

**TOWNSHIP OF RARITAN
COUNTY OF HUNTERDON, NEW JERSEY**

RESOLUTION #18-37

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) Contract Negotiations:
 - b) Personnel: RTMUA appointment; Construction Code Official; Auditor appointment; Judge appointment
 - c) Attorney-Client Privilege:
 - d) Attorney-Client Privilege
 - e) Pending Litigation: Dayton Road property

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.

- 3. The Committee will return to Regular Session and may take further action.
- 4. This Resolution shall take effect immediately.

ATTEST:

**TOWNSHIP COMMITTEE OF THE
TOWNSHIP OF RARITAN**

Lisa Fania, RMC
Township Clerk

Michael Mangin
Mayor

CERTIFICATION

I, Lisa Fania, Clerk of the Township of Raritan, County of Hunterdon, State of New Jersey, hereby certify that the foregoing resolution is a true, complete and accurate copy of a resolution adopted by the Township Committee of the Township of Raritan at a meeting held on February 20, 2018.

Lisa Fania, RMC
Township Clerk

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List of Bills - (All Funds)

Vendor	Description	Current Fund	Payment	Check Total
4624 - A&K EQUIPMENT CO INC	trk 27 On Spot valve & 28 Plow cont	PO 5892	637.05	637.05
3170 - ANJEC	Membership Dues ANJEC	PO 5865	350.00	350.00
1640 - APPROVED FIRE PROTECTION CO	Extinguishers	PO 5771	1,450.20	
	Annual Fire Extinguisher Inspection	PO 5857	12.60	1,462.80
2309 - AQUA PROTECH LABS		PO 5405	2,050.00	2,050.00
1232 - AT&T	B-MUNICIPAL BLDG - ACCT #0303050028	PO 5900	500.07	500.07
1194 - AVENET WEB SOLUTIONS	GOV OFFICE ANNUAL SERVICE PACKAGE FO	PO 5836	1,450.00	1,450.00
2382 - BRIAN TAGGERT	2017 EYE CARE REIMBURSEMENT	PO 5819	150.00	150.00
4215 - BUY NOW OFFICE SUPPLIES	Permits/Stickers	PO 5677	607.00	607.00
3297 - CDW GOVERNMENT	Equipment	PO 5421	1,698.28	1,698.28
895 - CENTURYLINK	JANUARY 2018	PO 5789	631.20	631.20
799 - CINTAS CORP	Medical Supplies DPW	PO 5777	105.92	105.92
1710 - CINTAS CORP	Janitorial Supplies	PO 5864	244.55	244.55
4597 - CITY RADIATOR INC	trk 3 Radiator	PO 5891	650.00	650.00
1801 - COMCAST	B- INTERNET 2018 (PW)	PO 5795	274.23	274.23
4360 - DANIEL LORENZI	B-SNOW MEALS FOR 2018	PO 5811	23.00	23.00
814 - DAVID SNYDER	B-SNOW MEALS FOR 2018	PO 5801	8.00	8.00
1048 - DEMPSEY UNIFORM & LINEN SUPPLY	January	PO 5856	106.24	106.24
3833 - DIFRANCESCO, BATEMAN, COLEY ETC	B-2017 LEGAL SERVICES	PO 5670	11,957.69	11,957.69
236 - DITSCHMAN/FLEMINGTON FORD	Police 21-19 turbos	PO 5774	2,654.94	2,654.94
421 - DONALD HUTCHINS	Certified Pesticide and Fertilizer	PO 5635	228.74	228.74
3799 - DONALD VANFOSSEN	B-SNOW MEALS FOR 2018	PO 5808	8.00	8.00
4508 - DONN BROWN	B-SNOW MEALS FOR 2018	PO 5830	8.00	8.00
252 - EAGLE FENCE & SUPPLY	DPW Fence Repair	PO 5837	25.20	25.20
3798 - EDWARD WALDRON	B-SNOW MEALS FOR 2018	PO 5807	15.00	15.00
2157 - EDWARD YARD	B-SNOW MEALS 2018	PO 5803	15.00	15.00
1569 - ENGINEERED COMPONENTS INC	25 & 26 Hyd control cables	PO 5878	280.56	280.56
4330 - FIRE & SAFETY SERVICES	Fire Truck Pump and Repair Service,	PO 5840	2,166.67	2,166.67
4609 - GANNETT NJ NEWSPAPERS	DECEMBER 2017	PO 5934	177.16	177.16
1551 - GARDEN STATE HIGHWAY PRODUCTS, INC	JANUARY 2018 ADS	PO 5935	1,031.04	1,208.20
4482 - GLOBAL EQUIPMENT CO	Crew Chief Truck Signs	PO 5569	1,081.40	1,081.40
11 - GRAINGER	Bulletin Board	PO 5766	245.36	245.36
	Ceiling Tiles	PO 5765	399.84	
	Plow Jacks	PO 5881	284.64	684.48
4463 - GRAMCO BUSINESS COMMUNICATIONS	Maint. Contract Recording System	PO 5272	975.00	975.00
4563 - GREATAMERICA FINANCIAL SRVC	B-2018 COPIER RENTALS	PO 5914	1,564.00	1,564.00
2919 - HALE TRAILER	Back up alarms and hyd fittings	PO 5882	55.62	55.62
3510 - HARRY HAUSHALTER, ESQ.	B-2017 TAX APPEALS	PO 5854	2,030.50	2,030.50
1833 - HMC- SPEECH & HEARING	Member Physicals	PO 5717	528.00	528.00
3725 - HUNTERDON COUNTY	Business Cards	PO 5751	25.00	25.00
2 - HUNTERDON LOCK & SAFE	Key Copies	PO 5861	37.43	37.43

List of Bills - (All Funds)

Vendor	Description	Payment	Check Total
423 - INT'L ASSOC CHIEFS OF POLICE	PO 5627 2018 Dues for Chief Glenn Tabasko	150.00	150.00
430 - INTERSTATE BATTERY SYSTEM	PO 5880 Hot Box battery #120	106.95	106.95
510 - J CALDWELL & ASSOC	PO 5404 Township Master Plan Reexamination	2,875.00	2,875.00
1861 - JAMES HARPER	PO 5796 B-SNOW MEALS FOR 2018	23.00	23.00
451 - JCP&L	PO 5932 JANUARY 2018	11,744.23	11,744.23
2413 - JOHN SMITH	PO 5778 2017 Medicare Reimbursement	2,640.00	2,640.00
1787 - JONATHON WEBB	PO 5809 B-SNOW MEALS FOR 2018	23.00	23.00
859 - KEVIN TETTEMER	PO 5798 B-SNOW MEALS FOR 2018	8.00	8.00
4322 - LINK HIGH TECH INC	PO 5476 SSI Certificate - Police	120.00	120.00
	PO 5496 Office 2016	224.55	224.55
	PO 5537 Cable	29.28	29.28
841 - LORRAINE STROUSE	PO 5718 Medicare Reimbursement	1,320.00	1,320.00
1431 - MCMANIMON & SCOTLAND, L.L.C.	PO 5783 BOND ORD/NOTE SALE - DECEMBE 2017	4,018.80	4,018.80
2741 - MICHAEL RASILE	PO 5805 B-SNOW MEALS FOR 2018	8.00	8.00
4361 - MICHAEL TRAUCH	PO 5812 B-SNOW MEALS FOR 2018	15.00	15.00
2227 - MP OVERHEAD DOORS	PO 5863 Fire inspection of door	374.00	374.00
3121 - NATIONAL PARTS SUPPLY	PO 5890 Serv & repair parts	316.48	316.48
3881 - NEW JERSEY AMERICAN WATER	PO 5820 JANUARY 2018	24,534.56	24,534.56
	PO 5916 B-2018 WATER	1,004.27	1,004.27
4687 - NICHOLAS DANESE	PO 5814 B-SNOW MEALS FOR 2018	8.00	8.00
372 - NJ ADVANCED MEDIA	PO 5936 BOH ADS FOR 2/1/18	108.33	108.33
641 - NJ STATE LEAGUE OF MUNICIPALITIES	PO 5549 Employment Ads	230.00	230.00
393 - ONE CALL CONCEPTS	PO 5859 January	152.50	152.50
2476 - PECKHAM IND, INC	PO 5872 Liquid Calcium Chloride	2,718.43	2,718.43
4484 - PETERSON SERVICE CO, INC	PO 5888 Municipal Building Repair	1,840.23	1,840.23
4387 - Pinnacle Insurance Solutions	PO 5666 Employee Bond Renewals	1,922.00	1,922.00
674 - PITNEY BOWES CREDIT CORP	PO 5933 B-2018 POSTAGE MACHINE RENTAL	1,118.01	1,118.01
2055 - POWERCO INC	PO 5884 #59 brake and tail light parts	345.60	345.60
4049 - PRAXAIR	PO 5879 Acetylene	79.27	79.27
673 - RACHLES/MICHELE'S OIL CO	PO 5776 Gasoline	5,112.65	5,112.65
	PO 5858 Diesel	4,959.84	4,959.84
1428 - RALPH K BADMANN CORP	PO 5887 Plow Hyd Fittings	198.54	198.54
3973 - RICOH USA, INC	PO 5911 B-2018 COPIER LEASE	133.50	133.50
1939 - ROBERT H HOOVER & SONS	PO 5838 trk 9 Exhaust Repair,trk3 Coolant S	1,414.35	1,414.35
531 - ROBERT MARINO	PO 5802 B-SNOW MEALS FOR 2018	8.00	8.00
305 - RONALD FLEMING	PO 5800 B-SNOW MEALS FOR 2018	8.00	8.00
911 - RUTGERS	PO 5844 Public Works Conference Ethics/ Mu	237.00	237.00
3252 - SAFRAN MORPHOTRAK	PO 5707 Livescan Fingerprint & Printer Main	2,130.86	2,130.86
3797 - SAMUEL LAVOIE	PO 5806 B-SNOW MEALS FOR 2018	8.00	8.00
4337 - SOMERSET CNTY FIRE SAFETY ASSOC	PO 5746 Membership	100.00	100.00
4688 - STEVEN BARRETT	PO 5815 B-SNOW MEALS FOR 2018	8.00	8.00
836 - STOVERS WELLS & PUMPS	PO 5414 Well Capping	1,500.00	1,500.00

List of Bills - (All Funds)

Vendor	Description	Payment	Check Total
2527 - UNLIMITED MOTORSPORTS	PO 5754 capping well	1,500.00	3,000.00
2142 - VERIZON WIRELESS	PO 4896 Vehicle Floor Mats	550.00	550.00
	PO 5897 B- CARS #982593585	696.96	
918 - VITAL COMMUNICATIONS INC	PO 5898 B-CARS (OLD) - #682562144	160.04	857.00
4212 - WASTE MANAGEMENT OF NJ	PO 5655 B-2018 TAX ASSESSOR & COLLECTOR SER	824.00	824.00
4090 - WB MASON	PO 5883 January	2,359.20	2,359.20
	PO 5418 MCCPC Contract #25 Janitorial Suppl	239.08	
	PO 5672 Office Supplies	302.04	
	PO 5667 Office Supplies	174.71	
	PO 5736 Office Supplies	259.29	
	PO 5737 Office Supplies	240.00	
	PO 5743 Office Supplies	77.86	
736 - WILLIAM RISSMILLER	PO 5799 B-SNOW MEALS FOR 2018	8.00	1,292.98
486 - WOODRUFF ENERGY	PO 5915 B-2018 NATURAL GAS	2,758.20	8.00
			2,758.20
State & Federal Grants			
4586 - ALLEN PAPER CO	PO 5764 Janitorial Supplies	288.50	288.50
2850 - BRION FLEMING	PO 5852 Training	328.63	328.63
3436 - RUTGERS UNIVERSITY	PO 5867 Clean Community Training	115.00	115.00
Trust			
4079 - CENTRAL JERSEY HSG RESOURCE	PO 5637 B-2018 AFFORDABLE HOUSING SERVICES	3,755.50	3,755.50
4317 - CLARKE CATON HINTZ	PO 5719 Mt. Laurel thru 12/29/17	212.50	212.50
2771 - FLEMINGTON SOUTH GARDENS	PO 5632 2018 - AFFORDABLE HOUSING SERVICES	6,215.96	6,215.96
510 - J CALDWELL & ASSOC	PO 5938 B-COAH FOR 2018	600.00	600.00
1014 - NJ STATE DEPT OF HEALTH	PO 5851 Dog License Fees Due to State	38.40	38.40
1891 - OLD DOMINION BRUSH CO	PO 5331 Leafer PTO assy	1,835.76	1,835.76
4291 - TREETOP PRODUCTIONS INC	PO 5386 Parking Lot Kiosks	4,338.82	4,338.82
General Capital			
303 - COOPER ELECTRIC	PO 5763 Police Remediation Supplies	1,862.07	1,862.07
879 - TRAP ROCK INDUSTRIES	PO 5749 Asphalt Police Remediation	1,530.38	1,530.38
2432 - TREASURER-ST OF NJ	PO 5913 ANNUAL POLICE SITE REMEDIATION FEE	3,365.00	3,365.00
TOTAL			145,255.26

Summary By Account

ACCOUNT	DESCRIPTION	CURRENT YR	APPROP. YEAR	NON-BUDGETARY	CREDIT
01-101-01-000-001	CASH TD BANK	0.00			120,768.74

Summary By Account

CREDIT

NON-BUDGETARY

APPROP. YEAR

CURRENT YR

DESCRIPTION

ACCOUNT

ACCOUNT	DESCRIPTION	CURRENT YR	APPROP. YEAR	NON-BUDGETARY	CREDIT
01-201-20-100-200	TOWNSHIP ADMINISTRATOR O/E	868.31			
01-201-20-101-200	POSTAGE & PHOTOCOPYING	2,815.51			
01-201-20-120-200	TOWNSHIP CLERK - OE	869.46			
01-201-20-140-200	DATA PROCESSING SERVICES OE	2,274.00			
01-201-21-180-200	PLANNING BOARD OE	8.60			
01-201-21-185-200	ZONING BOARD OE	152.98			
01-201-23-210-200	OTHER INSURANCE	1,922.00			
01-201-25-240-200	POLICE OE	2,780.15			
01-201-25-256-200	P.E.O.S.H.A.-FIRE CO.	528.00			
01-201-25-266-200	FIRE HYDRANTS	24,534.56			
01-201-25-267-200	FIRE OFFICIAL OE	125.00			
01-201-26-295-200	SNOW REMOVAL OE	2,920.43			
01-201-26-306-200	P.E.O.S.H.A. ROADS OE	258.42			
01-201-26-310-200	PUBLIC PROPERTY (B&G) OE	6,235.65			
01-201-26-315-200	VEHICLE MAINTENANCE OE	9,190.67			
01-201-26-316-200	RECYCLING TAX	88.47			
01-201-27-330-200	BOARD OF HEALTH OE	108.33			
01-201-27-335-200	ENVIRONMENTAL COMMISSION OE	350.00			
01-201-31-440-200	UTILITIES	27,841.69			
01-201-32-465-200	SOLID WASTE	2,270.73			
01-201-43-490-200	MUNICIPAL COURT OE	975.00			
01-203-20-100-200	(2017) TOWNSHIP ADMINISTRATOR O/E		379.28		
01-203-20-120-200	(2017) TOWNSHIP CLERK - OE		333.34		
01-203-20-155-200	(2017) LEGAL SERVICES OE		18,006.99		
01-203-21-180-200	(2017) PLANNING BOARD OE		2,943.37		
01-203-22-195-200	(2017) CONSTRUCTION OFFICIAL OE		1,459.04		
01-203-23-220-200	(2017) GROUP INSURANCE		3,960.00		
01-203-25-267-200	(2017) FIRE OFFICIAL OE		1,698.28		
01-203-26-290-200	(2017) ROAD REPAIR & MAINTENANCE OE		1,081.40		
01-203-26-307-200	(2017) LANDFILL-MONITORING WELLS		2,050.00		
01-203-26-310-200	(2017) PUBLIC PROPERTY (B&G) OE		1,739.08		
TOTALS FOR	Current Fund	87,117.96	33,650.78	0.00	120,768.74

02-101-01-000-01	Grant Checking		0.00		732.13
02-213-41-727-001-000	Clean Communities Act 2017		732.13		
TOTALS FOR	State & Federal Grants	0.00	732.13	0.00	732.13

Summary By Account

ACCOUNT	DESCRIPTION	CURRENT YR	APPROP. YEAR	NON-BUDGETARY	CREDIT
03-101-01-000-001	Checking TD Bank			0.00	16,996.94
03-286-10-110-006-000	COAH Trust			10,783.96	
03-286-10-110-011-000	Reserve for Open Space			4,338.82	
03-286-10-110-016-000	Recycling Trust			1,835.76	
03-286-55-102	Due To State of New Jersey			38.40	
TOTALS FOR	Trust	0.00	0.00	16,996.94	16,996.94
04-101-01-000-001	Checking TD Bank			0.00	6,757.45
04-215-56-298-000	ORD 16-10 VARIOUS CAPITAL EQUIP & IMPROV			6,757.45	
TOTALS FOR	General Capital	0.00	0.00	6,757.45	6,757.45

Total to be paid from Fund 01 Current Fund 120,768.74
 Total to be paid from Fund 02 State & Federal Grants 732.13
 Total to be paid from Fund 03 Trust 16,996.94
 Total to be paid from Fund 04 General Capital 6,757.45
 =====
 145,255.26

Checks Previously Disbursed

ACCOUNT	DESCRIPTION	PO#	DATE	AMOUNT
12318	RARITAN TWP MEDICAL CLAIMS TRUST	PO# 5753	MEDICAL BILLS START-UP FOR 2018	200,000.00
1143	J CALDWELL & ASSOC	PO# 5937	B-OPEN SPACE FOR 2018	60.00
21618	RARITAN TWP PAYROLL AGENCY	PO# 5940	PAYROLL 2/16/18	319,863.05
21618	RARITAN TWP PAYROLL AGENCY	PO# 5940	PAYROLL 2/16/18	2,079.00
21618	RARITAN TWP PAYROLL AGENCY	PO# 5940	PAYROLL 2/16/18	1,510.91
21618	RARITAN TWP PAYROLL AGENCY	PO# 5940	PAYROLL 2/16/18	343.04
20218	RARITAN TWP PAYROLL AGENCY	PO# 5939	Payroll 2/2/18	322,793.29
20218	RARITAN TWP PAYROLL AGENCY	PO# 5939	Payroll 2/2/18	7,228.51
31110	KELLY FLANNIGAN	PO# 5912	REFUND OF FIRE INSPECTION PERMIT F	35.00
31109	COUNTY OF HUNTERDON	PO# 5910	COUNTY ADDED/OMITTED	3,420,919.08
31108	COUNTY OF HUNTERDON	PO# 5909	LIBRARY A/O	342,116.24
31107	COUNTY OF HUNTERDON	PO# 5908	OPEN SPACE A/O	339,733.56
13018	MICROSOFT	PO# 5685	B-2018 MICROSOFT SERVICES	270.10

Summary By Account

ACCOUNT	DESCRIPTION	CURRENT YR	APPROP. YEAR	NON-BUDGETARY	CREDIT
31106	DELTA DENTAL PLAN NJ INC	PO# 5629	B-2018 DENTAL INSURANCE	16,959.81	2/14/2018
31105	FLEMINGTON-RARITAN BD OF ED	PO# 5899	PAYMENT #6	7,138,731.00	2/12/2018
31104	YAS FRONTLINE DEVELOPMENT	PO# 5371	2018 NJ State and Federal All-In-O	338.31	2/02/2018
69	FWDSL & ASSOC	PO# 5726	Tax Sale Premium	1,400.00	2/01/2018
70	NJ MOTOR VEHICLE COMMISSION	PO# 5679	REGISTRATION FOR OEM TRAILER	60.00	1/11/2018

				12,114,440.90	
	Total paid from Fund 01 Current Fund			12,101,759.44	
	Total paid from Fund 02 State & Federal Grants			343.04	
	Total paid from Fund 03 Trust			12,278.42	
	Total paid from Fund 04 General Capital			60.00	

				12,114,440.90	

Total for this Bills List: **12,259,696.16**

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List of Bills - (0110101000001) CASH TD BANK
Current Fund

Check#	Vendor	Description	Payment	Check Total
0	1434 - NJ FIRE EQUIPMENT CO.	PO 5770 SCBA TESTING/REPAIR	4,256.78	4,256.78
	TOTAL		4,256.78	4,256.78

Summary By Account

ACCOUNT	DESCRIPTION	CURRENT YR	APPROP. YEAR	NON-BUDGETARY	CREDIT
01-101-01-000-001	CASH TD BANK			0.00	4,256.78
01-201-25-265-200	FIRE COMPANY	4,256.78			
TOTALS FOR	Current Fund	4,256.78	0.00	0.00	4,256.78

Total to be paid from Fund 01 Current Fund

4,256.78

4,256.78



RARITAN TOWNSHIP MEMORANDUM

9a

Date: February 5, 2018

To: Mayor and Township Committee
Don Hutchins, Township Administrator
Bill Pandos, Certified financial officer
Lisa Fania, Township Clerk

From: Brion Fleming, P.W. Superintendent

Re: Snow Removal Costs
Storm on: 2/2/2018
Official Accumulation: Light dusting of snow
Duration: 4 Hours
Services: Salt

OT Hours	33.5	@ \$51.30	\$ 1,718.55
Salaried Employees	3.5	@ 66.00/hr	\$ 231.00

Total Personnel Cost= \$ 1,949.55

Salt	120 Tons	@51.31/ton	\$ 6,157.20
Calcium Chloride	50 Gals	@0.994/gal	\$ 49.70
Sidewalk Salt (50lb bag)	2 Bags	@12.00/bag	\$ 24.00

Total Material Cost= \$ 6,230.90

Total Other Expenses(Meals)= \$ 0.00

TOTAL COST OF SNOW REMOVAL = \$8,180.45

Notes/Comments:

Rain early in the morning hours turned to a light snow in the high elevation areas covering the roadways. At day break with dropping temperatures the wet roads in the lower elevation areas turned to ice.



RARITAN TOWNSHIP MEMORANDUM

Date: February 5, 2018

To: Mayor and Township Committee
Don Hutchins, Township Administrator
Bill Pandos, Certified financial officer
Lisa Fania, Township Clerk

From: Brion Fleming, P.W. Superintendent

Re: Snow Removal Costs
Storm on: 2/5/2018
Official Accumulation: Coating of Ice
Duration: 6 Hours
Services: Salt

OT Hours	51.75	@ \$51.30	\$ 2,654.78
Salaried Employees	5.25	@ 66.00/hr	\$ 346.50

Total Personnel Cost= \$ 3,001.28

Salt	120 Tons	@51.31/ton	\$ 6,157.20
Calcium Chloride	45 Gals	@0.994/gal	\$ 44.73
Sidewalk Salt (50lb bag)	2 Bags	@12.00/bag	\$ 24.00

Total Material Cost= \$ 6,225.93

Total Other Expenses(Meals)= \$112.00

TOTAL COST OF SNOW REMOVAL = \$ 9,339.21

Notes/Comments:

Communications called at 2am for icy roadways. DPW salted all roads by 6am and rechecked the roads before starting scheduled work days.



RARITAN TOWNSHIP MEMORANDUM

Date: February 9, 2018

To: Mayor and Township Committee
Don Hutchins, Township Administrator
Bill Pandos, Certified financial officer
Lisa Fania, Township Clerk

From: Brion Fleming, P.W. Superintendent

Re: Snow Removal Costs
Storm on: 2/7/2018
Official Accumulation: 1.5 Inches
Duration: 12 Hours
Services: Salt and Plow

OT Hours	67	@ \$51.30	\$ 3,437.10
Salaried Employees	10.5	@ 66.00/hr	\$ 693.00

Total Personnel Cost= \$ 4,130.10

Salt	347 Tons	@51.31/ton	\$ 17,804.57
Calcium Chloride	1496 Gals	@0.994/gal	\$ 1,487.02
Sidewalk Salt (50lb bag)	7 Bags	@12.00/bag	\$ 84.00

Total Material Cost= \$19,375.59

Total Other Expenses(Meals)= \$ 90.00

TOTAL COST OF SNOW REMOVAL = \$ 23,595.69

Notes/Comments:

Storm started out as snow changing over to ice then rain. Roads were treated with salt at the start of the storm. With the predicted ice accumulation later in the day we did not plow off the barrier between the roadway and the ice. Once the storm changed to all rain employees plowed off the snow and ice accumulation. Roadways were retreated with salt before going home for the night.

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Monthly Summary

5-Feb-2018

January

Planning Board Number	Applicant	Rate	Hours	Extension
PLAN REVIEW (Planning Escrow Acct.)				
BOA-18-2017	Cellco / Verizon Wireless	\$175.32	2.5	\$438.30
BOA-18-2017	Cellco / Verizon Wireless	\$175.32	1.5	\$262.98
SP-655-PF	Enclaves	\$87.94	2.5	\$219.85
SP-655-PF	Enclaves	\$87.94	1.5	\$131.91
SP-545-P/F	Flemington Industrial Park	\$58.06	1.5	\$87.09
SP-666-M	Flemington Industrial Park	\$87.94	1.5	\$131.91
SP-666-M	Flemington Industrial Park	\$175.32	2.75	\$482.13
SP-666-M	Flemington Industrial Park	\$175.32	0.5	\$87.66
SP-666-M	Flemington Industrial Park	\$175.32	0.5	\$87.66
SP-666-M	Flemington Industrial Park	\$175.32	0.75	\$131.49
SP-666-M	Flemington Industrial Park	\$175.32	1	\$175.32
SP-666-M	Flemington Industrial Park	\$175.32	0.75	\$131.49
BOA-03-2018	Flemington Moose Lodge	\$175.32	1.5	\$262.98
BOA-03-2018	Flemington Moose Lodge	\$175.32	0.25	\$43.83
BOA-03-2018	Flemington Moose Lodge	\$175.32	0.75	\$131.49
BOA-03-2018	Flemington Moose Lodge	\$175.32	0.5	\$87.66
BOA 15-2017	Fred Beans Imports	\$175.32	0.25	\$43.83
SP-643-PF	Johanna Foods	\$58.06	2.5	\$145.15
S-1432-M	Macedo Industrial Park	\$87.94	1	\$87.94
S-1432-M	Macedo Industrial Park	\$87.94	2	\$175.88
S-1432-M	Macedo Industrial Park	\$87.94	2	\$175.88
SP-641-P/F	Pulte Homes	\$175.32	1.5	\$262.98
SP-641-P/F	Pulte Homes	\$175.32	1	\$175.32
SP-668-PF	Raritan Town Square	\$175.32	1	\$175.32
SP-668-PF	Raritan Town Square	\$175.32	2	\$350.64
SP-668-PF	Raritan Town Square	\$175.32	2.5	\$438.30
BOA-02-2018	Roman Shor	\$175.32	0.25	\$43.83
BOA-02-2018	Roman Shor	\$175.32	0.75	\$131.49
SP-649-PF	Sanatana Dharma	\$175.32	0.5	\$87.66
SP-649-PF	Sanatana Dharma	\$175.32	1.5	\$262.98
SP-649-PF	Sanatana Dharma	\$175.32	1.75	\$306.81
SP-649-PF	Sanatana Dharma	\$175.32	0.25	\$43.83
SP-649-PF	Sanatana Dharma	\$175.32	0.5	\$87.66
BOA-20-2017	Sprint Spectrum	\$175.32	0.75	\$131.49
BOA-20-2017	Sprint Spectrum	\$175.32	0.5	\$87.66
BOA-19-2017	Stavola Flemington Asphalt LLC	\$87.94	1.5	\$131.91
BOA-19-2017	Stavola Flemington Asphalt LLC	\$175.32	1.25	\$219.15
BOA 13-2017	Stothoff	\$175.32	0.5	\$87.66
BOA-01-2018	T-Mobile Northeast	\$175.32	0.5	\$87.66
BOA-10-2015	T-Mobile Northeast, LLC	\$175.32	0.25	\$43.83
SP-654-PF	Villages	\$175.32	0.5	\$87.66
SP-654-PF	Villages	\$175.32	1.5	\$262.98
6-2017	Worship Church Inc.	\$175.32	1.25	\$219.15
6-2017	Worship Church Inc.	\$175.32	1	\$175.32
6-2017	Worship Church Inc.	\$175.32	0.75	\$131.49
6-2017	Worship Church Inc.	\$175.32	0.25	\$43.83
				\$7,599.04

CONSTRUCTION MANAGEMENT (Inspection Escrow Acct.)

SP-648-PF	22 Royal LLC	\$58.06	1.5	\$87.09
SP-648-PF	22 Royal LLC	\$58.06	1.5	\$87.09
SP-648-PF	22 Royal LLC	\$87.94	1	\$87.94
SP-648-PF	22 Royal LLC	\$87.94	2	\$175.88
SP-648-PF	22 Royal LLC	\$175.32	0.75	\$131.49

Planning Board Number	Applicant	Rate	Hours	Extension
SP-648-PF	22 Royal LLC	\$175.32	2.5	\$438.30
SP-648-PF	22 Royal LLC	\$175.32	0.75	\$131.49
SP-648-PF	22 Royal LLC	\$175.32	0.25	\$43.83
S-1409-P/F	Baldacchino	\$175.32	1.25	\$219.15
BOA 11-2017	Cellco Verizon Wireless	\$175.32	2.25	\$394.47
SP-641-PF	Creekside at Hunterdon	\$58.06	3	\$174.18
SP-641-PF	Creekside at Hunterdon	\$58.06	2.5	\$145.15
SP-641-PF	Creekside at Hunterdon	\$58.06	3.5	\$203.21
SP-641-PF	Creekside at Hunterdon	\$58.06	1	\$58.06
SP-641-PF	Creekside at Hunterdon	\$58.06	2	\$116.12
SP-641-PF	Creekside at Hunterdon	\$58.06	1.5	\$87.09
SP-641-PF	Creekside at Hunterdon	\$58.06	0.5	\$29.03
SP-641-PF	Creekside at Hunterdon	\$58.06	3.5	\$203.21
SP-641-PF	Creekside at Hunterdon	\$58.06	1	\$58.06
SP-641-PF	Creekside at Hunterdon	\$58.06	1	\$58.06
SP-641-PF	Creekside at Hunterdon	\$87.94	1	\$87.94
SP-641-PF	Creekside at Hunterdon	\$87.94	5	\$439.70
SP-641-PF	Creekside at Hunterdon	\$87.94	3.5	\$307.79
SP-666-M	Flemington Industrial Park	\$87.94	1	\$87.94
SP-545-P/F	Flemington Industrial Park	\$175.32	0.5	\$87.66
SP-545-P/F	Flemington Industrial Park	\$175.32	0.75	\$131.49
SP-545-P/F	Flemington Industrial Park	\$175.32	0.5	\$87.66
SP-640-P/F	Flemington Junction/Ingberman	\$175.32	1.75	\$306.81
SP-640-P/F	Flemington Junction/Ingberman	\$175.32	1.5	\$262.98
BOA 15-2017	Fred Beans Imports	\$175.32	1.5	\$262.98
SP-643-PF	Johanna Foods	\$58.06	0.5	\$29.03
SP-643-PF	Johanna Foods	\$58.06	0.5	\$29.03
SP-643-PF	Johanna Foods	\$58.06	1	\$58.06
SP-643-PF	Johanna Foods	\$175.32	1.25	\$219.15
SP-643-PF	Johanna Foods	\$175.32	0.25	\$43.83
SP-643-PF	Johanna Foods	\$175.32	1.25	\$219.15
SP-643-PF	Johanna Foods	\$175.32	1.5	\$262.98
SP-643-PF	Johanna Foods	\$175.32	1.75	\$306.81
SP-643-PF	Johanna Foods	\$175.32	2	\$350.64
3-2011(U)	Millennium Solar / Unity	\$175.32	0.5	\$87.66
S-1315-F	Mountain View @ Hunterdon/Hilltop	\$58.06	1	\$58.06
S-1315-F	Mountain View @ Hunterdon/Hilltop	\$87.94	1	\$87.94
S-1315-F	Mountain View @ Hunterdon/Hilltop	\$175.32	1.25	\$219.15
S-1315-F	Mountain View @ Hunterdon/Hilltop	\$175.32	1.25	\$219.15
S-1315-F	Mountain View @ Hunterdon/Hilltop	\$175.32	0.25	\$43.83
S-1409-PF	North Bridge Development	\$175.32	0.5	\$87.66
S-1409-PF	North Bridge Development	\$175.32	0.5	\$87.66
S-1409-PF	North Bridge Development	\$175.32	1	\$175.32
SP-604-P	Pol-Y-Patel Hotel and Resturant	\$58.06	1	\$58.06
SP-604-P	Pol-Y-Patel Hotel and Resturant	\$58.06	1	\$58.06
SP-604-P	Pol-Y-Patel Hotel and Resturant	\$87.94	1	\$87.94
SP-604-P	Pol-Y-Patel Hotel and Resturant	\$175.32	0.5	\$87.66
SP-604-P	Pol-Y-Patel Hotel and Resturant	\$175.32	0.75	\$131.49
SP-604-P	Pol-Y-Patel Hotel and Resturant	\$175.32	0.5	\$87.66
SP-604-P	Pol-Y-Patel Hotel and Resturant	\$175.32	0.25	\$43.83
SP-604-P	Pol-Y-Patel Hotel and Resturant	\$175.32	0.5	\$87.66
SP-641-P/F	Pulte Homes	\$175.32	1	\$175.32
SP-641-P/F	Pulte Homes	\$175.32	2.5	\$438.30
SP-641-P/F	Pulte Homes	\$175.32	1.5	\$262.98
SP-641-P/F	Pulte Homes	\$175.32	0.25	\$43.83
SP-641-P/F	Pulte Homes	\$175.32	5	\$876.60
SP-641-P/F	Pulte Homes	\$175.32	3	\$525.96
SP-641-P/F	Pulte Homes	\$175.32	1	\$175.32
SP-641-P/F	Pulte Homes	\$175.32	0.75	\$131.49
SP-641-P/F	Pulte Homes	\$175.32	0.5	\$87.66
SP-641-P/F	Pulte Homes	\$175.32	1.5	\$262.98
SP-641-P/F	Pulte Homes	\$175.32	2	\$350.64

Planning Board Number	Applicant	Rate	Hours	Extension
SP-641-P/F	Pulte Homes	\$175.32	1	\$175.32
SP-641-P/F	Pulte Homes	\$175.32	1	\$175.32
SP-641-P/F	Pulte Homes	\$175.32	1	\$175.32
SP-641-P/F	Pulte Homes	\$175.32	1.25	\$219.15
SP-641-P/F	Pulte Homes	\$175.32	0.75	\$131.49
8-2016	Raritan Solar	\$58.06	1	\$58.06
8-2016	Raritan Solar	\$58.06	1.5	\$87.09
8-2016	Raritan Solar	\$58.06	1	\$58.06
8-2016	Raritan Solar	\$175.32	1.25	\$219.15
8-2016	Raritan Solar	\$175.32	1.5	\$262.98
8-2016	Raritan Solar	\$175.32	1.5	\$262.98
8-2016	Raritan Solar	\$175.32	2.5	\$438.30
8-2016	Raritan Solar	\$175.32	0.5	\$87.66
8-2016	Raritan Solar	\$175.32	2.5	\$438.30
8-2016	Raritan Solar	\$175.32	1.5	\$262.98
8-2016	Raritan Solar	\$175.32	3	\$525.96
8-2016	Raritan Solar	\$175.32	1.25	\$219.15
8-2016	Raritan Solar	\$175.32	0.5	\$87.66
8-2016	Raritan Solar	\$175.32	2	\$350.64
8-2016	Raritan Solar	\$175.32	2.5	\$438.30
8-2016	Raritan Solar	\$175.32	4	\$701.28
8-2016	Raritan Solar	\$175.32	2.25	\$394.47
8-2016	Raritan Solar	\$175.32	1.75	\$306.81
8-2016	Raritan Solar	\$175.32	2	\$350.64
8-2016	Raritan Solar	\$175.32	3	\$525.96
8-2016	Raritan Solar	\$175.32	2.25	\$394.47
8-2016	Raritan Solar	\$175.32	1	\$175.32
8-2016	Raritan Solar	\$175.32	2	\$350.64
S-1424-P	Robin Hill IX / Countryside	\$175.32	2	\$350.64
S-1424-P	Robin Hill IX / Countryside	\$175.32	1.75	\$306.81
S-1424-P	Robin Hill IX / Countryside	\$175.32	1	\$175.32
S-1424-P	Robin Hill IX / Countryside	\$175.32	1.75	\$306.81
6-2017	Worship Church Inc.	\$175.32	0.25	\$43.83
6-2017	Worship Church Inc.	\$175.32	0.5	\$87.66

\$20,694.93

Grand Totals: 147 Inspections 198.5 Hours

\$28,293.97

Antoine Hajjar
Antoine Hajjar, NJPE
Township Engineer

2/6/2018
Date

2018 Monthly Summary

January	\$ 28,293.97
February	
March	
April	
May	
June	
July	
August	
September	
October	
November	
December	
Total:	\$ 28,293.97

Department of Fire Safety, Township of Raritan
One Municipal Drive
Flemington, NJ 08822
(908) 806-6100
www.Raritan-Township.com



Dennis B. Concannon, Fire Marshal
(908) 806-6100 ext. 2286
dennis.concannon@raritawpnj.gov

QC

Don Hutchins, Administrator
Raritan Township
1 Municipal Drive
Flemington, NJ 08822

January 2018
Dept. of Fire Safety

Non-Life Hazard Use Inspections:	02
Life Hazard Use Inspections:	39
Residential 1 & 2 family homes:	37
Reinspections:	26
Complaint/Spot/Other Inspections:	08
<u>TOTAL INSPECTIONS:</u>	112
Violations Found:	253
Fire permits:	4
Fire Investigation	2 (Hawthorne Ct. Structure Fire, Walmart Freezer Fire)
Fire Prevention fees collected:	\$1,538.00

Respectfully Submitted,

Dennis Concannon
Fire Marshal



**Animal Control
Monthly Report: January 2018
Raritan Township**

Total Calls: 17

Bite Cases: 1

Enforcement Calls: 1

Other Reports: 6

Stray Animal Calls: 2

Stray Animals Impounded: 4

Wildlife Calls: 4

Seizure: 2

Transport: 1



119.
Township of Raritan

CODE ENFORCEMENT DEPARTMENT
ONE MUNICIPAL DRIVE
FLEMINGTON, NJ 08822-3446
TEL: (908) 806-6114
FAX: (908) 806-2330

Feb. 8, 2018

Don Hutchins
1 Municipal Drive
Raritan Township

RE: Construction Fee Schedule

Don,

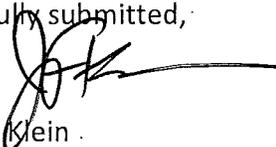
After lengthy discussion and research, it has been determined that the existing ordinance regarding fees for the installation of solar/photovoltaic systems needs to be adjusted.

Many jurisdictions assess permit fees based on the overall project cost, which is often disproportionately high compared to the time required to review and inspect the system.

The Township's fee ordinance correctly addresses smaller solar/photovoltaic installations and no changes are recommended at this time.

The recommendation from the Construction Official and Electrical Sub-Code Official is that the fee for the systems larger than 100kw be adjusted to \$1.00 per panel. This fee adjustment will also cover review, inspections and approvals for all devices associated with a system installation of this size.

Respectfully submitted,


Jeffrey F. Klein



TOWNSHIP OF RARITAN

MEMORANDUM

TO: Mayor and Township Committee

FROM: Antoine Hajjar, NJPE & LS
Township Engineer *Antoine Hajjar*

DATE: February 15, 2018

RE: Hampton Corner Road Flooding Studies - Update

I have reviewed the data we have from Mr. Skupien (Storm Water Management Consulting, LLC) and all my notes. The first task of this project is to setup an informal pre-application meeting with representatives of the Division of Land Use Regulation of the New Jersey Department of Environmental Protection (NJDEP) to determine the feasibility of the project from a permitting point of view. My understanding is that Mr. Hutchins and someone from the governing body will also attend this meeting once scheduled.

I met with Mr. Skupien on 2/12/2018 and request a proposal to attend the meeting with us and present to the NJDEP representative his preliminary data and the proposed improvement. I received a proposal back which is attached stating that the cost of preparation for the NJDEP meeting, attendance and presentation is not exceed \$1,700.00. If the Township Committee is still interested to execute the first task discussed above, I will call him and request that he sets up an informal pre-application meeting.

Furthermore, at the 2/12/2018 meeting, we also discussed the fact that we only have half of the funds to conduct this study and we would have to breakdown the study in phases; my objective is to further reduce the outside consultant fees and my thoughts are as follow:

1. Engage smaller environmental firm to delineate the wetlands and the engineering department will survey the wetlands and create a wetland map.
2. Survey and design the roadway.
3. Meet with the County and perhaps the County will undertake the design of the culvert.

Hopefully, the meeting with NJDEP will result in a positive way and we will do whatever we can in conjunction with Mr. Skupien and the county. I will like to know whom from the Committee will attend the informal pre-application meeting once scheduled.

I trust this satisfactory

CC: Lisa Fania, RMC, Twp. Clerk w/attach.
Don Hutchins, Administrator w/attach.

February 14, 2018

Mr. Tony Hajjar, PE
Raritan Township Engineer
Raritan Township Municipal Building
One Municipal Drive
Flemington, New Jersey 08822-1799

Re: Proposal for Professional Engineering Services
Hampton Corner Road Hydrologic and Hydraulic Flood Analysis
Meeting with NJDEP – Division of Land Use Regulation

Dear Mr. Hajjar:

On behalf of **Storm Water Management Consulting, LLC**, I am pleased to present this proposal for professional engineering services to prepare for and attend a Pre-Application meeting with representatives of the Division of Land Use Regulation of the New Jersey Department of Environmental Protection (NJDEP). As we discussed at our meeting on February 12th, this meeting will be held to informally present the proposed improvements to Hampton Corner Road and discuss the various NJDEP permits that will be required for project construction.

In accordance with our discussions, a summary of the proposed tasks for the NJDEP meeting and the estimated time to complete them is presented below in **Table 1**. Please note that the Task hours shown in **Table 1** are estimates only and the exact time required for each Task will depend upon the specific requirements and details of each Task.

Based upon the total estimated hours shown in **Table 1**, **Storm Water Management Consulting, LLC** proposes to perform the proposed Scope of Services summarized in the Table on an hourly basis with compensation based upon the actual time required to complete them. Charges for professional engineering services will be based upon an hourly rate of two hundred dollars (\$200.00). Travel expenses will be charged at a rate of \$0.55 per mile. All other expenses will be charged at cost. As shown in **Table 1**, we estimate at this time that the maximum charge to complete the Scope of Services will be one thousand seven hundred dollars (\$1,700.00). As such, this amount will not be exceeded without prior authorization by Raritan Township.

Table 1
NJDEP Meeting - Scope of Services and Estimated Time Summary
Hampton Corner Road Flood Analysis

Task No.	Task Description	Estimated Hours
1	Preparation for NJDEP Meeting	4
2	Attendance and Presentation at NJDEP Meeting	4
Subtotal - Engineering Hours		8
Hourly Rate for Professional Engineering Services		\$200
Subtotal - Engineering Charge		\$1,600
Estimated Expenses		\$100
Total - Maximum Estimated Charge		\$1,700

We greatly appreciate the opportunity to continue to assist Raritan Township in the analysis of the existing flooding problem on Hampton Corner Road and the development of potential solutions. Please feel free to contact me with any questions or comments you may have regarding our proposal.

Yours truly,

Storm Water Management Consulting, LLC



Joseph J. Skupien, PE, PP
 President

Raritan Township

Transparency and openness in government

Why Transparency?

- It's the law (OPMA N.J.S.A 10:4 – 6)
- It's good practice
- The people deserve to know as much as possible, what goes on in their government.

Why Now?

- Towns are under pressure to satisfy OPMA and OPRA requirements
- Towns are being sued over improper OPMA procedures and its affecting decisions

Problems and Proposals

Late Additions to the agenda

- **Problem:**
 - Late additions to agendas do not allow the public time to be aware of the change, come to the meeting to discuss it or consider the implications.
 - They are the prerogative of the committee but we do a disservice to the public when it happens on a routine or non emergent basis.
- **Proposal:**
 - If such an addition is absolutely necessary, add to the meeting minutes a description of why it's necessary and urgent and the result of not adding it. Updates reflecting the agenda additions must be posted to the website that week (a modified agenda).
 - Similar to **N.J.S.A. 10:4-10. Statement in minutes of meeting on adequate notice**

Closed session – minutes

- Problem: Closed session minutes do not consistently provide a level of detail for the public to understand the issue and what was debated.
- These minutes are taken by hand and therefore perfect detail is unrealistic.
- Proposal: ensure minutes have at a minimum, votes recorded, motions made and a synopsis of the issue.

Closed session minutes

- Problem : Minutes are not reviewed by the committee in a timely manner.
- Closed Session Minutes are not released until the reason for their confidentiality has passed. This can be months, if not years. By then, memories may have faded or committee members changed.
- Proposal:
 - have the committee review and approve the CS minutes in closed session (but not release them) within 90 days of the meeting. This ensures a prompt check on accuracy and reviewed by those involved. The clerk and attorney can decide on the appropriate time to release them.

Approving minutes promptly

- Problem: lack of oversight getting the committee to review and approve meeting minutes. This exposes the town to legal risk and violates the spirit of the OPMA (“see below”).
- **N.J.S.A. 10:4-14. Minutes of meetings; availability to public minutes.** “which shall be promptly available to the public”
- Proposal: include in the agenda packet a report on outstanding meeting minutes.

Next Steps

- If in agreement, draft a resolution capturing the agreed to items.

Important tax exemption for veterans

12b.

You are eligible for a \$3,000 exemption on your NJ State Income Tax return if you are a military veteran who was honorably discharged or released under honorable circumstances from active duty in the Armed Forces of the United States. To learn more about this exemption click [here](#).

Military exemption:

Recently passed legislation allows military veterans to claim a \$3,000 dollar exemption on their state income taxes if they served and were honorably discharged or released under honorable circumstances from active duty in the Armed Forces of the United States on or any time before the last day of the tax year. Your spouse (or civil union partner) is also eligible for an exemption if he/she is a veteran who was honorably discharged or released under honorable circumstances and you are filing a joint return. This exemption is in addition to any other exemptions you are entitled to claim and is available on both the resident and nonresident returns.

More information about certifying and applying for the exemption can be found at the State Dept of Taxation website: <http://www.state.nj.us/treasury/taxation/military/vetexemption.shtml>

Certifying Documentation

You can certify for the exemption by sending your documentation and Veteran Income Tax Exemption Submission Form to the Division before you file, which may help process your return faster. To certify:

- Use the NJ State Dept of Taxation [secure document upload feature](#) to submit your [documentation](#) and [Veteran Income Tax Exemption Submission Form](#) . Enter the notice code VET and select PO Box 440; or
- Mail a copy of your [documentation](#) and [Veteran Income Tax Exemption Submission Form](#) .183 kb to: The New Jersey Division of Taxation, Veteran Exemption, PO Box 440, Trenton, NJ 08646-0440; or
- Fax your [documentation](#) and [Veteran Income Tax Exemption Submission Form](#) .183 kb to 609-633-8427.

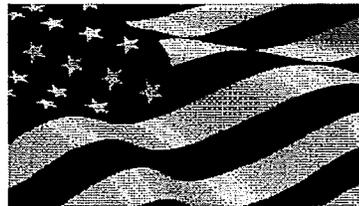
A copy of the tax certification form is attached.

Providing Documentation

You must provide [official documentation](#) showing that you were honorably discharged or released under honorable circumstances from active duty the first time you claim the exemption. The most common form of documentation provided is a copy of your Certificate of Release or Discharge from Active Duty, DD-214, The [United States National Archives and Records Administration](#) can assist with obtaining a copy of your DD-214. We can only accept documentation that lists your characteristic of service (discharge). You only need to submit a copy of your records the first time you claim the exemption, **you do not need to provide this documentation each year.**

page from Hunterdon County Clerk's
website - Sample

NJ VETERANS EXEMPTION



New for 2017

You are eligible for a \$3,000 exemption on your Income Tax return if you are a military veteran who was honorably discharged or released under honorable circumstances from active duty in the Armed Forces of the United States on or any time before the last day of the tax year. Your spouse (or civil union partner) is also eligible for an exemption if he/she is a veteran who was honorably discharged or released under honorable circumstances and you are filing a joint return. This exemption is in addition to any other exemptions you are entitled to claim and is available on both the resident and nonresident returns. You cannot claim this exemption for a domestic partner or for your dependents.

You must submit a form along with documentation to the State of NJ. This **form** may be mailed, faxed or submitted online. Please click on this link for **approved documentation**

Notice: If you submitted a Veteran s Exemption Submission form and supporting documents, you will receive an email acknowledgement or a letter if no email address was provided. You can file your New Jersey tax return even if you have not received an acknowledgment notification.

For more information visit:

www.state.nj.us/treasury/taxation/military/vetexemption.shtml

**TOWNSHIP OF RARITAN
COUNTY OF HUNTERDON, NEW JERSEY**

RESOLUTION #18 - XX

ESTABLISHING A JOINT INFRASTRUCTURE PLANNING COMMITTEE

WHEREAS, the Township of Raritan (the "Township") experienced a period of significant residential and commercial growth at the turn of the last century; and

WHEREAS, due to the improving economy, the Township is now experiencing a new period of growth; and

WHEREAS, aside from the need for sewer capacity that results from normal development, the Township is confronted with providing a large amount of sewer capacity as a result of meeting its Mount Laurel obligations; and

WHEREAS, the Township's sewer service capacity has not kept pace with plans for anticipated land development; and

WHEREAS, the existing sewer system requires repairs to address structural issues that are known to impact available sewer capacity in the Township; and

WHEREAS, the Township currently lacks adequate sewer capacity to meet the needs of current and future development as per the Township's Master Plan; and

WHEREAS, the lack of sewer capacity requires long term planning on the part of different stakeholders such as the Township Committee of the Township of Raritan, the Board of Commissioners of the Raritan Township Municipal Utilities Authority (RTMUA); the Borough Council of the Borough of Flemington and the Board of County Freeholders of the County of Hunterdon; and

WHEREAS, the Township Committee wishes to work with its other stakeholders to create a long-term plan that will help alleviate the infrastructure needs of the Township of Raritan.

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

- A. The Township Committee hereby creates an *ad hoc* subcommittee named the Joint Infrastructure Planning Committee (hereafter referred to as the "JIPC").
- B. The JIPC is designated an *ad hoc* committee of the Township of Raritan.

- C. Unless otherwise renewed, or disbanded pursuant to subsection "N" herein, the term of the JIPC will be for three (3) years, commencing on the date that this Resolution is adopted.
- D. The JIPC shall assist the Township of Raritan in developing a longer term comprehensive plan related to its sewer service capacity that is consistent with the Township's Master Plan, and fulfill any other duties designated to it by the Township Committee.
- E. The membership of the JIPC shall consist of nine (9) members as follows: 1) two representatives from the Raritan Township Committee; 2) one representative from the Raritan Township Planning Board; 3) the Raritan Township Engineer; 4) one representative from the Board of Commissioners of the RTMUA; 5) one representative from the Borough Council of the Borough of Flemington; 6) one representative of the Board of County Freeholders of the County of Hunterdon; 7) the Hunterdon County Engineer; and 8) the Hunterdon County Director of Economic Development.
- F. The representatives of the Raritan Township Committee who will serve on the JIPC shall be appointed by the Mayor of Raritan Township.
- G. Within one (1) year of the date upon which this resolution was adopted, the JIPC shall file a Final Report with the Township Committee of the Township of Raritan. The JIPC shall provide quarterly updates to the Township Committee regarding its progress.
- H. The Final Report of the JIPC shall provide: 1) a determination as to what the Township's present and future sewer service capacity needs are over a time horizon broken down over the next five (5), ten (10) and twenty (20) years; 2) a determination as to what the sewer service capacity needs are of the areas covered by the RTMUA which are outside of the Township over a time horizon broken down over the next five (5), ten (10) and twenty (20) years; 3) a determination of the RTMUA's present sewer service capacity; and 4) a long-term plan for the provision of sewer service capacity for the Township and areas covered by the RTMUA outside of the Township over a time horizon broken down over the next five (5), ten (10) and twenty (20) years.
- I. The JIPC shall organize immediately upon its appointment and appoint a chair and secretary from its own membership who will serve at the pleasure of same. Minutes of said meetings will be maintained and provided to the Township Clerk. All members will serve without compensation.
- J. The JIPC shall meet at least once a month on a regular basis and shall establish a meeting schedule upon its appointment. The JIPC secretary will provide the meeting schedule to the Township Clerk.

- K. The JIPC shall have the right to draw upon the resources of the Township to include, but not be limited to, the Township Administrator, the Township Attorney, the Township Planner, Township Engineer, other Township Employees to enable it to accomplish its mission. The use of the above individuals will be coordinated and approved by the Township Administrator.
- L. The JIPC shall have no authority to, independent of appropriations by the Township Committee, spend funds or incur debts.
- M. The Township Committee will review the recommendations of the JPIC, but the same will be non-binding on the Township Committee.
- N. The JPIC may be disbanded by the Township Committee: i) when its functions and duties have been fulfilled; or ii) at any time upon the vote of the Township Committee.

ATTEST:

**TOWNSHIP COMMITTEE OF THE
TOWNSHIP OF RARITAN**

Lisa Fania, RMC
Township Clerk

Michael Mangin
Mayor

CERTIFICATION

I, Lisa Fania, Clerk of the Township of Raritan, County of Hunterdon, State of New Jersey, hereby certify that the foregoing resolution is a true, complete and accurate copy of a resolution adopted by the Township Committee of the Township of Raritan at a meeting held on _____, 2018.

Lisa Fania, RMC
Township Clerk

EXPLANATION: This Ordinance authorizes the Township of Raritan to accept a Deed of Dedication for Block 44, Lot 24.44 to be used as a satellite fire department building; a Storm Sewer Easement for Block 44, Lots 24.16 through 24.25 & Lot 24.01 and Block 44.02, Lots 35, 44 & 45; and a Sight Triangle Easement for Block 44, Lots 24.10 & 24.21, Block 44.02, Lots 26, 32, 38 & 39, and Block 44.03, Lots 1 & 5; all from TOLL, NJ, L.P.

**TOWNSHIP OF RARITAN
COUNTY OF HUNTERDON, NEW JERSEY**

ORDINANCE #18-4

AN ORDINANCE AUTHORIZING ACCEPTANCE OF A DEED OF DEDICATION FOR BLOCK 44, LOT 24.44 TO BE USED AS A SATELLITE FIRE DEPARTMENT BUILDING; A STORM SEWER EASEMENT FOR BLOCK 44, LOTS 24.16 THROUGH 24.25 & LOT 24.01 AND BLOCK 44.02, LOTS 35, 44 & 45; AND A SIGHT TRIANGLE EASEMENT FOR BLOCK 44, LOTS 24.10 & 24.21, BLOCK 44.02, LOTS 26, 32, 38 & 39, AND BLOCK 44.03, LOTS 1 & 5; ALL FROM TOLL, NJ, L.P.

WHEREAS, the Township Committee of the Township of Raritan, County of Hunterdon, State of New Jersey, wishes to accept a Deed of Dedication for Block 44, Lot 24.44, as shown on the Tax Map of the Township of Raritan (“Property”) from TOLL, NJ, L.P., to be used as a satellite fire department; and

WHEREAS, the Township Committee also wishes to accept a Storm Sewer Easement for Block 44, Lots 24.16 through 24.25 & Lot 24.01 and Block 44.02, Lots 35, 44 & 45 and a Sight Triangle Easement for Block 44, Lots 24.10 & 24.21, Block 44.02, Lots 26, 32, 38 & 39, and Block 44.03, Lots 1 & 5 (“Easements”), both from TOLL, NJ, L.P.; and

WHEREAS, these dedications are required by Township of Raritan Planning Board Resolution No. 14-2014, R.T.P.B. Application No. S-1315-F; and

WHEREAS, TOLL, NJ, L.P., agreed to donate the Property and the Easements at no cost to the Township; and

WHEREAS, the Township Attorney for the Township of Raritan reviewed the Deed of Dedication and Easements in substantially the form attached and finds each acceptable.

NOW, THEREFORE, BE IT ORDAINED by the Township Committee of the Township of Raritan, County of Hunterdon, State of New Jersey, that it hereby authorizes

acceptance of the Deed of Dedication and Easements attached hereto and directs its appropriate officials to record same as may be necessary.

This Ordinance shall become effective according to law.

ATTEST:

**TOWNSHIP COMMITTEE OF THE
TOWNSHIP OF RARITAN**

Lisa Fania, RMC
Township Clerk

Michael Mangin
Mayor

NOTICE OF PENDING ORDINANCE

Please take notice that the foregoing Ordinance was adopted on first consideration by the Township Committee of the Township of Raritan at a meeting held on February 6, 2018, and the same was then ordered to be published according to law with a public hearing and final consideration scheduled for the meeting of February 20, 2018 beginning at 7:00 p.m. at the Municipal Building, One Municipal Drive, Flemington, New Jersey, at which time all interested persons will be heard.

Lisa Fania, RMC
Township Clerk

**TOWNSHIP OF RARITAN
COUNTY OF HUNTERDON, NEW JERSEY**

ORDINANCE #18-5

AN ORDINANCE AUTHORIZING ACCEPTANCE OF A WATER TANK EASEMENT, A DETENTION BASIN AND DRAINAGE EASEMENT, AN EMERGENCY AND DETENTION BASIN ACCESS EASEMENT, AND A CONSERVATION EASEMENT THROUGH PORTIONS OF BLOCK 60, LOT 20 AS SHOWN ON THE TAX MAP OF THE TOWNSHIP OF RARITAN

WHEREAS, on October 24, 2012, Robin Hill IX, LLC (the "Applicant") received preliminary major subdivision approval (the "Preliminary Approval") from the Raritan Township Planning Board for property identified as Block 60, Lot 20 (the "Property") as shown on the Tax Map of the Township of Raritan, which Preliminary Approval was memorialized by a Memorializing Resolution on December 12, 2012; and

WHEREAS, Applicant applied for and, on September 13, 2017, received Final Major Subdivision approval (the "Approval"), with conditions, as set forth in a Resolution of Approval dated December 13, 2017 (the "Resolution of Approval").

WHEREAS, in connection with the Approval as set forth in the Resolution of Approval, Applicant is required to grant to the Township of Raritan the following easements through certain portions of the Property:

1. Water Tank Easement;
2. Detention Basin and Drainage Easement;
3. Emergency and Detention Basin Access Easement; and
4. Conservation Easement; (collectively, the "Easements"); and

WHEREAS, the Township Attorney for the Township of Raritan has reviewed the Easements, copies of which are attached hereto, and finds them to be acceptable.

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

1. The following Easements from Robin Hill IX, LLC to the Township of Raritan are hereby accepted:

1. Water Tank Easement;
2. Detention Basin and Drainage Easement;

3. Emergency and Detention Basin Access Easement;
 4. Conservation Easement.
2. The Mayor and Township Clerk are hereby authorized to execute the Easements.

ATTEST:

**TOWNSHIP COMMITTEE OF THE
TOWNSHIP OF RARITAN**

Lisa Fania, RMC
Township Clerk

Michael Mangin
Mayor

NOTICE OF PENDING ORDINANCE

PLEASE TAKE NOTICE that the foregoing ordinance was adopted on first consideration by the Township Committee of the Township of Raritan at a meeting held on February 6, 2018 and the same was then ordered to be published according to law with a public hearing and a vote scheduled for the meeting of February 20, 2018 beginning at 7:00 p.m. at the Municipal Building, One Municipal Drive, Flemington, N.J. at which time all interested persons will be heard.

Lisa Fania, RMC
Township Clerk

TOWNSHIP OF RARITAN
COUNTY OF HUNTERDON, NEW JERSEY

ORDINANCE #18-6

AN ORDINANCE OF THE TOWNSHIP OF RARITAN, COUNTY OF HUNTERDON, STATE OF NEW JERSEY ESTABLISHING A SALARY AND WAGE PLAN FOR THE YEAR 2018-2019 FOR EMPLOYEES NOT COVERED BY A BARGAINING AGREEMENT AND PROVIDING FOR THE ADMINISTRATION THEREOF

BE IT ORDAINED by the Mayor and Township Committee of the Township of Raritan as follows:

Section I. The Salary and Wage Plan for 2018 for employees not covered by a bargaining agreement shall be as follows:

<u>A.</u>	<u>PART-TIME POSITIONS</u>	<u>MIN.</u>	<u>MAX.</u>
	Mayor	1,000	7,400
	Township Committee	1,000	6,400
	Municipal Judge	23,000	47,500
	Prosecutor	13,000	30,000
	Municipal Public Defender	4,000	8,500
	Emergency Management Officer	3,000	6,000
	IT/Communications Coordinator	2,000	2,000
	Public Works Seasonal	8.00 per hour	11.35 per hour
	Search Officer for Improvements	600	800
	Interns	1,000	1,000
	Crossing Guard	15.00 per hour	28.76 per hour
	Deputy Clerk	15.00 per hour	24.00 per hour
<u>B.</u>	<u>FULL-TIME POSITIONS</u>	<u>MIN.</u>	<u>MAX</u>
	<u>GROUP 1</u>	28,000	45,000
	Administrative Secretary		
	Deputy Township Clerk/Clerical Assistant		
	 <u>GROUP 2</u>	40,000	59,750
	Administrator's Assistant/ Purchasing Coordinator		
	 <u>GROUP 3</u>	62,000	100,500
	Township Clerk		
	Tax Assessor		
	 <u>GROUP 4</u>	97,000	165,300
	Administrator		
	Chief of Police		
	Chief Financial Officer		

Section II. ATTENDANCE AT BOARD MEETINGS OR COURT SESSIONS

A. The Municipal Judge and Prosecutor shall receive additional compensation for daytime court sessions at the rate of **\$155.00** per hour only when such sessions are in addition to the regularly scheduled daytime court sessions.

B. Employees in positions who are required to attend evening meetings as a Board Secretary will be compensated as follows:

Minimum compensation	\$30.00
Hourly rate	\$17.00

Section III. COMPENSATION FOR TEMPORARY, SEASONAL, PART-TIME HOURLY AND OTHER EMPLOYEES

The rates of compensation for temporary, seasonal and other employees for whom no other method of compensation is provided herein shall be established by the Administrator in accordance with the 2018 Budget. The rate of compensation for part-time hourly positions for titles contained in this ordinance shall be in accordance with the respective ranges for said titles.

Section IV. LONGEVITY

All full-time employees (35-hour work week) hired prior to January 1, 2006 shall have longevity rolled into the base salary as follows:

After five (5) years of service	\$1,000.00
After eight (8) years of service	\$1,500.00
After ten (10) years of service	\$2,000.00
After thirteen (13) years of service	\$2,500.00
After fifteen (15) years of service	\$3,000.00

There shall be no longevity for employees hired after January 1, 2006.

Section V. MILEAGE AND CAR ALLOWANCES

A. All employees using a personal vehicle in the pursuit of Township business shall be compensated at the rate per mile as set by the I.R.S. annually. Employees receiving a car allowance are excluded from this provision.

B. The following positions will receive car allowances in the annual amounts indicated in lieu of a township vehicle:

Chief of Police \$3,780.00

Section VI. CLOTHING ALLOWANCES

The following position will receive an annual clothing allowance in the annual amount indicated:

Chief of Police \$1,200.00

Section VII. ADMINISTRATION

The administration of the salary and wage plan established by this ordinance shall be the responsibility of the Administrator or other designated person and shall be implemented in accordance with the 2018 Budget and with such other policies, rules and regulations as may be adopted from time to time by the Township Committee.

Section VIII. Any ordinance or part of any ordinance inconsistent with this ordinance is hereby repealed.

Section IX. This ordinance shall be in full force and effective upon final adoption and publication in accordance with the law.

ATTEST:

**TOWNSHIP COMMITTEE OF THE
TOWNSHIP OF RARITAN**

Lisa Fania, RMC
Township Clerk

Michael Mangin
Mayor

NOTICE OF PENDING ORDINANCE

Please take notice that the foregoing ordinance was adopted on first consideration by the Township Committee of the Township of Raritan at a meeting held on February 20, 2018 and the same was then ordered to be published according to law with a public hearing and final consideration scheduled for the meeting of March 6, 2018 beginning at 7:00 p.m. at the Municipal Building, One Municipal Drive, Flemington, N.J. at which time all interested persons will be heard.

Lisa Fania, RMC
Township Clerk

TOWNSHIP OF RARITAN
COUNTY OF HUNTERDON, NEW JERSEY

ORDINANCE #18-7

AN ORDINANCE OF THE TOWNSHIP OF RARITAN, COUNTY OF HUNTERDON, STATE OF NEW JERSEY ESTABLISHING A SALARY, WAGE AND COMPENSATION PLAN FOR THE YEAR 2018-2019 FOR EMPLOYEES IN THE CWA LOCAL 1040 WHITE COLLAR BARGAINING UNIT AND PROVIDING FOR THE ADMINISTRATION THEREOF.

BE IT ORDAINED by the Mayor and Township Committee of the Township of Raritan as follows:

Section I. The Salary and Wage Plan for employees whose positions are represented by CWA Local 1040 White Collar bargaining unit for the year 2018 - 2019 shall be as follows:

	<u>Minimum</u>	<u>Maximum</u>
<u>Group 1</u> Clerk Typist	22,000	28,000
<u>Group 2</u> Civilian Police Desk Operator Tax Clerk	25,000	38,250
<u>Group 3</u> Administrative Secretary Administrative Secretary/Deputy Registrar Assessing Clerk Construction Control Person Construction Office Coordinator/Secretary Deputy Court Administrator Violations Clerk	28,000	45,950
<u>Group 4</u> Assistant Tax Collector Assistant Supervisor of Accounts Engineering Aide/Inspector Executive Secretary Office Manager (Police) Planner/Planning Board Secretary Property Code/Zoning Inspector Registrar of Vital Statistics	31,000	61,500

	<u>Minimum</u>	<u>Maximum</u>
<u>Group 5</u>	40,000	67,000
Fire Prevention Inspector		
Assistant Tax Assessor		
<u>Group 6</u>	46,000	85,000
Uniform Construction Code Inspectors		
Senior Engineering Assistant		

Section II. The hourly rates for part-time positions shall be based on the full-time rate for the position.

Section III. LONGEVITY

All full-time employees (min. 35 hours) hired prior to January 1, 2006 shall have their longevity rolled into their base salary as follows:

After five (5) years of service	\$1,000
After eight (8) years of service	\$1,500
After ten (10) years of service	\$2,000
After thirteen (13) years of service	\$2,500
After fifteen (15) years of service	\$3,000

There shall be no longevity payments for employees hired after January 1, 2006.

Section IV. ATTENDANCE AT BOARD MEETINGS OR COURT SESSIONS

Employees whose duties involve attendance at evening meetings or court sessions will be additionally compensated as follows:

Minimum compensation per meeting/session	\$30.00
Hourly rate for length of meeting/session	\$17.00

The number of hours shall be rounded off to the nearest half hour increment.

Section V.

Any ordinance or part of any ordinance inconsistent with the underlying contract is hereby repealed.

Section VI.

This ordinance shall be in full force and effective upon adoption and publication in accordance with the law.

ATTEST:

**TOWNSHIP COMMITTEE OF
THE TOWNSHIP OF RARITAN**

Lisa Fania, RMC
Township Clerk

Michael Mangin
Mayor

NOTICE OF PENDING ORDINANCE

Please take notice that the foregoing ordinance was adopted on first consideration by the Township Committee of the Township of Raritan at a meeting held on February 20, 2018, and the same was then ordered to be published according to law with a public hearing and final consideration scheduled for the meeting of March 6, 2018 beginning at 7:00 p.m. at the Municipal Building, One Municipal Drive, Flemington, N.J. at which time all interested persons will be heard.

Lisa Fania, RMC
Township Clerk

**TOWNSHIP OF RARITAN
HUNTERDON COUNTY, NEW JERSEY**

ORDINANCE #18-8

AN ORDINANCE OF THE TOWNSHIP OF RARITAN, COUNTY OF HUNTERDON, NEW JERSEY AMENDING AND SUPPLEMENTING CHAPTER 2.102 ENTITLED "LEAVE POLICY FOR CERTAIN EMPLOYEES" BY AMENDING SECTION 2.102.010 ENTITLED "INTENT," SECTION 2.102.020 ENTITLED "ACCUMULATED LEAVE BENEFITS AS OF THE EFFECTIVE DATE OF THIS ORDINANCE," SECTION 2.102.030 ENTITLED "LEAVE BENEFITS AFTER THE EFFECTIVE DATE OF THIS ORDINANCE," AND SECTION 2.102.040 ENTITLED "EFFECT OF ORDINANCE ON CURRENT EMPLOYEES."

Section 1. Section 2.102.010 entitled "Intent" is amended as follows:

It is the intent of this Chapter 2.102, adopted by Ordinance No. 11-7 and as amended by Ordinance No. 18-8, to establish the policy for sick, vacation, personal and compensatory leave for employees not covered by Collective Negotiation Agreements.

Section 2. Section 2.102.020 entitled "Accumulated Leave Benefits as of the Effective Date of This Ordinance" is renamed "Accumulated Leave Benefits as of the Effective Date of Ordinance No. 11-7" and is amended as follows:

As of the effective date of [this] Ordinance No. 11-7, employees of the Township of Raritan who are not covered by Collective Negotiation Agreements, shall be paid for sick, vacation, personal and compensatory leave on the following basis:

A. Sick Leave.

1. At retirement, employees shall be paid thirty-five (35%) percent of the daily rate of pay in effect and for the number of days accumulated on the effective date of [this] Ordinance No. 11-7 for each accumulated day up to a maximum of two hundred (200) days.
2. At other separation of employment, except in the case of firing, employees shall be paid twenty-five (25%) percent of the daily rate of pay in effect and for the number of days accumulated on the effective date of [this] Ordinance No. 11-7 for each accumulated day up to a maximum of two hundred (200) days.

B. Vacation Leave. At separation of employment, employees shall receive payment for accumulated vacation leave. The calculation for the current year will be prorated based upon the number of months worked in the year and the allotment for that year.

- C. Personal Leave. At separation of employment, employees shall receive payment for accumulated personal leave. The calculation for the current year will be prorated based upon the number of months worked in the year and the allotment for that year.
- D. Compensatory Leave. At separation of employment, employees may receive payment for accumulated compensatory leave and/or use accumulated compensatory leave until the date of separation. Only the following titles shall accrue compensatory time and at the limits established by separate agreements or by other policies established by the Township Committee: Chief of Police, Superintendent of Public Works, Assistant Superintendent of Public Works, Township Engineer and Public Works Foreman. The use of accumulated compensatory leave at separation shall be at the discretion of the Township Committee in accordance with the personnel needs of the Township.
- E. Statutory Limit on Compensation. Payment for accumulated sick and vacation leave shall not exceed the statutory amounts set forth in N.J.S.A. 40A:9-10.2 and N.J.S.A. 40A:9-10.3

Section 3. Section 2.102.030 entitled “Leave Benefits After the Effective Date of This Ordinance” is renamed “Leave Benefits” and is amended as follows:

After the effective date of this Ordinance No. 18-8 [Ordinance No. 11-7], the sick, vacation, personal and compensatory leave policy for employees of the Township of Raritan **who are not covered** by Collective Negotiation Agreements is as follows:

- A. Sick Leave. [Sick] Unused sick leave shall accrue year to year. [be used in the year in which it is accrued and may not be carried to the succeeding year.]
- B. Vacation Leave. Vacation leave shall be used in the year in which it is accrued and may not be carried to the succeeding year. However, a Township employee, who does not take all of the annual vacation leave that accrues after the effective date of this Ordinance because of Township business demands, may be allowed to carry up to one-half (1/2) of the accrued annual allotment of vacation leave only during the next succeeding year and upon the employee’s written request to and written approval of that request by the Township Administrator. In the event that a medical condition restricts the use of vacation leave and would prohibit the employee from using at least one-half (1/2) of the vacation leave allotment, the employee, upon request to and approval of the Administrator, may carry over more than one-half (1/2) of the annual allotment into the succeeding year. Any vacation leave carried into the succeeding year because of medical conditions must be used no later than June 30, or lost.
- C. Personal Leave. Personal leave shall be used in the year in which it is accrued and may not be carried to the succeeding year.
- D. Compensatory Leave. Only the following employees shall accrue compensatory time and at the limits established by separate agreements or by other policies established by the Township Committee: Chief of Police, Superintendent of Public Works, Assistant Superintendent of Public Works, Township Engineer and Public Works Foreman. The use of accumulated

compensatory leave at separation shall be at the discretion of the Township Committee in accordance with the personnel needs of the Township.

- E. Statutory Limit on Compensation. Payment for accumulated sick and vacation leave shall not exceed the statutory amounts set forth in N.J.S.A. 40A:9-10.2 and N.J.S.A. 40A:9-10.3

Section 4. Section 2.102.040 entitled “Effect of Ordinance on Current Employees” is renamed “Effect on Current Employees” and is amended as follows:

- A. This Ordinance No. 11-7, as amended and supplemented by Ordinance No. 18-8 fixes accumulated sick, vacation, personal and compensatory leave for Township employees as of the effective date of this Ordinance. For those employees subject to Section 2.102 of the Revised General Ordinances of the Township of Raritan, the ability to accumulate sick leave shall only commence upon the effective date of Ordinance No. 18-8 and is not retroactive.
- B. This Ordinance will not serve to alter, modify or reduce the sick, vacation, personal or compensatory leave an employee accrued prior to the effective date of [this] Ordinance 11-7.
- C. After the effective date of [this] Ordinance 11-7 as amended and supplemented by Ordinance 18-8, sick, vacation, personal and compensatory leave will not accrue unless otherwise stated in this Ordinance.

Section 5. If any section or provision of this Ordinance shall be held invalid in any court of competent jurisdiction, the same shall not affect the other sections or provisions of this Ordinance, except so far as the section or provision so declared invalid shall be inseparable from the remainder or any portion thereof.

Section 6. The Ordinance shall take effect upon its adoption, passage and publication according to law.

Note to Codifier: language in brackets [] is to be deleted from the original text. Underlined language is new language to the original text.

ATTEST:

**TOWNSHIP COMMITTEE OF THE
TOWNSHIP OF RARITAN**

Lisa Fania
Township Clerk

Michael Mangin
Mayor

NOTICE OF PENDING ORDINANCE

Please take notice that the foregoing Ordinance was adopted on first consideration by the Township Committee of the Township of Raritan at a meeting held on February 20, 2018, and the same was then ordered to be published according to law with a public hearing and final consideration scheduled for the meeting of March 6, 2018 beginning at 7:00 p.m. at the Municipal Building, One Municipal Drive, Flemington, New Jersey, at which time all interested persons will be heard.

Lisa Fania, RMC
Township Clerk

TOWNSHIP OF RARITAN
HUNTERDON COUNTY, NEW JERSEY

ORDINANCE #18-9

AN ORDINANCE OF THE TOWNSHIP OF RARITAN, COUNTY OF HUNTERDON, NEW JERSEY AMENDING AND REVISING TITLE 5 ENTITLED "BUSINESS LICENSES AND REGULATIONS" OF THE GENERAL REVISED ORDINANCES OF THE TOWNSHIP OF RARITAN BY REPEALING AND REPLACING CHAPTER 5.24 ENTITLED "PEDDLERS, SOLICITORS AND TRANSIENT MERCHANTS" WITH CHAPTER 5.24 ENTITLED "PEDDLERS, SOLICITORS, CANVASSERS, AND TRANSIENT MERCHANTS," ADDING CHAPTER 5.25 ENTITLED "REGULATION OF FOOD CARTS, FOOD TRUCKS, AND OTHER VEHICLE-BASED COMMERCIAL ACTIVITIES," AND AMENDING SECTION 5.36.010 ENTITLED "SPECIAL EVENTS, DEFINED."

Section 1. Chapter 5.24 entitled "Peddlers, Solicitors and Transient Merchants" is hereby repealed and replaced with Chapter 5.24 "Peddlers, Solicitors, Canvassers, and Transient Merchants" as follows:

5.24.010 Purpose.

The operations of transient merchants, peddlers, solicitors and canvassers raises valid public concerns related to public safety, public health, crime and fraudulent business practices. It is the purpose of this chapter to regulate these activities for the benefit of the residents of the Township of Raritan.

5.24.020 Definitions.

As used in this section:

"Applicant" shall mean every person who has applied for a License to peddle, solicit and canvass in the Township or act as a transient merchant.

"Canvass" shall mean going from door to door, or from place to place, by traveling on the streets and roads, or standing within the streets and roads or public right-of-ways, for the purpose of obtaining the views of any person upon any economic or social question or project or for the purpose of distributing literature, leaflets, pamphlets, advertisements, circulars, samples, door hangers or other written material for the purposes of information and/or advertising.

"Commercial Purposes" shall mean for the purpose of selling goods, services or wares or advertising goods, services or wares with intent of profit-making. However, no peddling, canvassing, or soliciting by non-profit or charitable organizations shall be considered a "commercial purpose."

“Non-Commercial Purposes” shall mean those purposes which are not commercial.

“Peddle” shall mean going from door to door, or from place to place, by traveling on the streets and roads, or standing within the streets and roads or public right-of-ways, in an effort to take orders for present or future delivery of merchandise, as defined hereinafter.

“Merchandise” shall mean any and all goods or wares which are ordinarily the objects of trade and commerce. Merchandise shall also mean and refer to orders or contracts for a service, home improvement or alteration.

“Solicit” shall mean going door to door, or from place to place, by traveling on the streets and roads, or standing within the streets and roads or public right-of-ways, to plead or ask for contributions or donations, monetary or otherwise, for any person, group, association or corporation.

“Transient Merchant” shall mean a person, corporation or partnership who engages in a merchandising business in New Jersey with intent to close out or discontinue the business in the Township within one year from date of commencement and for the purpose of carrying out such business, hire, lease or occupy any building or structure for the exhibition and sale of goods. Transient merchants who also lease or occupy motel facilities for the conduct of their business shall be deemed as intending to temporarily be located within Raritan Township for less than one year. Operating as a Transient Merchant is, presumptively, a Commercial Purpose, pursuant to Chapter 5.24 of the Revised General Ordinances of the Township of Raritan.

5.24.030 License Required for Commercial Peddling, Solicitation, Canvassing or Operating as a Transient Merchant.

a. Any person desiring to Peddle, Solicit, Canvass, or operate as a Transient Merchant for a Commercial Purpose within the Township must apply for and receive, prior to such activity taking place, a License from the Township Clerk.

b. A separate application shall be required for each entity or person peddling, soliciting, canvassing or operating as a Transient Merchant. Applications shall be filed pursuant to the requirements of Chapter 5.04 of the Revised General Ordinances of the Township of Raritan. Each application shall be accompanied by a fee of two hundred (\$200) dollars. This fee shall not be prorated.

c. Licenses issued pursuant to Chapter 5.24 of the Revised General Ordinances of the Township of Raritan shall expire on December 31 of the calendar year in which the License is issued.

d. Exhibition of License: Each License holder shall prominently display the License whenever soliciting, canvassing or peddling in the Township so that same is observable to any person addressed by the Licensees.

e. Notwithstanding any contrary provisions of the Revised General Ordinances of the Township of Raritan, no License to solicit, canvass, or peddle, or act as a transient merchant shall be issued unless:

- i. Applicant provides the Raritan Township Police Department with a fingerprint criminal background check.
- ii. Applicant provides a two thousand-dollar (\$2,000.00) bond to the Township of Raritan in a form approved by the Township Attorney. Such bond may be subject to forfeiture upon proof of: 1) falsification in the application for a license; or 2) willful violation of a Township ordinance or a state or federal law.

5.24.040 Persons Exempt from All Licensing Requirements.

a. The following entities are exempt from the requirements of Chapter 5.24 of the Revised General Ordinances of the Township of Raritan:

- i. Any person honorably discharged from the military services of the United States possessing a peddler's license issued in conformity with N.J.S.A. 45:24-9 and -10.
- ii. Any person who is an exempt fireman of a volunteer fire department as defined by N.J.S.A. 45:24-9 and -10, possessing a license in conformity with said law.
- iii. Any public utility or its employees, which public utility is subject to regulation by the State Board of Public Utility Commissioners; provided, however, such employees shall display the identification badge or card issued by their employer. Third party suppliers of electrical services are not exempt under this provision.
- iv. Any person engaged in the delivery of goods, wares or merchandise or other articles or things, in the regular course of business, to the premises of persons who had previously ordered same or were entitled to receive same by reason of a prior agreement.
- v. Any person soliciting snow shoveling services within 24 hours of a snowstorm.
- vi. Any person soliciting, peddling or canvassing for a non-commercial purpose.

b. The exemptions provided for by this section shall not be applicable to any person operating as a Transient Merchant.

5.24.050 General Regulations Regarding Peddling, Soliciting and Canvassing.

a. No peddler, solicitor or canvasser that is subject to the Licensing requirements of Chapter 5.24 of the Revised General Ordinances of the Township of Raritan, shall peddle, solicit or canvass before 9 a.m. or after 4 p.m. Monday through Friday or before 10 a.m. or after 3 p.m. on Saturdays. All other peddlers, solicitors or canvassers that are subject to the licensing requirements pursuant to Chapter 5.24 of the Revised General Ordinances of the Township of Raritan shall only peddle, solicit or canvass between 9 a.m. and 9 p.m. on any given day.

b. No peddler, solicitor or canvasser, whether or not subject to the Licensing requirements of Chapter 5.24 of the Revised General Ordinances of the Township of Raritan, shall solicit, canvass or peddle upon premises whereupon a sign is posted which indicates that the peddler's, solicitor's or canvasser's activities are not welcome. Such a sign may, but is not required to, state: "No Peddlers, Solicitors, or Canvassers Invited."

c. No peddler, solicitor or canvasser, whether or not subject to the Licensing requirements of Chapter 5.24 of the Revised General Ordinances of the Township of Raritan, shall walk upon front yards or back yards to move from property to property or building to building unless invited to do so by the property owner.

d. No peddler, solicitor or canvasser, whether or not subject to the Licensing requirements of Chapter 5.24 of the Revised General Ordinances of the Township of Raritan, shall enter or attempt to enter the house or apartment of any resident of the Township without an express invitation from an occupant thereof.

e. All literature, leaflets, pamphlets, advertisements, circulars, samples, door hangers or other written material being canvassed or peddled shall be handed to an occupant of the property or left in a secure place thereon.

f. Reserved.

g. No peddler, solicitor or canvasser, that is subject to the Licensing requirements of Chapter 5.24 of the Revised General Ordinances of the Township of Raritan, shall peddle, solicit or canvas on the street, roadway, or public right-of-way in the same place, i.e. stationary, for more than eight (8) hours.

h. No, peddler, solicitor or canvasser, whether or not subject to the licensing requirements of Chapter 5.24 of the Revised General Ordinances of the Township of Raritan, shall substantially impair the ability of the public to use the Township's right-of-ways.

5.24.060 Penalties.

Penalties: Any violation of Chapter 5.24 of the Revised General Ordinances of the Township of Raritan shall be punishable by a fine of two thousand (2,000.00) dollars and/or imprisonment as prescribed in Section 1.08 of the Revised General Ordinances of the Township of Raritan.

Section 2. Chapter 5.25 entitled "Regulation of Food Carts, Food Trucks, and Other Vehicle-Based Commercial Activities" is hereby added as follows:

5.25.010 Purpose.

The operation of Food Carts, Food Trucks and Other Vehicle-Based Commercial Activities within the Township create valid public concerns related to public safety, public health, crime and fraudulent business practices. It is the purpose of this chapter to regulate these activities for the benefit of the residents of the Township of Raritan.

5.25.020 Definitions.

“Food Cart” means a small hand pushed mobile kitchen or small hand pushed cart used for the sale of food, drink, ice cream, frozen desserts, fresh vegetables or fruit.

“Food Truck” means a large wheeled vehicle from which food is prepared and/or served that does not allow more than two persons, a principle operator and one assistant, to operate within.

“Non-Profit and Charitable Event” an event that will take place within Raritan Township that is organized by a non-profit entity and which is not considered a “Special Event” pursuant to Chapter 5.36 of the Revised General Ordinances of the Township of Raritan.

“Other Commercial Vehicle-Based Activity” means the sale of non-edible goods and products from a truck or cart.

“Regulated Activity” means the operation of Food Carts, Food Trucks and other Vehicle-Based Commercial Activities.

“Special Event” means any event that has been authorized pursuant to Chapter 5.36 of the Revised General Ordinances of the Township of Raritan.

5.25.030 License Required for Food Carts, Food Trucks and Other Vehicle-Based Commercial Activities.

a. Any person desiring to engage in any Regulated Activity must apply for, and receive, prior to such activity taking place, a license pursuant to this Chapter.

b A separate application shall be required for each entity or person wishing to engage in a Regulated Activity. Applications shall be made pursuant to Chapter 5.04 of the Revised General Ordinances of the Township of Raritan. Each application shall include a fee of one hundred dollars (\$100.00). Notwithstanding the preceding, Food Carts and Food Trucks are exempt from the one-hundred-dollar (\$100.00) fee.

c. The term of license issued pursuant to Chapter 5.24 of the Revised General Ordinances of the Township of Raritan is event specific and shall be concurrent with the length of each individual specific event listed in subsection (a) (ii) and subsection (b)(ii) of Section 5.24.040 of the Revised General Ordinances of the Township of Raritan.

d. Exhibition of License: Each License holder shall prominently display the License whenever engaging in a Regulated Activity in the Township.

5.25.40 Regulations Applicable to each Regulated Activity.

a. Food Carts and Food Trucks

- i. Food Carts and Food Trucks shall be licensed in the Township of Raritan subject to the restrictions of this section.
- ii. Food Carts and Food Trucks shall only be allowed to operate at Non-Profit and Charitable Events, and Special Events.
- iii. Prior to being issued a license pursuant to Section 5.25 of the Revised General Ordinances of the Township of Raritan allowing the use of a Food Cart or Food Truck in the Township, said Food Cart or Food Truck must be inspected by the Hunterdon County Health Department and found to be in compliance with all applicable rules and regulations of the County of Hunterdon, the Township of Raritan and the State of New Jersey.
- iv. Food Carts and Food Trucks must not remain stationary in any one location for more than eight (8) hours.
- v. If a Food Cart or Food Truck is parked along the public right-of-way, business may only be transacted from the curbside of the vehicle.
- vi. No Food Cart or Food Truck shall double park along the public right-of-way.
- vii. No Food Truck shall have its engine running if parked along the public right-of-way.
- viii. Any Food Truck or Food Cart which offers to sell, displays for sale or sells fruits, vegetables and farm products shall, at all times, keep all fruits, vegetables and produce of any kind and nature completely screened and covered with satisfactory materials in order to avoid and eliminate the accumulation of flies or any other insects from alighting around or upon any and all merchandise.
- ix. Any Food Truck or Food Cart which offers to sell, displays for sale or sells seafood, meats, poultry or dairy products shall transport the same solely in refrigerated compartments and all such products shall remain refrigerated at all times up to the time of sale. The refrigerated compartments, during the use thereof, shall be maintained at a properly low temperature to completely safeguard all products from a health and sanitary standpoint to the fullest reasonable extent possible as determined by the Hunterdon County Department of Health for the safety and welfare of the public.

- x. No operator of any Food Truck or Food Cart shall allow any debris, waste material, rotting produce or merchandise of any kind or any unfit produce to remain in or upon his vehicle, unless contained in a leak proof metal container having a properly fitted metal cover.
- xi. No operator of any Food Truck or Food Cart shall permit any waste materials or parts of produce or any other merchandise to remain in or upon any street, roadway, curbs or walks and shall at all times remove any debris that may have fallen from said vehicle so that the same is immediately placed in a leak proof metal container as provided for in subsection (C) of this section.

b. Other Commercial Vehicle-Based Activities

- i. Other Commercial Vehicle-Based Activities shall be licensed in the Township of Raritan subject to the restrictions of this section.
- ii. Other Commercial Vehicle-Based Activities shall only be allowed to operate at Non-Profit and Charitable Events, and Special Events.
- iii. Vehicles used for Other Commercial Vehicle-Based Activities must not remain stationary in any one location for more than eight (8) hours.
- iv. If a Vehicle used for Other Commercial Vehicle-Based Activities is located along the public right-of-way, business may only be transacted from the curbside of the vehicle.
- v. No Vehicle used for Other Commercial Vehicle-Based Activities shall double park along the public right-of-way.
- vi. No Vehicle used for Other Commercial Vehicle-Based Activities shall have its engine running if parked along the public right-of-way.
- vii. No operator of Vehicle used for Other Commercial Vehicle-Based Activities shall display for sale outside the vehicle any goods or products, including but not limited to, furniture, pictures, paintings, or rugs.

5.25.050 Reserved.

5.25.060 Authority of the Township Committee.

The Township Committee of the Township of Raritan may, by resolution, waive any limitations or requirements of Chapter 5.25 of the Revised General Ordinances of the Township of Raritan upon a demonstration by the licensee or prospective licensee that same will not negatively impact the health, safety and welfare of the residents of the Township.

5.25.070 Persons Exempt from Licensing Requirements.

a. The following persons are exempt from the licensing requirements of Chapter 5.25 of the Revised General Ordinances of the Township of Raritan:

- i. Any person honorably discharged from the military services of the United States possessing a peddler's license issued in conformity with N.J.S.A. 45:24-9 and -10.
- ii. Any person who is an exempt fireman of a volunteer fire department as defined by N.J.S.A. 45:24-9 and -10, possessing a license in conformity with said law.

b. Regardless of the foregoing, the persons listed in subsection (a) above must comply with the substantive health and safety requirements of Section 5.25.040 of the Revised General Ordinances of the Township of Raritan.

Section 3. Section 5.36.010 "Special Events Defined" is amended as follows:

Special events - any cultural, religious, artistic or commercial events which are located in Raritan Township with attendance open to the general public. [lasting more than ten days. (Ord. passed 2-27-84 (part); prior code § 3-11.1)]

Section 4. If any section or provision of this Ordinance shall be held invalid in any court of competent jurisdiction, the same shall not affect the other sections or provisions of this Ordinance, except so far as the section or provision so declared invalid shall be inseparable from the remainder or any portion thereof.

Section 5. The Ordinance shall take effect upon its adoption, passage and publication according to law.

Note to Codifier: language in brackets [] is to be deleted from the original text. Underlined language is new language to the original text.

ATTEST:

**TOWNSHIP COMMITTEE OF THE
TOWNSHIP OF RARITAN**

Lisa Fania
Township Clerk

Michael Mangin
Mayor

NOTICE OF PENDING ORDINANCE

Please take notice that the foregoing Ordinance was adopted on first consideration by the Township Committee of the Township of Raritan at a meeting held on February 20, 2018, and the same was then ordered to be published according to law with a public hearing and final consideration scheduled for the meeting of March 6, 2018 beginning at 7:00 p.m. at the Municipal Building, One Municipal Drive, Flemington, New Jersey, at which time all interested persons will be heard.

Lisa Fania, RMC
Township Clerk

16A1

**RARITAN TOWNSHIP COMMITTEE REGULAR MEETING
RARITAN TOWNSHIP MUNICIPAL BUILDING
TUESDAY, OCTOBER 3, 2017**

MEETING CALLED: Mayor Gilbert called the regular meeting to order at 6:38 p.m.

ROLL CALL: The following were present: Mayor Karen Gilbert, Comm. Michael Mangin, Comm. Richard Chen, Comm. Craig O'Brien, Comm. Lou Reiner. Also present were Township Attorney, Jeffrey Lehrer; Attorney, Ed Purcell; Administrator, Don Hutchins; Municipal Clerk, Lisa Fania; and Police Captain, Kevin Donovan.

MEETING ADVERTISED: Mayor Gilbert advised that the meeting was advertised in accordance with the Open Public Meetings Act in the January 11, 2017 issue of the Courier News and was posted on the office bulletin board and the Township Website.

Township Attorney Lehrer read Resolution #17-246 in full.

Mayor Gilbert asked for a motion to approve Closed Session Resolution.
Motion by Mangin, seconded by Chen

ROLL CALL VOTE:

AYES: Chen, Mangin, O'Brien, Reiner, Mayor Gilbert
NOES: None
ABSTAIN: None
ABSENT: None

RESOLUTION #17-246

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) Contract Negotiations: Raritan Township Fire Company – County-Wide Fire Department Proposal; Follow-up on Raritan Ave. Property
- b) Personnel:
- c) Attorney-Client Privilege: Strawser Agreement
- d) Pending Litigation

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.

3. The Committee will return to Regular Session and may take further action.
4. This Resolution shall take effect immediately.

CLOSED SESSION MINUTES ARE COMPLETED IN A SEPARATE DOCUMENT

The regular meeting reconvened at 7:12 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.

AMEND/APPROVE THE AGENDA

Mayor Gilbert asked for any amendments to the Agenda.

Mayor Gilbert advised of one additional item to the meeting agenda, a discussion to authorize the Township Attorney to amend a deed restriction for the Raritan Avenue property.

Motion by Reiner, seconded by Mangin to approve the Agenda as amended.

ROLL CALL VOTE:

AYES: Chen, Mangin, O'Brien, Reiner, Mayor Gilbert

NOES: None

ABSTAIN: None

ABSENT: None

At this time, Mayor Gilbert asked that the Committee consider action on the proposed resolution #17-250 Authorizing the Use of Temporary Lights at Clover Hill Park by the Greater Flemington Soccer Club (GFSC), as interested parties were in attendance.

Mayor Gilbert read Resolution #17-250 by title.

Mayor Gilbert explained that the proposed resolution memorializes action taken at the September 19, 2017 Township Committee meeting authorizing the use of temporary lighting at Clover Hill Park contingent upon the submission of a certificate of insurance and notification to property owners within 200 feet of the park.

Mayor Gilbert solicited public comment.

The following members of the public spoke during public comment.

Michele Mencer, a resident of 6 Brookview Court and neighbor to Clover Hill Park, requested that the Committee postpone action on the proposed resolution and gather additional information. Ms. Mencer commented on field usage times and that to her knowledge, the lease does not permit the installation of lights. Ms. Mencer also expressed concern about the excavation/contracting business in her neighborhood and the impact of such activity on property values.

Ira Rosenheim, a resident of 27 Patrick Henry Place, attested that all conditions have been satisfied including notification to surrounding property owners within 200 feet and submission of the Certificate of Insurance to the Township. Mr. Rosenheim continued that the GFSC has not received any comments as of meeting time. He also added that the GFSC maintains the fields as well as the park and has been a good neighbor to the surrounding community.

William Connaughton, a resident of 4 Brookview Court, commented that he fully supported the development of the fields but requested action be postponed for consideration of additional information.

Daniel Hendi, a resident of 356 Old York Road, spoke in favor of the proposed temporary lighting at Clover Hill Park as well as the positive impact on the quality of life for children and urged the Committee to consider support.

Regan Schubach, a resident of 27 Pine Hill Road, spoke on behalf of the children of GFSC, expressing support and the need for the proposed lighting.

Mark Moten, a resident at 19 Tiperarry Terrace, commented on the positive impact of having after school children's programs for development and social interaction and spoke in favor of the proposed lighting.

Mayor Gilbert recapped that the request was for lighting during the months of October and November; that the lights will be turned off by a member of the GFSC by 8:00 p.m.; and the lights will be removed no later than November 30.

Mr. Lehrer added that this resolution is in effect until December 31, 2017 and annual renewal is required.

Mayor Gilbert asked for a motion to adopt Resolution #17-250.

Motion by Reiner, seconded by Mangin

ROLL CALL VOTE:

AYES: Chen, Mangin, O'Brien, Reiner, Mayor Gilbert

NOES: None

ABSTAIN: None

ABSENT: None

RESOLUTION #17-250**A RESOLUTION AUTHORIZING THE USE OF TEMPORARY LIGHTS AT CLOVER HILL PARK BY GREATER FLEMINGTON SOCCER CLUB**

WHEREAS, the Township acquired land located along Clover Hill Road, identified as Block 75, Lot 7.01, consisting of approximately 18.6 acres, for use as a public park for recreational purposes (the "Property"); and

WHEREAS, the Property was granted to the Township for use as a public park for recreational purposes; and

WHEREAS, the Greater Flemington Soccer Club ("Flemington Soccer") expressed to the Township a desire to develop the Property as a recreational public park on behalf of the Township; and **WHEREAS**, Flemington Soccer and the Township negotiated over the development and use of the Property for its youth soccer program, which benefits the youth in Raritan Township, in addition to other organizations, groups and members of the public; and

WHEREAS, Flemington Soccer and the Township have entered into a lease agreement for the use of the Property ("the Lease"), adopted by the Township through ordinance 2008-35, which governs the development, construction, maintenance and scheduling of use of the Property; and

WHEREAS, Flemington Soccer has indicated by way of a letter to the Township, attached hereto as Exhibit "A", that the limitation in daylight hours, brought on by the change in seasons, has significantly impacted its ability to provide adequate training; and

WHEREAS, Flemington Soccer now wishes to use temporary portable lights to illuminate portions of the Property at night in order to allow for adequate training to its sports teams during September, October and November; and

WHEREAS, Section 22 of the Lease requires that lighting systems that are to be installed on the property must receive site plan approval pursuant to Section 16.20.040(G) of the Revised General Ordinances of the Township of Raritan; and

WHEREAS, the lighting systems proposed by Flemington Soccer do not require site plan approval because they are temporary in nature and thus are not "structures" pursuant to the Township's Land Development ordinance; and

WHEREAS, in any event, a municipality may exempt itself from its zoning regulations for development on municipally-owned property per Hills of Troy v. Parsippany, 391 N.J. Super. 593 (Law Div. 2005); and

WHEREAS, the Township Committee of the Township of Raritan has determined that it is in the best interests of the Township and the public to allow for Flemington Soccer to place temporary lights on the Property.

NOW THEREFORE BE IT RESOLVED, by the Mayor and Township Committee of the Township of Raritan, County of Hunterdon, State of New Jersey that Flemington Soccer shall be allowed to place temporary lights on the Property, without the need to secure site plan approval.

NOW THEREFORE BE IT FURTHER RESOLVED, by the Mayor and Township Committee of the Township of Raritan, County of Hunterdon, State of New Jersey that Flemington Soccer's placement of temporary lights on the Property shall be subject to the following restrictions and requirements:

1. The term of the Township's approval for the use of temporary lights on the Property shall begin upon the adoption of this resolution by the Township Committee and shall terminate on December 31, 2017. Any future request for temporary lighting shall be presented to the Township Committee at least 45 days prior to the date Flemington Soccer desires to use the temporary lights.

2. Flemington Soccer shall provide to the Township Administrator proof of additional insurance related to the use of its temporary lights prior to their use.
3. Flemington Soccer shall designate members to turn on and turn off its temporary lights.
4. Flemington Soccer shall only use its temporary lights during the months of October and November, 2017.
5. Flemington Soccer will remove its temporary lights from the Property before November 30, 2017.

PRESENTATION – COUNTY-WIDE DAYTIME FIRE DEPARTMENT

Robert Walton, member of the Hunterdon County Fire Chief's Association, stated that he is not presenting in the capacity of a Hunterdon County Freeholder. Mr. Walton presented a power point presentation on the proposed plan for a daytime Hunterdon County Fire Service that included the following:

- The problem
 - Fewer people working in Hunterdon
 - Fewer people able to or willing to join volunteer fire companies
 - LOSAP, recruitment videos, other efforts not able to fill gap of fewer volunteers
 - Daytime staffing is insufficient to meet the needs of call type and volume
- Firefighters are needed
 - Demand
 - Demographics
 - Minimum Staff to Respond
 - Response Time (Minutes)
 - Meets Objective (%)
 - Suburban Area
 - Rural Area
 - Remote Area
 - Special Risks
- Solution
 - Paid Staff to Augment Volunteers
 - Crews based in three (3) regions
 - Two (2) Crews based in firehouses and one (1) crew based in County Hazmat Building
- Options
 - Stipend
 - Purchase three (3) new engines, staffed, located at County garages
 - Use existing firehouse with paid staff
 - Use per diems to staff crews
 - Four, five or more crews around the County
 - Do nothing and pray
- Three Regions
 - Hunterdon County 2012 to August 2016 fire calls by fire box area) distribution of fire calls by fire box

- West Region
 - Alexandria, Bethlehem, Bloomsbury, Clinton Town, Franklin, Frenchtown, Holland, Kingwood, Milford, Union
- East Region
 - Califon, Clinton Township, Glen Gardner, Hampton, High Bridge, Lebanon Borough, Lebanon Township, Readington, Tewksbury
- South Region
 - Delaware, Flemington, East Amwell, Lambertville, Raritan Township, Stockton, West Amwell
- Regional Statistics
 - Population
 - Households
 - Area
- Available Locations
- Personnel Budget
 - Titles and Salaries
 - Year 1 and Year 2
- Crew Schedule Sample
 - Week One
 - Week Two
- Hybrid Model: The Operating & Capital Budget
 - Equipment and Facilities
 - Annual Cost
- Total Budget
 - Equipment and Facilities
 - Personnel
 - Operating Budget
- Tax Bill per \$300,000 of assessed value
- Questions
- Next Steps

Committee Members raised questions and concerns regarding response protocol when calls are dispatched; data collection; consolidation of fire departments; personnel budget; plan to augment costs; accuracy of response time data; Raritan Township's response time in reference to the eighty percent (80%), 10 firefighters within 10 minutes standard; impact of proposed paid staff to volunteers; and supervision of staff.

Mayor Gilbert solicited public comment.

Raritan Township Fire Company (RTFC) members commented on human error in the data presented including dispatching of fire companies and spoke about the RTFC's response time and number of responders.

Mark Peters, a resident of 23 Timberwick Drive, asked for clarification as to the need for the proposed plan; and inquired as to the extent of fires in Hunterdon County and the number of required personnel.

Frances Gavigan, a resident of Hunterdon County, asked for clarification of the formation of regions; location of command centers in each region; fire data including nature of the fires, grade, call type - minor or moderate, loss of property or life; and total cost of proposed plan to residents.

Steve Wetter, former Fire Chief, Raritan Township Fire Company, responded that the department averages ten (10) to twelve (12) minutes response time but does not meet the eighty percent (80%) standard with 10 responders.

During the discussion, Mr. Walton clarified that response time, including volunteers, mutual companies and paid crews, depends on the location of the crew base in relation to the call. Mr. Walton explained that the issue is that nearly every fire company in the County is not meeting NFPA (National Fire Protection Association) response standards, due to the lack of manpower, which requires ten (10) firefighters on scene in a suburban area in ten (10) minutes; and six (6) firefighters in fourteen (14) minutes for a rural area like Alexandria Township. Mr. Walton continued that there are approximately 3,000 calls per year (not including Highway 78 or other major highways) and seventy percent (70%) of the time the crews respond within fourteen (14) minutes; thirty-percent (30%) of the time they do not.

Mr. Walton recapped that each firehouse would host a company and receive a weekly stipend to offset costs of using their apparatus and equipment. He further commented on funding availability at Federal, State and County levels. He explained that the cost to the taxpayer of an average home assessed at \$300,000.00 would be \$21.99 per year. Mr. Walton added that utilizing part-time and per diem staff could augment costs of the plan.

Committee Members thanked Mr. Walton for the presentation and advised that the discussion will be carried for consideration at a future scheduled meeting.

Mr. Lehrer noted that Committee Member Mangin was recused from the discussion due to a conflict of interest, as a member of the Raritan Township Fire Company.

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.

The following members of the public spoke during public comment:

Frank Nagy, a resident of 117 Old Clinton Road, Co-chairman of the Raritan Township Board of Health, appeared before the Committee along with Co-chairman Mark Peters to express concerns regarding the proposed ordinance reducing the pet license late fee.

Mark Peters, a resident of 23 Timberwick Drive, spoke of his 30+ years' experience in healthcare as a clinical pharmacist and on the importance of vaccinations. He quoted that, "according to the CDC, the decline in death from rabies is due to improved control and vaccination of domestic animals." He continued that the Township needs to ensure that pet licensing procedures and fees are consistent and that individuals are accountable and responsible so that healthcare professionals have current vaccination records in the event of a dog bite. He also stated that the Township's late fee was comparable

to neighboring municipalities including Delaware, East Amwell, West Amwell, Union and Readington Townships. Mr. Peters requested that the proposed ordinance be withdrawn as the amendments were not in the best interest of public health nor to the Township's neighboring municipalities.

Tadgh Rainey, Director, Hunterdon County Division of Public Health, spoke in opposition to the proposed ordinance amending pet licensing fees. Mr. Rainey commented on the impact of a reduced late fee on compliance; increased costs to the Township; pet owner protection and liability; and county health issues. Mr. Rainey continued that licensing is about rabies control from the Health Department's perspective, which is the contracting health services agent for the Township. He advised that the County has very little rabies due to the vaccination of pets and accessibility to vaccines, if needed. He added that licensing in a timely fashion ensures rabies vaccination compliance. Mr. Rainey expressed concern that a reduced fee will result in a decline in compliance for a Township that has very good compliance and suggested no change to the existing ordinance.

Committee Member Reiner asked about the impact on workload if compliance slipped.

Ms. Fania advised that there would be an increase in workload to the Clerk's office, the Court, and Animal Control services.

At this time, Mayor Gilbert asked the Committee to consider action on proposed Ordinance #17-36 Amending Title 6 Entitled "Animal Control" of the Revised General Ordinances of the Township of Raritan to Revise Provisions Related to late fees, as interested parties were in attendance.

Mayor Gilbert asked for a motion to introduce Ordinance #17-36 on first consideration.

Motion by Mangin, seconded by Reiner to table Ordinance #17-36

AYES: Mangin, Reiner, Mayor Gilbert

NOES: Chen, O'Brien

ABSTAIN: None

ABSENT: None

ORDINANCE TABLED

Public comment continued.

Barbara Sachau, a resident of 2 Glenview Drive, commented on the status of volunteers and suggested posting recruitment information on the Township and County websites and at Community Day. She added that fire departments need to help each other and cannot rely on the federal government for assistance; and that Mr. Walton should make the County-wide Fire Department presentation available to the public.

FINANCIAL ISSUES

Payment of Bills as listed for **Raritan Township: \$913,577.47**

Motion by Mangin, seconded by Chen to approve the bill list for Raritan Township.

ROLL CALL VOTE:

AYES: Chen, Mangin, O'Brien, Reiner, Mayor Gilbert

NOES: None

ABSTAIN: None

ABSENT: None

Payment of Bills as listed for **Raritan Township Fire Company: \$2,155.90**

Motion by Reiner, seconded by Chen to approve bill list for Raritan Township Fire Company.

ROLL CALL VOTE:

AYES: Chen, O'Brien, Reiner, Mayor Gilbert

NOES: None

RECUSE: Mangin

ABSTAIN: None

ABSENT: None

REPORTS

*Office of Emergency Management

Chris Phelan, OEM Coordinator, advised Committee Members of a volunteer recruitment drive initiative for emergency services that will be underway shortly.

LIAISON REPORTS

Karen Gilbert: Historians, Finance, Personnel, Planning Board (Class I)
Mayor Gilbert announced the upcoming date and scheduled activities for Community Day (October 7).

Michael Mangin Planning Board (Class II, RTMUA)
Deputy Mayor Mangin reported on a recent meeting of the RTMUA advising of the adoption of two resolutions, one increasing sewer capacity for Johanna Farms and another approving sewer improvements at Commerce Street; and the introduction of the 2018 budget proposing a two percent (2%) or \$12.00/ household increase.

Louis Reiner: Environmental Commission, Green Team, Fire/Rescue/OEM
No report.

Richard Chen: Finance, Open Space, Parks & Recreation
No report.

Craig O'Brien: Open Space
No report.

UNFINISHED BUSINESS

Mayor Gilbert asked for a motion to amend the deed restriction for the Raritan Avenue property to allow requests by the Raritan Township Fire Company for events by resolution rather than by ordinance.

Motion by Reiner, seconded by Chen to authorize the Township Attorney to amend the Raritan Avenue property deed restriction.

ROLL CALL VOTE:

AYES: Chen, O'Brien, Reiner, Mayor Gilbert

NOES: None

RECUSE: Mangin

ABSTAIN: None

ABSENT: None

NEW BUSINESS

Electric Vehicle Lease – Discussion was held regarding the leasing of an electric vehicle including maintenance; fuel savings; and environmental benefits. Mr. Hutchins explained that the proposed lease is for three-years with full warranty and no maintenance requirement of Public Works. He added that in conjunction with Sustainable New Jersey, a charging station will be evaluated which would be available for public use.

Committee Member O'Brien commented on previous vehicle purchases for 2017 including three (3) pickup trucks for Public Works; five (5) vehicles for the Construction Department; and three (3) more for the Police Department including a Sports Utility Vehicle from the Capital Budget. Committee Member O'Brien suggested tabling the proposed lease due to the level of spending for 2017.

Mayor Gilbert asked for a motion to proceed with the lease agreement for the electric vehicle.

Motion by Chen, seconded by Mangin

ROLL CALL VOTE:

AYES: Chen, Mangin, Gilbert

NOES: O'Brien

ABSTAIN: Reiner

ABSENT: None

Policy for Appointments to Environmental Commission - Mayor Gilbert explained that there had been some uncertainty regarding appointments to the Environmental Commission so the Township Attorney was tasked with reviewing State statute for compliance. Mayor Gilbert advised that Counsel has recommended that the Township's ordinance regarding appointments to the Environmental Commission be amended to correct inconsistencies with the State statute.

It was the consensus of the Committee to authorize Mr. Lehrer to proceed with amending the ordinance to correct inconsistencies for compliance to State statute regarding the appointments to the Environmental Commission.

ORDINANCES (FINAL ADOPTION, PUBLIC HEARING)

Mayor Gilbert read Ordinance #17-29 by title.

AN ORDINANCE ACCEPTING A SIGHT TRIANGLE EASEMENT FROM BEDFORD FALLS, LLC. FOR LOT 31.02 IN BLOCK 63.14 AS SHOWN ON THE TAX MAP OF THE TOWNSHIP OF RARITAN

Mayor Gilbert asked for a motion to open public hearing.

Motion by Mangin, seconded by Chen

MOTION UNANIMOUSLY CARRIED

No public comment.

Mr. Lehrer explained that the following two (2) proposed ordinances are a housekeeping requirement of a Planning or Zoning Board application.

Mayor Gilbert asked for a motion to close the public hearing and adopt Ordinance #17-29 on final consideration, same to be published according to law.

Motion by Chen, seconded by Mangin

ROLL CALL VOTE:

AYES: Chen, Mangin, O'Brien, Reiner, Mayor Gilbert

NOES: None

ABSTAIN: None

ABSENT: None

ORDINANCE ADOPTED

Ordinance advertised September 25, 2017 The Courier News. Posted on municipal bulletin board as required by law.

ORDINANCE #17-29

AN ORDINANCE ACCEPTING A SIGHT TRIANGLE EASEMENT FROM BEDFORD FALLS, LLC. FOR LOT 31.02 IN BLOCK 63.14 AS SHOWN ON THE TAX MAP OF THE TOWNSHIP OF RARITAN

WHEREAS, Bedford Falls, LLC is the owner of property located at Lot 31.02 in Block 63.14 (the "Property") as shown on the Tax Map of the Township of Raritan; and

WHEREAS, on May 18, 2017 Bedford Falls, LLC received D(3) conditional use variances, C(2) rear yard setback, impervious coverage, and signage variances; site plan ordinance exceptions, and conditional use approval and preliminary and final major site plan approvals for the Property (the "Approval") for the Property from the Raritan Township Board of Adjustment (the "Board"), RTBOA File No. 2016-16, which Approval was memorialized by a Resolution of Approval No. 2017-04; and

WHEREAS, as a condition of the Approval, the Board required the execution and recording of a Sight Triangle Easement; and

WHEREAS, the Sight Triangle Easement has been reviewed and approved by the Raritan Township Attorney and Township Engineer; and

WHEREAS, the Township Committee of the Township of Raritan, County of Hunterdon, State of New Jersey, wishes to accept the Sight Triangle Easement.

NOW, THEREFORE, BE IT ORDAINED by the Township Committee of the Township of Raritan, County of Hunterdon, State of New Jersey, that it hereby authorizes acceptance of the Sight Triangle Easement attached hereto as Exhibit "A."

BE IT FURTHER ORDAINED that this Ordinance shall take effect upon its adoption, passage and publication according to law.

Mayor Gilbert read Ordinance #17-31 by title.

AUTHORIZING ACCEPTANCE OF CONSERVATION EASEMENTS, LAND MAINTENANCE COVENANT AND TEMPORARY RESTRICTIVE COVENANT APPLICABLE TO BLOCK 86, LOT 10.01 FROM LANDMARK INFRASTRUCTURE HOLDING COMPANY LLC; CONSERVATION EASEMENTS APPLICABLE TO BLOCK 86, LOT 26 FROM LANDMARK INFRASTRUCTURE HOLDING COMPANY LLC AND ESTATE OF BRUCE A. BLUMBERG; CONSERVATION EASEMENTS, FIRE SUPPRESSION EASEMENT AND ACCESS EASEMENT APPLICABLE TO BLOCK 86, LOT 26.02 FROM LANDMARK INFRASTRUCTURE HOLDING COMPANY LLC AND ESTATE OF BRUCE A. BLUMBERG; AND CONSERVATION EASEMENTS, AND TEMPORARY RESTRICTIVE COVENANT APPLICABLE TO BLOCK 86, LOTS 100.01 AND 100.02 FROM LANDMARK INFRASTRUCTURE HOLDING COMPANY LLC AND BURENGA FAMILY PARTNERSHIP, L.P.

Mayor Gilbert asked for a motion to open the public hearing.

Motion by Mangin, seconded by Chen

MOTION UNANIMOUSLY CARRIED

No public comment.

Mayor Gilbert asked for a motion to close the public hearing and adopt Ordinance #17-31 on final consideration, same to be published according to law.

Motion by Reiner, seconded by Chen

ROLL CALL VOTE:

AYES: Chen, Mangin, O'Brien, Reiner, Mayor Gilbert

NOES: None

ABSTAIN: None

ABSENT: None

ORDINANCE ADOPTED

Ordinance advertised September 25, 2017 The Courier News. Posted on municipal bulletin board as required by law.

ORDINANCE #17-31

AN ORDINANCE AUTHORIZING ACCEPTANCE OF CONSERVATION EASEMENTS, LAND MAINTENANCE COVENANT AND TEMPORARY RESTRICTIVE COVENANT APPLICABLE TO BLOCK 86, LOT 10.01 FROM LANDMARK INFRASTRUCTURE HOLDING COMPANY LLC; CONSERVATION EASEMENTS APPLICABLE TO BLOCK 86, LOT 26 FROM LANDMARK INFRASTRUCTURE HOLDING COMPANY LLC AND ESTATE OF BRUCE A. BLUMBERG; CONSERVATION EASEMENTS, FIRE SUPPRESSION EASEMENT AND ACCESS EASEMENT APPLICABLE TO BLOCK 86, LOT 26.02 FROM LANDMARK INFRASTRUCTURE HOLDING COMPANY LLC AND ESTATE OF BRUCE A. BLUMBERG; AND CONSERVATION EASEMENTS, AND TEMPORARY RESTRICTIVE COVENANT APPLICABLE TO BLOCK 86, LOTS 100.01 AND 100.02 FROM LANDMARK INFRASTRUCTURE HOLDING COMPANY LLC AND BURENGA FAMILY PARTNERSHIP, L.P.

WHEREAS, the Township Committee of the Township of Raritan, County of Hunterdon, State of New Jersey, wishes to accept Conservation Easements, Land Maintenance Covenant and Temporary Restrictive Covenant Applicable to Block 86, Lot 10.01 conveyed to the Township by Landmark Infrastructure Holding Company LLC, applicable to Block 86, Lot 10.01 (previously Lot 10) as shown on the Tax Map of the Township of Raritan ("Property"); and

WHEREAS, the Township Committee also wishes to accept Conservation Easements Applicable to Block 86, Lot 26 conveyed to the Township by Landmark Infrastructure Holding Company LLC and Estate of Bruce A. Blumberg, applicable to Block 86, Lot 26 as shown on the Tax Map of the Township of Raritan; and

WHEREAS, the Township Committee also wishes to accept Conservation Easements, Fire Suppression Easement and Access Easement Applicable to Block 86, Lot 26.02 conveyed to the Township by Landmark Infrastructure Holding Company LLC and Estate of Bruce A. Blumberg, applicable to Block 86, Lot 26.02 as shown on the Tax Map of the Township of Raritan; and

WHEREAS, the Township Committee also wishes to accept Conservation Easements, and Temporary Restrictive Covenant Applicable to Block 86, Lots 100.01 and 100.02 conveyed to the Township by Landmark Infrastructure Holding Company LLC and Burenga Family Partnership, L.P., applicable to Block 86, Lots 100.01 and 100.02 as shown on the Tax Map of the Township of Raritan; and

WHEREAS, these Easements are required by the Township of Raritan Board of Adjustment Resolution Nos. 2016-07, 2017-03 and 2017-06, R.T.Z.B. Application No. 8-2016; and

WHEREAS, the Landmark Infrastructure Holding Company LLC, the Estate of Bruce A. Blumberg, and the Burenga Family Partnership, L.P., agreed to donate the Easements at no cost to the Township; and

WHEREAS, the Township Attorney for the Township of Raritan reviewed the four (4) Easements in substantially the form attached and finds each acceptable.

NOW, THEREFORE, BE IT ORDAINED by the Township Committee of the Township of Raritan, County of Hunterdon, State of New Jersey, that it hereby authorizes acceptance of the four (4) Easements attached hereto and directs its appropriate officials to record same as may be necessary.

This Ordinance shall become effective according to law.

ORDINANCES (INTRODUCTION, FIRST READING)

Mayor Gilbert read by title Ordinance #17-30.

ORDINANCE REAPPROPRIATING \$6,000.00 PROCEEDS OF OBLIGATIONS NOT NEEDED FOR THEIR ORIGINAL PURPOSE IN ORDER TO PROVIDE FOR THE MAJOR REPAIR OF THE 911 CLOCK AT THE MUNICIPAL BUILDING IN AND BY THE TOWNSHIP OF RARITAN, IN THE COUNTY OF HUNTERDON, NEW JERSEY

Verbatim transcription per request of Committee Member O'Brien.

Mayor Gilbert stated, "we have information in our packet, there was a question raised regarding whether or not we were using the correct funds. There are apparently no meeting minutes from that meeting. None that we could find. So our clerk took the time to listen to the recording and what you have here is a verbatim transcription of the meeting where that discussion took place.

Committee Member O'Brien stated, "I brought the minutes to the last meeting. I'll happily produce them again."

Ms. Fania stated, "we can't find them."

Committee Member O'Brien stated, "I don't have them with me, I'll happily produce them again."

Mayor Gilbert stated, "They don't appear on any agenda. If you have them they were never approved by the Committee."

Committee Member O'Brien stated, "Yes, yes they were. I will happily produce them again. I don't have them with me but I will happily produce them again."

Mayor Gilbert stated, "The information that we have before us is a verbatim transcription which shows that we specifically discussed that the toilet and sink fixture was \$6,000.00. We specifically discussed the fact that there was money left over because we did not need to do the toilet and sink fixture replacement and that amount was specifically \$6,000.00 and I do recall that the amount, I checked my notes, the amount originally for the clock was 6,200 or 6,300 dollars and they agreed to do it for

\$6,000.00 because that is what we have left over and that was very specific description that we were going to use that money to cover the cost of the clock.”

Committee Member Reiner stated, “and the toilet was in 16-10, no question.”

Committee Member O’Brien stated, “So it’s funny, two (2) people read this and read different things. I came at the last meeting and said we agreed that we would take it out of the budget and I was told I didn’t know what I was talking about. Some people came close to saying I was lying but they didn’t.

So the verbatim minutes I look for the word bonding, bond ordinance, debt, borrowing, reallocation of funds and it is not in here. But I do see the word budget, 1, 2, 3, I think 4 times and it says, ‘Mayor Gilbert says so they can do it for what we have in our budget. Tony Hajjar, yes correct. Mayor Gilbert, they will do it for 6,000 dollars because that is what we have in our budget to cover. The verbatim transcript says budget multiple times. We vote on a resolution to replace it with money in the budget. The minutes, which I will again produce, show that it says minutes, nowhere does it say bond, borrow, ordinance, or debt and Lou, if you think it’s in 16-10, here is five bucks, give it to anybody in this committee who can list the items that are in 16-10 (Committee Member O’Brien slams the dais). Take your best shot because nobody here can say what is in a line item. I’m glad we did this, I gave you a minute to finish, let me finish.”

Mayor Gilbert stated, “Excuse me, (slammed the gavel)”

Committee Member O’Brien stated, “I have the floor,”

Mayor Gilbert stated, “it is inappropriate for you to be making wagers with another committeeman on the dais.”

Committee Member Reiner stated, “he is trying to provoke a situation and its not going to work, just relax people.”

Committee Member O’Brien stated, “Verbatim minutes say budget.”

Mr. Lehrer stated, “Completely inappropriate. In all of my years, I have never seen someone take out money and try to bribe another committeeman.”

Committee Member O’Brien stated, “That was not a bribe, please, that was a friendly wager Jeff, O for crying out loud.”

Mr. Lehrer stated, “It sure looked like it to me.”

Committee Member Reiner stated, “Let’s move on.”

Committee Member O’Brien, stated, “I have one more question. If this was supposed to be a bond ordinance, why was the bond ordinance never introduced, who fell asleep at the switch? Who didn’t get their job done?”

Mayor Gilbert stated, “If you recall, at that point in time we were in a major transition period. That was when we had let our former administrator go, we had our CFO as our interim, or temporary, I can’t

remember which, an interim administrator and we were trying to figure out who was going to be appointed as our temporary administrator so things were quite chaotic at the time and if we happened not to authorize something that frankly you were very emphatic about doing, that we didn't do it properly in terms of the resolution, this is a housekeeping item we contacted the State and the State said this was all we need to do and I would like to ask for a motion to introduce Ordinance #17-30 on first consideration, same to be published according to law with a public hearing and a final vote scheduled for the meeting of November 6, 2017 beginning at 7:00 p.m. at the Municipal Building, One Municipal Drive, Flemington, NJ at which time all interested persons will be heard."

Committee Member Reiner stated, "I will move to reappropriate the funds for the clock."

Mayor Gilbert asked for a motion to introduce Ordinance #17-30 on first consideration.

Motion by Reiner, seconded by Chen

ROLL CALL VOTE:

AYES: Chen, Mangin, Reiner, Mayor Gilbert

NOES: O'Brien, "we should be paying for this out of cash."

ABSTAIN: None

ABSENT: None

Committee Member Reiner stated, "Correction, it is being paid for out of cash, it's a reallocation. It is reappropriating, it's not bonding."

Mayor Gilbert stated, "all right the discussion is over, it has been introduced. Thank you."

ORDINANCE INTRODUCED

Second reading and public hearing date scheduled for November 6, 2017.

Mayor Gilbert read by title Ordinance #17-32.

BOND ORDINANCE PROVIDING FOR VARIOUS CAPITAL IMPROVEMENTS IN AND BY THE TOWNSHIP OF RARITAN, IN THE COUNTY OF HUNTERDON, NEW JERSEY, APPROPRIATING \$791,700.00 THEREFORE AND AUTHORIZING THE ISSUANCE OF \$753,193.10 BONDS OR NOTES OF THE TOWNSHIP TO FINANCE PART OF THE COST THEREOF

Mayor Gilbert asked for a motion to introduce Ordinance #17-32 on first consideration.

Motion by Chen, seconded by Mangin

ROLL CALL VOTE:

AYES: Chen, Mangin, O'Brien, Mayor Gilbert

NOES: None

ABSTAIN: Reiner

ABSENT: None

ORDINANCE INTRODUCED

Second reading and public hearing date scheduled for November 6, 2017.

During the vote, Committee Member Reiner commented that he would not be casting a vote at this time, as additional information is needed.

Mayor Gilbert read by title Ordinance #17-34.

AN ORDINANCE OF THE TOWNSHIP OF RARITAN, COUNTY OF HUNTERDON, STATE OF NEW JERSEY, AUTHORIZING THE ACQUISITION OF A PERCENTAGE OF THAT PROPERTY KNOWN AS BLOCK 20, LOT 12, AS SHOWN ON THE TAX MAP OF THE TOWNSHIP OF RARITAN, FROM MARK HOLLENBACK AND ELLEN HOLLENBACK, AND APPROPRIATING THE NECESSARY FUNDS

Marie Newell, Project Coordinator, Acquisition, New Jersey Conservation Foundation, thanked the Township for their partnership in land preservation in Hunterdon County.

Ms. Newell explained funding allocations among partners including the New Jersey Conservation Foundation through Green Acres; the Township; and the County; certified market value; and identification of the parcel in the Township's Open Space Plan.

Discussion was held regarding clarification of the funding percentages for the Conservation Foundation and the Township; outstanding issues with the Hollenback property; and requirements for using this ratio of Township Green Acres Funds and Township share of County Open Space Funds.

During the discussion, Ms. Newell clarified that the Conservation Foundation is contributing fifty-two percent (52%) and the Township forty-eight percent (48%) and that all issues have been resolved with such parcel. Ms. Newell continued that only eighteen (18) acres are in preservation. She further explained that her preference is to use more Green Acres money than less because the Township's share of County Open Space funds has a broader range of use.

Mayor Gilbert reiterated that all issues have been resolved with the Hollenback property and recapped that the Township had adopted Resolution #13-99 authorizing this action and the funding model.

Mr. Lehrer clarified that the assignment document will be amended to reflect the percentages of 52/48 and that signature from the Attorney General is not required.

Mayor Gilbert asked for a motion to introduce Ordinance #17-34 on first consideration.

Motion by Mangin, seconded by Chen

ROLL CALL VOTE:

AYES: Chen, Mangin, O'Brien, Reiner, Mayor Gilbert

NOES: None

ABSTAIN: None

ABSENT: None

ORDINANCE INTRODUCED

Second reading and public hearing date scheduled for November 6, 2017.

Mayor Gilbert read by title Ordinance #17-35.

ORDINANCE REAPPROPRIATING \$32,200.00 PROCEEDS OF OBLIGATIONS NOT NEEDED FOR THEIR ORIGINAL PURPOSE IN ORDER TO PROVIDE FOR THE ACQUISITION AND INSTALLATION OF NEW FENCE AND FENCE REPAIR FOR LENAPE PARK, AN 8 FOOT SNOW PLOW ATTACHMENT AND THE REPLACEMENT OF THREE OVERHEAD GARAGE DOORS FOR THE DPW FACILITY IN AND BY THE TOWNSHIP OF RARITAN, IN THE COUNTY OF HUNTERDON, NEW JERSEY

Mayor Gilbert advised that the year reference to the ordinance be amended to read 2016.

Mayor Gilbert asked for a motion to introduce Ordinance #17-35 on first consideration as amended.
Motion by Chen, seconded by Mangin

ROLL CALL VOTE:

AYES: Chen, Mangin, Reiner, Mayor Gilbert

NOES: O'Brien

ABSTAIN: None

ABSENT: None

ORDINANCE INTRODUCED

Second reading and public hearing date scheduled for November 6, 2017.

CORRESPONDENCE

*Dilts & Koester – Coffee Bar

*Letter of commendation for Engineering Department

*New Jersey State Agriculture Development Committee Grant Opportunities

NON-CONSENT AGENDA

Mayor Gilbert read Resolution #17-245 by title.

Mayor Gilbert asked for a motion to adopt Resolution #17-245.

Motion by Mangin, seconded by Reiner

ROLL CALL VOTE:

AYES: Chen, Mangin, O'Brien, Reiner, Mayor Gilbert

NOES: None

ABSTAIN: None

ABSENT: None

RESOLUTION #17-245

A RESOLUTION AWARDING A CONTRACT TO MORTON SALT, INC. FOR ROCK SALT AND SETCON IND., INC. FOR LIQUID CALCIUM CHLORIDE

WHEREAS, the Township of Raritan and the Hunterdon County Cooperative Pricing System enter into a Cooperative Pricing Agreement pursuant to N.J.S.A. 40A:11-10; and

WHEREAS, the Hunterdon County Cooperative Pricing System, as the lead agency, has complied with the provisions of the Local Public Contracts Law and has awarded a Master Contract for the purchase of Salt and Liquid Calcium Chloride for Snow and Ice Control for the 2017-2018 Snow Season (Identification Code #51-HCCPS) under Hunterdon County Bid #2017-18 to Morton Salt, Inc. of Chicago, IL for a contract price of \$51.31 per ton for Rock Salt and to Setcon Ind. Inc. of Riverdale, NJ for a contract price of .925 per gallon for Liquid Calcium Chloride; and

WHEREAS, in accordance with the provision of the Cooperative Pricing Agreement, the Township must enter into a formal written contract directly with the successful bidder.

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Raritan that a contract be awarded for the purchase of Salt and Liquid Calcium Chloride for Snow and Ice Control for the 2017-2018 Snow Season (Identification Code #51-HCCPS) under Hunterdon County Bid #2017-18 to Morton Salt, Inc. of Chicago, IL for a contract price of \$51.31 per ton for Rock Salt and to Setcon Ind. Inc. of Riverdale, NJ for a contract price of .925 per gallon for Liquid Calcium Chloride.

BE IT FURTHER RESOLVED that the Mayor and Township Clerk are authorized to execute said contract documents.

Mayor Gilbert read Resolution #17-244 by title.

At this time, Committee Member O'Brien requested that monthly budget reports including grants be provided by the Chief Financial Officer.

Mayor Gilbert asked for a motion to adopt Resolution #17-244.

Motion by Mangin, seconded by Reiner

ROLL CALL VOTE:

AYES: Chen, Mangin, O'Brien, Reiner, Mayor Gilbert

NOES: None

ABSTAIN: None

ABSENT: None

RESOLUTION #17-244

A RESOLUTION PROVIDING FOR THE INSERTION OF ANY SPECIAL ITEM OF REVENUE IN THE BUDGET OF ANY COUNTY OR MUNICIPALITY PURSUANT TO N.J.S.A. 40A:4-87 (CHAPTER 159, P.L. 1985) DRUNK DRIVING ENFORCEMENT GRANT

WHEREAS, N.J.S.A. 40A:4-87 provides that the Director of the Division of Local Government Services may approve the insertion of any special item of revenue in the budget of any county or municipality when such item shall have been made available by law and the amount thereof was not determined at the time of the adoption of the budget; and

WHEREAS, said Director may also approve the insertion of an item of appropriation for an equal amount; and

WHEREAS, the Township of Raritan has been awarded \$5,066.59 from the Division of Criminal Justice for 2017 Drunk Driving Enforcement Fund and wishes to amend its 2017 Budget to include this amount as a revenue.

NOW THEREFORE BE IT RESOLVED that the Township Committee of the Township of Raritan, County of Hunterdon, State of New Jersey hereby requests the Director of the Division of Local Government Services to approve the insertion of an item of revenue in the budget of the year 2017 in the sum of \$5,066.59 which is available as a revenue from:

Miscellaneous Revenues

Special Items of General Revenue Anticipated with
Prior Written Consent of the Director of Local
Government Services:

Public and Private Revenues Off-Set with
Appropriations:
2017 Drunk Driving Enforcement Fund

BE IT FURTHER RESOLVED that a like sum of \$5,066.59 is hereby appropriated under the caption of:

General Appropriations

(a) Operations Excluded from Caps

Public and Private Programs Off-Set by Revenues:
2017 Drunk Driving Enforcement Fund
Other Expenses

BE IT FURTHER RESOLVED that the Township Clerk forward two copies of the required Certification to the Director of Local Government Services within three days.

At this time, Mayor Gilbert requested that the Committee consider action on proposed Resolution #17-249 Approving the Raritan Township Personnel Policies and Procedures Manual, as its approval impacted the approval of Resolution #17-248, certifying the completed best practices inventory.

Mayor Gilbert read Resolution #17-249 by title.

Mayor Gilbert informed Committee Members that the last time the Township's Personnel Policies and Procedures Manual was reviewed was in the '70s.

Committee Member O'Brien requested a discussion.

Committee Member O'Brien expressed concerns for employees regarding the Township's zero tolerance Internet Policy and asked for clarification on the Nepotism policy as well. Committee Member O'Brien requested that additional information be gathered from other municipalities before proceeding.

Mr. Hutchins commented that the Internet Policy was drafted by the Township Attorney in 2008 and recommended proceeding with the proposed draft and amending at a future date.

Committee Members commented on corporate workplace and State Internet use policies. Mr. Hutchins advised that the Township does not have the staff to monitor daily computer usage. Mr. Lehrer advised that the language referring to Internet Usage is industry-standard and suggested approving the proposed manual and amending at a future date.

Mayor Gilbert asked for a motion to adopt Resolution #17-249.

Motion by Reiner, seconded by Mangin

ROLL CALL VOTE:

AYES: Chen, Mangin, O'Brien, Reiner, Mayor Gilbert

NOES: None

ABSTAIN: None

ABSENT: None

During the vote, Committee Member O'Brien voiced that he had reservations about the Internet Policy but voted yes.

RESOLUTION #17-249

**A RESOLUTION APPROVING THE RARITAN TOWNSHIP
PERSONNEL POLICIES AND PROCEDURES MANUAL**

WHEREAS, it is the policy of the Township of Raritan to treat employees and prospective employees in a manner consistent with all applicable employment laws and regulations including, but not limited to, Title VII of the Civil Rights Act of 1964, as amended by the Equal Opportunity Act of 1972, the Age Discrimination in Employment Act, the Equal Pay for Equal Work Act, the Fair Labor Standards Act, the New Jersey Law Against Discrimination, the Americans with Disabilities Act, the ADA Amendments Act of 2008, the Family and Medical Leave Act, the Conscientious Employee Protection Act, the Public Employee Occupational Safety and Health Act, the New Jersey Workers' Compensation Act, the Federal Consolidated Omnibus Budget Reconciliation Act (COBRA), the New Jersey Security and Financial Empowerment Act and the Open Public Meetings Act; and

WHEREAS, the Raritan Township Committee has determined that there is a need for personnel policies and procedures to ensure that employees, prospective employees, officials, volunteers and vendors and contractors are treated in a manner consistent with these laws and regulations.

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 Personnel Policies and Procedures attached hereto are hereby updated and adopted for 2017.

BE IT FURTHER RESOLVED by the Mayor and Township Committee of the Township of Raritan that these personnel policies and procedures shall apply to all municipal officials, appointees, employees, volunteers and independent contractors. In the event there is a conflict between these rules and any collective negotiations agreement, personnel services contract or Federal or State law, the terms and conditions of that contract or law shall prevail. In all other cases, these policies and procedures shall prevail.

BE IT FURTHER RESOLVED by the Mayor and Township Committee of the Township of Raritan that the Personnel Policies and Procedures Manual is intended to provide guidelines covering public service by municipality workers and does not serve as a contract. The provisions of this Manual

may be amended and supplemented from time to time without notice and at the sole discretion of the Township Committee.

BE IT FURTHER RESOLVED by the Mayor and Township Committee of the Township of Raritan that, to the maximum extent permitted by law, employment practices for the municipality shall operate under the legal doctrine known as "employment at will."

BE IT FURTHER RESOLVED by the Mayor and Township Committee of the Township of Raritan that the Township Administrator and all managerial/supervisory personnel are responsible for these employment practices. The Human Resource/Payroll Coordinator shall assist the Township Administrator in the implementation of the policies and procedures in this manual, as directed by Township Committee action.

Mayor Gilbert read Resolution #17-248 by title.

Mayor Gilbert advised of two (2) amendments to the checklist; "NO" to Item 4 and "YES" to Item 25.

Committee Member O'Brien asked for clarification that all answers have been verified. Mr. Hutchins attested that to the best of his and the Chief Financial Officer's knowledge, all answers are correct.

Mayor Gilbert asked for a motion to adopt Resolution #17-248 as amended.

Motion by Chen, seconded by Mangin

ROLL CALL VOTE:

AYES: Chen, Mangin, O'Brien, Reiner, Mayor Gilbert

NOES: None

ABSTAIN: None

ABSENT: None

RESOLUTION #17-248

A RESOLUTION AUTHORIZING THE MUNICIPAL CLERK TO CERTIFY THAT THE GOVERNING BODY HAS REVIEWED THE COMPLETED BEST PRACTICES INVENTORY AT A PUBLIC MEETING

BE IT RESOLVED, by the Township Committee of the Township of Raritan, County of Hunterdon, State of New Jersey, that the Municipal Clerk be and is hereby authorized to certify that the Governing Body has reviewed the Completed Best Practices Inventory as prepared by the Chief Financial Officer at a public meeting held on October 3, 2017.

Mayor Gilbert read Resolution #17-251 by title.

Mayor Gilbert explained that the proposed resolution executes an agreement with Mr. Strawser for the clean-up and remediation of his property to bring into compliance with the Revised General Ordinances of the Township within one (1) year.

Mayor Gilbert asked for a motion to adopt Resolution #17-251.

Motion by Mangin, seconded by Chen

ROLL CALL VOTE:

AYES: Chen, Mangin, O'Brien, Reiner, Mayor Gilbert

NOES: None

ABSTAIN: None

ABSENT: None

RESOLUTION #17-251

A RESOLUTION AUTHORIZING THE MAYOR TO EXECUTE AN AGREEMENT BETWEEN THE TOWNSHIP OF RARITAN AND JOHN EDWARD STRAWSER

WHEREAS, John Edward Strawser is the owner of certain residential real property located at 66 Cherryville Hollow Road, Raritan Township, Hunterdon County, New Jersey and further described on the tax rolls of the Township as Block 6.12, Lot 64 (the "Property"); and

WHEREAS, Raritan Township (the "Township") issued two zoning summonses against Mr. Strawser, to wit: SC 003254 (Operating an Illegal Junkyard), in violation of Ordinance 16.64.010.C.4, dated November 17, 2014, and SC 003255 (No Open or Outdoor Storage of Manufacturing or Other Materials, Junk, Scrap, Raw Materials, Parts of Waste Products), in violation of Ordinance 16.74.130, dated November 17, 2014 (hereinafter collectively referred to as the "Complaints"); and

WHEREAS, Mr. Strawser has agreed to plead guilty to the Complaints and to continue to clean up and remediate the Property so that it is in compliance with the Revised General Ordinances of the Township of Raritan within one (1) year; and

WHEREAS, the Township is desirous of entering into an agreement with Mr. Strawser to ensure that the Property is properly cleaned and remediated.

NOW, THEREFORE, BE IT RESOLVED, that the Township Committee of the Township of Raritan, County of Hunterdon, State of New Jersey, does hereby authorize the Mayor to execute the agreement, attached hereto as Exhibit "A," on behalf of the Township.

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 read the following resolutions by title.

Mayor Gilbert asked for a motion to adopt the Consent Agenda, as amended with Items A & C remaining.

Motion by Reiner, seconded by Chen

ROLL CALL VOTE:

AYES: Chen, Mangin, O'Brien, Reiner, Mayor Gilbert

NOES: None

ABSTAIN: None

ABSENT: None

RESOLUTION #17-247**AUTHORIZING THE REFUND OF ESCROW (MILLENNIUM/UNITY)**

WHEREAS, an escrow deposit was made in error from Millennium/Unity; and

WHEREAS, Millennium/Unity has requested the return of its funds; and

WHEREAS, Kristi Gano, Payroll/HR Coordinator, has submitted a memo dated September 26, 2017 and recommended the refund of the following funds:

Millennium/Unity 3-2011(U)	\$214.95
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NOW, THEREFORE BE IT RESOLVED, by the Mayor and Township Committee of the Township of Raritan that funds in the amount of \$214.95 posted by Millennium/Unity are hereby refunded.

RESOLUTION #17-252**RESOLUTION AMENDING THE REFUND AMOUNT
OF A DEVELOPER'S ESCROW**

WHEREAS, Resolution #17-216 was adopted September 5, 2017 authorizing the refund of a Developer's Escrow in the amount of \$107.09 to Barbiche Brothers; and

WHEREAS, the Finance Department has determined that there was an error in the amount on said resolution; and

WHEREAS, Kristi Gano, Payroll/HR Coordinator, has submitted a memo dated September 29, 2017 revising said amount of refund to \$170.09.

NOW, THEREFORE BE IT RESOLVED, by the Mayor and Township Committee of the Township of Raritan that the Developer's Escrow in the amount of \$107.09 authorized to be refunded on September 5, 2017 by Resolution #17-216 be corrected to the revised amount of \$170.09.

PRIVILEGE OF THE FLOOR

The following members of the public spoke during public comment:

Mark Peters, 23 Timberwick Drive, commended Clerk Fania and Administrator Hutchins for their work efforts and accomplishments. Mr. Peters also spoke highly of the Construction office. Mr. Peters expressed concerns regarding the unsafe condition of vacant properties in the Township including 8 Cherryville Hollow Road; and the impact on property values. Mr. Peters suggested researching other states such as Florida, Nevada and California to see how they are dealing with such issue.

Mayor Gilbert responded that the Township's property maintenance ordinance is complaint driven and suggested that Mr. Peters relate concerns to the Township Zoning Officer, Tony Hajjar or Township Property Maintenance/Zoning Inspector, Bill Sidote. Mayor Gilbert advised that the Township Attorney is exploring ways to enforce better compliance from the banks.

Tony Hajjar, Zoning Officer, advised that 8 Cherryville Hollow Road had been inspected and reported that there are open permits with the Construction Department which are being held up by the Hunterdon County Health Department.

Mike Rasile, Public Works employee, expressed concern about Resolution #17-249 Approving the Raritan Township Personnel Policies and Procedures Manual in regards to Public Works personnel using tablets to track weather events.

ADJOURNMENT

Mayor Gilbert asked for a motion to adjourn the meeting

Motion by Mangin, seconded by Chen

MOTION UNANIMOUSLY CARRIED

Meeting adjourned at 9:21 p.m.

Respectfully submitted,

Lisa Fania, RMC
Township Clerk

**TOWNSHIP OF RARITAN
COUNTY OF HUNTERDON, NEW JERSEY**

RESOLUTION #18-41

A RESOLUTION CERTIFYING COMPLIANCE WITH THE UNITED STATES EQUAL EMPLOYMENT OPPORTUNITY COMMISSION’S “ENFORCEMENT GUIDANCE ON THE CONSIDERATION OF ARREST AND CONVICTION RECORDS IN EMPLOYMENT DECISIONS UNDER TITLE VII OF THE CIVIL RIGHTS ACT OF 1964”

WHEREAS, N.J.S.A. 40A4-5 as amended by P.L. 2017, c. 183 requires the governing body of each municipality and county to certify that their local unit’s hiring practices comply with the United States Equal Employment Opportunity Commission’s “Enforcement Guidance on the Consideration of Arrest and Conviction Records in Employment Decisions Under Title VII of the Civil Rights Act of 1964” as amended, 42 U.S.C. § 2000e *et seq.*, (April 25, 2012) before submitting its approved annual budget to the Division of Local Government Services in the New Jersey Department of Community Affairs; and

WHEREAS, the members of the Township Committee have familiarized themselves with the contents of the above-referenced enforcement guidance and with their local unit’s hiring practices as they pertain to the consideration of an individual’s criminal history, as evidenced by the group affidavit form of the governing body attached hereto.

NOW, THEREFORE BE IT RESOLVED, that the Township Committee of the Township of Raritan, County of Hunterdon, State of New Jersey, hereby states that it has complied with N.J.S.A. 40A:4-5, as amended by P.L. 2017, c.183, by certifying that the local unit’s hiring practices comply with the above-referenced enforcement guidance and hereby directs the Clerk to cause to be maintained and available for inspection a certified copy of this resolution and the required affidavit to show evidence of said compliance.

ATTEST:

**TOWNSHIP COMMITTEE OF THE
TOWNSHIP OF RARITAN**

Lisa Fania, RMC
Township Clerk

Michael Mangin
Mayor

CERTIFICATION

I, Lisa Fania, Clerk of the Township of Raritan, County of Hunterdon, State of New Jersey, hereby certify that the foregoing resolution is a true, complete and accurate copy of a resolution adopted by the Township Committee of the Township of Raritan at a meeting held on February 20, 2018.

Lisa Fania, RMC
Township Clerk

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**TOWNSHIP OF RARITAN
COUNTY OF HUNTERDON, NEW JERSEY**

RESOLUTION #18-42

**A RESOLUTION AUTHORIZING APPLICATION TO
HUNTERDON COUNTY MUNICIPAL GRANT FUND
FOR FRANCAVILLA PROPERTY PURCHASE**

WHEREAS, the Hunterdon County Board of Chosen Freeholders has approved an Open Space Trust Fund and established a Municipal Grants Program to provide County Funds in connection with preserving open space, natural areas, farmland and historic sites; and preservation of historic structures, properties, facilities, sites, areas, or objects; or for the payment of debt service or indebtedness issued or incurred by the municipality for any of the purposes described above; and

WHEREAS, the Township of Raritan desires to further the public interest by obtaining funding in the amount of \$128,535.00 from the County of Hunterdon to fund the following project: purchase of the Francavilla Property, 87 Plum Brook Road, Block 43, Lot 2, Raritan Township, Hunterdon County at a cost of \$428,450.00.

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 Township Administrator is hereby authorized to:

- a) Make application for such County Open Space Trust Funds; and
- b) Provide additional application information and furnish such documents as may be required, and act as the authorized correspondent of the above-named Municipality; and

WHEREAS, the County of Hunterdon shall determine if the application is complete and in conformance with the scope and intent of the Hunterdon County Open Space, Farmland and Historic Preservation Trust Fund Plan, applicable Freeholder Board Policies and the Procedures Manual for the Municipal Grant Program adopted thereto, and notify the Municipality of the amount of the funding award; and

WHEREAS, the Municipality is willing to use the County funds in accordance with such adopted policies and procedures, and applicable state and local government rules, regulations and statutes.

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

- 1) That the Administrator of the above-named municipality is hereby authorized to execute any documents and agreements with the County of Hunterdon known as the Francavilla Property;

- 2) That the Municipality has its share of funds, if required, in the amount of \$299,915.00;
- 3) That, in the event the County of Hunterdon's funds are less than the total project cost specified above, the applicant has the balance of funding necessary to complete the project;
- 4) That the applicant agrees to comply with all the applicable federal, state and local laws, rules and regulations in its performance of the project; and
- 5) That this resolution shall take effect immediately.

ATTEST:

**TOWNSHIP COMMITTEE OF THE
TOWNSHIP OF RARITAN**

Lisa Fania, RMC
Township Clerk

Michael Mangin
Mayor

CERTIFICATION

I, Lisa Fania, Clerk of the Township of Raritan, County of Hunterdon, State of New Jersey, hereby certify that the foregoing resolution is a true, complete and accurate copy of a resolution adopted by the Township Committee of the Township of Raritan at a meeting held on February 20, 2018.

Lisa Fania, RMC
Township Clerk



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RARITAN TOWNSHIP MEMORANDUM

TO: Mayor and Township Committee

FROM: Donald Hutchins, Administrator

RE: Award of Information Technology Services Contract

Five Proposals were received on February 6, 2018 at 11:00 am prevailing time.

Vendor	Linkhigh	Jean Martin	Evinox	Esozo	Safe Haven
Annual Monitoring	\$21,600.00 Monitor all devices 24/7	\$17,358.00 Service and Monitor/PD only 24/7	\$68,760.00 All Inclusive	\$43,200.00	\$42,000.00 25 Hours per Month
Service/Optional	\$500.00, 5hrs/Month Retainer remote and on site Support	DPW/Admin 24/7 Remote Support \$5,589.00/yr		Onboarding \$1,000.00	\$100.00 per Hour over 25 Hours
Other/ Support	\$110.00/hour over retainer	\$33.00/hour On Site Support		\$165.00/Hr Prime and \$247.50/Hr non prime support	
Total	\$27,600.00	\$22,947.00	\$68,760.00	\$43,200.00	\$42,000.00



RARITAN TOWNSHIP

MEMORANDUM

- 1) Safe Haven, Esozo and Evinox were eliminated on price alone.
- 2) LinkHigh and Jean Martin are generally equal in terms of technical/ support and service.
- 3) Jean Martin is \$4,653.00 less in annual cost than LinkHigh but they have listed that their price is approximate.
- 4) LinkHigh has much more experience in Municipal/ Government work and is familiar with New Jersey State Contracts and Contract Law.
- 5) LinkHigh Government Experience – Waldwick, Montgomery, Berkley, Randolph, Atlantic City, Newark and Raritan.
Jean Martin Government Experience – None

Summary and Recommendation:

LinkHigh has been our IT provider for over 2 years and has performed exceptionally well in all aspects. They have coordinated the overhaul of our systems with little or no disruptions, their guidance and knowledge has been instrumental in procuring hardware through various contracts at reduced pricing. We are also in the middle of implementing SDL in which LinkHigh has established a relationship with and has intimate knowledge of their program. LinkHigh has much more experience in Municipal Government work as well. I believe it would be unwise to make a switch to an alternate provider at this time.

It is my opinion that awarding the contract for Information Technology Services to LinkHigh would be the most advantageous to the Township and therefore I am recommending the Information Technology Contract for Raritan Township be awarded to LinkHigh Technologies Inc. ,51 Gibraltar Dr., Suite 2A, Morris Plains , New Jersey for the sum of \$27,600.00.

**TOWNSHIP OF RARITAN
COUNTY OF HUNTERDON, NEW JERSEY**

RESOLUTION #18-43

**A RESOLUTION AWARDING A CONTRACT FOR THE OPERATION,
MANAGEMENT OR ADMINISTRATION OF DATA PROCESSING SERVICES TO
LINK HIGH TECHNOLOGIES**

WHEREAS, the Local Public Contracts Law, specifically, N.J.S.A. 40A:11-4.1b(3), allows the use of competitive contracting for the operation, management or administration of data processing services by the Township of Raritan; and

WHEREAS, the Township is in need of these services; and

WHEREAS, the competitive contracting process was initiated by Resolution #18-24 adopted by the Township Committee on January 16, 2018; and

WHEREAS, on February 6, 2018, the Township received five (5) responses to the Request for Proposals for the operation, management or administration of data processing services as follows:

Vendor	Linkhigh	Jean Martin	Evinox	Esozo	Safe Haven
Annual Monitoring	\$21,600.00 Monitor all devices 24/7	\$17,358.00 Service and Monitor/PD only 24/7	\$68,760.00 All Inclusive	\$43,200.00	\$42,000.00 25 Hours per Month
Service/Optional	\$500.00, 5 hrs/Month Retainer remote and on site Support	DPW/Admin 24/7 Remote Support \$5,589.00/yr		Onboarding \$1000.00	\$100.00 per Hour over 25 Hours
Other/ Support	\$110.00/hour over retainer	\$33.00/hour On Site Support		\$165.00/Hr Prime and \$247.50/Hr non prime support	
Total	\$27,600.00	\$22,947.00	\$68,760.00	\$43,200.00	\$42,000.00

WHEREAS, the Township Administrator prepared a report consistent with N.J.S.A. 40A:11-4.5d, which report is attached to this Resolution and was made available to the public for inspection; and

WHEREAS, the report recommends an award to LinkHigh Technologies for one year for the sum of \$27,600.00 for the period from February 21, 2018 to February 20, 2019; and

WHEREAS, the Township Chief Financial Officer certified that funds are available in the 2018 budget for this purpose.

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. That a contract be awarded to Link High Technologies for the sum of \$27,600.00 for the period February 21, 2018 to February 20, 2019; it being understood and acknowledged by Link High Technologies that the award is subject to the insertion into the contract of a clause that the Township shall have the right to terminate their services upon thirty (30) days written notice, at the discretion of the Township Committee.
2. That the Chief Financial Officer has certified that funds are available through Certificate of Availability of Funds #18-02 for the amount of \$27,600.00.
3. The contract may be extended for Two (2), One (1) year periods at the option of the Township.
4. That the Clerk publish notice of this award with the information required by N.J.S.A 40a:11-4.5g.
5. This Resolution shall take effect immediately.

ATTEST:

**TOWNSHIP COMMITTEE OF THE
TOWNSHIP OF RARITAN**

Lisa Fania, RMC
Township Clerk

Michael Mangin
Mayor

CERTIFICATION

I, Lisa Fania, Clerk of the Township of Raritan, County of Hunterdon, State of New Jersey, hereby certify that the foregoing resolution is a true, complete and accurate copy of a resolution adopted by the Township Committee of the Township of Raritan at a meeting held on February 20, 2018.

Lisa Fania, RMC
Township Clerk

CERTIFICATION OF AVAILABILITY OF FUNDS

No. 18-02

I, William B. Pandos, Chief Financial Officer of the Township of Raritan do hereby certify as follows:

1. I have examined the budgetary and other accounts to determine if sufficient funds are available to award a contract for the following:

- Professional services
- Materials, supplies or equipment
- Construction/reconstruction
- Major repairs

Description: Provide Data Processing Services and
optimal annual monitoring & services 24/7

Vendor: Link High Technologies

Amount(s): \$27,600 P.O. No. _____
(if applicable)

2. Funds are available as follows:

Fund name: Current Capital Other

Budget year: 2018 Any contingency? No Yes Contingent on Special
fund being appropriated and adopted in the 2018 Budget

Account title(s): Data Processing

Resolution/Ordinance Date: 18-43

Resolution/Ordinance Number: 2/20/18

Amounts

- Adopted budget
- Ordinance
- Trust fund
- Temporary budget

a. <u>01-201-20-140-222</u>	<u>\$27,600</u>	_____
b. _____	_____	_____
c. _____	_____	_____

William B. Pandos
William B. Pandos

2/12/18
Date

cc: Finance
C. Barbati



RARITAN TOWNSHIP

MEMORANDUM

February 13, 2018

TO: Mayor and Township Committee

FROM: Donald Hutchins, Administrator

RE: Amendments to Personnel Policy

Maggie's Law:

Please see the attached Policy document.

This is a policy that is highly recommended by the Somerset County JIF and is in place in many of the participating entities. Although the onus is on the individual the Township could be named in a suit and this policy will help to limit our risk. For the Township's protection and for the overall well being of our employees it is important that this Policy be adopted.

All affected Department Heads, Unions and the Township Labor Attorney have reviewed the document and have approved.

This policy will go into effect upon adoption of Resolution #18-44 which is included on the agenda.

**TOWNSHIP OF RARITAN
COUNTY OF HUNTERDON, NEW JERSEY**

MAGGIE'S LAW POLICY

Maggie's Law is a criminal statute in which the onus is on the individual to be responsible for complying with the law. This law imposes jail time and fines for sleep deprived drivers who cause a fatal accident. A presumption was created within the bill that an individual is driving recklessly if proof is provided that they either fell asleep while driving or were driving after having been without sleep for a period in excess of 24 hours. The law establishes driving while fatigued as recklessness under vehicular homicide statutes.

In consideration of the potential penalties and impact that Maggie's Law, N.J.S.A. 2C 11-5 (a) may have on the Township of Raritan, the following procedures shall apply to ALL employees required to operate motor vehicles.

ADMINISTRATIVE PERSONNEL

- 1) Twenty-two (22) continuous hours is the maximum block of time that an employee shall be allowed to remain awake. This is a combination of non-working and working time. No employee shall perform any operations once the 22 hours awake time has been reached. All employees shall be responsible for voluntarily reporting to Management before beginning their shift, if at any time while on active duty, they may exceed the 22 hours awake time.
- 2) Management shall monitor employee's awake time and shall not permit employees to exceed the 22-hour awake time.

Emergencies

Management, based on each emergency circumstance, shall determine staffing needs. Management may utilize a 2 to 4-hour sleep period, relieve employees of their duties or close down operations. Management may institute any of these procedures or a combination of these procedures or any other procedure so that employees do not exceed the 22-hour limit.

Training

All employees and contractors shall be trained and informed of Maggie's Law and the Township of Raritan's Maggie's Law procedures.

Contractors

All contractors working for the Township of Raritan during emergency situations shall comply with all procedures in the Maggie's Law Policy.

BUREAU OF FIRE SAFETY

- 1) No employee of the Bureau of Fire Safety will report to their workplace if they have been awake in excess of 22 hours before their scheduled start time.
- 2) Bureau of Fire Safety employees are prohibited from operating any motor vehicle equipment if their awake time is greater than 24 hours. When Bureau of Fire Safety employees are required to work overtime or in a special circumstance, it is the employee's responsibility to report to their supervisor awake times in excess of 22 hours. A form will be provided to document awake time. The employee will be transported to an approved rest location. A minimum of two (2) hours rest period will be required until the employee can return to work.
- 3) Bureau of Fire Safety employees are permitted to volunteer with Fire Companies/Rescue Squads while off duty. On occasion emergency service calls might run all night long. In the event that an employee is awake in excess of 22 hours performing volunteer services, the employee shall contact their immediate supervisor to report a delayed start time. A minimum of two (2) hours rest period is required before the employee can report to work. The employee shall provide their supervisor with sufficient documentation of the preceding emergency call.

Training

All employees shall be trained and informed of Maggie's Law and the Township of Raritan Bureau of Fire Safety's Maggie's Law procedures.

DEPARTMENT OF PUBLIC WORKS

- 1) Twenty-two (22) continuous hours is the maximum block of time that an employee shall be allowed to remain awake. This is a combination of non-working and working time. No employee shall perform any operations once the 22 hours of awake time has been reached. All employees shall be responsible for reporting to Management before beginning their shift, if at any time while on active duty, that they may exceed the 22 hours awake time.
- 2) Management shall monitor employees awake time and shall not permit employees to exceed the 22-hour awake time based on the employees declared awake time.

Emergencies

- 1) Management, based on each emergency circumstance, shall determine staffing needs. Management may utilize a two to four-hour sleep period, relieve employees of their duties or close down operations. Management may institute any of these procedures or a combination of these procedures or any other procedure so that employees do not exceed the 22-hour limit.

- 2) Management shall document the start and end times of employee sleep periods. Employees are to remain on the Department of Public Works premises during sleep periods. Employees shall be paid for sleep periods which are designated by Management.

Training

All employees and contractors shall be trained and informed of Maggie's Law and the Township of Raritan Department of Public Work's Maggie's Law procedures.

Contractors

- 1) All contractors working for the Department of Public Works during emergency situations shall comply with all procedures in the Maggie's Law Policy.
- 2) Contractors shall not be paid for sleep periods.

POLICE DEPARTMENT

- 1) Effective immediately, no officer shall be allowed to operate a vehicle when their total awake time exceeds 24 hours. At the 24-hour point, an officer shall be required to have a four-hour sleep period before operating a vehicle. It shall be the responsibility of the officer to notify their supervisor when their awake time approaches 24 hours.
- 2) Officers shall document their work hours on the Township of Raritan Police sign in sheet.
- 3) All employees shall be trained and informed of Maggie's Law and the Township of Raritan Police Department's Maggie's Law procedures.

**TOWNSHIP OF RARITAN
COUNTY OF HUNTERDON, NEW JERSEY**

RESOLUTION #18-44

**A RESOLUTION APPROVING AN AMENDMENT TO THE RARITAN
TOWNSHIP PERSONNEL POLICIES AND PROCEDURES MANUAL**

WHEREAS, it is the policy of the Township of Raritan to treat employees and prospective employees in a manner consistent with all applicable employment laws and regulations including, but not limited to, Title VII of the Civil Rights Act of 1964, as amended by the Equal Opportunity Act of 1972, the Age Discrimination in Employment Act, the Equal Pay for Equal Work Act, the Fair Labor Standards Act, the New Jersey Law Against Discrimination, the Americans with Disabilities Act, the ADA Amendments Act of 2008, the Family and Medical Leave Act, the Conscientious Employee Protection Act, the Public Employee Occupational Safety and Health Act, the New Jersey Workers' Compensation Act, the Federal Consolidated Omnibus Budget Reconciliation Act (COBRA), the New Jersey Security and Financial Empowerment Act and the Open Public Meetings Act; and

WHEREAS, the Raritan Township Committee has established a Personnel Policies and Procedures Manual by Resolution #17-249; and

WHEREAS, the Township Committee at its sole discretion may amend and supplement the Manual at any time; and

WHEREAS, the Administrator has recommended to the Township Committee that the Maggie's Law Policy be added as a supplement to the Appendix of the Raritan Township Personnel Policies and Procedures Manual; and

WHEREAS, the Township Committee wishes to amend the Personnel Policies and Procedures Manual hereby including Maggie's Law Policy as A-6 in the Appendix.

NOW, THEREFORE BE IT RESOLVED, by the Mayor and the Township Committee of the Township of Raritan, County of Hunterdon, State of New Jersey that the Maggie's Law Policy as attached hereto be made part of the Raritan Township Personnel Policies and Procedures Manual as A-6 in the Appendix.

ATTEST:

**TOWNSHIP COMMITTEE OF THE
TOWNSHIP OF RARITAN**

Lisa Fania, RMC
Township Clerk

Michael Mangin
Mayor

CERTIFICATION

I, Lisa Fania, Clerk of the Township of Raritan, County of Hunterdon, State of New Jersey, hereby certify that the foregoing resolution is a true, complete and accurate copy of a resolution adopted by the Township Committee of the Township of Raritan at a meeting held on February 20, 2018.

Lisa Fania, RMC
Township Clerk

TOWNSHIP OF RARITAN
COUNTY OF HUNTERDON, NEW JERSEY

RESOLUTION #18-45

A RESOLUTION AUTHORIZING 2017 BUDGET TRANSFER #6
(EMERGENCY)

WHEREAS, N.J.S.A. 40A:4-58 of the Local Budget Law provides for the transfer of funds from appropriations deemed to have an excess, to appropriations where sufficient balances are not available to fulfill the purpose of the appropriation to the end of the fiscal year, providing that no transfers may be made to appropriations for contingent expenses or deferred charges, and no transfers may be made from appropriation for contingent expenses, deferred charges, cash deficit of the preceding year, reserve for uncollected taxes, down payments, capital improvements fund and debt service; and

WHEREAS, N.J.S.A. 40A:4-45a and 45.38 of the Budget Law restrict transfers from appropriations excluded from the Cap Law to appropriations within the Cap Law and also between appropriations excluded from the Cap Law except that transfers may be made to debt service.

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 transfers are authorized between appropriations in the 2017 budget and that a certified copy of this resolution adopted by **not less than a two-thirds (2/3) vote of the full membership of the governing body** be transmitted to the Administrator and Chief Financial Officer.

<u>Transfer From</u>	<u>Transfer To</u>	<u>Amount</u>
Group Insurance	Utilities	\$6,306.99
	Total	\$6,306.99

ATTEST:

TOWNSHIP COMMITTEE OF THE
TOWNSHIP OF RARITAN

Lisa Fania, RMC
Township Clerk

Michael Mangin
Mayor

CERTIFICATION

I, Lisa Fania, Clerk of the Township of Raritan, County of Hunterdon, State of New Jersey, hereby certify that the foregoing resolution is a true, complete and accurate copy of a resolution adopted by the Township Committee of the Township of Raritan at a meeting held on February 20, 2018.

Lisa Fania, RMC
Township Clerk

**TOWNSHIP OF RARITAN
COUNTY OF HUNTERDON, NEW JERSEY**

RESOLUTION #18-46

**A RESOLUTION INCREASING BID THRESHOLD AND
APPOINTING A QUALIFIED PURCHASING AGENT**

WHEREAS, changes to the Local Public Contracts Law gave local contracting units the ability to increase their bid threshold up to \$40,000.00; and

WHEREAS, N.J.S.A. 40A:11-3a permits an increase in the bid threshold if a Qualified Purchasing Agent is appointed, as well as granted the authorization to negotiate such contracts below the bid threshold; and

WHEREAS, N.J.A.C. 5:34-5 *et seq.* establishes the criteria for qualifying as a Qualified Purchasing Agent; and

WHEREAS, William B. Pandos possesses the designation of Qualified Purchasing Agent as issued by the Director of Local Government Services in accordance with N.J.A.C 5:34-5 *et seq.*; and

WHEREAS, the Township of Raritan wishes to take advantage of the increased bid threshold.

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 bid threshold is hereby increased to \$40,000.00; and

BE IT FURTHER RESOLVED, that the Mayor and Township Committee hereby appoints William B. Pandos as the Qualified Purchasing Agent authorized to exercise duties of a purchasing agent pursuant to N.J.S.A. 40A:11-2(30), with specific relevance to the authority, responsibility, and accountability of the purchasing activity of the contracting unit; and

BE IT FURTHER RESOLVED, that in accordance with N.J.A.C. 5:34-5.2, the Raritan Township Clerk is authorized and directed to forward a certified copy of this resolution to the Director of the Division of Local Government Services.

ATTEST:

**TOWNSHIP COMMITTEE OF THE
TOWNSHIP OF RARITAN**

Lisa Fania, RMC
Township Clerk

Michael Mangin
Mayor

CERTIFICATION

I, Lisa Fania, Clerk of the Township of Raritan, County of Hunterdon, State of New Jersey, hereby certify that the foregoing resolution is a true, complete and accurate copy of a resolution adopted by the Township Committee of the Township of Raritan at a meeting held on February 20, 2018.

Lisa Fania, RMC
Township Clerk



RARITAN TOWNSHIP MEMORANDUM

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DATE: JANUARY 31, 2018
To: MAYOR AND TOWNSHIP COMMITTEE
DON HUTCHINS, ADMINISTRATOR
BILL PANDOS, CERTIFIED FINANCIAL OFFICER
LISA FANIA, RMC TOWNSHIP CLERK
CAROL BARBATI, ADMINISTRATIVE ASSISTANT
FROM: BRION FLEMING, CPWM/SUPERINTENDENT OF PUBLIC WORKS
RE: RESOLUTION FOR CURB REPLACEMENT

D & L Paving Contractors, Inc of Nutley, NJ was hired to replace the vertical concrete curbing on Dory Dilts Road through resolution #17-175. D & L Paving Contractors never came in and performed the work for the township for an unknown reason to the township. I would like to rescind resolution #17-175.

Through the Morris County Cooperative Pricing System Cifelli and Son General Contracting, Inc has been awarded the 2018 contract #6 Road Resurfacing Category F Section B.

I would like to remove D & L Paving Contractors, Inc and award the replacing of the vertical curbing on Dory Dilts Road to Cifelli and Son General Contracting, Inc.

**TOWNSHIP OF RARITAN
COUNTY OF HUNTERDON, NEW JERSEY**

RESOLUTION #18-47

**A RESOLUTION RESCINDING A CONTRACT AWARD
TO D&L PAVING CONTRACTORS, INC.**

WHEREAS, Resolution #17-175 was adopted July 18, 2017 awarding a contract to D&L Paving Contractors, Inc. of Nutley, NJ for the procurement of concrete vertical curb replacement for Dory Dilts Road; and

WHEREAS, D&L Paving has not performed said work for a reason unknown to the Township; and

WHEREAS, it is the desire of the Superintendent of Public Works to rescind the contract award to D&L Paving Contractors.

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 contract awarded to D&L Paving Contractors, Inc. on July 18, 2017 by Resolution #17-175 is hereby rescinded.

ATTEST:

**TOWNSHIP COMMITTEE OF THE
TOWNSHIP OF RARITAN**

Lisa Fania, RMC
Township Clerk

Michael Mangin
Mayor

CERTIFICATION

I, Lisa Fania, Clerk of the Township of Raritan, County of Hunterdon, State of New Jersey, hereby certify that the foregoing resolution is a true, complete and accurate copy of a resolution adopted by the Township Committee of the Township of Raritan at a meeting held on February 20, 2018.

Lisa Fania, RMC
Township Clerk

TOWNSHIP OF RARITAN
COUNTY OF HUNTERDON, NEW JERSEY

RESOLUTION #17-175

WHEREAS, the Township of Raritan is in need of concrete vertical curb replacement on a township road; and

WHEREAS, the Township of Raritan is a member of the Morris County Cooperative Pricing System; and

WHEREAS, D&L Paving Contractors, Inc. of Nutley, NJ has been awarded contract #6 Road Resurfacing Category F Section B through the Morris County Cooperative Pricing Council; and

WHEREAS, the cost of this will be at the bid price as documented by the Morris County Cooperative Pricing System and appropriated through Ordinance #16-10 for the amount of \$30,891.00; and

WHEREAS, the Chief Financial Officer has certified that funds are available through Certificate of Availability of Funds #17-11 for the concrete vertical curb replacement on a township road.

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 procurement of concrete vertical curb replacement be awarded to D&L Paving Contractors, Inc. of Nutley, NJ through the Morris County Cooperative Pricing System.

ATTEST:



Lisa Fania, RMC
Township Clerk

**TOWNSHIP COMMITTEE OF THE
TOWNSHIP OF RARITAN**



Karen Gilbert, Mayor

16h.

**TOWNSHIP OF RARITAN
COUNTY OF HUNTERDON, NEW JERSEY**

RESOLUTION #18-48

**A RESOLUTION AWARDING A CONTRACT TO CIFELLI AND SON
GENERAL CONTRACTING FOR CURB REPLACEMENT**

WHEREAS, the Township of Raritan is in need of concrete vertical curb replacement on a Township road; and

WHEREAS, the Township of Raritan is a member of the Morris County Cooperative Pricing System; and

WHEREAS, Cifelli and Son General Contracting of Nutley, New Jersey has been awarded contract #6 Road Resurfacing Category F Section B through the Morris County Cooperative Pricing Council; and

WHEREAS, the cost of this will be at the bid price as documented by the Morris County Cooperative Pricing System and appropriated through Ordinance #16-10 for the amount of \$30,891.00; and

WHEREAS, the Chief Financial Officer has certified that funds are available through Certificate of Availability of Funds #18-03 for the concrete vertical curb replacement on a Township road.

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 procurement of concrete vertical curb replacement be awarded to Cifelli and Son General Contracting of Nutley, New Jersey through the Morris County Cooperative Pricing System.

ATTEST:

**TOWNSHIP COMMITTEE OF THE
TOWNSHIP OF RARITAN**

Lisa Fania, RMC
Township Clerk

Michael Mangin
Mayor

CERTIFICATION

I, Lisa Fania, Clerk of the Township of Raritan, County of Hunterdon, State of New Jersey, hereby certify that the foregoing resolution is a true, complete and accurate copy of a resolution adopted by the Township Committee of the Township of Raritan at a meeting held on February 20, 2018.

Lisa Fania, RMC
Township Clerk

CERTIFICATION OF AVAILABILITY OF FUNDS

No. 18-03

I, William B. Pandos, Chief Financial Officer of the Township of Raritan do hereby certify as follows:

1. I have examined the budgetary and other accounts to determine if sufficient funds are available to award a contract for the following:

- Professional services
- Construction/reconstruction
- Materials, supplies or equipment
- Major repairs

Description: Concrete vertical curb replacement on a Township Road

Vendor: Capelli - Sons General Contracting & Mailing

Amount(s): \$30,891.00 P.O. No. (if applicable)

2. Funds are available as follows:

Fund name: [] Current [X] Capital [] Other

Budget year: 2017 Any contingency? [] No [] Yes

Account title(s): Capital Ordinance (Impervious Paving) #16-10

Resolution/Ordinance Date: 2/20/18

Resolution/Ordinance Number: 18-48

Amounts

- Adopted budget
- Ordinance
- Trust fund
- Temporary budget

a. 04-215-56-298-501 \$30,891 ✓

b. _____

c. _____

William B. Pandos

2/14/18 Date

cc: Finance C. Barbati

161

**RARITAN TOWNSHIP
COUNTY OF HUNTERDON, NEW JERSEY**

RESOLUTION #18-49

**A RESOLUTION AUTHORIZING TAX-EXEMPT STATUS
FOR 100 PERCENT DISABLED VETERAN AND
REFUND OF FIRST QUARTER 2018 TAXES**

WHEREAS, on January 16, 2018, Jose Enrique Pacheco, who resides at 10 Red Robin Way, Block 8, Lot 8.26, presented and filed an official letter from the Department of Veterans Affairs with the Raritan Township Tax Assessor, Marianne Busher; and

WHEREAS, the official letter stated that his service-connected disability is evaluated at 100 percent with an effective date of August 31, 2010; and

WHEREAS, the deed date is effective January 8, 2018; and

WHEREAS, Mr. Pacheco is seeking property tax exemption and refund; and

WHEREAS, N.J.A.C. 18:28-2.11 specifically states "Provided all other legal criteria are met, the exemption must be granted as of the date of the letter from the Department of Veterans Affairs granting the rating and provided a written claim is filed with the Assessor. The governing body of a municipality, however, has the discretion to make the exemption retroactive to the date of 100 percent disability stated on the Veteran's Affairs letter provided other legal criteria are met;" and

WHEREAS, Mr. Pacheco has been granted a 100 percent disabled veteran exemption by the Township Tax Assessor, and

WHEREAS, the Township Tax Collector has recommended a refund of first quarter 2018 taxes in the amount of \$3,501.28.

NOW, THEREFORE BE IT RESOLVED, by the Township Committee of the Township of Raritan that property tax-exempt status for 100 percent disabled veteran is hereby granted to Jose Enrique Pacheco effective January 12, 2018; and

BE IT FURTHER RESOLVED, that first quarter 2018 property taxes in the amount of \$3,501.28 are hereby refunded.

ATTEST:

**TOWNSHIP COMMITTEE OF THE
TOWNSHIP OF RARITAN**

Lisa Fania, RMC
Township Clerk

Michael Mangin
Mayor

CERTIFICATION

I, Lisa Fania, Clerk of the Township of Raritan, County of Hunterdon, State of New Jersey, hereby certify that the foregoing resolution is a true, complete and accurate copy of a resolution adopted by the Township Committee of the Township of Raritan at a meeting held on February 20, 2018.

Lisa Fania, RMC
Township Clerk



Township of Raritan

Office of the Assessor

Memorandum

TO: Sharon Brown, Tax Collector
FROM: Holly Todd, Tax Assessor Assistant
DATE: February 9, 2018
MEMO: 100% Exempt Veteran

Jose Enrique Pacheco is 100 % exempt as of date of resident of NJ – January 12, 2018 per #7 on his form.

OFFICE OF TAX COLLECTOR
TOWNSHIP OF RARITAN

ONE MUNICIPAL DRIVE
FLEMINGTON, NEW JERSEY 08822
908-806-6100 X2268

February 13, 2018

Lisa,

Please prepare a resolution for the next committee meeting for a refund of 1st Qtr 2018 taxes due to the granting of a 100% Disabled Veteran Exemption

<u>Block</u>	<u>Lot</u>	<u>Owner</u>	<u>Property</u>	<u>Amount</u>
8	8.26	Jose Enrique Pacheco	10 Red Robin Way	\$3,501.28

Thanks!

Sharon

16j

**TOWNSHIP OF RARITAN
COUNTY OF HUNTERDON, NEW JERSEY**

RESOLUTION #18-50

**AUTHORIZING THE CANCELLATION OF SECOND QUARTER, 2018 TAXES DUE
TO 100 PERCENT DISABLED VETERAN STATUS**

WHEREAS, Jose Enrique Pacheco, who resides at 10 Red Robin Way, Block 8, Lot 8.26, has been granted property tax exemption due to 100% disabled veteran status; and

WHEREAS, there exists on the books of Raritan Township Second Quarter, 2018 taxes for said property; and

WHEREAS, the Township Tax Collector, Sharon Brown, has recommended the cancellation of the second Quarter, 2018 taxes.

NOW, THEREFORE, BE IT RESOLVED, by the Township Committee of the Township of Raritan that the Tax Collector is hereby authorized and directed to cancel the second Quarter, 2018 taxes for Block 8, Lot 8.26 due to disabled veteran status.

ATTEST:

**TOWNSHIP COMMITTEE OF THE
TOWNSHIP OF RARITAN**

Lisa Fania, RMC
Township Clerk

Michael Mangin
Mayor

CERTIFICATION

I, Lisa Fania, Clerk of the Township of Raritan, County of Hunterdon, State of New Jersey, hereby certify that the foregoing resolution is a true, complete and accurate copy of a resolution adopted by the Township Committee of the Township of Raritan at a meeting held on February 20, 2018.

Lisa Fania, RMC
Township Clerk

OFFICE OF TAX COLLECTOR
TOWNSHIP OF RARITAN

ONE MUNICIPAL DRIVE
FLEMINGTON, NEW JERSEY 08822
908-806-6100 X2268

February 13, 2018

Lisa,

Please prepare a resolution for the next committee meeting to cancel 2nd Qtr 2018 taxes due to the granting of a 100% Disabled Veteran Exemption

<u>Block</u>	<u>Lot</u>	<u>Owner</u>	<u>Property</u>	<u>Amount</u>
8	8.26	Jose Enrique Pacheco	10 Red Robin Way	\$3,989.21

Thanks!

Sharon

**TOWNSHIP OF RARITAN
COUNTY OF HUNTERDON, NEW JERSEY**

RESOLUTION #18-38

**A RESOLUTION AUTHORIZING THE RETURN OF OVERPAYMENTS OF
2018 THIRD AND FOURTH QUARTER TAXES**

WHEREAS, prepayments of third and fourth quarter 2018 property taxes were made on or before December 31, 2017, following recent IRS guidance on the deductibility of prepaid 2018 taxes; and

WHEREAS, the Township Committee desires to return overpayments of 2018 third and fourth quarter property taxes to those who request a return of said prepaid taxes in writing; and

WHEREAS, Kevin Walsh has requested in writing the return of the overpayment of third and fourth quarter 2018 taxes; and

WHEREAS, the Township Tax Collector has recommended the return of the following overpayment:

<u>Taxpayer</u>	<u>Amount</u>	<u>Block</u>	<u>Lot</u>
Walsh, Kevin & Marybeth (54 Copper Penny Road)	\$6,649.60	6.16	20

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 overpayment of third and fourth quarter 2018 taxes in the amount of \$6,649.60 is hereby returned.

ATTEST:

**TOWNSHIP COMMITTEE OF THE
TOWNSHIP OF RARITAN**

Lisa Fania, RMC
Township Clerk

Michael Mangin
Mayor

CERTIFICATION

I, Lisa Fania, Clerk of the Township of Raritan, County of Hunterdon, State of New Jersey, hereby certify that the foregoing resolution is a true, complete and accurate copy of a resolution adopted by the Township Committee of the Township of Raritan at a meeting held on February 20, 2018.

Lisa Fania, RMC
Township Clerk

Kevin Walsh

54 Copper Penny Rd

Flemington, NJ 08822

This is a request for the return of prepaid taxes for the 3rd and 4th quarters of 2018 for Kevin Walsh residing at 54 Copper Penny Rd Flemington, NJ 0882. Based on our conversation today I will submit my request and the process for return will begin. I appreciate you taking the time to look into this matter. Please contact me if there is anything else you need from me to keep the process moving forward.

Cell [REDACTED]

Sincerely



Kevin Walsh

OFFICE OF TAX COLLECTOR
TOWNSHIP OF RARITAN

ONE MUNICIPAL DRIVE
FLEMINGTON, NEW JERSEY 08822
908-806-6100 X2268

February 9, 2018

Lisa,

Please prepare a resolution for the next committee meeting to return the below taxes for the below property due to overpayment of 2018 taxes (see attached request from homeowner).

<u>Block</u>	<u>Lot</u>	<u>Owner</u>	<u>Property</u>	<u>Amount</u>
6.16	20	Walsh, Kevin & Marybeth	54 Copper Penny Rd.	\$6,649.60

Thanks!

Sharon

**TOWNSHIP OF RARITAN
COUNTY OF HUNTERDON, NEW JERSEY**

RESOLUTION #18-39

AUTHORIZING FIRST QUARTER 2018 TAX REFUNDS

WHEREAS, the Township Tax Collector has recommended the refund of overpayments;
and

WHEREAS, there exists an overpayment of taxes paid to the Tax Collector of the Township of Raritan due to successful State appeals, over bill credits or overpayment by the taxpayer directly.

NOW, THEREFORE BE IT RESOLVED, by the Township Committee of the Township of Raritan that the following receive a refund in the amount specified due to duplicate payments for First Quarter, 2018 taxes.

<u>Taxpayer</u>	<u>Amount</u>	<u>Block</u>	<u>Lot</u>
WELLS FARGO			
Kikolski, Thomas & Valerie (4 Litton Road)	\$3,100.00	74.01	2
Toll NJ, LP (38 Tiffany Drive)	\$3,859.98	44.02	45
TOTAL:	\$6,959.98		
CITIMORTGAGE			
Reid, Michael & Dawna (35 Newcastle Way)	\$537.80	15	21.16
TOTAL:	\$537.80		
TOLL NJ, LP			
Toll NJ, LP (38 Tiffany Drive)	\$4,895.11	44.02	45
TOTAL:	\$4,895.11		

ATTEST:

**TOWNSHIP COMMITTEE OF THE
TOWNSHIP OF RARITAN**

Lisa Fania, RMC
Township Clerk

Michael Mangin
Mayor

CERTIFICATION

I, Lisa Fania, Clerk of the Township of Raritan, County of Hunterdon, State of New Jersey, hereby certify that the foregoing resolution is a true, complete and accurate copy of a resolution adopted by the Township Committee of the Township of Raritan at a meeting held on February 20, 2018.

Lisa Fania, RMC
Township Clerk

OFFICE OF TAX COLLECTOR
TOWNSHIP OF RARITAN

ONE MUNICIPAL DRIVE
FLEMINGTON, NEW JERSEY 08822
908-806-6100 X2268

February 9, 2018

Lisa,

Please prepare a resolution for the next committee meeting for refunds due to duplicate payments made by **Wells Fargo** for the following property which resulted in an overpayment of 1st Qtr 2018 taxes.

<u>Block</u>	<u>Lot</u>	<u>Qual</u>	<u>Owner</u>	<u>Property</u>	<u>Amount</u>
74.01	2		Kikolski, Thomas & Valerie	4 Litton Road	\$3,100.00

Thanks!

Sharon

OFFICE OF TAX COLLECTOR
TOWNSHIP OF RARITAN

ONE MUNICIPAL DRIVE
FLEMINGTON, NEW JERSEY 08822
908-806-6100 X2268

February 9, 2018

Lisa,

Please add the property below to the resolution for the next committee meeting for refunds due to duplicate payments made by **Wells Fargo** which resulted in an overpayment of 1st Qtr 2018 taxes.

<u>Block</u>	<u>Lot</u>	<u>Qual</u>	<u>Owner</u>	<u>Property</u>	<u>Amount</u>
44.02	45		Toll NJ, LP	38 Tiffany Drive	\$3,859.98

Thanks!

Sharon

OFFICE OF TAX COLLECTOR
TOWNSHIP OF RARITAN

ONE MUNICIPAL DRIVE
FLEMINGTON, NEW JERSEY 08822
908-806-6100 X2268

February 9, 2018

Lisa,

Please prepare a resolution for the next committee meeting to refund the below taxes for the below property due to overpayment by CitiMortgage of 1st Qtr. 2018 taxes.

<u>Block</u>	<u>Lot</u>	<u>Owner</u>	<u>Property</u>	<u>Qtr.</u>	<u>Amount</u>
15	21.16	Reid, Michael & Dawna	35 Newcastle Way	1 st Qtr. 2018	\$537.80

Thanks!

Sharon

OFFICE OF TAX COLLECTOR
TOWNSHIP OF RARITAN

ONE MUNICIPAL DRIVE
FLEMINGTON, NEW JERSEY 08822
908-806-6100 X2268

February 13, 2018

Lisa,

Please prepare a resolution for the next committee meeting for a refund due to duplicate payments made by **Toll NJ, LP** for the following property which resulted in an overpayment of 1st Qtr 2018 taxes.

<u>Block</u>	<u>Lot</u>	<u>Owner</u>	<u>Property</u>	<u>Amount</u>
44.02	45	Toll NJ, LP	38 Tiffany Drive	\$4,895.11

Thanks!

Sharon

89	15	Rowinski, Michael J. & Patricia A.	104 East Becks Blvd	\$	3,988.60
91	5	Kenny, Robert & Marianne Bagdon	3 Brockton Ct.	\$	3,295.87
			TOTAL	\$	257,701.93

**TOWNSHIP OF RARITAN
COUNTY OF HUNTERDON, NEW JERSEY**

RESOLUTION #18-40

**A RESOLUTION AUTHORIZING
FIRST QUARTER 2018 TAX REFUNDS
(CORELOGIC)**

WHEREAS, the Township Tax Collector has recommended the refund of overpayments;
and

WHEREAS, there exists an overpayment of taxes paid to the Tax Collector of the Township of Raritan due to successful State appeals, over bill credits or overpayment by the taxpayer directly.

NOW, THEREFORE, BE IT RESOLVED, by the Township Committee of the Township of Raritan that the following receive a refund in the amount specified due to duplicate payments for First Quarter, 2018 taxes.

<u>Taxpayer</u>	<u>Amount</u>	<u>Block</u>	<u>Lot</u>
CORELOGIC			
Joshi, Vijay D. & Shiveta (4 Four Seasons Drive)	\$3,901.02	1	9.06
Griffith, Ian D. & Rebecca L. (46 William Barnes Road)	\$3,602.73	5.01	5.01
Vemulapalli, Vikram & Priti (24 William Barnes Road)	\$3,691.54	5.01	7.02
Dowd, Karen (5 Ups & Downs Court)	\$4,070.68	5.01	10.08
Hampton, Michael & Kimberly (15 Bluebird Court)	\$3,009.83	6	2.09
Gordon, Carolyn (7 Birch Street)	\$500.00	6.01	9
Crisafulli, Astolfo & Sarah K. (4 Birch Street)	\$2,395.49	6.02	3
Apanovitch, Donald M. (48 Timberwick Drive)	\$3,117.02	6.14	3

<u>Taxpayer</u>	<u>Amount</u>	<u>Block</u>	<u>Lot</u>
Hansen, Thomas C. & Murdina Ferris (30 Copper Penny Road)	\$2,853.03	6.15	4
Epstein, Aaron & Shannon (26 Scarlet Oak Road)	\$3,518.20	6.18	2
Brady III, James P. & Sara E. (6 Quail Ridge Drive)	\$3,610.86	7	27.02
Suchorsky, John & Kathleen (12 Quail Ridge Drive)	\$426.01	7	27.05
Shor, Roman & Sophie (21 Cherryville Hollow Road)	\$9,553.17	7	30.01
Chase, Carl S. & Heather M. (2 Starview Drive)	\$3,265.24	8	8.06
Jacobson, Mark & Anneliese (6 Partridge Run)	\$3,936.54	13	7.08
Pummer, Gregory & Tara (3 Dale Drive)	\$4,240.34	13	7.27
Emmons, Jeanette (55 Sand Hill Road)	\$2,726.85	15	3.28
Dawson, Matthew P. & Jennifer A. (23 Newcastle Way)	\$3,914.49	15	21.06
Witherell, Benjamin & Haekyoung Suh (37 Sand Hill Road)	\$2,355.68	15	78
McMillan, Regina A. & Tawana Gilliam (34 Kentworth Court)	\$1,896.30	18.02	60
Faldu, Kunaldumar J. & Kinjal Kanani (15 Clearbrook Lane)	\$1,975.32	18.16	8
Mutz, R. Douglas & Anne C. (53 Rake Road)	\$3,467.37	19	4
Compeau, Richard C. & Roseanna D. (12 Greenhills Drive)	\$4,469.15	25	3.17

<u>Taxpayer</u>	<u>Amount</u>	<u>Block</u>	<u>Lot</u>
Blumenstein, Jeffrey & Silvia Stanton (21 Altamont Drive)	\$3,717.88	25	19.03
Gironda, Gregory W. & Jamie R (1 Alpine Place)	\$3,801.18	25	19.12
Little, Stephen S. & Christine N. (9 Tuccamirgan Road)	\$3,266.47	25	32
Fourre, Donald F. Jr. & Colleen M. (112 Pennsylvania Avenue)	\$1,695.40	35	3
Kerian, David & Claudia Kennington (77 Plum Brook Road)	\$2,540.65	43	3.01
Wilk, Justin J. & Julia A. (104 Harmony School Road)	\$11.03	43	41 (Q0341)
Wilk, Justin J. & Julia A. (100 Harmony School Road)	\$4.05	43	41.01 (Q0341)
O'Gorman Living Trust (6 Shannon Way)	\$3,136.00	40.01	22
Kulesa, Gregory & Fred Banerman (3 Paige Place)	\$4,961.87	44	24.35
Bryant, Paul & Shalon N. (3 Jacob Court)	\$4,495.75	44.02	13
Ramamurthi, Shankar & Indumathi (54 Tiffany Drive)	\$4,172.35	44.02	17
Cheng, Ben B. & Belle Fang Fang (1 Erin Place)	\$5,144.39	44.02	39
Shankle, Charles B. & Jaqueline S. (19 Beaver Creek Drive)	\$2,970.02	45	25
Amabile, Daniel T. & Karen Veninger (5 Manchur Court)	\$4,335.28	45.01	17
Patel, Ketan & Ami (2 Cole Court)	\$4,133.77	45.03	1.06

<u>Taxpayer</u>	<u>Amount</u>	<u>Block</u>	<u>Lot</u>
Mahon, Claire E. (2 Vinson Drive)	\$2,323.22	53.01	1.25
Nayudu, Giridhar & Sucharitha (19 Stirrup Lane)	\$2,530.24	53.01	10
Crane, Howard & Susan (23 Pony Lane)	\$2,669.89	53.01	51
Sterling, Judith (12 Dayton Road)	\$2,314.64	54	22
Werner, Jody A. G. (21 McPherson Drive)	\$3,927.35	60	29.17
Lascelle, Robert S. & Lisa (4 Cyndi Court)	\$4,138.67	60	40.02
Wetter, Steven K. & Kristina M. (28 Fawn Drive)	\$2,298.10	61	3
Lentine, Frank S. & Joanna W. (167 Sergeantsville Road)	\$3,128.65	63	47
Wong, Stuart T. & Lauralie (193 Sergeantsville Road)	\$2,780.14	63	51.01
Bacon, Charles A. III & Cynthia A. (5 Knollwood Road)	\$5,759.95	63	70.15
Esteves, Hugo M. & Joanna Vasiliadis (103 Sergeantsville Road)	\$1,885.25	63	86
Gruning, Robert L. & Susan C. (8 Knollwood Road)	\$5,304.87	63.05	4
Pacheco, Silvio J. & Loriann H. (3 Frost Court)	\$4,476.15	63.09	7
Augustus, Paul & Deborah (5 Beehive Lane)	\$3,455.12	63.11	12
Vyas, Anix (85 Chelsea Circle)	\$1,400.79	71.13	49

<u>Taxpayer</u>	<u>Amount</u>	<u>Block</u>	<u>Lot</u>
Berner, Robyn E. (18 Saxonney Circle)	\$1,638.44	71.14	10
Mamary, Richard & Susanna (1 Shippen Court)	\$1,909.78	71.2	55
Huber, Maria (101 Blackberry Court)	\$1,242.77	71.25	1 (C0101)
Helmlinger, Daniel (302 Saddle Court)	\$1,233.58	71.25	1 (C0302)
Schwolow, John & Jennifer Kuberiet (19 Holly Court)	\$1,466.33	72.01	54
Benedickson, Mary & Krista (311 Larch Court)	\$1,344.44	72.08	2 (C0311)
Brown, Ryan & Sun Min Lee (13 Cedar Court)	\$1,344.44	72.11	10
Alberalla, Richard J. & Patricia A. (3 Overlook Court)	\$2,705.42	72.14	24
Turtola, Frank & Joanne (10 Rittenhouse Circle)	\$2,813.22	72.15	5
Lyons, William & Rosemary Ryan (1 Cosby Court)	\$2,557.19	72.15	17
Chandrasekhar, Srikantan & Meera (20 Reading Road)	\$2,525.34	72.18	11
Witzling, Mark & Kristina M. (60 Concord Ridge Road)	\$2,478.18	72.21	12
Rotaru, Lavinia (803 Yorkshire Drive)	\$828.10	72.23	1 (C0803)
Tenkate, Brian & Kelliann (10 Johnston Drive)	\$2,815.05	72.26	18
McKenzie, Christopher & Laurie (9 Montgomery Drive)	\$2,982.27	72.27	4

<u>Taxpayer</u>	<u>Amount</u>	<u>Block</u>	<u>Lot</u>
O'Brien, Craig D. & Jean L. (3 Johnston Drive)	\$2,606.14	72.3	4
Mckeown, John C. & Elizabeth S. (2 Fisher Court)	\$3,466.14	74	5.34
Parker, John R. & Debra A. (5 Rea Court)	\$2,995.10	77.02	7
Hansen, Judith & Edward F. Millerick (12 Viking Terrace)	\$3,139.04	77.02	19.09
Moser, Lori & Gerardus Sentveld (21 Olden Drive)	\$3,362.02	77.04	2
Hopf, Jeremy & Leslie A Ling (5 Mathews Drive)	\$3,151.93	77.06	8
Gupta, Anurag Rastogi & Ritu (2 Dally Road)	\$3,984.93	77.09	20
Stanton, Daniel T. & Carley P. (212 Kuhl Road)	\$3,667.65	77.09	27
Bernard, Steven J. & Mary A. (8 Homestead Place)	\$3,187.45	77.1	10
Tripathi, Ruchir & Pooja Mishra (3 Deats Drive)	\$3,333.62	78.01	1.23
Dippolito, Michael & Amanda (33 Plennert Road)	\$2,491.04	78.01	2.07
Burgos, Jose M. & Mercy (3 Shelton Road)	\$2,643.33	79.05	10
Orrell, Paul E. & Susan (160 Voorhees Corner Road)	\$1,986.95	79.08	5
Russo, John M. & Patricia A. Gilbert (6 Riverview Court)	\$4,370.19	81.04	24
Downs, Kathleen (7 Country Club Drive)	\$2,871.40	84.02	12

<u>Taxpayer</u>	<u>Amount</u>	<u>Block</u>	<u>Lot</u>
Rowinski, Michael J. & Patricia A. (104 East Becks Boulevard)	\$3,988.60	89	15
Kenny, Robert & Marianne Bagdon (3 Brockton Court)	\$3,295.87	91	5
TOTAL:	\$257,701.93		

ATTEST:

**TOWNSHIP COMMITTEE OF THE
TOWNSHIP OF RARITAN**

Lisa Fania, RMC
Township Clerk

Michael Mangin
Mayor

CERTIFICATION

I, Lisa Fania, Clerk of the Township of Raritan, County of Hunterdon, State of New Jersey, hereby certify that the foregoing resolution is a true, complete and accurate copy of a resolution adopted by the Township Committee of the Township of Raritan at a meeting held on February 20, 2018.

Lisa Fania, RMC
Township Clerk

OFFICE OF TAX COLLECTOR
TOWNSHIP OF RARITAN

ONE MUNICIPAL DRIVE
FLEMINGTON, NEW JERSEY 08822
908-806-6100 X2268

February 9, 2018

Lisa,

Please prepare a resolution for the next committee meeting for refunds due to duplicate payments made by **CoreLogic** for the following properties which resulted in an overpayment of 1st Qtr. 2018 taxes.

<u>Block</u>	<u>Lot</u>	<u>Qual</u>	<u>Owner</u>	<u>Property</u>	<u>Amount</u>
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See Attached List

Total					\$257,701.93
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Thanks!

Sharon

Refunds of Overpayments to CoreLogic

Block	Lot	Qual	Owner	Address	Amount
1	9.06		Joshi, Vijay D. & Shiveta	4 Four Seasons Dr.	\$ 3,901.02
5.01	5.01		Griffith, Ian D. & Rebecca L.	46 William Barnes Rd.	\$ 3,602.73
5.01	7.02		Vemulapalli, Vikram & Priti	24 William Barnes Rd.	\$ 3,691.54
5.01	10.08		Dowd, Karen	5 Ups & Downs Ct.	\$ 4,070.68
6	2.09		Hampton, Michael & Kimberly	15 Bluebird Ct.	\$ 3,009.83
6.01	9		Gordon, Carolyn	7 Birch St.	\$ 500.00
6.02	3		Crisafulli, Astolfo & Sarah K.	4 Birch St.	\$ 2,395.49
6.14	3		Apanovitch, Donald M.	48 Timberwick Dr.	\$ 3,117.02
6.15	4		Hansen, Thomas C. & Murdina Ferris	30 Copper Penny Rd.	\$ 2,853.03
6.18	2		Epstein, Aaron & Shannon	26 Scarlet Oak Rd.	\$ 3,518.20
7	27.02		Brady III, James P. & Sara E.	6 Quail Ridge Dr.	\$ 3,610.86
7	27.05		Suchorsky, John & Kathleen	12 Quail Ridge Dr.	\$ 426.01
7	30.01		Shor, Roman & Sophie	21 Cherryville Hollow Rd.	\$ 9,553.17
8	8.06		Chase, Carl S. & Heather M.	2 Starview Dr.	\$ 3,265.24
13	7.08		Jacobson, Mark & Anneliese	6 Partridge Run	\$ 3,936.54
13	7.27		Pummer, Gregory & Tara	3 Dale Dr.	\$ 4,240.34
15	3.28		Emmons, Jeanette	55 Sand Hill Rd.	\$ 2,726.85
15	21.06		Dawson, Matthew P. & Jennifer A.	23 Newcastle Way	\$ 3,914.49
15	78		Witherell, Benjamin & Haekyoung Suh	37 Sand Hill Rd.	\$ 2,355.68
18.02	60		McMillan, Regina A. & Tawana Gilliam	34 Kentworth Ct.	\$ 1,896.30
18.16	8		Faldu, Kunal Kumar J. & Kinjal Kanani	15 Clearbrook Lane	\$ 1,975.32
19	4		Mutz, R. Douglas & Anne C.	53 Rake Rd.	\$ 3,467.37
25	3.17		Compeau, Richard C. & Roseanna D.	12 Greenhills Dr.	\$ 4,469.15
25	19.03		Blumenstein, Jeffrey & Sylvia Stanton	21 Altamont Dr.	\$ 3,717.88
25	19.12		Gironda, Gregory W. & Jamie R.	1 Alpine Place	\$ 3,801.18
25	32		Little, Stephen S. & Christine N.	9 Tuccamirgan Rd.	\$ 3,266.47
35	3		Fourre, Donald F. Jr & Colleen M.	112 Pennsylvania Ave.	\$ 1,695.40
43	3.01		Kerian, David & Claudia Kennington	77 Plum Brook Rd.	\$ 2,540.65
43	41	Q0341	Wilk, Justin J. & Julia A.	104 Harmony School Rd.	\$ 11.03
43	41.01	Q0341	Wilk, Justin J. & Julia A.	100 Harmony School Rd.	\$ 4.05
40.01	22		O'Gorman Living Trust	6 Shannon Way	\$ 3,136.00
44	24.35		Kulesa, Gregory & Fred Banerman	3 Paige Pl.	\$ 4,961.87
44.02	13		Bryant, Paul & Sharon N.	3 Jacob Ct.	\$ 4,495.75
44.02	17		Ramamurthi, Shankar & Indumathi	54 Tiffany Dr.	\$ 4,172.35
44.02	39		Cheng, Ben B. & Belle Fang Fang	1 Erin Pl.	\$ 5,144.39
45	25		Shankle, Charles B. & Jaqueline S.	19 Beaver Creek Dr.	\$ 2,970.02
45.01	17		Amabile, Daniel T. & Karen Veninger	5 Manchur Ct.	\$ 4,335.28
45.03	1.06		Patel, Ketan & Ami	2 Cole Ct.	\$ 4,133.77
53.01	1.25		Mahon, Claire E.	2 Vinson Dr.	\$ 2,323.22
53.01	10		Nayudu, Giridhar & Sucharitha	19 Stirrup Lane	\$ 2,530.24

53.01	51	Crane, Howard & Susan	23 Pony Lane	\$	2,669.89
54	22	Sterling, Judith	12 Dayton Rd.	\$	2,314.64
60	29.17	Werner, Jody A. G.	21 McPherson Dr.	\$	3,927.35
60	40.02	Lascelle, Robert S. & Lisa	4 Cyndi Ct.	\$	4,138.67
61	3	Wetter, Steven K. & Kristina M.	28 Fawn Dr.	\$	2,298.10
63	47	Lentine, Frank S. & Joanna W.	167 Sergeantsville Rd	\$	3,128.65
63	51.01	Wong, Stuart T. & Lauralie	193 Sergeantsville Rd	\$	2,780.14
63	70.15	Bacon, Charles A. III & Cynthia A.	5 Knollwood Rd.	\$	5,759.95
63	86	Esteves, Hugo M. & Joanna Vasiliadis	103 Sergeantsville Rd	\$	1,885.25
63.05	4	Gruning, Robert L. & Susan C.	8 Knollwood Rd.	\$	5,304.87
63.09	7	Pacheco, Silvio J. & Loriann H.	3 Frost Ct.	\$	4,476.15
63.11	12	Augustus, Paul & Deborah	5 Beehive Lane	\$	3,455.12
71.13	49	Vyas, Anix	85 Chelsea Circle	\$	1,400.79
71.14	10	Berner, Robyn E.	18 Saxonney Circle	\$	1,638.44
71.2	55	Mamary, Richard & Susanna	1 Shippen Ct.	\$	1,909.78
71.25	1	C0101 Huber, Maria	101 Blackberry Ct.	\$	1,242.77
71.25	1	C0302 Helmlinger, Daniel	302 Saddle Ct.	\$	1,233.58
72.01	54	Schwolow, Hohn & Jennifer Kuberiet	19 Holly Ct.	\$	1,466.33
72.08	2	C0311 Benedickson, Mary & Krista	311 Larch Ct.	\$	1,344.44
72.11	10	Brown, Ryan & Sun Min Lee	13 Cedar Ct.	\$	1,344.44
72.14	24	Alberalla, Richard J. & Patricia A.	3 Overlook Ct.	\$	2,705.42
72.15	5	Turtola, Frank & Joanne	10 Rittenhouse Circle	\$	2,813.22
72.15	17	Lyons, William & Rosemary Ryan	1 Cosby Ct.	\$	2,557.19
72.18	11	Chandrasekhar, Srikantan & Meera	20 Reading Rd.	\$	2,525.34
72.21	12	Witzling, Mark & Kristina M.	60 Concord Ridge Rd.	\$	2,478.18
72.23	1	C0803 Rotaru, Lavinia	803 Yorkshire Dr.	\$	828.10
72.26	18	Tenkate, Brian & Kelliann	10 Johnnston Dr.	\$	2,815.05
72.27	4	Mckenzie, Christopher & Laurie	9 Montgomery Dr.	\$	2,982.27
72.3	4	O'Brien Craig D. & Jean L.	3 Johnston Dr.	\$	2,606.14
74	5.34	Mckeown, John C. & Elizabeth S.	2 Fisher Ct.	\$	3,466.14
77.02	7	Parker, John R. & Debra A.	5 Rea Ct.	\$	2,995.10
77.02	19.09	Hansen, Judith & Edward F. Millerick	12 Viking Terr.	\$	3,139.04
77.04	2	Moser, Lori & Gerardus Sentveld	21 Olden Dr.	\$	3,362.02
77.06	8	Hopf, Jeremy & Leslie A Ling	5 Mathews Dr.	\$	3,151.93
77.09	20	Gupta, Anurag Rastogi & Ritu	2 Dally Rd	\$	3,984.93
77.09	27	Stanton, Daniel T. & Carley P.	212 Kuhl Rd.	\$	3,667.65
77.1	10	Bernard, Steven J. & Mary A.	8 Homestead Place	\$	3,187.45
78.01	1.23	Tripathi, Ruchir & Pooja Mishra	3 Deats Dr.	\$	3,333.62
78.01	2.07	Dippolito, Michael & Amanda	33 Plennert Rd.	\$	2,491.04
79.05	10	Burgos, Jose M. & Mercy	3 Shelton Rd.	\$	2,643.33
79.08	5	Orrell, Paul E & Susan	160 Voorhees Corner Rd.	\$	1,986.95
81.04	24	Russo, John M. & Patricia A. Gilbert	6 Riverview Ct.	\$	4,370.19
84.02	12	Downs, Kathleen	7 Country Club Dr.	\$	2,871.40

**RARITAN TOWNSHIP
COUNTY OF HUNTERDON, NEW JERSEY**

RESOLUTION #18-51

EMERGENCY TEMPORARY APPROPRIATION #1

WHEREAS, a Temporary Budget was adopted for 2018 by the Township Committee on January 4, 2018 by Resolution #18-12; and

WHEREAS, as per New Jersey Local Budget Law 40A:4-20 Emergency Temporary Appropriations, states that the Governing Body may by resolution adopted by two-thirds vote of the full membership thereof make emergency temporary appropriations for any purposes for which appropriations may lawfully be made.

NOW, THEREFORE BE IT RESOLVED, by the Township Committee of the Township of Raritan, County of Hunterdon, State of New Jersey, that additional temporary budget appropriations are made as follows and that a copy of this resolution be transmitted to the Chief Financial Officer and the Director of the Division of Local Government Services:

Snow Removal OE	\$50,000.00
TOTAL:	\$50,000.00

ATTEST:

**TOWNSHIP COMMITTEE OF THE
TOWNSHIP OF RARITAN**

Lisa Fania, RMC
Township Clerk

Michael Mangin
Mayor

CERTIFICATION

I, Lisa Fania, Clerk of the Township of Raritan, County of Hunterdon, State of New Jersey, hereby certify that the foregoing resolution is a true, complete and accurate copy of a resolution adopted by the Township Committee of the Township of Raritan at a meeting held on February 20, 2018.

Lisa Fania, RMC
Township Clerk

**TOWNSHIP OF RARITAN
COUNTY OF HUNTERDON, NEW JERSEY**

RESOLUTION #18-52

**A RESOLUTION AUTHORIZING THE RETURN OF AN
INSPECTION ESCROW (ROMAN JEWELERS)**

WHEREAS, Roman Jewelers has requested the return of its Inspection Escrow; and

WHEREAS, Kristi Gano, Payroll/HR Coordinator, has submitted a memo dated February 15, 2018 and recommended the return of the following Inspection Escrow:

Roman Jewelers	BOA #14-2016	\$2,942.64
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NOW, THEREFORE BE IT RESOLVED, by the Mayor and Township Committee of the Township of Raritan that the Inspection Escrow posted by Roman Jewelers in the amount of \$2,942.64 is hereby returned.

ATTEST:

**TOWNSHIP COMMITTEE OF THE
TOWNSHIP OF RARITAN**

Lisa Fania, RMC
Township Clerk

Michael Mangin
Mayor

CERTIFICATION

I, Lisa Fania, Clerk of the Township of Raritan, County of Hunterdon, State of New Jersey, hereby certify that the foregoing resolution is a true, complete and accurate copy of a resolution adopted by the Township Committee of the Township of Raritan at a meeting held on February 20, 2018.

Lisa Fania, RMC
Township Clerk



Township of Raritan

*Finance Department
1 Municipal Drive
Flemington, NJ 08822*

(908) 806-6100/806-3892 (fax)

TO: Lisa Fania, Township Clerk

FROM: Kristi Gano, Payroll/HR Coordinator

DATE: February 15, 2018

RE: Inspection Escrow Refund

Please process a Resolution for refund of the Inspection Escrow for the following:

Roman Jewelers
BOA # 14-2016
Amount: \$ 2,942.64