL FEE SCHEDULE REPORT-NEW CONSTRUCTION SURCHARGE"

Mayor Gilbert asked for a motion to open the public hearing on Ordinance #16-05. The motion was made by Comm. Chen, seconded by Comm. O'Brien. Voice vote 5-0, motion carried. There was no public comment.

Mayor Gilbert asked for a motion to close the public hearing on Ordinance #16-05. The motion was made by Comm. Chen, seconded by Comm. O'Brien. Voice vote 5-0, motion carried. Mayor Gilbert asked Committee members if they had any comment. Comm. Mangin said he realizes there are important fees in the proposed ordinance and he favored having a new ordinance but there were other fees he does not agree with. Comm. Mangin said he'd like to keep permit fees as is but add the new permit fees that the ordinance proposes. Comm. Mangin asked if the Committee could just adopt the new fees. Mr. Giaimis said that would be a material change of the ordinance and it is not permitted. Att. Lehrer said the Committee would have to vote on the proposed ordinance as is but could introduce a new ordinance to accomplish what Comm. Mangin proposes. Comm. Reiner said he is in favor of Comm. Mangin's proposal. Comm. Chen said it has been five years since the fees have been changes and they are antiquated. Mr. Warnebold said the ordinance would consolidate several fees and result in a savings to homeowners. Mayor Gilbert said the Committee had ample time to discuss this. Mayor Gilbert asked for a motion to adopt Ordinance #16-05. The motion was made Comm. Chen, seconded by Mayor Gilbert.

Roll Call	Moved	Seconded	Ayes	Nays	Abstain	Absent
Richard Chen, Committee Member	X		X			
Michael Mangin, Deputy Mayor				X		
Craig O'Brien, Committee Member				X		
Lou Reiner, Committee Member				X		
Karen Gilbert, Mayor		X	X			

Vote, 2-Yea, 3-No. Motion Failed.

Ordinance #16-14

AN ORDINANCE AMENDING TITLE 10 ENTITLED "VEHICLES AND TRAFFIC" OF THE REVISED GENERAL ORDINANCES OF THE TOWNSHIP OF RARITAN AMENDING CHAPTER 10.12 ENTITLED "TRAFFIC REGULATIONS FOR SPECIFIC STEETS."

BE IT ORDAINED by the Township Committee of the Township of Raritan, in the County of Hunterdon, State of New Jersey, as follows:

Section 1. Section 10-12.010 entitled "Stopping or standing prohibited at all times on certain streets" of Chapter 10.12 entitled "Traffic Regulations for Specific Streets" of Title 10 entitled "Traffic and Vehicles" of the Revised General Ordinances of the Township of Raritan is hereby amended to establish "No Stopping or Standing" zones on certain portions of River Road/CR523 as designated on the map attached hereto and made a part hereof.

Section 2. Schedule II on file in the Township Clerk's office shall be amended to add the "No Stopping or Standing" zones on those portions of River Road/CR523 as designated on the map attached hereto and made a part hereof.

Section 3. The Ordinance shall take effect upon its adoption, passage and publication according to law.

Section 4. A certified copy of this Ordinance, once adopted, shall be forwarded to Ralph Runge, Supervising Engineer, County of Hunterdon, 14 State Route 12, P.O. Box 2900Flemington, NJ 08822-2900.

Mayor Gilbert asked for a motion to open the public hearing on Ordinance #16-14. The motion was made by Comm. Reiner, seconded by Comm. Mangin. Voice vote, 5-0, motion carried. There was no comment. Mayor Gilbert asked for a motion to close the public hearing on Ordinance #16-14. The motion was made by Comm. Mangin, seconded by Comm. Chen. Voice vote 5-0, motion carried. Mayor Gilbert asked if there were any comments from the Committee. There were no comments. Mayor Gilbert asked for a motion to adopt Ordinance #16-14 on final consideration, same to be published according to law. The motion was made by Comm. Mangin, seconded by Comm. Chen.

Roll Call	Moved	Seconded	Ayes	Nays	Abstain	Absent
Richard Chen, Committee Member		X	X			
Michael Mangin, Deputy Mayor	X		X			
Craig O'Brien, Committee Member			X			
Lou Reiner, Committee Member			X			
Karen Gilbert, Mayor			X			

Vote, 5-Yea, 0-No, motion carried.

Ordinance # 16-15 ORDINANCE #16-15

AN ORDINANCE, SUPPLEMENTING THE REVISED GENERAL ORDINANCES OF THE TOWNSHIP OF RARITAN, IN THE COUNTY OF HUNTERDON, STATE OF NEW JERSEY, BY THE ADDITION OF SECTION 2-112 ESTABLISHING A WILDLIFE MANAGEMENT ADVISORY COMMITTEE.

Mayor Gilbert asks for a motion to introduce Ordinance #16-15 on first consideration, same to be published according to law with a public hearing and final

votes schedule for the meeting of Sept. 6, 2016 beginning at 7 pm at the Municipal Building, One Municipal Drive, Flemington, New Jersey at which time all interested persons will be heard. The motion was made by Comm. Chen, seconded by Comm. O'Brien

Roll Call	Moved	Seconded	Ayes	Nays	Abstain	Absent
Richard Chen, Committee Member	X		X			
Michael Mangin, Deputy Mayor			X			
Craig O'Brien, Committee Member		X	X			
Lou Reiner, Committee Member			X			
Karen Gilbert, Mayor			X			

Vote, 5-Yea, 0-No, motion carried.

CORRESPONDENCE

Mayor Gilbert asked if the Committee had any questions or wanted to discuss any items of Correspondence.

There were no questions.

NON CONSENT AGENDA

There was nothing on the non-consent agenda.

CONSENT AGENDA

All matters listed on the Consent Agenda are considered to be routine by the Township Committee and will be enacted by one motion in the form listed below. There will be no separate discussion of these items. If discussion is desired, that item will be removed from the Consent Agenda and will be considered separately.

Mayor Gilbert asked the Committee if there were any items on the Consent Agenda they wanted pulled for discussion or a separate vote. Mr. Giaimis said Resolutions 187 and 188 are the exact same terms of agreement as the Memorandum of Agreement the Committee approved at its last meeting. Comm. Mangin asked if it could be moved to another meeting. Mayor Gilbert asked that Resolutions 187 and 188 be removed from the Consent Agenda because the Committee was already discussing them. Comm. O'Brien asked that the Minutes from June 24th be removed. Comm. Reiner asked for Resolutions 152, 179, 183, 185, 186 be removed from the Consent Agenda. Mayor Gilbert asked for a motion to approve the Consent Agenda consisting of Resolutions 174, 176, 177, 178, 180, 182, 189 and the Minutes from July 18 and the Executive Session Minutes from July 19.

RESOLUTION #16-174

WHEREAS, the Mayor and Township Committee recognize the need in the Township for School Crossing Guards to maintain safe travel for those students who walk to school; and **WHEREAS**, candidates for this position of School Crossing Guard have completed or are in the process of completing their crossing guard training in accordance with Raritan Township Rules & Regulations/Policies and Procedures, Volume II, Chapter 14 of Title 40A of the New Jersey Statutes.

NOW THEREFORE BE IT RESOLVED by the Mayor and Township Committee of the Township of Raritan, County of Hunterdon, State of New Jersey that the following persons be designated as School Crossing Guards for 2016-2017:

Regular Guards

Substitute Guards

Carol Cuccia
 Crescent DiCostanzo
 Marsha Gerstein
 Tanya Lovisa
 Bernadette Kelly
 Lisa Mazzone
 Roberta Porzilli
 Audrey Rounsaville

Charlene Santo

RESOLUTION #16-176

WHEREAS, N.J.S.A. 54:4-3.30 et seq. provides for 100 percent disabled veterans and their spouses to be exempt from property taxes on their principal residences; and
WHEREAS, the property owners listed below have received such designation by the US Veterans Administration and have subsequently applied and been approve for such an exemption from the Tax Assessor for the Township of Raritan; and
WHEREAS, this designation can results in the overpayment of property taxes and require the cancellation of the future tax payments; and
WHEREAS, the Township Tax Collector, as a result of recently approved 100 percent disabled veteran statuses, recommends the refunding of the tax overpayments and cancellation of future tax payments listed below; and
NOW, THEREFORE, BE IT RESOLVED by the Mayor and Township Committee of the Township of Raritan, that:

1. The Tax Collector is directed to cancel taxes as follows:

<u>Taxpayer</u>	<u>Amount</u>	<u>Block</u>	<u>Lot</u>	<u>Qual</u>
John & Olga Trimmer		84	31.07	
3 rd Qtr 2016	\$5,948.95			
4 th Qtr 2016	\$5,948.94			
1 st Qtr 2017	\$2,974.48			
2 nd Qtr 2017	\$2,974.47			
Kevin & Pamela Cahalan		72.23	1	C0305
3 rd Qtr 2016	\$792.93			
4 th Qtr 2016	\$792.93			
1 st Qtr 2017	\$771.78			
2 nd Qtr 2017	\$771.78			
Randy & Melissa Culberson		79	46	
3 rd Qtr 2016	\$1,942.56			
4 th Qtr 2016	\$1,942.56			
1 st Qtr 2017	\$1,892.98			
2 nd Qtr 2017	\$1,892.98			

2. The Tax Collector is directed to process a refund tax as follows:

<u>Taxpayer</u>	<u>Amount</u>	<u>Block</u>	<u>Lot</u>	<u>Qual</u>
Kevin & Pamela Cahalan	\$237.88	72.23	1	C0305
2 nd Qtr 2016				
Randy & Melissa Culberson	\$18.65	79	46	
2 nd Qtr 2016				

RESOLUTION #16-177

WHEREAS, The Township of Raritan has determined that the Hampton Corner jug handle is in need of resurfacing; and
WHEREAS, Capital Bond Ordinance 15-10 has sufficient funds remaining to cover the cost of \$19,884.00 for resurfacing of Hampton Corner jug handle; and
WHEREAS, Capital Bond Ordinance 15-10 allows for "The Milling and Overlay of Yorkshire Drive, Reading Road and other roads in need of similar repair in and by the Township of Raritan; and
WHEREAS, the Township of Raritan Chief Financial officer has certified that funds are available by Certificate of Availability of funds #16- for the resurfacing of the Hampton Corner Road jug handle; and
WHEREAS, the Township of Raritan Department of Public Works Superintendent recommends that the Hampton Corner Road jug handle be surfaced; and
NOW, THEREFORE, BE IT RESOLVED, by the Mayor and Township Committee of the Township of Raritan, County of Hunterdon, State of New Jersey that \$19,884.00 be used from Capital Bond Ordinance #15-10 to resurface the Hampton Corner Road jug handle; and

RESOLUTION #16-178

WHEREAS, in 1987, Youngblood Construction posted a Cash Performance Bond for driveway apron installation within the Concord Ridge development; and
WHEREAS, Youngblood Construction requested the return of its Cash Performance Bond in the amount of \$3,000; and
WHEREAS, Township Engineer, Antoine Hajjar, recommended the return of the Cash Performance Bond in the amount of \$3,000; and
NOW THEREFORE BE IT RESOLVED by the Mayor and Township Committee of the Township of Raritan, County of Hunterdon, State of New Jersey that the Cash Performance Bond posted by Youngblood Construction in the amount of \$3,000 is hereby returned.

RESOLUTION #16-180

WHEREAS, on March 3, 2009 Township Committee approved a reduction in a Performance Bond for Great American Railway, The Northlandz; and
WHEREAS, the Township continued to hold \$5,000 until such time as a final inspection of the landscaping and stabilized overflow parking areas could deem those improvements satisfactory; and
WHEREAS, Township Engineer, Antoine Hajjar, conducted an inspection and determined that these improvements have not be completed according to the approved plan; and
WHEREAS, Township Engineer, Antoine Hajjar has submitted a memo dated July 28, 2016 recommending a denial of the request for the release of the Performance Bond due to the following deficiencies:

- 1) Replacement of railroad ties along overflow parking areas
- 2) Conversion of stone base areas to lawn/grass areas
- 3) Areas designated as parking are overgrown with weeds due to lack of maintenance and landscaping

NOW THEREFORE BE IT RESOLVED by the Mayor and Township Committee of the Township of Raritan, County of Hunterdon, State of New Jersey that request to refund the Cash

Performance Bond posted by Great American Railway, The Northlandz in the amount of \$5,672.53 is hereby denied.

RESOLUTION #16-182

RESOLUTION APPROVING THE CORRECTIVE ACTION PLAN RECOMMENDED IN THE ANNUAL REPORT OF AUDIT FOR 2015

BE IT RESOLVED by the Mayor and Township Committee of Raritan Township, County of Hunterdon, State of New Jersey that the attached Corrective Action Plan, submitted by William Pandos, Chief Financial Officer, be approved and submitted by the Township Clerk to the Division of Local Government Services.

BE IT FURTHER RESOLVED that a copy will be placed in the file in the Clerk’s Office at the Municipal Building and made available for public inspection within the next 45 days.

RESOLUTION #16-189

WHEREAS, there exists within the Township of Raritan a need for a Fire Prevention Inspector; and

WHEREAS, Scott A. Williamson has been recommended by the Township Administrator to fill this position.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Township Committee of the Township of Raritan, in the County of Hunterdon, State of New Jersey, as follows:

1. The Township Committee hereby approves of the appointment of Scott A. Williamson as Fire Prevention Inspector effective on Aug. 27, 2016.
2. Hours not to exceed 20 per week.
3. Compensation to be at a rate of \$29.09 per hour.

The motion was made by Comm. Reiner, seconded by Comm. O’Brien.

Roll Call	Moved	Seconded	Ayes	Nays	Abstain	Absent
Richard Chen, Committee Member			X			
Michael Mangin, Deputy Mayor			X			
Craig O’Brien, Committee Member	X		X			
Lou Reiner, Committee Member		X	X			
Karen Gilbert, Mayor			X			

Vote, 5-Yea, 0-No, motion passed.

Mayor Gilbert asked if there was a discussion needed for the Meeting Minutes of June 24th. Seeing none, Mayor Gilbert asked for a Motion to Approve the Meeting Minutes of June 24th. The motion was made by Comm. Mangin, seconded by Comm. Reiner.

Roll Call	Moved	Seconded	Ayes	Nays	Abstain	Absent
Richard Chen, Committee Member			X			
Michael Mangin, Deputy Mayor			X			
Craig O’Brien, Committee Member	X		X			
Lou Reiner, Committee Member		X	X			
Karen Gilbert, Mayor			X			

Vote, 4-Yea, 0-No, 1-Abstain, motion carried.

Mayor Gilbert asked for a motion to approve Resolution 16-152. Comm. Reiner asked what this entails. Mr. Giaimis said the Committee approved this hire at its last meeting and the resolution memorializes it.

**RESOLUTION #16-152
RESOLUTION AUTHORIZING THE APPOINTMENT OF TECHNICAL
ASSISTANT FOR CONSTRUCTION CODE ENFORCEMENT**

WHEREAS, a vacancy has been created in the Construction Office for the position of Technical Assistant; and

WHEREAS, the Mayor and Township Committee of the Township of Raritan desire to fill this position; and

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Raritan, in the County of Hunterdon, State of New Jersey, that Blanca Lyons is hereby appointed to the position of Technical Assistant for Construction Code Enforcement effective July 11, 2016 at a salary of \$38,500.

The motion was made by Comm. Mangin, seconded by Comm. O'Brien.

Roll Call	Moved	Seconded	Ayes	Nays	Abstain	Absent
Richard Chen, Committee Member			X			
Michael Mangin, Deputy Mayor	X		X			
Craig O'Brien, Committee Member		X	X			
Lou Reiner, Committee Member			X			
Karen Gilbert, Mayor			X			

Vote, 5-Yea, 0-No, motion carried.

Mayor Gilbert asked for a motion to approve Resolution 179.

RESOLUTION #16-179

WHEREAS, in 1992, Great American Railway, The Northlandz posted a Cash Performance Bond; and

WHEREAS, Great American Railway, The Northlandz requested the return of its Cash Performance Bond in the amount of \$1,683.60; and

WHEREAS, Township Engineer, Antoine Hajjar, recommended the return of the Cash Performance Bond in the amount of \$1,683.60; and

NOW THEREFORE BE IT RESOLVED by the Mayor and Township Committee of the Township of Raritan, County of Hunterdon, State of New Jersey that the Cash Performance Bond posted by Great American Railway, The Northlandz in the amount of \$1,683.60 is hereby returned.

The motion was made by Comm. Mangin, seconded by Comm. Reiner.

Roll Call	Moved	Seconded	Ayes	Nays	Abstain	Absent
Richard Chen, Committee Member			X			
Michael Mangin, Deputy Mayor	X		X			
Craig O'Brien, Committee Member			X			
Lou Reiner, Committee Member		X	X			
Karen Gilbert, Mayor			X			

Vote, 5-Yea, 0-No, motion carried.

Mayor Gilbert asked for a motion to approve Resolution 183. Comm. Reiner asked what this entails. Mr. Giaimis said the company provides services when a municipality goes out for bonding.

RESOLUTION #16-183

WHEREAS, there exists a need for an Independent Registered Municipal Advisor for the issuance of \$6,441,000 in General Improvement Bonds, Series 2016; and

WHEREAS, the Township desires to award a contract for professional services contract based upon the merits and abilities of Phoenix Advisors, LLC; and

WHEREAS, this contract for professional services will not be awarded through a “non-fair and open” process pursuant to N.J.S.A. 19:44A-20.4 et seq.

WHEREAS, the Certificate of Funds from the C.F.O. appended hereto certifies that municipal funds are available for same;

NOW THEREFORE BE IT RESOLVED by the Mayor and Township Committee of the Township of Raritan, in the County of Hunterdon, State of New Jersey, as follows:

1. The Mayor and Clerk are hereby authorized and directed to execute the attached agreement with Phoenix Advisors, LLC the performing of Independent Registered Municipal Advisor to Raritan Township.
2. Phoenix Advisors will be compensated \$12,500 for its services after the completion of the bond sale.
3. This contract for professional services will be awarded through a “non fair and open process” pursuant to N.J.S.A. 19:44A-20.4 et seq.
4. This contract will be funded under Ordinance #16-09 and #16-10 through the proceeds of the sale of the bond.
5. A notice of this action shall be printed in the official newspaper as required by law within ten (10) days of its passage.

The motion was made by Comm. Chen, seconded by Comm. Reiner.

Roll Call	Moved	Seconded	Ayes	Nays	Abstain	Absent
Richard Chen, Committee Member	X		X			
Michael Mangin, Deputy Mayor			X			
Craig O'Brien, Committee Member			X			
Lou Reiner, Committee Member		X	X			
Karen Gilbert, Mayor			X			

Vote, 5-Yea, 0-No, motion carried.

Mayor Gilbert asked for a motion to approve Resolution 185. Comm. Reiner asked what the agreement was. Mr. Giaimis said before you good out for bond the municipality must have its credit rated and S&P provides those services.

RESOLUTION #16-185

WHEREAS, there exists a need for Credit Rating Services for the issuance of \$6,441,000 in General Improvement Bonds, Series 2016; and

WHEREAS, the Township desires to award a contract for professional services contract based upon the merits and abilities of S&P Global Ratings; and

WHEREAS, this contract for professional services will not be awarded through a “non-fair and open” process pursuant to N.J.S.A. 19:44A-20.4 et seq.

NOW THEREFORE BE IT RESOLVED by the Mayor and Township Committee of the Township of Raritan, in the County of Hunterdon, State of New Jersey, as follows:

1. The Mayor and Clerk are hereby authorized and directed to execute the attached agreement with S&P Credit Global Ratings the performing of Credit Ratings Services to Raritan Township for the issuance of \$6,441,000 General Improvement Bonds.
2. S&P Global Credit Ratings Services will be compensated \$13,500 plus all applicable value-added, sale, use and similar taxes for its services.
3. S&P Global Ratings will be reimbursed for reasonable travel and legal expenses if such expenses are not included in the above fees.
4. This contract for professional services will be awarded through a “non fair and open process” pursuant to N.J.S.A. 19:44A-20.4 et seq.
5. This contract will be funded under Ordinance #16-09 and #16-10 through the proceeds of the sale of the bond.
6. A notice of this action shall be printed in the official newspaper as required by law within ten (10) days of its passage.

The motion was made by Comm. O’Brien, seconded by Comm. Mangin.

Roll Call	Moved	Seconded	Ayes	Nays	Abstain	Absent
Richard Chen, Committee Member			X			
Michael Mangin, Deputy Mayor		X	X			
Craig O’Brien, Committee Member	X		X			
Lou Reiner, Committee Member			X			
Karen Gilbert, Mayor			X			

Vote, 5-Yea, 0-No, motion carried.

Mayor Gilbert asked for a motion to approve Resolution 186. Mr. Chen asked how much the contract was for. Mr. Bray said it was \$372 per month for 60 months.

RESOLUTION 16-186

AUTHORIZING THE LEASE OF POSTAGE METER AND RELATED MAILING EQUIPMENT NJPA CONTRACT PURSUANT TO N.J.S.A. 52:34-6.2 P.L. 2011. C.139

WHEREAS, N.J.S.A. 52:34-6.2 P.L. 2011, C.139 allows contracting units to enter into agreements with state, regional, or single government agencies that award contracts for its own use and is authorized under its own laws to extend those contracts to other government agencies; and **WHEREAS**, the Township of Raritan has the need to lease a Postage Meter and related Mailing Equipment; and

WHEREAS, the Township has compared pricing for comparable goods from other vendors and has determined that the use of a cooperative contract shall result in cost savings to the Township; and

WHEREAS, the Township Committee has determined that it is in the best interests of the residents or Raritan Township to utilize the National Joint Powers Alliance Contract (NJPA) #043012-PIT awarded to Pitney Bowes for the lease of the Postage Meter and related Mailing Equipment; and

WHEREAS, the Chief Financial Officer has determined that sufficient funds are available as evidenced by Certification of Funds #16-15.

NOW, THEREFORE, BE IT RESOLVED, by the Township Committee of the Township of Raritan, in the County of Hunterdon, State of New Jersey as follows:

1. The Township Committee of the Township of Raritan hereby authorizes the lease of a Postage Meter and related Mailing Equipment in the amount of \$372.67 per month for 60 months (the “Lease”), pursuant to the NJPA State and Local FMV Lease Quote annexed hereto, pending the completion of the legal publication requirements.

2. The purchase is made pursuant to a cooperative purchasing agreement with NJPA, Contract number #043012-Pit.

3. A Notice of Intent to award this Contract shall be advertised in the official newspaper of the Township.

4. The Mayor and Township Clerk are hereby authorized to execute any and all documentation necessary to effectuate the Lease of the Postage Meter and related Mailing Equipment pursuant to the NJPA contract with Pitney Bowes.

The motion was made by Comm. Mangin, seconded by Comm. Reiner.

Roll Call	Moved	Seconded	Ayes	Nays	Abstain	Absent
Richard Chen, Committee Member			X			
Michael Mangin, Deputy Mayor	X		X			
Craig O'Brien, Committee Member			X			
Lou Reiner, Committee Member		X	X			
Karen Gilbert, Mayor			X			

Vote, 5-Yea, 0-No, motion carried.

Mayor Gilbert asked for a motion to approve Resolution 187. Mr. Giaimis said this is the same terms of agreement for the previously approved CWA units and it has been ratified by the union. Mr. Giaimis said it is a separate resolution because it is a separate unit of that union.

RESOLUTION #16-187

WHEREAS, the Township of Raritan and Communications Workers of America, AFL-CIO, Local 1040 representing Higher Level Supervisory Unit have concluded negotiations with respect to a new contract for the period January 1, 2016-December 31, 2019 and

WHEREAS, an agreement has been reached regarding the contract terms and conditions.

NOW THEREFORE BE IT RESOLVED by the Mayor and Township Committee of the Township of Raritan that the terms and conditions in the new contract between the Township of Raritan and the Communications Workers of America, AFL-CIO, Local 1040 representing Higher Level Supervisory Unit for the period January 1, 2016 – December 31, 2019 is hereby approved and the Mayor and Administrator are authorized to execute this contract with the representatives of Communications Workers of America, AFL-CIO, Local 1040 in accordance with the said terms and conditions.

The motion was made by Comm. Chen, seconded by Comm. O'Brien.

Roll Call	Moved	Seconded	Ayes	Nays	Abstain	Absent
Richard Chen, Committee Member	X		X			
Michael Mangin, Deputy Mayor			X			
Craig O'Brien, Committee Member		X	X			
Lou Reiner, Committee Member			X			
Karen Gilbert, Mayor			X			

Vote, 5-Yea, 0-No, motion carried.

Mayor Gilbert asked for a motion to approve Resolution 188.

RESOLUTION #16-188

WHEREAS, the Township of Raritan and Communications Workers of America, AFL-CIO, Local 1040 representing Supervisory Unit have concluded negotiations with respect to a new contract for the period January 1, 2016-December 31, 2019 and

WHEREAS, an agreement has been reached regarding the contract terms and conditions. **NOW THEREFORE BE IT RESOLVED** by the Mayor and Township Committee of the Township of Raritan that the terms and conditions in the new contract between the Township of Raritan and the Communications Workers of America, AFL-CIO, Local 1040 representing Supervisory Unit for the period January 1, 2016 – December 31, 2019 is hereby approved and the Mayor and Administrator are authorized to execute this contract with the representatives of Communications Workers of America, AFL-CIO, Local 1040 in accordance with the said terms and conditions.

The motion was made by Comm. Reiner, seconded by Comm. O’Brien.

Roll Call	Moved	Seconded	Ayes	Nays	Abstain	Absent
Richard Chen, Committee Member			X			
Michael Mangin, Deputy Mayor			X			
Craig O’Brien, Committee Member		X	X			
Lou Reiner, Committee Member	X		X			
Karen Gilbert, Mayor			X			

Vote, 5-Yea, 0-No, motion carried.

PRIVILEGE OF THE FLORR

Mayor Gilbert asked if there was anyone who wished to address the Committee on any issue for up to three minutes.

Scott McPherson – Reaville Sportsmen Association – Mr. McPherson said his club is interested in participating in the deer management plan.

Barbara Sachau – 2 Glenway Dr. – Ms. Sachau said the proposed Wildlife Committee must be balanced. Ms. Sachau said the public was not allowed to question the speakers who gave the deer management presentation. Ms. Sachau said the Wildlife Committee should have six members equally divided between hunters and those against hunting.

Chris Rowland – 13 Tuccamirgan Road – Mr. Rowland said Walnut Brook is eroding its banks and threatening his property located next to Morales Park. Mr. Rowland asked to be placed on the agenda in the September to present information about the issue and what the Township should do to better manage the bank erosion inside the preserve.

Mayor Gilbert said Mr. Hajjar discussed the matter with her. Mayor Gilbert said Mr. Hajjar could discuss and work with him on the issue.

ADJOURNMENT

Mayor Gilbert asked for a motion to adjourn. The motion was made by Comm. Reiner and seconded by Deputy Mayor Mangin.

Vote: 5-Yea, 0-No. Motion carried.

Meeting adjourned at 10:29 pm.

Respectfully submitted,

William Bray
Acting Township Clerk