

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

RESOLUTION #19-37

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: Healthcare Shared Services (RTMUA); Archery Hunting License Bid Specs; Risk Manager; Flemington-Raritan Parks and Recreation Agreement
 - b) Personnel: Chief of Police Memorandum of Understanding (MOU)
 - c) Attorney-Client Privilege:
 - d) Pending Litigation: Affordable Housing
3. It is anticipated that the minutes on the subject matter of the Executive Session will be made public upon conclusion of the matter under discussion; and in any event, when appropriate pursuant to N.J.S.A. 10:4-7 and 4-13.
4. The Committee will return to Regular Session and may take further action.
5. This Resolution shall take effect immediately.

ATTEST:

**TOWNSHIP COMMITTEE OF THE
TOWNSHIP OF RARITAN**

Lisa Fania, RMC
Township Clerk

Jeff Kuhl
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 5, 2019.

Lisa Fania, RMC
Township Clerk

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

PROCLAMATION

**HONORING OFFICER BRETT SZATKOWSKI, OFFICER ADAM SWIATEK,
AND OFFICER ROBERT SCHENCK FOR HEROISM**

WHEREAS, the Mayor and the Township Committee of the Township of Raritan places high regard for the need to recognize employees who have shown exemplary service to the Community; and

WHEREAS, there occurred a situation on January 22, 2019 in which Officers of the Raritan Township Police Department responded to a structure fire at 91 Becks Boulevard in the Ringoes section of Raritan Township; and

WHEREAS, Officers Brett Szatkowski, Adam Swiatek and Robert Schenck, upon arrival to the scene, discovered that the homeowner remained trapped inside the residence; and

WHEREAS, Officers Szatkowski, Swiatek and Schenck through quick assessment of the situation, gained access to the heavy, fire and smoke-filled environment, located the homeowner and removed the victim to safety; and

WHEREAS, such exemplary bravery undoubtedly saved the life of the resident; and

WHEREAS, the selfless act of Officers Szatkowski, Swiatek and Schenck typifies the high standard of training, moral fortitude and character of the Raritan Township Police Department; and

WHEREAS, the Mayor and the Township Committee of the Township of Raritan wish to bestow their gratitude on behalf of the Township with the presentation of this prestigious accolade in recognition of such admirable service to the community.

NOW, THEREFORE, BE IT PROCLAIMED, that I, Mayor Jeff Kuhl, and the Township Committee of the Township of Raritan, County of Hunterdon, State of New Jersey on this fifth day of February, two-thousand nineteen, do hereby recognize and extend sincere appreciation to Officer Brett Szatkowski, Officer Adam Swiatek, and Officer Robert Schenck for their outstanding act of bravery in the presence of extremely dangerous circumstances resulting in the saving of a life.

*Lisa Fania, RMC
Township Clerk*

*Jeff Kuhl
Mayor*

List of Bills - (All Funds)

Vendor	Description	Payment	Check Total
4586 - ALLEN PAPER CO	Current Fund PO 8023 Janitorial Supplies -MCCPC #25	128.15	
3170 - ANJEC	PO 8053 Toilet Paper - MCCPC #25	284.25	412.40
3834 - ARROW ELEVATOR INC	PO 8037 2019 MEMBERSHIP DUES	350.00	350.00
1232 - AT&T	PO 7975 January Elevator Maintenance	193.00	193.00
	PO 8047 DECEMBER 2018	407.80	
2277 - BOROUGH OF FLEMINGTON	PO 8131 B-2019 SERVICES (ACCT# 030324522000)	119.34	527.14
2195 - BROWN TRUCK GROUP	PO 8132 FIRE HYDRANT SERVICES FOR 2019	2,779.55	2,779.55
2028 - C & M LANDSCAPING SERVICE	PO 8099 rk 13 Kysor System Repair	105.98	105.98
4730 - CareerTrack	PO 7920 Dead tree removal Hampton corner ro	650.00	650.00
728 - CARTRIDGE WORLD	PO 6491 Training DL	199.00	199.00
3297 - CDW GOVERNMENT	PO 7900 INK/TONER	229.97	229.97
895 - CENTURYLINK	PO 7869 Wireless Adapter	48.99	48.99
4622 - CHOICE DISTRIBUTION, INC	PO 8050 DECEMBER 2018	1,004.21	1,004.21
1710 - CINTAS CORP	PO 8080 Shop Supplies,Repair Supplies,Hydra	1,168.86	1,168.86
	PO 7973 Bi-Weekly Janitorial Supplies	113.39	
	PO 8028 Janitorial Supplies	46.01	
4317 - CLARKE CATON HINTZ	PO 8107 Medical Supplies	180.77	340.17
4297 - COMCAST	PO 7907 Court Appointed Master Mt. Laurel	287.50	287.50
1801 - COMCAST	PO 8040 DECEMBER 2018	168.93	168.93
4359 - COMCAST	PO 8046 DECEMBER 2018	274.41	274.41
303 - COOPER ELECTRIC	PO 8133 DECEMBER 2018	13.95	13.95
	PO 7974 Exit Light Batteries	61.56	
	PO 8030 Salt Dome Light	9.38	
	PO 8100 Quint Lighting Repair Fire	14.29	
196 - GANNETT NJN	PO 8104 Court Room Supplies	70.56	155.79
	PO 7996 Courier News Resolution 2018-14 Web	22.79	
	PO 8064 CN Reorg Notice - Planning Board	18.06	
	PO 8065 Planning Board Reorg Resolutions	49.02	
	PO 8018 PETTY CASH	75.00	89.87
3495 - DANIELLE LANGREDER	PO 8136 1099 FORMS	63.97	75.00
4406 - DANIELLE LANGREDER	PO 7951 B-2019 DENTAL	9,408.96	63.97
218 - DELTA DENTAL PLAN NJ INC	PO 8000 Mat Services	110.58	9,408.96
1048 - DEMPSEY UNIFORM & LINEN SUPPLY	PO 7954 2019 PETTY CASH	100.00	110.58
4645 - DENNIS CONCANNON, CUST OF PETTY CAS	PO 8142 4TH QRT 2018 FOOD INSPECTIONS	1,800.00	100.00
3215 - DEPARTMENT OF FINANCE	PO 8143 DECEMBER 2018	5,877.05	1,800.00
3833 - DIFRANCESCO, BATEMAN, COLEY ETC	PO 8029 Fertilizer Applicator Renewal	80.00	5,877.05
421 - DONALD HUTCHINS	PO 7417 Lighting/Equipment Installation for	11,119.66	80.00
802 - EAST COAST EMERGENCY LIGHTING	PO 8129 12/19/18 - 01/23/19	3,557.88	11,119.66
263 - ELIZABETHTOWN GAS	PO 8069 66 Grader Throttle cable	100.50	3,557.88
1569 - ENGINEERED COMPONENTS INC	PO 8067 Trk 11 Tire Balance, Leafer 60 Tir	608.00	100.50
4833 - F&S TIRE CORP INC	PO 8073 TRK 28 Tires	518.56	608.00
			518.56

List of Bills - (All Funds)

Vendor	Description	Payment	Check Total
4218 - FACILITY DUDE	PO 7972 2019 Maintenance Edge & Mobile311	12,999.00	12,999.00
301 - FLEMINGTON CHRYSLER DODGE	PO 8077 21-24 Police Washer Repair	56.28	56.28
302 - FLEMINGTON DEPARTMENT STORE	PO 7684 CERT Jackets	1,390.91	
	PO 7801 Badges and Holders	1,335.00	
	PO 7840 Raincoats	392.00	
	PO 7848 Safety Vests	118.00	
4609 - GANNETT NJ NEWSPAPERS	PO 8134 DECEMBER 2018	204.47	3,235.91
1551 - GARDEN STATE HIGHWAY PRODUCTS, INC	PO 7257 U-POSTS	798.00	204.47
4840 - GENERAL CODE	PO 7444 Codification	7,345.00	798.00
354 - GOODYEAR AUTO CENTER	PO 8072 Police Tires	808.20	7,345.00
	PO 8075 Police Tires	383.52	808.20
11 - GRAINGER	PO 8003 Multifold Dispensers	423.04	1,191.72
4563 - GREATAMERICA FINANCIAL SRVC	PO 8147 B-2019 COPIER AGREEMENT	1,610.92	423.04
3510 - HARRY HAUSHALTER, ESQ.	PO 7984 B-2018 TAX APPEALS	2,759.00	1,610.92
3914 - HOME DEPOT CREDIT SREV	PO 7874 Misc Supplies	520.04	2,759.00
	PO 7894 Sign Shop Supplies	144.50	520.04
	PO 7917 Supplies	345.54	144.50
	PO 7939 Misc. Truck Supplies	74.91	345.54
	PO 7940 Milwaukee Laser Temp Gun Infrared	79.97	74.91
	PO 8027 Supplies	101.09	79.97
430 - INTERSTATE BATTERY SYSTEM	PO 8068 Vehicle Batteries, Police & DPW	704.70	101.09
1062 - J.C. EHRLICH CO INC	PO 7820 December Pest Control	132.00	704.70
476 - JACQUELINE KLAPP	PO 8045 10/04/18 - 12/12/18	1,600.00	132.00
451 - JCP&L	PO 8049 DECEMBER 2018	94.54	1,600.00
4780 - JEFFREY KLEIN	PO 7957 2019 PETTY CASH	100.00	94.54
4661 - JOHN TULLY	PO 8063 SPEAKERS - POLICE	42.63	100.00
664 - JOHNNY ON THE SPOT, INC	PO 7829 Portable Restrooms December	234.00	42.63
	PO 8004 January Portable Restrooms	234.00	234.00
4815 - LEAF	PO 7950 B-2019 COPIER RENTAL	650.16	234.00
4322 - LINK HIGH TECH INC	PO 8015 Remote Support	580.00	650.16
	PO 8016 Memory/OS Upgrades	464.19	580.00
	PO 8017 Remote Support	800.00	464.19
	PO 8019 NCIC rewiring repair issue	1,380.00	800.00
	PO 8043 B-MONITORING FOR 2019	1,725.00	1,380.00
	PO 8044 B-SUPPORT FOR 2019	500.00	1,725.00
	PO 8110 REMOTE SUPPORT	137.50	500.00
589 - M & W COMMUNICATIONS	PO 8033 1/4 Wave VHF/UHF Antenna	12.10	137.50
	PO 8108 42 Radio Repair	105.00	12.10
1433 - MCELROY, DEUTSCH ETC...	PO 8025 B-2018 LEGAL SERVICES	99.91	105.00
562 - MGL PRINTING SOLUTIONS	PO 7692 Vital Records Binders/Envelopes	286.00	99.91
	PO 7783 Minute etc. Books and Paper	1,716.00	286.00
	PO 7985 Signature Stamp	54.00	1,716.00
			54.00
			2,056.00

List of Bills - (All Funds)

Vendor	Description	Payment	Check Total
213 - MORRIS CNTY COOPERATIVE PRICING COU	PO 8013 Membership Fees	1,100.00	1,100.00
4649 - MORTON SALT INC	PO 7803 Road Salt	3,035.40	
	PO 7978 Road Salt Order	13,104.33	16,139.73
28 - MPH INDUSTRIES INC	PO 8056 Radar Unit Repair	110.23	110.23
1971 - MSI	PO 7948 2019 ANNUAL SUPPORT	4,571.00	4,571.00
3881 - NEW JERSEY AMERICAN WATER	PO 8039 12/12/18 - 01/09/19	880.89	880.89
4865 - NJ DRE ASSOC	PO 7640 NJ DRE Association Membership	105.00	105.00
4221 - NJ SHADE TREE FEDERATION	PO 8106 2019 Municipal Membership	95.00	95.00
641 - NJ STATE LEAGUE OF MUNICIPALITIES	PO 8012 Membership Dues	1,656.00	1,656.00
4413 - NJSACOP	PO 7843 Membership Dues for NJ Chief's Asso	475.00	475.00
393 - ONE CALL CONCEPTS	PO 7971 Markouts for December	5.00	
	PO 8002 October 2018 Mark Outs	2.50	7.50
4870 - PERSONALIZED PARAPHERNALIA	PO 7649 Uniform hats and shirts	645.00	645.00
4484 - PETERSON SERVICE CO, INC	PO 8022 Unit 7 PD Courtroom Repair	772.45	
4387 - PINNACLE INSURANCE SOLUTIONS	PO 8103 HVAC Inspection November - January	1,954.00	2,726.45
674 - PITNEY BOWES CREDIT CORP	PO 7879 Employee Bond Renewals	2,009.00	2,009.00
4049 - PRAXAIR	PO 8051 1ST QRT 2017	1,118.01	1,118.01
1996 - R & H TRUCK PARTS & SERVICE	PO 7976 Acetylene Bottle Rental	64.65	64.65
	PO 8091 Quint Brake System Repair	251.07	
	PO 8092 trk 18, Manual Re-Gen , Replace NOX	779.36	
	PO 8101 trk 9 Manual Re-Gen & Replace Breat	643.04	1,673.47
673 - RACHLES/MICHELE'S OIL CO	PO 8021 Diesel	4,035.78	
	PO 8098 Gasoline	3,546.58	
	PO 8111 Diesel Fuel	2,477.73	10,060.09
1428 - RALPH K BADMANN CORP	PO 8081 Plow Repair Parts	272.10	272.10
4227 - READY REFRESH	PO 8146 B-2019 BOTTLED WATER SERVICE	135.63	135.63
3973 - RICOH USA, INC	PO 8038 DECEMBER 2019	133.50	133.50
1939 - ROBERT H HOOVER & SONS	PO 8097 TRK 11 Heater Repair,17 Fan belt &	492.24	492.24
4874 - SKYLINE EQUIPMENT LLC	PO 7720 Equipment Trailer	6,095.00	
	PO 8109 115 Mixer Safety Hooks	19.80	6,114.80
3474 - STAPLES - PW	PO 7998 Misc. Office Supplies	57.77	57.77
1561 - STICKEL, KOENIG, SULLIVAN & DRILL	PO 8026 B-2018 NON ESCROW	1,030.75	1,030.75
2432 - TREASURER-ST OF NJ	PO 8145 ANNUAL SITE REMEDIATION FEE - POLIC	3,320.00	3,320.00
3187 - TRIUS INC	PO 7781 Swenson Under-tailgate spreader	3,414.15	3,414.15
2672 - V E RALPH AND SONS INC	PO 7678 AED Batteries for AED (CPR)	219.70	219.70
2142 - VERIZON WIRELESS	PO 8048 DECEMBER 2018	144.76	
	PO 8123 DECEMBER 2018	18.02	
	PO 8124 DECEMBER 2018	1,144.65	
	PO 8125 DECEMBER 2018	690.10	
	PO 8126 DECEMBER 2018	1,040.26	
	PO 8127 DECEMBER 2018	302.77	
	PO 8128 DECEMBER 2018	835.97	4,176.53

List of Bills - (All Funds)

Vendor	Description	Payment	Check Total
918 - VITAL COMMUNICATIONS INC	PO 7953 B-2019 TAX PROGRAM	824.00	824.00
4212 - WASTE MANAGEMENT OF NJ	PO 7997 December 2018	4,047.40	4,047.40
4436 - WASTQUIP MANUFACTURING CO	PO 7717 2 Enclosed 30 yard Dumpsters	10,106.00	10,106.00
4090 - WB MASON	PO 7757 Office Supplies	343.42	
	PO 7886 OFFICE SUPPLIES & FIRE EXTINGUISHER	248.73	
	PO 7989 Office Supplies	56.07	
4090 - WB MASON	PO 8020 Electric pencil sharpener	60.16	708.38
	PO 8031 Various Office Supplies-Folders, la	180.20	
	PO 8036 MIRROR/RUBBER BANDS	85.72	
486 - WOODRUFF ENERGY	PO 8054 Multifold Paper Towels	120.90	386.82
	PO 8130 DECEMBER 2018	2,354.38	2,354.38
State & Federal Grants			
2741 - MICHAEL RASILE	PO 8082 2019 Clean Community & Storm Water	541.67	541.67
Trust			
4734 - ASSOC OF NJ RECYCLERS	PO 7914 Yearly Membership	95.00	95.00
4317 - CLARKE CATON HINTZ	PO 8042 COAH SERVICES FOR DECEMBER 2018	325.00	325.00
115 - CORNERSTONE PRINT & IMAGI	PO 7938 2019 Recycle, E-waste & Non-Recycle	1,249.53	1,249.53
3833 - DIFRANCESCO, BATEMAN, COLEY ETC	PO 8143 DECEMBER 2018	580.62	580.62
430 - INTERSTATE BATTERY SYSTEM	PO 8140 Roll Off Batteries	459.80	459.80
1433 - MCELROY, DEUTSCH ETC...	PO 8144 COAH - DECEMBER 2018	1,201.58	1,201.58
1014 - NJ STATE DEPT OF HEALTH	PO 7987 Pet Lic. Fees	31.80	31.80
2802 - RTG 2 LLC	PO 7986 Tub Grinding Brush Pile	8,400.00	8,400.00
General Capital			
930 - EQUITY ENVIRONMENTAL ENG,LLC	PO 3664 Police Remediation	133.88	
	PO 3664 Police Remediation	400.00	
	PO 3664 Police Remediation	800.00	
	PO 6806 Police Remediation	4,756.25	6,090.13
4808 - Keller & Kirkpatrick, Inc.	PO 6891 Hampton Corner Road Bridge and Road	1,505.80	1,505.80
TOTAL			187,673.10

Summary By Account

ACCOUNT	DESCRIPTION	CURRENT YR	APPROP. YEAR	NON-BUDGETARY	CREDIT
01-101-01-000-001	CASH TD BANK	0.00			167,192.17
01-101-01-000-004	Due To/From Petty Cash - Construction	100.00			
01-101-01-000-007	Due To/From Petty Cash - Fire Prevention	100.00			
01-194-16-160-000	LICENSES	1,800.00			

Summary By Account

ACCOUNT	DESCRIPTION	CURRENT YR	APPROP. YEAR	NON-BUDGETARY	CREDIT
01-201-20-100-200	TOWNSHIP ADMINISTRATOR O/E	4,211.00			
01-201-20-101-200	POSTAGE & PHOTOCOPIING	1,610.92			
01-201-20-120-200	TOWNSHIP CLERK - OE	54.00			
01-201-20-130-200	FINANCIAL ADMINISTRATION OE	4,776.76			
01-201-20-140-200	DATA PROCESSING SERVICES OE	3,186.50			
01-201-20-150-200	TAX ASSESSOR OE	60.16			
01-201-20-165-200	ENGINEERING SERVICES	650.16			
01-201-21-180-200	PLANNING BOARD OE	58.05			
01-201-21-185-200	ZONING BOARD OE	31.82			
01-201-22-195-200	CONSTRUCTION OFFICIAL OE	407.80			
01-201-23-220-200	GROUP INSURANCE	9,408.96			
01-201-25-240-200	POLICE OE	345.16			
01-201-25-253-200	STORMWATER MGMT PLAN-ENG	3,320.00			
01-201-25-266-200	FIRE HYDRANTS	2,779.55			
01-201-26-290-200	ROAD REPAIR & MAINTENANCE OE	477.47			
01-201-26-295-200	SNOW REMOVAL OE	13,104.33			
01-201-26-306-200	P.E.O.S.H.A. ROADS OE	180.77			
01-201-26-310-200	PUBLIC PROPERTY (B&G) OE	15,767.43			
01-201-26-315-200	VEHICLE MAINTENANCE OE	7,039.29			
01-201-27-335-200	ENVIRONMENTAL COMMISSION OE	350.00			
01-201-28-375-200	PARK MAINTENANCE OE	234.00			
01-201-31-440-200	UTILITIES	10,846.72			
01-203-20-100-200	(2017) TOWNSHIP ADMINISTRATOR O/E		761.34		
01-203-20-101-200	(2017) POSTAGE & PHOTOCOPIING		1,272.51		
01-203-20-120-200	(2017) TOWNSHIP CLERK - OE		9,538.47		
01-203-20-130-200	(2017) FINANCIAL ADMINISTRATION OE		653.02		
01-203-20-150-200	(2017) TAX ASSESSOR OE		439.41		
01-203-20-155-200	(2017) LEGAL SERVICES OE		9,023.46		
01-203-20-165-200	(2017) ENGINEERING SERVICES		2,832.52		
01-203-20-175-200	(2017) HISTORICAL COMMISSION		239.30		
01-203-21-180-200	(2017) PLANNING BOARD OE		1,830.06		
01-203-21-185-200	(2017) ZONING BOARD OE		2,504.66		
01-203-22-195-200	(2017) CONSTRUCTION OFFICIAL OE		1,116.25		
01-203-23-210-200	(2017) OTHER INSURANCE		2,009.00		
01-203-25-240-200	(2017) POLICE OE		11,919.36		
01-203-25-252-200	(2017) EMERGENCY MANAGEMENT OE		2,774.90		
01-203-25-267-200	(2017) FIRE OFFICIAL OE		868.28		
01-203-25-268-200	(2017) P.E.O.S.H.A. - FIRE OFFICIAL		563.93		
01-203-26-290-200	(2017) ROAD REPAIR & MAINTENANCE OE		14,321.68		
01-203-26-295-200	(2017) SNOW REMOVAL OE		3,035.40		
01-203-26-306-200	(2017) P.E.O.S.H.A. ROADS OE		234.00		
01-203-26-310-200	(2017) PUBLIC PROPERTY (B&G) OE		367.67		
01-203-26-316-200	(2017) RECYCLING TAX		146.94		
01-203-27-330-200	(2017) BOARD OF HEALTH OE		354.99		

Summary By Account

ACCOUNT	DESCRIPTION	CURRENT YR	APPROP. YEAR	NON-BUDGETARY	CREDIT
01-203-31-440-200	(2017) UTILITIES		3,907.11		
01-203-32-465-200	(2017) SOLID WASTE		14,006.46		
01-203-43-490-200	(2017) MUNICIPAL COURT OE		1,537.72		
01-203-44-919-200	(2017) EMERGENCY MGMT EQUIP		32.88		
TOTALS FOR	Current Fund	78,900.85	86,291.32	2,000.00	167,192.17
02-101-01-000-01	Grant Checking			0.00	541.67
02-213-41-728-000	2018 Grant Expenditures			541.67	
TOTALS FOR	State & Federal Grants	0.00	0.00	541.67	541.67
03-101-01-000-001	Checking TD Bank			0.00	12,343.33
03-286-10-110-006-000	COAH Trust			2,107.20	
03-286-10-110-016-000	Recycling Trust			10,204.33	
03-286-55-102	Due To State of New Jersey			31.80	
TOTALS FOR	Trust	0.00	0.00	12,343.33	12,343.33
04-101-01-000-001	Checking TD Bank			0.00	7,595.93
04-215-56-298-000	ORD 16-10 VARIOUS CAPITAL EQUIP & IMPROV			6,090.13	
04-215-56-300-000	Cap Ord#17-32Various Capital Improvement			1,505.80	
TOTALS FOR	General Capital	0.00	0.00	7,595.93	7,595.93
Total to be paid from Fund 01 Current Fund			167,192.17		
Total to be paid from Fund 02 State & Federal Grants			541.67		
Total to be paid from Fund 03 Trust			12,343.33		
Total to be paid from Fund 04 General Capital			7,595.93		

			187,673.10		

Checks Previously Disbursed

12419	COUNTY OF HUNTERDON	PO# 8024	CLOSING - MICHISK 12/8	7,592.97	1/24/2019
13019	RARITAN TWP CURRENT ACCT	PO# 8149	B-OUTSIDE OWED TO C/A	5,834.90	1/30/2019
11619	PITNEY BOWES RESERVE ACCOUNT	PO# 8035	B-POSTAGE FOR 2019	3,000.00	1/16/2019

Summary By Account

ACCOUNT	DESCRIPTION	PO#	CURRENT YR	APPROP. YEAR	NON-BUDGETARY	CREDIT
1158	DIFRANCESCO, BAFEMAN, COLEY ETC	PO# 8143	OPEN SPACE - DECEMBER 2018		31.00	2/05/2019
20119	RARITAN TWP PAYROLL AGENCY	PO# 8141	PAYROLL 02/01/2019		325,136.41	2/01/2019
20119	RARITAN TWP PAYROLL AGENCY	PO# 8141	PAYROLL 02/01/2019		21,495.91	2/01/2019
11819	RARITAN TWP PAYROLL AGENCY	PO# 8137	PAYROLL 01/18/19		20.00	1/18/2019
11819	RARITAN TWP PAYROLL AGENCY	PO# 8137	PAYROLL 01/18/19		375,007.26	1/18/2019
11819	RARITAN TWP PAYROLL AGENCY	PO# 8137	PAYROLL 01/18/19		988.72	1/18/2019
11819	RARITAN TWP PAYROLL AGENCY	PO# 8137	PAYROLL 01/18/19		21,797.52	1/18/2019
12819	MERITAIN HEALTH	PO# 7988	B-2019 Health Insurance Claims		32,557.69	1/28/2019
12919	RARITAN TWSP MEDICAL CLAIMS TRUST	PO# 7949	2019 MEDICAL FUNDING		150,000.00	1/29/2019
32890	NJ MOTOR VEHICLE COMMISSION	PO# 8062	TRAILER REGISTRATION		60.00	1/23/2019
32889	MARK STIPANOVIC	PO# 8057	2018 VETERAN DEDUCTION		250.00	1/23/2019
32888	JUAN CALIX	PO# 8058	100% DISABLED VETERAN FOR 2018		346.85	1/23/2019
123118	MERITAIN HEALTH	PO# 8060	Claims 2018		16,105.40	1/23/2019
11819	MERITAIN HEALTH	PO# 7988	B-2019 Health Insurance Claims		43,155.04	1/18/2019
32887	NU-TEL COMMUNICATIONS OF NJ, INC.	PO# 7576	New Phone install & spare phones		540.00	1/18/2019
208	MALL CHEVROLET	PO# 6986	2019 Chevy Tahoe 4WD		36,852.00	1/17/2019
1	MERITAIN HEALTH	PO# 7988	B-2019 Health Insurance Claims		7,845.07	1/11/2019
1022019	MERITAIN HEALTH	PO# 7988	B-2019 Health Insurance Claims		17.54	1/02/2019
51	ASSOC OF NJ RECYCLERS	PO# 7914	Yearly Membership		95.00	1/15/2019
51	ASSOC OF NJ RECYCLERS	Incorrect Vendor			-95.00	1/15/2019 *VOID*
11419	MICROSOFT	PO# 8014	B-2019 SERVICES		723.35	1/14/2019
32886	FLEMINGTON-RARITAN BD OF ED	PO# 8001	PAYMENT #5		2,543,134.00	1/15/2019
					3,592,586.63	
					-95.00	*VOIDED
					3,592,491.63	

Totals by fund	Previous Checks/Voids	Current Payments	Total
Fund 01 Current Fund	3,497,878.61	167,192.17	3,665,070.78
Fund 02 State & Federal Grants	988.72	541.67	1,530.39
Fund 03 Trust	56,772.30	12,343.33	69,115.63
Fund 04 General Capital	36,852.00	7,595.93	44,447.93
BILLS LIST TOTALS	3,592,491.63	187,673.10	3,780,164.73

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

Check#	Vendor	Description	Payment	Check Total
0	589 - M & W COMMUNICATIONS	PO 7599 Radio Equipment for Apparatus	2,600.00	2,600.00
		TOTAL		2,600.00

Summary By Account

ACCOUNT	DESCRIPTION	CURRENT YR	APPROP. YEAR	NON-BUDGETARY	CREDIT
01-101-01-000-001	CASH TD BANK			0.00	2,600.00
01-203-44-920-200	(2017) PURCHASE FIRE EQUIPMENT		2,600.00		
TOTALS FOR	Current Fund	0.00	2,600.00	0.00	2,600.00

Total to be paid from Fund 01 Current Fund

2,600.00
2,600.00



RARITAN TOWNSHIP MEMORANDUM

Date: January 14, 2019

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: 1/13/2019
Official Accumulation: Coating to 1/4" snow
Duration: 4 Hours
Services: Salt

OT Hours	33	@ \$51.30/hour	\$ 1,692.90
Salaried Employees	4	@ 66.00/hour	\$ 264.00

Total Personnel Cost= \$ 1,956.90

OT Hours Requested in Comp	39
Total Hours Employees Will Be Off	58.5

Salt	135 Tons	@50.59/ton	\$ 6,829.65
Calcium Chloride	572 Gals	@1.0040/gal	\$ 574.29
Sidewalk Salt (50lb bag)	0 Bags	@12.00/bag	\$ 0.00

Total Material Cost= \$ 7,403.94

Total Other Expenses(Meals)= \$ 0.00

TOTAL COST OF SNOW REMOVAL = \$ 9,360.59

Notes/Comments:

After a delivery of salt later this week we should have 2,921 tons in the salt dome



RARITAN TOWNSHIP MEMORANDUM

Date: January 18, 2019

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: 1/18/19
 Official Accumulation: 1 inch of snow
 Duration: 7 hours
 Services: Salt

OT Hours	68.25	@ \$51.30/hour	\$ 3,501.23
Salaried Employees	7	@ 66.00/hour	\$ 462.00

Total Personnel Cost= \$ 3,963.23

OT Hours Requested in Comp	39.75
Total Hours Employees Will Be Off	59.63

Salt	192.50 Tons	@50.59/ton	\$ 9,738.58
Calcium Chloride	635.25 Gals	@1.0040/gal	\$637.79
Sidewalk Salt (50lb bag)	6 Bags	@12.00/bag	\$ 72.00

Total Material Cost= \$ 10,448.37

Total Other Expenses(Meals)= \$ 168.00

TOTAL COST OF SNOW REMOVAL = \$14,579.60

Notes/Comments:

Salt in dome 2,578.64 tons



RARITAN TOWNSHIP MEMORANDUM

Date: January 25, 2019

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: 1/19/19 – 1/20/19
Official Accumulation: 1/2 inch in low areas to 2 inches in high areas
Duration: 26 hours start to finish
Services: Salt & plow

OT Hours	78	@ \$51.30/hour	\$ 4,001.40
Salaried Employees	17	@ 66.00/hour	\$ 1,122.00

Total Personnel Cost= \$ 5,123.40

OT Hours Requested in Comp	49.44
Total Hours Employees Will Be Off	74.16

Salt	205 Tons	@50.59/ton	\$ 10,370.95
Calcium Chloride	676.5 Gals	@1.0040/gal	\$ 679.21
Sidewalk Salt (50lb bag)	2 Bags	@12.00/bag	\$ 24.00

Total Material Cost= \$ 11,074.16

Total Other Expenses(Meals)= \$ 0.00

TOTAL COST OF SNOW REMOVAL = \$16,197.56

Notes/Comments:

Employees were called in 3 separate times on 1/19 & 1/20. 1st to take care of the storm
2nd to plow slush off roadways that did not melt with rain and above freezing temperatures.
3rd to salt ice sports due to deep freeze and water running on roadways.
Salt in dome – best estimate 2,293.64 tons



RARITAN TOWNSHIP MEMORANDUM

Date: January 31, 2019

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: 1/29/19 – 1/30/19
 Official Accumulation: .83 inches
 Duration: 1/29/19 thru 1/30/19 24 hours
 Services: Salt and Plow

OT Hours	99.5	@ \$51.30/hour	\$ 5,104.35
Salaried Employees	8.5	@ 66.00/hour	\$ 561.00

Total Personnel Cost= \$ 5,665.35

OT Hours Requested in Comp	43.25
Total Hours Employees Will Be Off	64.88

Salt	337.5 Tons	@50.59/ton	\$ 17,074.13
Calcium Chloride	1023 Gals	@1.0040/gal	\$ 1027.09
Sidewalk Salt (50lb bag)	4 Bags	@12.00/bag	\$ 48.00

Total Material Cost= \$ 18,149.22

Total Other Expenses(Meals)= \$ 210.00

TOTAL COST OF SNOW REMOVAL = \$24,024.57

Notes/Comments:

Salt in dome 2,707.41 (Estimated) 1/29/19 Storm started as rain changing over to snow. High elevations covered over with 1 inch of snow. Lower elevations covered with a dusting. Salted in the AM of 1/30/19 due to a fast freeze of wet roads. Crews had to lightly treat the roadways 3-4 times during this event.



RARITAN TOWNSHIP MEMORANDUM

Date: January 31, 2019

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: 1/30/19
Official Accumulation: 1/2"
Duration: 6 Hours
Services: Salt & Plow

OT Hours	25.75	@ \$51.30/hour	\$ 1,320.98
Salaried Employees	3.25	@ 66.00/hour	\$ 214.50

Total Personnel Cost= \$ 1,535.48

OT Hours Requested in Comp	3.75
Total Hours Employees Will Be Off	5.63

Salt	90 Tons	@50.59/ton	\$ 4,553.10
Calcium Chloride	286 Gals	@1.0040/gal	\$ 287.14
Sidewalk Salt (50lb bag)	3 Bags	@12.00/bag	\$ 36.00

Total Material Cost= \$ 4,876.24

Total Other Expenses(Meals)= \$ 0.00

TOTAL COST OF SNOW REMOVAL = \$ 6,411.72

Notes/Comments:

Around 2:30PM on 1/30/19 we had a heavy snow squall. The crews went out and salted the affected roadways. With the heavy wind we had several areas with snow blowing across the roadways which required 2 employees to stay through rush hour and continue to make sure those areas were safe for travel

Office of the Tax Collector
Township of Raritan
One Municipal Drive
Flemington, NJ 08822

January 15, 2019

To: Mayor and Township Committee

Re: Tax Reports for Month Ending December 2018

During the month of December, we collected a total of \$677,998.00 which includes payments for current taxes, delinquent taxes, 2019 taxes and interest.

December is generally a slow month. We use the time to try to collect as many delinquent taxes as possible before the end of the year. We sent residents an additional delinquent notice which helped us achieve our goal of a lower delinquency rate from previous years. In Raritan Township we have 9,466 parcels and of that number, we have only 146 property owners who still had delinquencies as of the end of 2018. The delinquency rate from 2017 was 1.9% and the delinquency rate for 2018 is 1.54%.

Our collection rate for 2018 is 99.48% which is the same as it was in 2017. We had approximately 2 million dollars more to collect in 2018 than we did in 2017. We are very proud that we have such a high collection rate. Each year we will always strive to do better than the year before.

Should you have any questions, please do not hesitate to call, email or visit us in the office.



Ann Marie Silvia, CTC
Tax Collector

TO: MAYOR AND TOWNSHIP COMMITTEE

RE: TAX COLLECTOR REVENUES
MONTH ENDING DECEMBER 2018

	CURRENT MONTH	YEAR TO DATE
CURRENT YEAR TAXES: 2018	363,416.49	94,114,419.12
LEVY: TOTAL YEAR 2018 - \$101,647,031.61		
PRIOR YEARS TAXES:	0.00	518,646.77
PREPAID TAXES: 2019	307,685.34	710,412.88
PILOT	0.00	192,019.86
INTEREST: (INCLUDING YEP)	14,130.39	133,192.18
BOUNCED CHECKS:	(7,339.22)	(111,781.90)
MISC & COS:		7,367.55
DUPLICATE BILL FEES:	55.00	855.00
RETURNED CHECK FEES:	40.00	300.00
SEARCH FEES:	10.00	60.00
REFUND FROM STATE FOR VETS & SC	0.00	127,900.32
HOMESTEAD REBATE	0.00	737,822.82
TOTAL COLLECTIONS:	677,998.00	96,431,214.60



TAX COLLECTOR

DATE: January 15, 2019

cc: Donald Hutchins, Township Administrator
William B. Pandos, CMFO
Danielle Langreder, Assistant Supervisor of Accounts
Lisa Fania, Township Clerk

DECEMBER 2018

TAX COLLECTOR'S MONTHLY REPORT

FOR YEAR 2018

	MTD	YTD
BALANCE BEGINNING OF MONTH		888,036.51
ADDITIONS TO RECEIVABLE		
CURRENT YEAR BILLING		
ADDED AND OMITTED TAXES		
LEVY ADJUSTMENTS (OVERBILLING)		
SENIOR CITIZEN CHARGE BACKS		
REFUNDS	6,580.60	
PAYMENT ADJUSTMENT	13,273.48	
BILLING ADJUSTMENT		
BOUNCED CHECKS	6,889.74	
VET DISALLOWED		
REDUCTIONS TO RECEIVABLE		
CASH COLLECTIONS	376,689.97	
JUDGEMENTS (COUNTY)	13,273.48	
VETERANS ALLOWED	250.00	
SENIOR CITIZEN'S ALLOWED		
100% PROPERTY - EXEMPTION	346.85	
TRANSFERRED TO TAX TITLE LIEN		
PAYMENT ADDUSTMENTS		
BILLING ADJUSTMENTS (Cancel Sm Balances)	271.95	
HOMESTEAD REBATE		
BALANCE END OF THE MONTH		523,948.08

Levy for 2018 = \$101,647,031.61

Collection Rate for 2018 as of 12/31/18= 99.48%

DECEMBER 2018

TAX COLLECTOR'S MONTHLY REPORT

FOR YEAR 2018 PILOT

	MTD	YTD	
BALANCE BEGINNING OF MONTH			0.00
ADDITIONS TO RECEIVABLE			
CURRENT YEAR BILLING			
ADDED AND OMITTED TAXES			
LEVY ADJUSTMENTS (OVERBILLING)			
SENIOR CITIZEN CHARGE BACKS			
REFUNDS			
PAYMENT ADJUSTMENT			
BILLING ADJUSTMENT			
BOUNCED CHECKS			
VET DISALLOWED			
REDUCTIONS TO RECEIVABLE			
CASH COLLECTIONS			
JUDGEMENTS (COUNTY)			
VETERANS ALLOWED			
SENIOR CITIZEN'S ALLOWED			
100% PROPERTY EXEMPTION			
TRANSFERRED TO TAX TITLE LIEN			
PAYMENT ADDUSTMENTS			
BILLING ADJUSTMENTS			
HOMESTEAD REBATE			
BALANCE END OF THE MONTH			0.00

Levy for 2018 = \$192,019.86

Collection Rate for 2018 as of 12/31/18 = 100%

DECEMBER 2018

TAX COLLECTOR'S MONTHLY REPORT
FOR YEAR 2018 YEAR END PENALTY

	MTD	YTD
BALANCE BEGINNING OF MONTH		0.00
ADDITIONS TO RECEIVABLE		
CURRENT YEAR BILLING	5,077.16	
ADDED AND OMITTED TAXES		
LEVY ADJUSTMENTS (OVERBILLING)		
SENIOR CITIZEN CHARGE BACKS		
REFUNDS		
PAYMENT ADJUSTMENT		
BILLING ADJUSTMENT		
BOUNCED CHECKS		
VET DISALLOWED		
REDUCTIONS TO RECEIVABLE		
CASH COLLECTIONS		
JUDGEMENTS (COUNTY)		
VETERANS ALLOWED		
SENIOR CITIZEN'S ALLOWED		
100% PROPERTY - EXEMPTION		
TRANSFERRED TO TAX TITLE LIEN		
PAYMENT ADDUSTMENTS		
BILLING ADJUSTMENTS		
HOMESTEAD REBATE		
BALANCE END OF THE MONTH		5,077.16

Levy for 12/31/18 Year End Penalty \$5,077.16
Collection Rate of YEP as of 12/31/2018 = 0%

DECEMBER 2018

TAX COLLECTOR'S MONTHLY REPORT

FOR YEAR 2019

	MTD	YTD
BALANCE BEGINNING OF MONTH		50,334,908.63
ADDITIONS TO RECEIVABLE		
CURRENT YEAR BILLING		
ADDED AND OMITTED TAXES		
LEVY ADJUSTMENTS (OVERBILLING)		
SENIOR CITIZEN CHARGE BACKS		
REFUNDS		
PAYMENT ADJUSTMENT		
JUDGEMENTS (COUNTY)		
BOUNCED CHECKS		
VET DISALLOWED		
REDUCTIONS TO RECEIVABLE		
CASH COLLECTIONS	294,411.86	
JUDGEMENTS (STATE)	6,636.74	
VETERANS ALLOWED		
SENIOR CITIZEN'S ALLOWED		
100% PROPERTY EXEMPTION		
TRANSFERRED TO TAX TITLE LIEN		
PAYMENT ADDJUSTMENTS	13,273.48	
BILLING ADJUSTMENTS		
HOMESTEAD REBATE		
BALANCE END OF THE MONTH		50,020,586.55

Levy for 1st Half 2019 = 50,231,747.74
Collection Rate for 2019 as of 12/31/18 = 1.40%

DECEMBER 2018

TAX COLLECTOR'S MONTHLY REPORT

FOR YEAR 2019 PILOT

	MTD	YTD
BALANCE BEGINNING OF MONTH		144,014.89
ADDITIONS TO RECEIVABLE		
CURRENT YEAR BILLING		
ADDED AND OMITTED TAXES		
LEVY ADJUSTMENTS (OVERBILLING)		
SENIOR CITIZEN CHARGE BACKS		
REFUNDS		
PAYMENT ADJUSTMENT		
BILLING ADJUSTMENT		
BOUNCED CHECKS		
VET DISALLOWED		
REDUCTIONS TO RECEIVABLE		
CASH COLLECTIONS		
JUDGEMENTS (COUNTY)		
VETERANS ALLOWED		
SENIOR CITIZEN'S ALLOWED		
100% PROPERTY EXEMPTION		
TRANSFERRED TO TAX TITLE LIEN		
PAYMENT ADDJUSTMENTS		
BILLING ADJUSTMENTS		
HOMESTEAD REBATE		
BALANCE END OF THE MONTH		144,014.89

Levy for 1/2 of 2019 = \$144,014.89

Collection Rate for 2019 as of 12/31/18 = 0%

TO: MAYOR AND TOWNSHIP COMMITTEE

FROM: ANN MARIE SILVIA, TAX COLLECTOR

DATE: JANUARY 18, 2019

RE: 2018 ANNUAL STATEMENT OF RECEIPTS

As per N.J.S.A. 54:4-91, below is a breakdown of monies collected in 2018:

2018 Taxes:	94,114,419.12
Homestead Rebate applied to 2018 Taxes:	737,822.82
PILOT	192,019.86
2017 Taxes:	518,646.77
Prepaid 2019 Taxes:	710,412.88
Bounced Checks:	-111,781.90
Refund from State for VETS & SC	127,900.32
Interest:	133,192.18
Miscellaneous: (Fees & Searches)	8,582.55
Total:	\$ 96,431,214.60

The total amount of taxes cancelled in 2018:	
2018 100% Disabled Vet Taxes:	\$ 61,384.88
100% Disabled Vets refunded for previous years	\$ 19,721.43
Cancellation of Small Balances under \$10.00	\$ 271.95
Total:	\$ 81,378.26

Collection Rate:

2018 Tax Year	99.48%
2017 Tax Year	99.48%
2016 Tax Year	99.38%
2015 Tax Year	99.19%
2014 Tax Year	99.10%
2013 Tax Year	99.05%
2012 Tax Year	98.23%

Unpaid 2018 Taxes as of December 31, 2018: \$ 523,948.08

cc: Donald Hutchins, Township Administrator
 William B. Pandos, CFO
 Danielle Langreder, Assistant Supervisor of Accounts
 Lisa Fania, Township Clerk



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

Total Calls: 34

Bite: 5

Cruelty/Neglect: 1

Seizure: 1

Enforcement: 3

Other: 9

Stray: 7

Stray Animals Impounded: 4

Wildlife: 8



TOWNSHIP OF RARITAN

MEMORANDUM

TO: Raritan Township Committee

FROM: Antoine Hajjar, NJPE & LS, PP, CME
Township Engineer, Planner and Zoning Officer

DATE: January 21, 2019

RE: Equestrian Meadows
Imre & Immaculate Friesz
Planning Board Application S-1272-F
Block 43 Lot 5

Antoine Hajjar

I am advised by Lisa Fania, Township Clerk, that the above referenced developer has requested the release of its performance guarantees. Our records show that the Township is currently holding a Universal Bonding Insurance Company Bond No. UB0265098 in the amount of \$345,431.14 and cash bond in the amount of \$38,381.24 plus accrued interest for the improvement with regards Equestrian Meadows subdivision. We have inspected the improvements and the work has been completed in accordance with Township Standard and the approved plans. Therefore, I recommend that the existing performance guarantees now held by the Township as itemized above be released to the developer with the following conditions:

1. The developer shall provide a 2-year maintenance bond in the amount of \$162,216.32.
2. The developer shall coordinate with the Township Clerk providing for a public bond release hearing before the Township Committee, which shall be advertised and noticed individually to each resident in the development and those within 200 feet.

I trust this is satisfactory.

CC: Lisa Fania, RMC, Acting Twp. Clerk (email)
Don Hutchins, Administrator (email)
Imre and Immaculate Friesz (email)
George Dilts, Esq. (email)



Flemington Jewish Community Center

5 Sergeantsville Rd Flemington, New Jersey 08822

(908) 782-6410 Fax (908) 806-7736

office@flemingtonjcc.org

Eric S. Cohen, PhD - Rabbi

Mindy Engle-Friedman, PhD - President

January 18, 2019

VIA EMAIL ONLY (Donald.hutchins@raritantwpnj.gov)

Raritan Township Committee

ATTN: Donald Hutchins

RE: Permission to use Raritan Municipal parking lot

Dear Mr. Hutchins:

The Flemington Jewish Community Center ("FJCC") is sponsoring a second annual Farmland Ride bike ride on **Sunday, June 23, 2019**. To accommodate parking for all the participants, we are requesting permission from Raritan Township ("Township") to use the municipal parking lot from 7:00 a.m. to 5:30 p.m. on the 23rd. We will be providing the Township with a Certificate of Insurance naming Raritan Township as an additional insured in connection with parking at the municipal lot and using the Township roads as part of our bike route. As soon as I am in receipt of the Certificate, it will be forwarded to your attention. Pursuant to your email dated January 17, 2019, it is my understanding that our request will be listed on the February 5th Agenda for consideration by the Township Committee.

Thank you and we look forward to hearing from you in connection with this matter. Please forward your response to my attention via email (dscibilia50@yahoo.com).

Very truly yours,

Dena K. Scibilia

DENA K. SCIBILIA
on behalf of the
Farmland Ride Committee

cc: Chief of Police, Al Payne (via email only)
Mindy Engle Friedman (via email only)

Explanation: This ordinance clarifies the command structure of the Raritan Township Police Department by designating the Township Administrator as the "appropriate authority" over same pursuant to N.J.S.A. 40A:14-118. This ordinance also removes outdated and unused offices by removing references to the Township Public Safety Committee and office of Director of Public Safety.

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

ORDINANCE #19-02

AN ORDINANCE AMENDING AND SUPPLEMENTING CHAPTER 2.56 OF THE REVISED GENERAL ORDINANCES OF THE TOWNSHIP OF RARITAN ENTITLED "POLICE DEPARTMENT" BY REPEALING AND REPLACING SECTION 2.56.030 ENTITLED "PUBLIC SAFETY COMMITTEE" WITH NEW SECTION 2.56.030 ENTITLED "RESERVED," AND AMENDING SECTION 2.56.070 ENTITLED "CHIEF OF POLICE;" AND REPEALING AND REPLACING SECTION 2.56.110, SECTION 2.56.120, SECTION 2.56.130, SECTION 2.56.140, AND SECTION 2.56.150 EACH WITH A NEW CORRESPONDING SECTION ENTITLED "RESERVED; AND ADDING A NEW SECTION 2.56.200 ENTITLED "APPROPRIATE AUTHORITY"

WHEREAS, the Township Committee of the Township of Raritan ("Township") has previously created a Township police department through the adoption of Chapter 2.56 of the Revised General Ordinances of the Township of Raritan; and

WHEREAS, Chapter 2.56 of the Revised General Ordinances of the Township of Raritan has been amended over the years and is in need of clarification in regards to the designation of an "appropriate authority" over the police department pursuant to N.J.S.A. 40A:14-118; and

WHEREAS, the Township Committee is of the opinion that the most efficient and effective person to designate as "appropriate authority" is the office of administrator of the Township of Raritan, subject to the ultimate authority of the Township Committee.

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

Section 1. Section 2.56.030 entitled "Public Safety Committee" is repealed and replaced with new Section 2.56.030 entitled "Reserved."

Section 2. Section 2.56.070 entitled “Chief of Police” is revised as follows:

The Chief of Police shall be the executive head of the Police Department and shall be responsible to the appropriate authority, and ultimately to the Township Committee for the efficiency and routine day-to-day operations thereof. Should the Chief of Police be unavailable, the Chief of Police shall designate an officer to carry out and be responsible for all of the functions of the Chief of Police. If the Chief of Police is unavailable and has not designated an officer to perform the Chief's duties, the Township Committee shall designate an officer to carry out and be responsible for all of the functions of the Chief of Police during the period the Chief of Police is unavailable.

The control and discipline of the Police Department of the Township and of its members shall be vested in the Chief of Police and he or she shall enforce all rules and regulations and any general and special orders or instructions not inconsistent with those of the Township Committee which he or she may from time to time promulgate. Should the Chief of Police deem any violation by a member of the Department to be sufficiently flagrant, he or she shall report it to the Township Committee with his or her recommendations for the filing of charges.

The Chief of Police, with the assistance of the other members of the Department detailed for the purpose, shall keep a complete record on the work of the Department and the Chief of Police shall report in writing [to the chairman for presentation] or in person to the Township Committee at their first regular meeting in each month on all matters of importance pertaining to the Department, making such recommendations as in his or her opinion will increase the efficiency of the Department.

The Chief of Police shall recommend to the Township Committee from time to time the purchase of new equipment or the repair or rearrangement of such old equipment as will increase the efficiency of the Department. He or she shall have full charge and control of all the apparatus and equipment of the Department and its assignment and use, and shall be held responsible for its care, cleanliness and safekeeping.

Section 3. Section 2.56.110 entitled “Director of Public Safety—Establishment—Term” is repealed and replaced in its entirety with new Section 2.56.110 entitled “Reserved.”

Section 4. Section 2.56.120 entitled “Director of Public Safety—Qualifications” is repealed and replaced in its entirety with new section 2.56.120 entitled “Reserved.”

Section 5. Section 2.56.130 entitled “Director of Public Safety—Duties” is repealed and replaced in its entirety with new Section 2.56.130 entitled “Reserved.”

Section 6. Section 2.56.140 entitled “Removal of Director of Public Safety” is repealed and replaced in its entirety with new Section 2.56.140 entitled “Reserved.”

Section 7. Section 2.56.150 entitled “Director of Public Safety—Residency Requirements” is repealed and replaced in its entirety with new section 2.56.150 entitled “Reserved.”

Section 8. New Section 2.56.200 entitled “Appropriate Authority” is added as follows:

Pursuant to N.J.S.A. 40A:14-118 the Township Administrator of the Township of Raritan is appointed the appropriate authority of the Police Department.

Section 9. If any section, paragraph, subdivision, clause or provision of this Ordinance shall be adjudged invalid, such adjudication shall apply only to the section, paragraph, subdivision, clause or provision so adjudged and the remainder of the Ordinance shall be deemed valid and effective.

Section 10. All ordinances or parts of ordinances inconsistent with or in conflict with this Ordinance are hereby repealed to the extent of such inconsistency.

Section 11. This Ordinance shall take effect immediately upon its final adoption and publication in accordance with the laws of the State of New Jersey.

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, RMC
Township Clerk

Jeff Kuhl
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 5, 2019 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 19, 2019 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.

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

ORDINANCE #19-03

AN ORDINANCE REAPPROPRIATING \$25,864.92 PROCEEDS OF OBLIGATIONS NOT NEEDED FOR THEIR ORIGINAL PURPOSE IN ORDER TO PROVIDE FOR THE ACQUISITION OF AN IDEMIA TENPRINT/PALMPRINT CAPTURE MACHINE WITH INTEGRATED MUG PHOTO AND RUGGEDIZED FIXED-HEIGHT CABINET FOR THE POLICE DEPARTMENT IN AND BY THE TOWNSHIP OF RARITAN, IN THE COUNTY OF HUNTERDON, NEW JERSEY

BE IT ORDAINED BY THE TOWNSHIP COMMITTEE OF THE TOWNSHIP OF RARITAN, IN THE COUNTY OF HUNTERDON, NEW JERSEY (not less than two-thirds of all members thereof affirmatively concurring) AS FOLLOWS:

Section 1. Pursuant to N.J.S.A. 40A:2-39, it is hereby determined that \$25,864.92 of the proceeds of obligations originally made available pursuant to the following bond ordinance of the Township of Raritan, in the County of Hunterdon, New Jersey (the "Township") are no longer necessary for the purpose for which the obligations previously were authorized:

Ordinance Number	Improvement Description and Date of Adoption	Amount to be Reappropriated
#18-11	Acquisition of a sport utility vehicle for the Police Department in and by the Township of Raritan (4/3/18)	\$20,799.42
#17-11	Acquisition of Police Radios and the new Dry Chemical System for the Police Department in and by the Township of Raritan (6/5/17)	\$5,065.50

Section 2. \$25,864.92 described in Section 1 hereof and made available pursuant to N.J.S.A. 40A:2-39, is hereby reappropriated to provide for the purchase of an Idemia Tenprint/Palmprint Capture with Integrated Mug Photo and Ruggedized Fixed-Height Cabinet.

Section 3. The Township hereby certifies that it has adopted a capital budget or a temporary capital budget, as applicable. The capital or temporary capital budget of the Township is hereby amended to conform with the provisions of this ordinance to the extent of any inconsistency herewith. To the extent that the purposes authorized herein are inconsistent with the adopted capital or temporary capital budget, a revised capital or temporary capital budget has been filed with the Division of Local Government Services.

Section 4. This ordinance shall take effect 20 days after the first publication thereof after final adoption, as provided by the Local Bond Law.

ATTEST:

**TOWNSHIP COMMITTEE OF THE
TOWNSHIP OF RARITAN**

Lisa Fania, RMC
Township Clerk

Jeffrey Kuhl
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 5, 2019 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 19, 2019 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.

Explanation: This ordinance revises the Township’s zoning code to permit feather signs as a permitted accessory use in certain business, commercial and industrial zones, subject to certain requirements. This ordinance also amends the Township’s zoning code to permit pennants, banners, sandwich board, and/or temporary ground signs as an accessory use in the B-5 zone. It also clarifies an internal inconsistency related to permitting temporary signs.

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

ORDINANCE #19-04

AN ORDINANCE OF THE TOWNSHIP OF RARITAN, COUNTY OF HUNTERDON, NEW JERSEY, AMENDING AND SUPPLEMENTING SUB-CLAUSE 7 OF SUBSECTION A ENTITLED “PERMITS REQUIRED” OF SECTION 16.72.020 ENTITLED “PERMIT PROCEDURE;” AND SUB-CLAUSE 3 OF SUBSECTION D ENTITLED “GRAND OPENING BANNERS, CELEBRATIONS, BUNTING AND TEMPORARY SIGNS” OF SECTION 16.72.070 ENTITLED “SPECIAL SIGNS AND SIGN REGULATIONS” OF THE REVISED GENERAL ORDINANCES OF THE TOWNSHIP OF RARITAN

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

Section 1 Sub-clause 7 of Subsection A entitled “Permits Required” of Section 16.72.020 entitled “Permit Procedure” is hereby supplemented and amended as follows:

Permits Required. No signs shall be erected, structurally altered, or moved without a permit issued pursuant to the provisions of this section. A permit shall not be required for the following signs provided that they meet the requirements of Section 16.72.040, and provided that each meets the stated additional requirements.

...

7. Reserved. [Temporary signs, grand opening banners and celebration bunting when in accordance with Section 16.72.070.D];

...

Section 2 Sub-clause 3. of Subsection D entitled “Grand Opening Banners, Celebrations, Bunting and Temporary Signs” of Section 16.72.070 is hereby supplemented and amended as follows:

D. Grand Opening Banners, Celebration Bunting and Temporary Signs.

...

3. Temporary signs are permitted as notification of special events on the premises of public, fraternal, charitable or religious organizations only in accordance with Subsection D.3.a. below; temporary real estate signs only in accordance with Subsection D.3.b. below; pennants, banners (other than grand opening banners) and temporary signs on the premises of commercial establishments only in accordance with Subsection D.3.c. below; temporary signs advertising the future construction or location of a use upon a site only in accordance with Subsection D.3.d. below; and temporary signs for commercial establishments during periods of long-term public roadway construction projects in accordance with Subsection D.3.e. below.
 - a. Temporary public or organization signs shall be removed within five (5) days after the event shall have taken place. No permit shall be required for such temporary sign, provided that there is only one (1) such sign per premises, the sign does not exceed thirty-two (32) square feet, and provided that the sign shall not remain in place more than four (4) weeks. Only two (2) events may be advertised by a temporary sign per calendar year. A temporary sign is not permitted on a premises that has a changeable copy sign erected upon it.
 - b. Temporary signs advertising the sale or rental of the premises upon which they are located may be permitted, provided that:
 - i. The size of any such sale or rental sign shall not exceed eight (8) square feet.
 - ii. Not more than one (1) sign is placed upon any property.
 - iii. Such signs shall be promptly removed when premises are sold or rented.
 - c. Pennants, a banner (other than a grand opening banner), sandwich boards, and/or a temporary ground sign are permitted accessory to a commercial establishment in the I-1, I-2, O-1, O-2, B-1, B-2, B-3, [and] B-4, and B-5 zoning districts for a total of eight (8) [six (6)] weeks in any calendar year for notification only of special events, special promotional purposes, temporary sales, grand openings, etc., provided that such pennants, banner, sandwich boards or temporary ground sign do not cause a danger to the general public in accordance with Section 16.72.050.G or otherwise impede sight triangles or foot traffic during business hours.

The total area of a banner and/or temporary ground sign shall not exceed sixteen (16) square feet in area. The height of a ground sign shall not exceed five (5) feet. Sandwich boards and temporary ground signs carrying the same message on two (2) sides shall be considered a single sign, provided that the two (2) sides are parallel and of the same size. The total square footage shall be determined by adding together both sides of the sign and dividing by two (2).

Notwithstanding the foregoing, feather signs (defined for purposes of this subsection as temporary advertising signs made of lightweight cloth that are supported by a lightweight freestanding pole or frame), are permitted accessory to a commercial establishment in the I-1, I-2, O-1, O-2, B-1, B-2, B-3, B-4, and B-5 zoning districts for a total of eight (8) weeks in any calendar year for notification of special events, special promotional purposes, temporary sales, grand openings etc., provided that said proposed feather sign : 1) shall be limited to (a) one feather sign per lot; or (b) where there are multiple tenants on one lot, one feather sign for every seventy-five (75) linear feet of road frontage; 2) shall be placed in a manner so as to ensure pedestrian safety; 3) shall not be more than twelve (12) feet in height, or greater than thirty-six (36) inches in width; 4) shall not block any windows or doors; 5) shall be secured in a manner that prevents displacement from the wind which shall be shown on a catalogue sheet setting forth how the feather sign is anchored; and 6) shall be placed no closer than twenty (20) feet from an adjacent property line. No feather sign shall be permitted to become tattered or torn.

[Any display of such pennants and/or banner and/or temporary ground sign shall not exceed a maximum of six (6) weeks in any calendar year.] Any display of such pennant, feather sign and/or banner and/or temporary ground sign for a period from one day to seven (1-7) consecutive days shall constitute a total display period of one (1) week.

An application for a sign permit shall be filed and approved for such pennants, banner, feather sign, sandwich board or temporary ground sign from the Township Zoning Officer before such display is permitted. [No charge shall be made for a sign permit for such pennants, banners or temporary ground sign.]. However, pursuant to Section 16.72.020A.7., no permit shall be required for temporary garage sale signs that comply with Section 16.72.050A.1.f.

Section 3 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 4 A copy of this Ordinance shall be forwarded, after introduction, to the Raritan Township Planning Board for a Master Plan consistency review in accordance with N.J.S.A. 40:55D-64.

Section 5 All ordinances or parts of ordinances inconsistent with this Ordinance are hereby repealed to the extent of such inconsistency.

Section 6 This Ordinance shall take effect upon (i) filing with the Hunterdon County Planning Board in accordance with the Municipal Land Use Law; and (ii) adoption and publication in the manner required by New Jersey 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

Jeff Kuhl
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 5, 2019 and the same was then ordered to be published according to law with a public hearing and a vote scheduled for the meeting of March 19, 2019 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.

**RARITAN TOWNSHIP COMMITTEE REGULAR MEETING
RARITAN TOWNSHIP MUNICIPAL BUILDING
TUESDAY, JANUARY 15, 2019**

MEETING CALLED: Mayor Kuhl called the regular meeting to order at 6:41 p.m.

ROLL CALL: The following were present: Mayor, Jeff Kuhl; Deputy Mayor, Louis Reiner; Comm. Karen Gilbert; Comm. Gary Hazard; Comm. Michael Mangin

ABSENT: None

ALSO PRESENT: Administrator, Don Hutchins; Municipal Clerk, Lisa Fania; Township Attorney, Ed Purcell

MEETING NOTICED: Mayor Kuhl advised that the meeting was advertised in accordance with the Open Public Meetings Act, Chapter 231, P.L. 1975 in the January 8, 2019 issue of the Courier News and noticed to the Hunterdon County Democrat, Star Ledger, TapInto, Express Times and posted on the municipal bulletin board and the Township website.

Attorney, Ed Purcell, read Resolution #19-22 in full.
Mayor Kuhl asked for a motion to approve Closed Session Resolution.
Motion by Gilbert, seconded by Hazard

ROLL CALL VOTE:

AYES: Gilbert, Hazard, Mangin, Reiner, Mayor Kuhl
NOES: None
ABSTAIN: None
ABSENT: None

RESOLUTION #19-22

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: PBA/SOA Proposal
- b) Personnel: Appointments – Municipal Public Defender,
Municipal Prosecutor, Risk Manager
Healthcare
Police Department Appropriate Authority
- c) Attorney-Client Privilege:
- d) Pending Litigation:

- 3. It is anticipated that the minutes on the subject matter of the Executive Session will be made public upon conclusion of the matter under discussion; and in any event, when appropriate pursuant to N.J.S.A. 10:4-7 and 4-13.
- 4. The Committee will return to Regular Session and may take further action.
- 5. This Resolution shall take effect immediately.

CLOSED SESSION MINUTES #1 WILL BE DONE IN A SEPARATE DOCUMENT

The regular meeting reconvened at 7:12 p.m.

PLEDGE OF ALLEGIANCE & MOMENT OF SILENCE: Mayor Kuhl 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 Kuhl asked for a motion to approve the Agenda.
Motion by Reiner, seconded by Hazard

ROLL CALL VOTE:

- AYES:** Gilbert, Hazard, Mangin, Reiner, Mayor Kuhl
 - NOES:** None
 - ABSTAIN:** None
 - ABSENT:** None
-

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:

Barbara Sachau, a resident of 2 Glenway Drive, commented that the meeting dates of all of the Township boards, committees and commissions were not posted on the lobby bulletin board and that she had missed a meeting as a result.

Mayor Kuhl acknowledged Mrs. Sachau's concerns and advised that such notices will be posted accordingly.

FINANCIAL ISSUES

Payment of Bills as listed for Raritan Township: **\$5,162,969.87**

Mayor Kuhl asked for a motion to approve the bill list for Raritan Township.

Motion by Reiner, seconded by Gilbert

ROLL CALL VOTE:

AYES: Gilbert, Hazard, Mangin, Reiner, Mayor Kuhl

NOES: None

ABSTAIN: None

ABSENT: None

Payment of Bills as listed for the Raritan Township Fire Company: **\$2,478.00**

Mayor Kuhl asked for a motion to approve the bill list for the Raritan Township Fire Company.

Motion by Hazard, seconded by Reiner

ROLL CALL VOTE:

AYES: Gilbert, Hazard, Reiner, Mayor Kuhl

NOES: None

ABSTAIN: None

ABSENT: None

RECUSE: Mangin

REPORTS

The following reports were acknowledged by the Committee:

*Public Works – Snow Removal January 7, 2019

*Planning/Engineering Escrow Accounts – December 2018

*Court – December 2018

Committee Member Gilbert requested a comparison for Court for December 2017 and December 2018.

LIAISON REPORTS

There were no liaison reports as 2019 assignments were not yet determined.

UNFINISHED BUSINESS

NJDOT Properties Acquisition (Route 31 Flemington Bypass, part of parcels 2, 11A, 11B1, and 11E aka Lots 24, 25 and 27 of Block 36) – Administrator, Don Hutchins, explained that the County had originally declined interest in the acquisition of the parcels and that the Township had expressed intent. Mr. Hutchins continued that the County has since decided to pursue acquisition of the parcels and that he is seeking authorization to formally withdraw the Township’s original intent. It was the consensus to authorize Mr. Hutchins to proceed.

Mayor Kuhl asked for a Roll Call vote to rescind the Township’s interest in the acquisition of the aforementioned NJDOT properties.

ROLL CALL VOTE:

- AYES:** Gilbert, Hazard, Mangin, Reiner, Mayor Kuhl
- NOES:** None
- ABSTAIN:** None
- ABSENT:** None

NEW BUSINESS

Discussion of 2019 Township Committee Liaison assignments to Boards, Committees and Commissions – Discussion was held regarding the proposed 2019 assignments and all concurred to the following

- Karen Gilbert: Environmental Commission/Green Team; Open Space; Parks and Recreation; Planning Board (Class III Member)
- Gary Hazard: Court/Police; RTMUA
- Jeff Kuhl: Planning Board (Class I Member); Personnel; Finance; Open Space
(Mayor)
- Michael Mangin: Board of Health; Finance; Public Works
- Louis Reiner: Agriculture Advisory Board; Fire/Rescue/OEM; Wildlife Management
(Deputy Mayor) Advisory Committee

During the discussion, Mayor Kuhl explained that he had questioned his membership on the Local Historians Committee and that a discrepancy regarding the number of members was discovered. Mayor Kuhl continued that according to Township Ordinance the Local Historians Committee “shall be comprised of a total of seven members” for which there are currently nine and that the Township Committee Member “shall be an appointed member” not a liaison. It was the consensus of Committee Members to table and carry discussion to the next regular meeting as additional information was required.

Recodification of Township Code – Municipal Clerk, Lisa Fania reported that the Revised General Ordinances of the Township of Raritan was originally published in 1999 and has been supplemented through 2018. Ms. Fania continued to explain that the existing Township Code has a lot of ambiguity and inconsistency and in dire need of revision and codification. Ms. Fania recommended General Code for such service. There was no objection.

Lentini Auto Salvage Yard Annual License Renewal and Public Hearing

Mayor Kuhl recused himself from the discussion due to a conflict of interest.

Deputy Mayor Reiner asked for a motion to open the public hearing.

Motion by Gilbert, seconded by Hazard

ABSTAIN: Mayor Kuhl

MOTION CARRIED

There was no public comment.

Deputy Mayor Reiner asked for a motion to close the public hearing.

Motion by Gilbert, seconded by Mangin

ABSTAIN: Mayor Kuhl

MOTION CARRIED

At this time, Deputy Mayor Reiner requested that the Committee advance Resolution #19-29 authorizing the renewal of the 2019 Junkyard License to Lentini Auto Salvage, Inc., as interested parties were in attendance.

Deputy Mayor Reiner read Resolution #19-29 by title.

Motion by Gilbert, seconded by Hazard

ROLL CALL VOTE:

AYES: Gilbert, Hazard, Mangin, Reiner

NOES: None

ABSTAIN: Mayor Kuhl

ABSENT: None

RESOLUTION #19-29

**A RESOLUTION AUTHORIZING THE RENEWAL OF A 2019 JUNKYARD
LICENSE TO LENTINI AUTO SALVAGE, INC.**

WHEREAS, Darryl L. Carman, President, Lentini Auto Salvage, Inc., has made application for renewal of a Junk Yard License for 2019; and

WHEREAS, the renewal fee of \$25.00 has been paid; and

WHEREAS, Mr. Carman advertised in the Courier News on January 7, 2019 and January 9, 2019 advising of his intent to seek renewal of said license and provided the Township Clerk with an Affidavit of Publication; and

WHEREAS, the Township Clerk of the Township of Raritan has received no objections to said renewal of the license.

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 renewal of the Junk Yard License for Darryl L. Carman, President, Lentini Auto Salvage, Inc. located at 130 Highway 202, Ringoes, New Jersey be approved from January 15, 2019 through January 31, 2020.

Recognition of 20 years' service for Michael Rasile, Department of Public Works – Mr. Hutchins acknowledged Michael Rasile, Department of Public Works, for his 20 years' service with the Township. Mr. Hutchins highlighted Mr. Rasile's responsibilities and accomplishments throughout his career, commended his efforts and extended sincere congratulations for achieving such a milestone. Committee Members also congratulated Mr. Rasile and extended gratitude and appreciation for his service to the Township.

Hourly Rates for Professionals – Mr. Hutchins explained that it has been more than ten (10) years since the legal professionals have received an increase in hourly rates. Mr. Hutchins continued that a \$10.00 per hour increase has been requested and will not impact the 2019 budget. He recommended the 2019 budget remain the same as 2018 due to contract negotiations for the bargaining units. Mr. Hutchins further advised that the rate increase will be formally approved by resolution at a later date with the completion of the professional services agreements.

Draft resolution authorizing the Tax Assessor to act as agent for the Township for the purpose of filing and settling tax appeals on behalf of the taxing district for 2019 – Mr. Hutchins explained that the proposed draft resolution, prepared and requested by the Township Tax Attorney, authorizes the Township Tax Assessor to act as the agent for the Township in filing and settling tax appeals for the tax year 2019. There were no objections; resolution to be acted upon at the next regular meeting.

Kermesse Sport's request to hold the 2019 Sourland Semi-Classic Bicycle Ride, Sunday February 24, 2019 (severe weather date: Sunday, March 3, 2019) through portions of Township roadways – Mr. Hutchins explained that Kermesse Sport is seeking to utilize a portion of Township roadways for its Bicycle Ride, Sunday, February 24, 2019. There were no objections pending that insurance requirements are satisfied and police approval.

ORDINANCES (INTRODUCTION/FIRST READING)

Mayor Kuhl read by title Ordinance #19-01.

AN ORDINANCE AMENDING AND SUPPLEMENTING CHAPTER 16.02 OF THE REVISED GENERAL ORDINANCES OF THE TOWNSHIP OF RARITAN ENTITLED "PURPOSE, ADMINISTRATION, AND DEFINITIONS" THROUGH THE ADDITION OF A DEFINED TERM TO SECTION 16.02.030 ENTITLED "DEFINITIONS" AND AMENDING AND SUPPLEMENTING CHAPTER 16.24K ENTITLED "R-9 PLANNED AGE RESTRICTED, ASSISTED LIVING FACILITY DEVELOPMENT DISTRICT" BY REVISING SECTION 16.24K.050 ENTITLED "SUPPLEMENTARY REGULATIONS APPLYING TO AGE RESTRICTED HOUSING UNITS WITHIN THE R-9 ZONING DISTRICT"

Mr. Purcell explained that the proposed ordinance permits generators in the side-yards within the R-9 Zoning District.

Mayor Kuhl asked for a motion to introduce Ordinance #19-01 on first consideration.

Motion by Mangin, seconded by Reiner

ROLL CALL VOTE:

AYES: Gilbert, Hazard, Mangin, Reiner, Mayor Kuhl

NOES: None

ABSTAIN: None

ABSENT: None

ORDINANCE INTRODUCED

Second reading and public hearing date scheduled for March 5, 2019.

ORDINANCES (FINAL ADOPTION/PUBLIC HEARING)

There were no ordinances.

CORRESPONDENCE

City of Lambertville's inquiry regarding interest in a shared services agreement for Animal Control Services – Mr. Hutchins explained that the City of Lambertville is seeking interest in shared services for Animal Control Services. A brief discussion was held regarding the benefit and impact to the Township. It was the consensus of the Committee to decline interest. Mr. Hutchins to advise Lambertville accordingly.

December 14, 2018 correspondence from the New Jersey State Senate Chambers seeking support of New Jersey's Path to Progress Report – Ms. Fania explained that New Jersey's Path to Progress Report is a report that was issued by Senate President Sweeney's New Jersey and Economic and Fiscal Policy Workgroup on recommendations for addressing the State's budgetary problems including public employee pension and benefits reform; civil service law and regulation reform; and consolidation of some school district administrative functions. Ms. Fania continued that the State is seeking support from local municipalities for such recommendations by resolution.

Mr. Purcell added, "...the municipal part of this speaks a lot to promoting shared services...and that the New Jersey League of Municipalities is supportive of the report."

Committee Member Mangin recused himself from the discussion due to a conflict of interest.

Mayor Kuhl asked for a Roll Call vote in support of New Jersey's Path to Progress Report.

ROLL CALL VOTE:

AYES: Gilbert
NOES: Hazard, Reiner, Mayor Kuhl
ABSTAIN: None
ABSENT: None
RECUSE: Mangin

Concord Ridge Homeowners Association's inquiry regarding road maintenance and reconstruction – Mr. Hutchins explained that the Concord Ridge Homeowners Association is requesting repaving of Concord Ridge Road in 2019. He continued that according to the Township Engineer and Superintendent of Public Works, the soonest it can be done at best is 2020 due to prior road project commitments. It was the consensus of the Committee that Mr. Hutchins advise Concord Ridge Homeowners Association accordingly.

NON-CONSENT

Township Committee Regular Meeting Minutes

Mayor Kuhl asked for a motion to approve the Regular Meeting Minutes of December 18, 2018.

Motion by Reiner, seconded by Hazard

ROLL CALL VOTE:

AYES: Gilbert, Hazard, Mangin, Reiner

NOES: None

ABSTAIN: Mayor Kuhl

ABSENT: None

Township Committee Executive Session Meeting Minutes

Mayor Kuhl asked for a motion to approve the Executive Session Meeting Minutes of December 18, 2018

Motion by Hazard, seconded by Mangin

ROLL CALL VOTE:

AYES: Gilbert, Hazard, Mangin, Reiner

NOES: None

ABSTAIN: Mayor Kuhl

ABSENT: None

Township Committee Reorganization Meeting Minutes

Mayor Kuhl asked for a motion to approve the Reorganization Meeting Minutes of January 3, 2019.

Motion by Gilbert, seconded by Reiner

ROLL CALL VOTE:

AYES: Gilbert, Hazard, Mangin, Reiner, Mayor Kuhl

NOES: None

ABSTAIN: None

ABSENT: None

Mayor Kuhl read Resolution #19-23 by title.

Mr. Purcell explained that the proposed resolution authorizes the Mayor and Clerk to execute developer's agreements, easements, deed restrictions and other post land-use compliance documents and eliminates the need for authorization by individual resolutions of the Township Committee.

Mayor Kuhl asked for a motion to adopt Resolution #19-23.

Motion by Gilbert, seconded by Hazard

ROLL CALL VOTE:

AYES: Gilbert, Hazard, Mangin, Reiner, Mayor Kuhl

NOES: None

ABSTAIN: None

ABSENT: None

RESOLUTION #19-23

**A RESOLUTION AUTHORIZING THE MAYOR AND TOWNSHIP CLERK
TO EXECUTE DEVELOPER'S AGREEMENTS AND POST LAND-USE
APPROVAL COMPLIANCE DOCUMENTS**

WHEREAS, often times the Planning Board or the Zoning Board of Adjustment of the Township of Raritan requires the execution of a developer's agreement and certain easements, restrictions, deeds of dedication and other documentation (hereinafter referred to as "documents") by the applicant for the development of land; and

WHEREAS, the Township Attorney and the Planning Board Attorney have jointly prepared and approved a form developer's agreement and the Township Attorney, the Planning Board Attorney and the Township of Raritan Engineering Department have approved the easements, restrictions, deeds and other documents to be utilized to fulfill the aforesaid resolution requirements before same are provided to the Mayor and Township Clerk for their execution; and

WHEREAS, the said agreements are generally ministerial and/or technical in nature and not concerned with policy; and

WHEREAS, the agreements, after completion, are to be reviewed in detail by the Township of Raritan Engineer, Planning Board Attorney or the Board of Adjustment Attorney and Township Attorney for compliance with the terms of the resolution of the approving Board; and

WHEREAS, the Mayor and Township Clerk execute the said agreements and documents for the purpose of satisfying recording requirements only; and

WHEREAS, there does not exist a requirement for individual resolutions of the Township Committee authorizing execution of the said developer's agreements and other documents, provided the Township Committee passes this resolution.

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Raritan as follows:

1. During the calendar year 2019, the Mayor and Township Clerk are hereby authorized to execute all developer's agreements and post-land use compliance documents required by the Planning Board and the Zoning Board of Adjustment after a request to do so by the Board requiring the same and also after approval of the agreements and documents by the Board Attorney, the Township Attorney and Township of Raritan Engineering Department.

2. In the event the Mayor believes that any portion of a developer's agreement or document should be viewed by the entire Township Committee before execution of the same, the Mayor is directed to discuss the agreement with the committee at large before such execution.

Mayor Kuhl read Resolution #19-24 by title.

Mayor Kuhl asked for a motion to adopt Resolution #19-24.

Motion by Gilbert, seconded by Reiner

ROLL CALL VOTE:

AYES: Gilbert, Hazard, Mangin, Reiner, Mayor Kuhl

NOES: None

ABSTAIN: None

ABSENT: None

RESOLUTION #19-24

A RESOLUTION APPROVING EXTENSION OF MUNICIPAL MANAGEMENT SOFTWARE CONTRACT WITH SPATIAL DATA LOGIC (SDL)

WHEREAS, the Township of Raritan has an existing contract for purchase and licensing of Municipal Management System Software to manage the Construction, Fire Inspection, Planning/Zoning/Engineering, Tax Assessor, Clerk and Administration Departments; and

WHEREAS, the award of contract by Resolution #17-73 allows for two (2) one-year extensions; and

WHEREAS, there remains an option to extend the contract for one (1) additional year; and

WHEREAS, the Township Administrator recommends that the contract be extended for one (1) year; and

WHEREAS, the Township Committee of the Township of Raritan wishes to extend the contract for purchasing and licensing Municipal Management System Software through Spatial Data Logic (SDL); and

WHEREAS, Spatial Data Logic Municipal Management Software qualifies to be purchased and licensed using State Bid Contract #A89851, from SHI International Corporation, Kevin Gordon, Account Executive, 300 Davidson Drive, Somerset, New Jersey 08873, at a cost of \$ 31,500.00; and

WHEREAS, the Chief Financial Officer has certified that funds are available through Certificate of Availability of Funds #19-1.

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 for the purchase and licensing of Spatial Data Logic Municipal Management Software, under State Bid Contract #A89851 from SHI Corporation, Somerset, New Jersey at a cost of \$31,500.00 for a contract period of one-year, to commence upon the date of the expiration of the existing contract is hereby authorized.

Mayor Kuhl read Resolution #19-26 by title.

Mr. Hutchins advised of one amendment to the proposed resolution that the expiration date of the term read "January 31, 2024."

Mayor Kuhl asked for a motion to adopt Resolution #19-26 as amended.
Motion by Mangin, seconded by Reiner

ROLL CALL VOTE:

AYES: Gilbert, Mangin, Reiner, Mayor Kuhl

NOES: None

ABSTAIN: Hazard

ABSENT: None

RESOLUTION #19-26

**A RESOLUTION AUTHORIZING THE APPOINTMENT OF GARY HAZARD
AS RTMUA COMMISSIONER EFFECTIVE FEBRUARY 1, 2019**

WHEREAS, a vacancy for a Commissioner on the Raritan Township Municipal Utilities Authority (the "RTMUA") will exist as of February 1, 2019; and

WHEREAS, the Raritan Township Committee desires to fill this vacancy within the RTMUA.

NOW, THEREFORE BE IT RESOLVED, by the Mayor and Township Committee of the Township of Raritan, County of Hunterdon, State of New Jersey, that Gary Hazard is hereby appointed as follows:

Commissioner
Effective February 1, 2019 – January 31, 2024

Mayor Kuhl read Resolution #19-27 by title.

Mayor Kuhl asked for a motion to adopt Resolution #19-27.

Motion by Hazard, seconded by Gilbert

ROLL CALL VOTE:

AYES: Gilbert, Hazard, Mangin, Reiner, Mayor Kuhl

NOES: None

ABSTAIN: None

ABSENT: None

RESOLUTION #19-27

**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 Township Committee has established a Personnel Policies and Procedures Manual (the "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 Section 6.6 Personal Appearance, be amended to add Appendix A-6 Clothing Allowance Reimbursement Procedure and Items Eligible for Reimbursement; and

WHEREAS, the Township Committee wishes to amend Section 6.6. Personal Appearance.

NOW, THEREFORE, BE IT RESOLVED, by the Mayor and Township Committee of the Township of Raritan, County of Hunterdon, State of New Jersey that Section 6.6. Personal Appearance, of the Township of Raritan Personnel Policies and Procedures Manual, be amended as follows and attached hereto:

Section 6.6. Personal Appearance

Employees who are provided uniforms, clothing allowance or reimbursement for clothing by the Township should present themselves in an appropriate manner.

Please see Appendix A-6 for List of Items Eligible for Reimbursement and Reimbursement Procedure

APPENDIX A-6

TOWNSHIP OF RARITAN

CLOTHING ALLOWANCE REIMBURSEMENT POLICY/ ITEMS ELIGIBLE FOR REIMBURSEMENT

Reimbursement Procedure:

- 1) Employee must submit receipts which describe the clothing purchased to the Department Head. If employee is a Department Head then request will be sent directly to the Administrator/designee for approval.
- 2) The Department head shall review and approve based on the policy and submit to the Administrator/designee for approval.

- 3) Upon approval by the Administrator/designee, the Department head shall submit a requisition through the Township purchasing system.

Item/description (All items must be appropriate for the employee's job requirements for the position as determined by the Administrator/ Designee)

Shirts
Pants
Rain gear
Shoes
Boots
Coat/Jacket/Sweatshirt
Work gloves
Coveralls/Overalls
Hats
Personal Protective Equipment

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.

At this time, Mayor Kuhl advised that Resolution #19-29 was removed from the Consent Agenda and acted upon earlier in the meeting agenda, as interested parties were in attendance.

Mayor Kuhl asked for a motion to approve the Consent Agenda as amended.

Motion by Reiner, seconded by Hazard

ROLL CALL VOTE:

AYES: Gilbert, Hazard, Mangin, Reiner, Mayor Kuhl

NOES: None

ABSTAIN: None

ABSENT: None

RESOLUTION #19-28

A RESOLUTION PROCLAIMING JANUARY AS NATIONAL RADON AWARENESS MONTH

WHEREAS, radon is a naturally occurring radioactive gas that is the second leading cause of lung cancer, causing as many as 500 lung cancer deaths annually in New Jersey; and

WHEREAS, elevated radon levels are found in many homes and pose a serious health threat to families residing in these homes; and

WHEREAS, any home may have high levels of radon – even if neighboring homes do not;
and

WHEREAS, radon testing is easy and inexpensive – and elevated levels of radon can be effectively reduced at the cost of a typical home repair; and

WHEREAS, a significant number of homes in the Township of Raritan may have elevated levels of radon; and

WHEREAS, the New Jersey Department of Environmental Protection and the United States Environmental Protection Agency are collaborating during the month of January to promote the need for radon testing in an effort to protect lives of New Jersey residents; and

WHEREAS, if all New Jersey homes with concentrations at or above 4 pCi/L were mitigated, about 83 lives could be saved this year.

NOW, THEREFORE BE IT RESOLVED, that the Mayor and Township Committee of the Township of Raritan, County of Hunterdon, State of New Jersey hereby proclaim the month of January 2019 as

RADON ACTION MONTH

and call upon all residents who have not yet tested their homes for radon and to reduce radon levels if elevated levels are found to protect their families from the serious health risk of radon.

RESOLUTION #19-30

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

WHEREAS, on December 17, 2018, Juan Calix, who resides at 331 Highway 31, Block 8, Lot 14, 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 November 30, 2018; and

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

WHEREAS, the Township Tax Collector has recommended a partial refund of fourth quarter 2018 taxes in the amount of \$346.85.

NOW, THEREFORE BE IT RESOLVED, by the Mayor and Township Committee of the Township of Raritan, County of Hunterdon, State of New Jersey that property tax exemption is granted effective December 17, 2018 and a refund in the amount of \$346.85 for a portion of fourth quarter 2018 property taxes is hereby granted to Juan Calix.

RESOLUTION #19-32

**A RESOLUTION AUTHORIZING THE CANCELLATION OF
FIRST & SECOND QUARTER 2019 TAXES DUE TO
100% DISABLED VETERAN EXEMPTION**

WHEREAS, N.J.S.A. 54:4-3.30 *et. seq.* provides for one-hundred percent (100%) disabled veterans and their spouses to be exempt from property taxes on their principal residences; and

WHEREAS, the property owners listed below have received such designation by the U.S. Veterans Administration and have subsequently applied and been approved for such exemption from the Township of Raritan Tax Assessor; and

WHEREAS, this designation can result in the overpayment of property taxes and require the cancellation of future tax payments; and

WHEREAS, the Township Tax Collector, as a result of recently approved one-hundred percent (100%) disabled veteran status, recommends the cancellation of the first and second quarter 2019 tax payments as listed.

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 first and second quarter 2019 taxes be cancelled due to one-hundred percent (100%) disabled veteran exemption.

<u>Taxpayer</u>	<u>Qtr.</u>	<u>Amount</u>	<u>Block</u>	<u>Lot</u>
Juan Calix (331 Highway 31)	1 st	\$2,091.17	8	14
	2 nd	\$2,091.16		
Danny Jaghab (12 Claridge Lane)	1 st	\$5,007.73	79.09	25
	2 nd	\$5,007.72		
Theodore Landers (35 Phipps Court)	1 st	\$1,968.01	71.20	37
	2 nd	\$1,968.01		
Jose Pacheco (10 Red Robin Way)	1 st	\$4,051.09	8	8.26
	2 nd	\$4,051.08		
Irving Smith (4 Old Field Court)	1 st	\$4,949.88	63.11	4
	2 nd	\$4,949.87		

RESOLUTION #19-33

**A RESOLUTION AUTHORIZING \$250 TAX REFUND
DUE TO VETERAN DEDUCTION**

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

WHEREAS, there exists an overpayment of taxes paid to the Tax Collector of the Township of Raritan.

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 receive a refund in the amount specified.

<u>Taxpayer</u>	<u>Amount</u>	<u>Block</u>	<u>Lot</u>
Mark Stipanovic (118 Copper Hill Rd)	\$250.00	84	23

RESOLUTION #19-35

**A RESOLUTION AUTHORIZING THE RETURN OF DEVELOPER'S ESCROW
(DARREN HERRLING)**

WHEREAS, Darren Herrling has requested the return of a Developer's Escrow; and

WHEREAS, Kristi Gano, Payroll/HR Coordinator, has submitted a memo dated January 8, 2019 and recommended the return of the following Developer's Escrow:

Darren Herrling	\$600.00
-----------------	----------

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 Developer's Escrow in the amount of \$600.00 posted by Darren Herrling is hereby refunded.

RESOLUTION #19-36

**A RESOLUTION AUTHORIZING THE RELEASE OF CASH PERFORMANCE
GUARANTEE (HUNTERDON DIGESTIVE HEALTH SPECIALISTS)**

WHEREAS, Hunterdon Digestive Health Specialists posted a cash performance guarantee May 8, 2018 in the amount of \$5,462.53; and

WHEREAS, Hunterdon Digestive Health Specialists has requested the return of the cash performance guarantee; and

WHEREAS, Township Engineer, Antoine Hajjar, has performed a site inspection and recommends the release of the cash performance guarantee in the amount of \$5,462.53 plus any accrued interest.

NOW, THEREFORE, BE IT RESOLVED, by the Mayor and Township Committee of the Township of Raritan, County of Hunterdon, State of New Jersey, that the cash performance guarantee posted by Hunterdon Digestive Health Specialist in the amount of \$5,462.53 plus any accrued interest is hereby returned.

PRIVILEGE OF THE FLOOR

The following members of the public spoke during public comment:

Sharon Winnick, a resident of 20 Monsey Road, inquired about the status of the Dayton Road property.

Barbara Sachau, a resident of 2 Glenway Drive, expressed concern and dissatisfaction for the number of Township employees in attendance at the recent Wildlife Management Advisory Committee meeting as well as the lack of representation on the committee by those who care about animals in the Township; inquired as to the status of the Comcast Franchise renewal; suggested the preservation of organic farms; inquired as to the size of the NJDOT parcels discussed earlier in the meeting agenda and expressed support for same for affordable housing.

During Public Comment, Mayor Kuhl advised that the Township is still awaiting a response from the NJDEP Green Acres regarding the Dayton Road property. Mr. Purcell commented that at the time of the meeting, Green Acres still had not yet approved the removal of the Dayton Road parcel from the Township's Recreation and Open Space Inventory (ROSI). He continued that the matter had to go before a different state agency for review as it concerns the Township's affordable housing. Mayor Kuhl added that approval of the Master Plan is pending Green Acre's ruling as well.

Mr. Purcell also provided an update on the status of the Comcast Franchise renewal advising that the Township's report had been filed with the Office of Cable Television and is awaiting a response.

Mr. Hutchins added that the NJDOT parcels are approximately eight or nine acres. Committee Member Hazard commented that the area is zoned commercial with power lines running through it.

Closed session #2 reconvened at 8:01 p.m.

CLOSED SESSION MINUTES #2 WILL BE DONE IN A SEPARATE DOCUMENT

Regular session reconvened at 8:15 p.m.

ADJOURNMENT

Mayor Kuhl asked for a motion to adjourn.
Motion by Mangin, seconded by Reiner
MOTION UNANIMOUSLY CARRIED

Meeting adjourned at 8:15 p.m.

Respectfully submitted,

Lisa Fania, RMC
Township Clerk

**RARITAN TOWNSHIP COMMITTEE SPECIAL MEETING
RARITAN TOWNSHIP MUNICIPAL BUILDING
TUESDAY, JANUARY 15, 2019**

MEETING CALLED: Mayor Kuhl called the special meeting to order at 5:30 p.m.

ROLL CALL: The following were present: Mayor, Jeff Kuhl; Deputy Mayor, Louis Reiner (arrived at 5:49 p.m.); Comm. Karen Gilbert; Comm. Gary Hazard; Comm. Michael Mangin

ALSO PRESENT: Administrator, Don Hutchins; Municipal Clerk, Lisa Fania; Acting Police Chief Al Payne; Township Engineer, Antoine Hajjar; Public Works Superintendent, Brion Fleming

MEETING NOTICED: Mayor Kuhl advised that the meeting was noticed in accordance with the Open Public Meetings Act, Chapter 231, P.L. 1975 January 10, 2019 to the Courier News, Hunterdon County Democrat, Star Ledger, TapInto, Express Times and was posted on the municipal bulletin board and the Township website.

2019 BUDGET DISCUSSION

Administrator, Don Hutchins, explained that tonight's discussion is to review the 2019 Operating budget requests for the Public Works, Planning/Zoning/Engineering and Police departments. Mr. Hutchins reported that the proposed budget has been reviewed by Chief Financial Officer, Bill Pandos, and the Finance Committee comprised of Committee Member Mangin and Mayor Kuhl.

Department of Public Works

Brion Fleming, Superintendent of Public Works, reviewed the following 2019 budget request:

*three new full-time hires

Mr. Fleming explained duties of the Department and the impact of a reduced workforce in meeting state mandates including:

- *Sweeping - required to sweep every road in the Township and commercial roads once a month
- *Inlets – inspect approximately 5,500 and clean as needed
- *Leaves – required to pick up within seven to ten days (previously had seven leafers on the road; currently have five at best)
- *Parks – down to three employees from five; two mow all year; one field striping
- *Snow Plowing – down to twenty employees from twenty-five; younger, inexperienced workforce

Mr. Fleming proposed the elimination of two vacant permanent part-time positions due to one promotion and one resignation. He continued to explain that there is always someone or multiple employees out on any given day resulting in the need to constantly pull from somewhere else jeopardizing the completion of other projects such as pothole patching.

During the discussion, Committee Members inquired as to the status of road projects; the number of permanent part-time employees; base pay of employees, and the consequence, if any, to the Township in not meeting state mandates.

Mr. Fleming advised that oil and chip and reclamation for Laurelton Trail is proposed in this year's budget; that there are five seasonal part-time employees; one permanent part-time employee at Recycling and two vacant permanent part-time positions; that the base pay is \$42,500; and that the Township is required to meet stormwater requirements by law. Township Engineer, Tony Hajjar, explained that the Township is issued a New Jersey Department of Environmental Protection (NJDEP) permit for the discharge of water into the streams and has to meet certain conditions to retain that permit.

Engineering/Planning/Zoning

Mr. Hutchins explained that salary and wages in the Engineering Department is down; and that O/E is up due to office equipment and training programs.

Mr. Hajjar advised of a request for a part-time employee in the Zoning Department.

During the discussion, Committee Members raised questions and concerns regarding the increase in data processing; salary for proposed new part-time employee; and the status of project workload.

Mr. Hutchins explained that the salary for a new part-time employee would be \$15,000, likely offset by escrow, however, worst case scenario cost to the Township, \$10,000. Mr. Hajjar explained that the request for additional staffing is due to the need to digitize documents into the SDL program which will reduce time spent on fulfilling OPRA requests. He continued that it can take the Planning/Zoning Board secretary up to one and a half to two days to fulfill such requests due to copying and scanning of the requested records. Mr. Hajjar advised that SDL had quoted \$250,000-\$300,000 to digitize just the files in the cabinets in the Department; not in the attic. Deputy Mayor Reiner suggested a volunteer, a retired person. Mr. Hajjar responded that the Department already utilizes a volunteer once a week for filing and limited administrative tasks but the digitizing process requires computer skills.

Mr. Hajjar continued to explain that the increase in data processing is due to the renewal of three autocad and two surveying licenses and software subscriptions.

Mr. Hajjar advised that workload is slow in the Planning Department but that there is a lot going on for the Board of Adjustment.

Police Department

Acting Police Chief, Al Payne, reviewed the following 2019 budget requests:

- *Two (2) new vehicles**
- *Increase in Uniform budget
- *False Alarm tracking software
- *Alcotest system
- *Fingerprint machine

**Chief Payne explained that his original budget request included three (3) new vehicles but he has since reduced the quantity to two (2), therefore a \$22,000 reduction.

Chief Payne continued that Federal and State grant funding for vests is lagging behind. He advised that the Township will eventually receive the funds but that he included an additional \$6,000-\$7,000 the 2019 budget request.

Chief Payne informed Committee Members of the request for new software for the tracking and billing of residential and commercial false alarms. Chief Payne informed Committee Members that it has been about four (4) years since the Department has billed for such resulting in approximately \$20,000-\$30,000 of lost revenue. He advised that the cost of the software is \$8,500.

Chief Payne also advised that the State will be changing the Alcotest (breathalyzer system) but has not yet approved a system. He continued that the Department will have to update its system at some point at a cost of about \$23,000.00.

Chief Payne further advised of the need for a new fingerprinting machine. Mr. Hutchins responded that the item can be purchased through the reappropriation of funds from existing bond ordinances.

During the discussion, Committee Members raised questions and concerns regarding the increase in the uniform budget; vendor used for purchasing uniforms; and the possibility of on-line purchasing of uniforms.

Chief Payne advised that the Department purchases uniforms from Samzie's in Ewing but is pursuing using the Flemington Department Store (FDS). Chief Payne continued to explain that the FDS cannot provide the vests. Chief Payne also advised that the purchase of uniforms must be through a state contract so on-line is not an option.

Regarding the replacement of the Alcotest system, Mr. Hutchins advised that this will be revisited sometime in October of this year and possibly purchased through the reappropriation of unused funds as well.

Mr. Hutchins provided an overview of the 2019 budget assumptions that included the following:

- *\$3.9 million in surplus
- *Decrease in revenue of \$352,000
- *Total deficit at \$1,194,673
- *Capital requests at \$3.7 million
- *Accumulated sick leave at \$50,000
- *Two police vehicles
- *Police alarm tracking software at \$8,500
- *Tax deficit at \$140,000
- *.57 tax increase
- *State Aid flat

Mr. Hutchins explained that revenue is down only \$352,000 because the Township received an increase in revenue of approximately \$93,000-\$94,000 from the Fire Marshal's office. He continued that the Department is now receiving State funds because "they are fully certified and everything is being done the way it is supposed to."

Committee Member Gilbert inquired as to the decrease in revenue. Mr. Hutchins explained, "we took \$400,000 last year from Capital Fund balance and that revenue is not there so we have to make that up."

Mr. Hutchins continued, "so we are turning in about \$400,000 in surplus. I asked the Auditor if we could transfer that surplus to the following trust funds – snow, recycling and healthcare and reduce our current budget by those exact same amounts. He said that was a fantastic idea."

Mr. Hutchins informed the Committee that Fire Marshal, Dennis Concannon, had requested making the part-time employee in the Department full-time and a new vehicle. Mr. Hutchins continued that the requests were not feasible with this year's budget but will revisit next year based on the Department's revenue. Mr. Hutchins advised that Mr. Concannon was fine with that.

Committee Member Mangin commented that the .57 percent tax increase is about \$26.00. Mr. Hutchins commented, "one percent would be \$50.00 per the average assessed home. You might as well take advantage of the reduction in the open space tax even if you are at .99% you are going to end up at .97%."

It was the consensus of Committee Members to review the proposed 2019 municipal budget and submit questions directly to Mr. Hutchins. All concurred next meeting will be February 5, 2019 at 5:30 to discuss the Capital Budget.

Mr. Hutchins added that he had emailed both the Fire Department and Rescue Squad advising them that they do not need to be in attendance at the February 5 meeting unless they have additional requests. Mr. Hutchins continued that the Fire Department is requesting a new fire truck; and that he had not heard from the Rescue Squad but the usual is \$36,000.

PRIVILEGE OF THE FLOOR

There was no public comment.

ADJOURNMENT

Mayor Kuhl asked for a motion to adjourn the meeting.
Motion by Gilbert, seconded by Reiner
MOTION UNANIMOUSLY CARRIED

Meeting adjourned at 6:39 p.m.

Respectfully submitted,

Lisa Fania, RMC
Township Clerk

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

RESOLUTION #19-42

**A RESOLUTION AUTHORIZING THE SOLICITATION OF PUBLIC BIDS FOR
LICENSE OF ARCHERY HUNTING ON CERTAIN TOWNSHIP PROPERTIES**

WHEREAS, the Township Committee of the Township of Raritan has determined that the over-population of whitetail deer that exists within the Township is a threat to the health, safety and welfare of its residents; and

WHEREAS, the Township Committee of the Township of Raritan has determined that the over-population of whitetail deer that exists in the Township is causing the degradation of the local environment; and

WHEREAS, the present archery hunting program has proven to be effective in reducing the over-population of whitetail deer, the threat to the health and safety of its residents and the degradation of the local environment; and

WHEREAS, the Wildlife Management Advisory Committee has recommended that the Township continue to allow archery hunting on certain properties; and

WHEREAS, the Township Committee of the Township of Raritan wishes to reduce the population of whitetail deer through the continuance of the archery hunting program as proposed by the Wildlife Management Advisory Committee; and

WHEREAS, the Township Committee proposes to allow the continuance of the archery hunting program by public bid on the following public lands:

NESHANIC PRESERVE, BLOCK 43, LOTS 20, 24, AND 46 AND BLOCK 59, LOTS 5
AND 8.01
PLUM BROOK PRESERVE, BLOCK 43, LOTS 3 AND 4
ERICH/SALAMON BROOK PRESERVE, BLOCK 85, LOT 15.01
URBACH FARM PRESERVE, BLOCK 7, LOT 13
CHERRYVILLE HOLLOW ROAD PRESERVE, BLOCK 6.13, LOT 51
WALNUT BROOK PRESERVE (BARTON), BLOCK 13, LOT 7
WALNUT BROOK PRESERVE (LEVICO), BLOCK 25, LOT 1
BUSHKILL BROOK PRESERVE, BLOCK 15, LOT 59
THOMASON PRESERVE, BLOCK 63, LOT 41
DAYTON ROAD PRESERVE, BLOCK 63.14, LOT 23

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 hereby authorizes the solicitation of public bids for a license to allow archery deer hunting rights on the properties identified herein, pursuant to certain conditions, as follows:

1. The Township will award one (1) license, subject to Green Acres approval, for each of the following properties, with minimum bids per year set as follows:
 - A. Neshanic Preserve (Block 43, Lots 20, 24 & 46 and Block 59, Lots 5 & 8.01) – Minimum bid-lump sum \$3,140.00 per year
 - B. Plum Brook Preserve (Block 43, Lots 3 & 4) – Minimum bid-lump sum \$1,500.00 per year
 - C. Erich/Salamon Brook Preserve (Block 85, Lot 15.01) - Minimum bid-lump sum \$1,960.00 per year
 - D. Urbach Farm Preserve (Block 7, Lot 13) - Minimum bid-lump sum \$2,100.00 per year
 - E. Cherryville Hollow Road Preserve (Block 6.13, Lot 51) - Minimum bid-lump sum \$90.00 per year
 - F. Walnut Brook Preserve (Barton) (Block 13, Lot 7) - Minimum bid-lump sum \$225.00 per year
 - G. Walnut Brook Preserve (Levico) (Block 25, Lot 1) - Minimum bid-lump sum \$228.50 per year
 - H. Bushkill Brook Preserve (Block 15, Lot 59) - Minimum bid-lump sum \$75.00 per year
 - I. Thomason Preserve (Block 63, Lot 41) - Minimum bid-lump sum \$125.00 per year
 - J. Dayton Road Preserve (Block 63.14, Lot 23) - Minimum bid-lump sum \$98.00 per year
2. The award of a license, subject to the approval of the New Jersey Department of Environmental Protection, shall be awarded to the highest responsible bidder for each property.
3. Bidders must comply with all applicable State laws, regulations, including all applicable Green Acres regulations, and municipal ordinances, as well as all bid specifications.

ATTEST:

**TOWNSHIP COMMITTEE OF THE
TOWNSHIP OF RARITAN**

Lisa Fania, RMC
Township Clerk

Jeff Kuhl
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 5, 2019.

Lisa Fania, RMC
Township Clerk

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

RESOLUTION #19-43

**A RESOLUTION AUTHORIZING THE APPOINTMENT OF
MUNICIPAL PUBLIC DEFENDER AND FIRM**

WHEREAS, the Township Code, Chapter 2.64 Pursuant to P.L. 1997 c.256 of the Township of Raritan stipulates that the Township Committee of the Township of Raritan shall appoint a Municipal Public Defender whose duty is to represent eligible, indigent defendants charged in a Court with a crime as specified in N.J.S.A. 2B:12-18 or if in the opinion of the Court there is a likelihood that the defendant, if convicted of any other offense, will be subject to imprisonment or other consequence of magnitude; and

WHEREAS, the Township Committee of the Township of Raritan has advertised a Request for Qualifications for Municipal Public Defender; and

WHEREAS, the Township Administrator has reviewed proposals and interviewed prospective candidates; and

WHEREAS, the Township Administrator has recommended that Jennifer Toth, Esq. and the firm of Winegar, Wilhelm, Glynn and Roemersma, 305 Roseberry Street, Phillipsburg, New Jersey, 08865 be appointed as Public Defender; and

WHEREAS, the Township Committee has reviewed the Administrator's recommendation and proposal submitted by Jennifer Toth, Esq. and Winegar, Wilhelm, Glynn and Roemersma and wishes to appoint Jennifer Toth, Esq. and the firm of Winegar, Wilhelm, Glynn and Roemersma as Municipal Public Defender.

NOW, THEREFORE BE IT RESOLVED, by the Mayor and Township Committee of the Township of Raritan, County of Hunterdon, State of New Jersey that Jennifer Toth, Esquire and the firm of Winegar, Wilhelm, Glynn and Roemersma, 305 Roseberry Street, Phillipsburg, New Jersey, 08865 is hereby appointed as Municipal Public Defender effective immediately and terminating on December 31, 2019.

BE IT FURTHER RESOLVED, that compensation shall be \$175.00 per case.

ATTEST:

**TOWNSHIP COMMITTEE OF THE
TOWNSHIP OF RARITAN**

Lisa Fania, RMC
Township Clerk

Jeff Kuhl
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 5, 2019.

Lisa Fania, RMC
Township Clerk

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

RESOLUTION #19-44

**A RESOLUTION AUTHORIZING THE APPOINTMENT OF A
MUNICIPAL PROSECUTOR AND FIRM**

WHEREAS, in order to effectuate the proper operation of the Raritan Township Municipal Court, it is necessary to have a Municipal Prosecutor appointed; and

WHEREAS, the Township Committee of the Township of Raritan has advertised a Request for Qualifications for Municipal Prosecutor; and

WHEREAS, the Township Committee has reviewed the qualifications and conducted interviews with prospective candidates; and

WHEREAS, the Township Committee has selected Michael P. O'Grodnick, Esq. and the Firm of Savo, Schalk, Gillespie, O'Grodnick and Fisher, P.A. of 77 North Bridge Street, Somerville, New Jersey 08876 as Municipal Prosecutor for the Township of Raritan.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Township Committee of the Township of Raritan, County of Hunterdon, State of New Jersey that Michael O'Grodnick, Esq., and the firm Savo, Schalk, Gillespie, O'Grodnick and Fisher, 77 North Bridge Street, Somerville, New Jersey 08876 is hereby appointed as Municipal Prosecutor effective immediately and terminating on December 31, 2019.

BE IT FURTHER RESOLVED THAT,

- 1) Compensation shall be \$813.34 per session, for the thirty-six (36) regular Court Sessions scheduled per calendar year.
- 2) Additional Court Sessions shall be compensated at an hourly rate of \$155.00 for attendance at and for preparation for such additional Court Sessions.

ATTEST:

**TOWNSHIP COMMITTEE OF THE
TOWNSHIP OF RARITAN**

Lisa Fania, RMC
Township Clerk

Jeff Kuhl
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 5, 2019.

Lisa Fania, RMC
Township Clerk

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

RESOLUTION #19-45

**A RESOLUTION AUTHORIZING THE APPOINTMENT OF A
MUNICIPAL CONFLICT PROSECUTOR**

WHEREAS, in order to effectuate the proper operation of the Raritan Township Municipal Court, it is necessary to have a Municipal Conflict Prosecutor appointed; and

WHEREAS, the Township Committee of the Township of Raritan has advertised a Request for Qualifications for Municipal Prosecutor; and

WHEREAS, the Township Committee has reviewed the qualifications and conducted interviews with prospective candidates; and

WHEREAS, the Township Committee has selected Erik C. Peterson, Esq. as Municipal Conflict Prosecutor for the Township of Raritan.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Township Committee of the Township of Raritan, County of Hunterdon, State of New Jersey that Erik C. Peterson Esq., 49-51, Suite 2, Main Street, Clinton, New Jersey 08809 is hereby appointed as Municipal Conflict Prosecutor effective immediately and terminating on December 31, 2019.

BE IT FURTHER RESOLVED THAT,

- 1) Compensation shall be \$813.34 per session.

ATTEST:

**TOWNSHIP COMMITTEE OF THE
TOWNSHIP OF RARITAN**

Lisa Fania, RMC
Township Clerk

Jeff Kuhl
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 5, 2019.

Lisa Fania, RMC
Township Clerk

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

RESOLUTION #19-46

**A RESOLUTION AUTHORIZING THE DESIGNATION OF A
MUNICIPAL HUMANE LAW ENFORCEMENT OFFICER**

WHEREAS, an application for designation as a municipal humane law enforcement officer shall be submitted by the governing body of a municipality to the chief law enforcement officer of the municipality, Chief of Police, Alfred C. Payne III, as per P.L. 2017, Chapter 331, Section 25 and 26; and

WHEREAS, upon receipt of the application, the chief law enforcement officer of the municipality shall examine the character, competency and fitness of the applicant for the position, including initiating a criminal background check; and

WHEREAS, Corporal Brian Sutherland will be appointed the Municipal Humane Law Enforcement Officer title subject to successful completion of the background check and the approval of the chief law enforcement officer.

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 Corporal Brian Sutherland be appointed the Municipal Humane Law Enforcement Officer subject to successful completion of a background check and approval by the chief law enforcement officer, Chief of Police, Alfred C. Payne III.

ATTEST:

**TOWNSHIP COMMITTEE OF THE
TOWNSHIP OF RARITAN**

Lisa Fania, RMC
Township Clerk

Jeff Kuhl
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 5, 2019.

Lisa Fania, RMC
Township Clerk

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

RESOLUTION #19-47

**A RESOLUTION AUTHORIZING GREEN TEAM MEMBERSHIP
ON THE HUNTERDON COUNTY CREATIVE TEAM**

WHEREAS, the Township Committee of the Township of Raritan has authorized no less than one (1) Green Team member to be a part of the Hunterdon Creative Team — a county-wide Creative Initiative in the Sustainable Jersey™ program which seeks to create connections between a variety of Creatives — painters, writers, actors, musicians, craft people etc., within our community; and

WHEREAS, the Creative Team hopes to provide a vehicle for Hunterdon County to nurture and enhance our cultural profile; and

WHEREAS, we will enrich our individual neighborhoods and connect the various municipalities throughout Hunterdon County with a broader vision toward the integration of the Arts into our community; and

WHEREAS, the Township Committee of the Township of Raritan agrees that Creative Initiatives are supported by the Township.

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 of Raritan is hereby a member of the Hunterdon Creative Team and that the Township of Raritan Green Team shall provide no less than one active liaison to the Hunterdon County Creative Team and provide volunteer support and access to grant opportunities to the Hunterdon Art Tour.

ATTEST:

**TOWNSHIP COMMITTEE OF THE
TOWNSHIP OF RARITAN**

Lisa Fania, RMC
Township Clerk

Jeff Kuhl
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 5, 2019.

Lisa Fania, RMC
Township Clerk

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

RESOLUTION #19-50

**A RESOLUTION AUTHORIZING THE APPLICATION FOR NEW JERSEY
DEPARTMENT OF ENVIRONMENTAL PROTECTION
“IT PAY\$ TO PLUG IN” GRANT PROGRAM**

WHEREAS, the Raritan Township Committee desires to promote the utilization of electric vehicles for Township use, Township employee use and public use in order to reduce air pollution, reduce the risk of pollution from gasoline spills, promote public health, save money on Township vehicle energy use and benefit Township employees and the public; and

WHEREAS, the New Jersey Department of Environmental Protection (NJDEP) is offering grants to public entities to reimburse one-hundred percent (100%) of the cost of purchasing and installing electric vehicle charging stations up to a maximum of \$5,000.00 for a single Level 2 charger; and

WHEREAS, the NJDEP It Pay\$ to Plug In grant program is designed to expand New Jersey’s growing network of electric vehicle infrastructure, allowing residents, businesses and government agencies to purchase and drive electric vehicles; and

WHEREAS, electric vehicles dramatically reduce vehicle emissions and improve air quality for everyone.

NOW, THEREFORE, BE IT RESOLVED that the Mayor and Township Committee of the Township of Raritan, County of Hunterdon, State of New Jersey authorizes the preparation and submission of application to the NJDEP “IT PAY\$ TO PLUG IN” electric vehicle charging grant program that will be available for use by the public, Township employees and the Township.

BE IT FURTHER RESOLVED, that the following locations and types of charging stations will be considered for installation:

1. Four (4) Single Port Chargers at the Raritan Township Municipal Building
2. Two (2) Single Port Chargers at Raritan Township Mine Brook Park
3. Two (2) Single Port Chargers at Raritan Township Lenape Park

BE IT FURTHER RESOLVED, that the final number of charging stations and locations will be determined by the amount of the grant received.

ATTEST:

**TOWNSHIP COMMITTEE OF THE
TOWNSHIP OF RARITAN**

Lisa Fania, RMC
Township Clerk

Jeff Kuhl
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 5, 2019.

Lisa Fania, RMC
Township Clerk

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

RESOLUTION #19-51

**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 pleaded guilty and agreed to continue to clean up and remediate the Property so that it would be placed into compliance with the Revised General Ordinances of the Township of Raritan; and

WHEREAS, the Township acknowledges that Mr. Strawser has taken substantial steps towards remediating the Property but that more work remains; and

WHEREAS, the Township is willing to give Mr. Strawser until September 1, 2019 to finish remediating the Property; and

WHEREAS, the Township is desirous of entering into an agreement with Mr. Strawser to ensure that the Property is properly cleaned and remediated by September 1, 2019; and

WHEREAS, Mr. Strawser passed away on January 6, 2019 thus necessitating that the administrator of Mr. Strawser's estate enter into this agreement with the Township; and

WHEREAS, pursuant to an order of the Hunterdon County Surrogate Court, dated January 25, 2019 (Docket No. 51541), Ms. Alice L. Strawser is the administrator of Mr. Strawser's estate.

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 following:

1. The Mayor shall execute two (2) copies of the agreement, attached hereto as Exhibit "A," on behalf of the Township.
2. The Township Clerk shall transmit both copies of the agreement to John W. Thatcher, Esq. with a request that Alice L. Strawser execute same and transmit one (1) copy back to the Township.

ATTEST:

**TOWNSHIP COMMITTEE OF THE
TOWNSHIP OF RARITAN**

Lisa Fania, RMC
Township Clerk

Jeff Kuhl
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 5, 2019.

Lisa Fania, RMC
Township Clerk

TOWNSHIP OF RARITAN CAPITAL BUDGET AMENDMENT

RESOLUTION # 19-53

Whereas, the local capital budget for the year 2018 was adopted on May 15, 2018; and
Whereas, it is desired to amend the capital budget section;
 Now, Therefore Be It Resolved, by a majority of the full membership of the Governing Body of the Township of Raritan, County of Hunterdon that the following capital budget amendment be made:

RECORDED VOTE: AYES (NAYS (

(Insert last name) (

ABSTAIN (

ABSENT (

Project Title	Project Number	Cost Estimate as Adopted	Cost Estimate as Amended	Funding as Amended		
				Capital Improvement Fund	Capital Surplus	Debt Authorized
reappropriated from:						
Ordinance #18-11 Acquisition of an SUV for the Police Department		\$ 20,799.42	\$ -		\$ -	
reappropriate to:						
Acquisition of an Idemia Finger Print Machine		\$ -	\$ 20,799.42			
Total - All Projects		\$ 20,799.42	\$ 20,799.42	\$ -	\$ -	\$ -

Be It Further Resolved, that one certified copy of this resolution be filed forthwith in the Office of the Director of Local Government Services, and one copy be forwarded to the Township Auditor and filed with the Chief Financial Officer.

It is hereby certified that this is a true copy of a resolution adopted by the Governing Body on the ____ day of ____, 2018.

 Date

 Lisa Fania
 Municipal Clerk

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

RESOLUTION #19-38

**A RESOLUTION AUTHORIZING THE TAX ASSESSOR TO ACT AS AGENT FOR
RARITAN TOWNSHIP FOR THE PURPOSE OF FILING AND SETTling TAX
APPEALS ON BEHALF OF THE TAXING DISTRICT FOR THE TAX YEAR 2019**

WHEREAS, the Tax Assessor is knowledgeable regarding the valuation and assessment of properties in Raritan Township; and

WHEREAS, the Tax Assessor has the statutory responsibility, pursuant to N.J.S.A. 54:4-23 to 36, to set assessments for properties within the Township of Raritan under the Local Property Tax Law, N.J.S.A. 54:4-1 *et seq*; and

WHEREAS, the Township Committee of the Township of Raritan deems the Tax Assessor to be responsible and acting in the best interest of the municipality.

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 Tax Assessor is hereby authorized to act as agent for the Taxing District without further Township Committee approval to

1. Determine when tax appeals, cross appeals, complaints and counter-claims should be filed on behalf of the Taxing District with regard to any property located in the Township of Raritan and accordingly direct the Township Tax Attorney to file such documents with either the County Tax Board or Tax Court of New Jersey, as deemed appropriate; and
2. Resolve and settle, with the consent of the Township Tax Attorney, tax appeals pending before the County Tax Board, Tax Court or Appellate Court for any tax year and authorize the Township Tax Attorney to formalize such settlements in the appropriate Courts and/or County Tax Board.

ATTEST:

**TOWNSHIP COMMITTEE OF THE
TOWNSHIP OF RARITAN**

Lisa Fania, RMC
Township Clerk

Jeff Kuhl
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 5, 2019.

Lisa Fania, RMC
Township Clerk

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

RESOLUTION #19-39

**A RESOLUTION AUTHORIZING THE RETURN OF DEVELOPER'S ESCROW
(NJR CLEAN ENERGY)**

WHEREAS, NJR Clean Energy has requested the return of a Developer's Escrow; and

WHEREAS, Kristi Gano, Payroll/HR Coordinator, has submitted a memo dated January 17, 2019 and recommended the return of the following Developer's Escrow:

NJR Clean Energy	SP-612-PF	\$1,464.38
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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 Developer's Escrow in the amount of \$1,464.38 posted by NJR Clean Energy is hereby refunded.

ATTEST:

**TOWNSHIP COMMITTEE OF THE
TOWNSHIP OF RARITAN**

Lisa Fania, RMC
Township Clerk

Jeff Kuhl
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 5, 2019.

Lisa Fania, RMC
Township Clerk

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

RESOLUTION #19-40

**A RESOLUTION AUTHORIZING THE RETURN OF INSPECTION ESCROW
(HAUCK PROPERTIES)**

WHEREAS, Hauck Properties has requested the return of an Inspection Escrow; and

WHEREAS, Kristi Gano, Payroll/HR Coordinator, has submitted a memo dated January 17, 2019 and recommended the return of the following Inspection Escrow:

Hauck Properties	SP-517-M	\$1,544.64
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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 Inspection Escrow in the amount of \$1,544.64 posted by Hauck Properties is hereby refunded.

ATTEST:

**TOWNSHIP COMMITTEE OF THE
TOWNSHIP OF RARITAN**

Lisa Fania, RMC
Township Clerk

Jeff Kuhl
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 5, 2019.

Lisa Fania, RMC
Township Clerk

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

RESOLUTION #19-41

**A RESOLUTION AUTHORIZING THE RETURN OF DEVELOPER'S ESCROW
(HAUCK PROPERTIES)**

WHEREAS, Hauck Properties has requested the return of a Developer's Escrow; and

WHEREAS, Kristi Gano, Payroll/HR Coordinator, has submitted a memo dated January 17, 2019 and recommended the return of the following Developer's Escrow:

Hauck Properties	SP-517-M	\$2,232.61
------------------	----------	------------

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 Developer's Escrow in the amount of \$2,232.61 posted by Hauck Properties is hereby refunded.

ATTEST:

**TOWNSHIP COMMITTEE OF THE
TOWNSHIP OF RARITAN**

Lisa Fania, RMC
Township Clerk

Jeff Kuhl
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 5, 2019.

Lisa Fania, RMC
Township Clerk

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

RESOLUTION #19-48

**A RESOLUTION APPROVING CONTRACT EXTENSION OF MANAGEMENT
AND ADMINISTRATION OF DATA PROCESSING SERVICES TO
LINK HIGH TECHNOLOGIES**

WHEREAS, the Township of Raritan has an existing contract for Management and Administration of Data Processing Services with Link High Technologies; and

WHEREAS, the award of contract by Resolution #18-43 allows for two (2), one-year extensions; and

WHEREAS, there remains an option to extend the contract for two (2), one-year extensions; and

WHEREAS, the Township Administrator recommends that the contract with Link High Technologies be extended for one (1) year; and

WHEREAS, the Township Committee of the Township of Raritan wishes to extend the contract for Management and Administration of Data Processing Services with Link High Technologies; and

WHEREAS, the Chief Financial Officer has certified that funds are available through Certificate of Availability of Funds #19-02 for the amount of \$27,600.00.

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) That it hereby authorizes a contract extension for the Management and Administration of Data Processing Services with Link High Technologies, 51 Gibraltar Drive, Suite 2A, Morris Plains, New Jersey 07950 for a one year extension effective February 21, 2019 and terminating February 21, 2020.
- 2) For an annual sum of \$27,600.00 which includes a \$500.00 monthly retainer for remote and on-site support, proactive monitoring of 63 workstations and 3 servers.
- 3) Additional support and service at \$110.00 per hour.

**TOWNSHIP COMMITTEE OF THE
TOWNSHIP OF RARITAN**

ATTEST:

Lisa Fania, RMC
Township Clerk

Jeff Kuhl
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 5, 2019.

Lisa Fania, RMC
Township Clerk

CERTIFICATION OF AVAILABILITY OF FUNDS

No. 19-02

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

Description: Provide Data Processing Service to include monitoring all devices 24/7, 5 hours/month returns remote & on site support and "other support" from 2/20/19 - 2/19/20.

Vendor: Link High Technologies

Amount(s): 27,600.00

P.O. No. (if applicable)

2. Funds are available as follows:

Fund name: Current Capital Other Contingent on Supplies

Budget year: 2019 Any contingency? No Yes

funds being budgeted and adopted in the 2019 Budget

Account title(s): Data Processing

Resolution/Ordinance Date: 2/5/19

Resolution/Ordinance Number: 19-48

Amounts

- Adopted budget
- Ordinance
- Trust fund
- Temporary budget

Account no.(s):

a. 01-24-20-140-222

\$27,600

b. _____

c. _____

William B. Pandos

William B. Pandos

1/28/19

Date

cc: Finance
C. Barbati

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

RESOLUTION #19-49

**A RESOLUTION AUTHORIZING THE RELEASE OF SURETY BOND AND CASH
PERFORMANCE BOND (FRIESZ/EQUESTRIAN MEADOWS)**

WHEREAS, the Developer, Imre and Immaculate Friesz, has requested the release of Surety Bond #UB0265098 and cash performance bond; and

WHEREAS, Township Engineer, Antoine Hajjar, has performed a site inspection and recommends the release of Surety Bond #UB0265098 in the amount of \$345,431.14 and Cash Performance Bond in the amount of \$38,381.24 plus any accrued interest with certain conditions; and

WHEREAS, the Developer shall satisfy the following conditions prior to release of Surety Bond #UB0265098 and the cash performance bond in the amount of \$38,381.24 plus any accrued interest:

1. The Developer shall provide a two-year maintenance bond in the amount of \$162,216.32 to the Township of Raritan;
2. The Developer shall provide affidavit of publication and proof of notice to property owners within 200 feet of the development of a public hearing request for the release of said performance guarantees to the Township Clerk, Lisa Fania

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Township Committee of the Township of Raritan, County of Hunterdon, State of New Jersey that Surety Bond #UB0265098 and cash performance bond in the amount of 38,381.24 plus any accrued interest are hereby returned.

ATTEST:

**TOWNSHIP COMMITTEE OF THE
TOWNSHIP OF RARITAN**

Lisa Fania, RMC
Township Clerk

Jeff Kuhl
Mayor

**TOWNSHIP COMMITTEE OF THE
TOWNSHIP OF RARITAN**

ATTEST:

Lisa Fania, RMC
Township Clerk

Jeff Kuhl
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 5, 2019.

Lisa Fania, RMC
Township Clerk