

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

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**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

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**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.

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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.

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

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

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**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.

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**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

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**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.

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## 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

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## 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.

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## LIAISON REPORTS

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

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## 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

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## 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.

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**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.

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**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.

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**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.

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**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.

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**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.

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**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.

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**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.

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**ORDINANCES (FINAL ADOPTION/PUBLIC HEARING)**

There were no ordinances.

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## 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.

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**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

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**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.

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**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

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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.

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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.

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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*

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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

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## 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.

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**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.

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**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 <sup>st</sup>	\$2,091.17	8	14
	2 <sup>nd</sup>	\$2,091.16		
Danny Jaghab (12 Claridge Lane)	1 <sup>st</sup>	\$5,007.73	79.09	25
	2 <sup>nd</sup>	\$5,007.72		
Theodore Landers (35 Phipps Court)	1 <sup>st</sup>	\$1,968.01	71.20	37
	2 <sup>nd</sup>	\$1,968.01		
Jose Pacheco (10 Red Robin Way)	1 <sup>st</sup>	\$4,051.09	8	8.26
	2 <sup>nd</sup>	\$4,051.08		
Irving Smith (4 Old Field Court)	1 <sup>st</sup>	\$4,949.88	63.11	4
	2 <sup>nd</sup>	\$4,949.87		

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**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

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**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
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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 \$600.00 posted by Darren Herrling is hereby refunded.

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**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.

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### **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.

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

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

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Regular session reconvened at 8:15 p.m.

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**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.

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Respectfully submitted,

  
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Lisa Fania, RMC  
Township Clerk