TOWNSHIP OF RARITAN
COUNTY OF HUNTERDON, NEW JERSEY

RESOLUTION #18-54

RESOLUTION RETIRING INTO EXECUTIVE SESSION

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

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

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

1. The public shall be excluded from discussion of the specified subject matter.

2. The general nature of the subject matter to be discussed is as follows:

   a) Contract Negotiations:

   b) Personnel: Construction Code Official, Auditor Appointment; Judge Appointment; Chief of Police Contract; DPW position

   c) Attorney-Client Privilege: RTMUA Appointments

   d) Pending Litigation:

   It is anticipated that the minutes on the subject matter of the Executive Session will be made public upon conclusion of the matter under discussion; and in any event, when appropriate pursuant to N.J.S.A. 10:4-7 and 4-13.

3. The Committee will return to Regular Session and may take further action.

4. This Resolution shall take effect immediately.

ATTEST:

TOWNSHIP COMMITTEE OF THE TOWNSHIP OF RARITAN

Lisa Fania, RMC
Township Clerk

Michael Mangin
Mayor

CERTIFICATION

I, Lisa Fania, Clerk of the Township of Raritan, County of Hunterdon, State of New Jersey, hereby certify that the foregoing resolution is a true, complete and accurate copy of a resolution adopted by the Township Committee of the Township of Raritan at a meeting held on March 6, 2018.

Lisa Fania, RMC
Township Clerk

List of Bills - (All Funds)

Vendor	Description		Payment	Check Total
	Current Fund			
3490 - AMERICAN TIRE & AUTO	PO 5950	21-18 Police transmission flush	170.80	170.80
2827 - ANTOINE HAJJAR	PO 5943	Parking/Tolls Conference	14.00	14.00
1640 - APPROVED FIRE PROTECTION CO	PO 5885	Annual Fire Extinguisher Inspection	699.55	699.55
3834 - ARROW ELEVATOR INC	PO 5855	February Maintenance	185.00	185.00
4689 - BARRIE EBERSTEIN	PO 5816	B-SNOW MEALS FOR 2018	23.00	23.00
3965 - BENEDICT DONARUMA	PO 5961	Reimbursement for cable supplies	38.98	38.98
2382 - BRIAN TAGGERT	PO 5797	B-SNOW MEALS FOR 2018	23.00	23.00
4541 - BRION FLEMING, CUST OF PETTY CASH	PO 5981	Supplies	63.90	63.90
2028 - C & M LANDSCAPING SERVICE	PO 5348	tree trimming at administration bui	1,485.00	1,485.00
4414 - CAESARS	PO 5843	Clerks Convention	208.00	208.00
895 - CENTURYLINK	PO 6018	FEBRUARY 2018	990.69	990.69
936 - CERTIFIED LABORATORIES	PO 5951	Shop Grease	1,061.33	1,061.33
4622 - CHOICE DISTRIBUTION, INC	PO 5947	Service and repair parts	499.82	499.82
4507 - CHRIS KALHAUGE	PO 5813	B-SNOW MEALS FOR 2018	23.00	23.00
4475 - CHRISTOPHER PHELAN	PO 5959	Locks	97.75	97.75
799 - CINTAS CORP	PO 5979	Medical Supplies February Admin & P	380.33	380.33
1710 - CINTAS CORP	PO 5957	Janitorial Supplies	244.55	244.55
4359 - COMCAST	PO 5790	B-INTERNET FOR 2018 (PD)	12.95	12.95
4297 - COMCAST	PO 5791	B-INTERNET 2018 (MB)	158.89	158.89
2756 - COMMUNICATION EQUIP SPECIALIST	PO 5202	(3) Flashlights for new vehicles	282.00	282.00
303 - COOPER ELECTRIC	PO 5925	PD Supplies	31.51	
	PO 5948	Municipal generator block heater re	26.42	57.93
115 - CORNERSTONE PRINT & IMAGI	PO 5769	Business Cards, Podlaski	65.51	65.51
4327 - CROWN TROPHY	PO 5920	Mayor Name Plates	60.00	60.00
4360 - DANIEL LORENZI	PO 5811	B-SNOW MEALS FOR 2018	23.00	23.00
814 - DAVID SNYDER	PO 5801	B-SNOW MEALS FOR 2018	23.00	
	PO 5928	EYE CARE 2018	150.00	173.00
3258 - DEER CARCASS REMOVAL SERV	PO 5917	January	490.00	490.00
1048 - DEMPSEY UNIFORM & LINEN SUPPLY	PO 5723	First Half January	143.39	
	PO 5956	1st half of February	106.24	249.63
3833 - DIFRANCESCO, BATEMAN, COLEY ETC	PO 5671	B-2017 LABOR/LITIGATION SERVICES	584.00	584.00
236 - DITSCHMAN/FLEMINGTON FORD	PO 5895	Police repair parts	810.77	
	PO 5922	21-19 P1584 New engine 127,783 mile	6,749.31	7,560.08
4328 - DLT SOLUTIONS	PO 5389	Auto Cad Lic. Renew	2,281.81	2,281.81
3799 - DONALD VANFOSSEN	PO 5808	B-SNOW MEALS FOR 2018	23.00	23.00
3798 - EDWARD WALDRON	PO 5807	B-SNOW MEALS FOR 2018	23.00	23.00
2157 - EDWARD YARD	PO 5803	B-SNOW MEALS 2018	23.00	23.00
2061 - EMERGENCY EQUIPMENT SALES	PO 5924	ADDRESS CHANGE, Quint Outrigger rep	2,119.20	2,119.20
4218 - FACILITY DUDE	PO 5953	Inventory Edge	1,010.00	1,010.00
3511 - FASTENAL CO	PO 5893	trk 3 Rad bolts	9.16	9.16
4330 - FIRE & SAFETY SERVICES	PO 5941	Engine 21 Coolant system repair, F	54.96	54.96

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List of Bills - (All Funds)

Vendor	Description		Payment	Check Total
301 - FLEMINGTON CHRYSLER DODGE	PO 5919	21-25 police washer repair	50.96	50.96
1551 - GARDEN STATE HIGHWAY PRODUCTS, INC	PO 5328	Sign Blanks	797.45	797.45
4722 - GLOCK PROFESSIONAL INC	PO 5835	Glock Armor's Course - Roth & Garbo	250.00	250.00
4403 - HISTAND	PO 5393	Road Tools	606.00	606.00
3725 - HUNTERDON COUNTY	PO 5747	Business Cards	40.00	
	PO 5767	Business Cards	50.00	90.00
1861 - JAMES HARPER	PO 5796	B-SNOW MEALS FOR 2018	23.00	23.00
462 - JOHN E REID & ASSOCIATES	PO 5834	Training - Det Sutherland	575.00	575.00
664 - JOHNNY ON THE SPOT, INC	PO 5862	February	234.00	234.00
1787 - JONATHON WEBB	PO 5809	B-SNOW MEALS FOR 2018	23.00	23.00
4735 - JOSE ENRIQUE PACHECO	PO 6021	1ST QRT 2018 REFUND	3,501.28	3,501.28
4733 - KENT WOOLF	PO 6020	B-SNOW MEALS 2018	23.00	23.00
859 - KEVIN TETTEMER	PO 5798	B-SNOW MEALS FOR 2018	23.00	23.00
4453 - LILLIAN MCDERMOTT	PO 5987	Reimbursement for P-Touch Label Mak	39.98	39.98
4322 - LINK HIGH TECH INC	PO 5894	Software - Police	1,122.75	1,122.75
4646 - LISA FANIA, CUST OF PETTY CASH	PO 5963	Signature Stamps	49.03	49.03
589 - M & W COMMUNICATIONS	PO 5923	DPW and Truck Radio Service	571.60	571.60
1433 - MCELROY, DEUTSCH ETC...	PO 5634	B-2018 LEGAL SERVICES	780.68	780.68
556 - METRO TECHNOLOGY SERVICES	PO 5860	License Renewal	1,151.00	1,151.00
2741 - MICHAEL RASILE	PO 5805	B-SNOW MEALS FOR 2018	23.00	23.00
4361 - MICHAEL TRAUCH	PO 5812	B-SNOW MEALS FOR 2018	23.00	23.00
4649 - MORTON SALT INC	PO 5525	Road Salt	19,392.10	
	PO 5772	Salt	4,309.01	23,701.11
2265 - MOTOROLA SOLUTIONS, INC	PO 4815	RADIOS	2,185.95	
	PO 5166	RADIOS	810.60	2,996.55
4061 - NAPA	PO 5889	Service and repair parts	1,135.19	1,135.19
4687 - NICHOLAS DANESE	PO 5814	B-SNOW MEALS FOR 2018	23.00	23.00
1434 - NJ FIRE EQUIPMENT CO.	PO 5127	Turnout Gear Etc.	8,151.27	8,151.27
4221 - NJ SHADE TREE FEDERATION	PO 5982	2018 Membership	95.00	95.00
641 - NJ STATE LEAGUE OF MUNICIPALITIES	PO 5853	Seminar	85.00	
	PO 5871	Membership Dues	1,610.00	1,695.00
4484 - PETERSON SERVICE CO, INC	PO 5955	February-April Inspection	1,954.00	1,954.00
4387 - Pinnacle Insurance Solutions	PO 5931	Insurance Renewal	2,292.00	2,292.00
4629 - POWERWORX ELECTRICAL SERVICES LLC	PO 5921	Replaced Emergency Light	132.00	132.00
1996 - R & H TRUCK PARTS & SERVICE	PO 5896	21-63 Quint Front Brakes, trk 27 Tu	2,508.05	2,508.05
673 - RACHLES/MICHELE'S OIL CO	PO 5926	Gasoline	1,732.14	
	PO 5954	Gasoline	6,613.71	
	PO 5971	FUEL	6,306.69	14,652.54
4122 - RICHARD E YARD PLUMBING	PO 5918	PD Bathroom Repair	145.00	145.00
2729 - RICK GARES	PO 5804	B-SNOW MEALS FOR 2018	23.00	23.00
531 - ROBERT MARINO	PO 5802	B-SNOW MEALS FOR 2018	23.00	23.00
305 - RONALD FLEMING	PO 5800	B-SNOW MEALS FOR 2018	23.00	23.00

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List of Bills - (All Funds)

Vendor	Description		Payment	Check Total
911 - RUTGERS	PO 5977	Land use R. Ahrens Bd. Member	308.00	308.00
4731 - RUTH MULLIGAN	PO 5985	2018 COURT ASSISTANCE	110.50	110.50
3797 - SAMUEL LAVOIE	PO 5806	B-SNOW MEALS FOR 2018	23.00	23.00
3538 - SERVICE TIRE TRUCK CENTERS	PO 5927	Road serv 21-63 Flat repair Quint	307.50	307.50
4528 - STAVOLA FLEMINGTON ASPHALT	PO 5980	OEM Weigh Charge	10.00	10.00
4688 - STEVEN BARRETT	PO 5815	B-SNOW MEALS FOR 2018	23.00	23.00
1561 - STICKEL, KOENIG, SULLIVAN & DRILL	PO 6022	B-2018 NON ESCROW	116.25	116.25
617 - THE HARTFORD	PO 6019	2ND QRT 2017	1,110.67	1,110.67
3187 - TRIUS INC	PO 5839	Hinke Plow Angle cylinders	1,943.02	1,943.02
4383 - ULINE	PO 5417	JANITORIAL SUPPLIES	232.92	232.92
2142 - VERIZON WIRELESS	PO 5792	B-PHONES 2018 (742017198-00006)	292.75	
	PO 5793	B-PHONES 2018 (742071798-00003)	665.24	
	PO 6014	B-2018 FIRE MARSHAL (#342014580-000	80.02	
	PO 6015	B-2018 (#742071798-00001)	1,136.88	
	PO 6016	B-2018 (742071798-00005-00001)	342.85	
	PO 6017	B-2018 (#742071798-00008)	18.02	2,535.76
4090 - WB MASON	PO 5773	Budget Binders	172.04	172.04
736 - WILLIAM RISSMILLER	PO 5799	B-SNOW MEALS FOR 2018	23.00	23.00
	Trust			
4396 - CHAMPION TIRE	PO 5929	Mounting Tires	87.80	87.80
1433 - MCELROY, DEUTSCH ETC...	PO 5633	B-2018 AFFORDABLE HOUSING SERVICES	2,005.50	2,005.50
3538 - SERVICE TIRE TRUCK CENTERS	PO 5927	Road serv 21-63 Flat repair Quint	814.16	814.16
	General Capital			
2756 - COMMUNICATION EQUIP SPECIALIST	PO 5202	(3) Flashlights for new vehicles	141.00	141.00
303 - COOPER ELECTRIC	PO 5904	Police Remediation Supplies	45.58	45.58
930 - EQUITY ENVIRONMENTAL ENG,LLC	PO 3664	Police Remidiation	1,222.50	
	PO 4565	Core Testing	924.50	
	PO 4978	Police Remediation	4,262.73	6,409.73
4684 - FOLEY CATERPILLAR	PO 5561	Mortar Mixer	2,925.00	2,925.00
2241 - JESCO INC	PO 5533	Roller	54,374.20	54,374.20
2227 - MP OVERHEAD DOORS	PO 5684	Garage Door	17,000.00	17,000.00
2055 - POWERCO INC	PO 5534	Slab Saw	14,699.00	14,699.00
TOTAL				196,394.89

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List of Bills - (All Funds)

Vendor	Description	Payment	Check Total

Summary By Account

ACCOUNT	DESCRIPTION	CURRENT YR	APPROP. YEAR	NON-BUDGETARY	CREDIT
01-101-01-000-001	CASH TD BANK			0.00	97,892.92
01-106-04-000-001	CURRENT YEAR TAX RECEIVABLE			3,501.28	
01-201-20-100-200	TOWNSHIP ADMINISTRATOR O/E	1,932.04			
01-201-20-120-200	TOWNSHIP CLERK - OE	382.03			
01-201-20-140-200	DATA PROCESSING SERVICES OE	1,122.75			
01-201-20-155-200	LEGAL SERVICES OE	780.68			
01-201-20-165-200	ENGINEERING SERVICES	14.00			
01-201-21-185-200	ZONING BOARD OE	424.25			
01-201-23-210-200	OTHER INSURANCE	2,292.00			
01-201-25-240-200	POLICE OE	2,120.47			
01-201-25-252-200	EMERGENCY MANAGEMENT OE	97.75			
01-201-25-267-200	FIRE OFFICIAL OE	50.00			
01-201-26-290-200	ROAD REPAIR & MAINTENANCE OE	105.00			
01-201-26-295-200	SNOW REMOVAL OE	4,792.01			
01-201-26-306-200	P.E.O.S.H.A. ROADS OE	380.33			
01-201-26-310-200	PUBLIC PROPERTY (B&G) OE	3,765.14			
01-201-26-315-200	VEHICLE MAINTENANCE OE	19,028.09			
01-201-28-375-200	PARK MAINTENANCE OE	234.00			
01-201-31-440-200	UTILITIES	18,350.83			
01-201-32-465-200	SOLID WASTE	490.00			
01-201-43-490-200	MUNICIPAL COURT OE	110.50			
01-203-20-155-200	(2017) LEGAL SERVICES OE		584.00		
01-203-20-165-200	(2017) ENGINEERING SERVICES		2,281.81		
01-203-23-220-200	(2017) GROUP INSURANCE		1,110.67		
01-203-25-240-200	(2017) POLICE OE		282.00		
01-203-25-267-200	(2017) FIRE OFFICIAL OE		4,109.61		
01-203-25-268-200	(2017) P.E.O.S.H.A. - FIRE OFFICIAL		4,041.66		
01-203-26-290-200	(2017) ROAD REPAIR & MAINTENANCE OE		2,888.45		
01-203-26-295-200	(2017) SNOW REMOVAL OE		19,392.10		
01-203-26-310-200	(2017) PUBLIC PROPERTY (B&G) OE		232.92		
01-203-26-315-200	(2017) VEHICLE MAINTENANCE OE		2,996.55		
TOTALS FOR	Current Fund	56,471.87	37,919.77	3,501.28	97,892.92

Summary By Account

ACCOUNT	DESCRIPTION	CURRENT YR	APPROP. YEAR	NON-BUDGETARY	CREDIT
03-101-01-000-001	Checking TD Bank			0.00	2,907.46
03-286-10-110-006-000	COAH Trust			2,005.50	
03-286-10-110-016-000	Recycling Trust			901.96	
TOTALS FOR	Trust	0.00	0.00	2,907.46	2,907.46
04-101-01-000-001	Checking TD Bank			0.00	95,594.51
04-215-56-298-000	ORD 16-10 VARIOUS CAPITAL EQUIP & IMPROV			5,530.81	
04-215-56-299-000	ORD 15-13 Sunny Hills			924.50	
04-215-56-300-000	Cap Ord#17-32Various Capital Improvement			71,998.20	
04-215-56-301-000	Capital Ordinance #17-28			141.00	
04-215-56-303-000	Capital Ordinance #17-35			17,000.00	
TOTALS FOR	General Capital	0.00	0.00	95,594.51	95,594.51

Total to be paid from Fund 01 Current Fund	97,892.92
Total to be paid from Fund 03 Trust	2,907.46
Total to be paid from Fund 04 General Capital	95,594.51
	196,394.89

Checks Previously Disbursed

21518	CHASE NYC , D.T.C.	PO# 5976	2010 BOND	28,185.57	2/15/2018
21518	TD BANK	PO# 5973	2016 REFUNDING BOND	33,224.61	2/15/2018
21518	CHASE NYC , D.T.C.	PO# 5972	2016 BOND	414,160.00	2/15/2018
21518	CHASE NYC , D.T.C.	PO# 5975	2009 REFUNDING BOND	17,436.26	2/15/2018
21518	CHASE NYC , D.T.C.	PO# 5975	2009 REFUNDING BOND	1,688.74	2/15/2018
21518	CHASE NYC , D.T.C.	PO# 5974	2012 BOND	1,271.81	2/15/2018
21517	CHASE NYC , D.T.C.	PO# 5974	2012 BOND	8,703.19	2/15/2018
56	BALLY'S ATLANTIC CTIY	PO# 5687	Conf. Rm. Reservation	270.00	2/27/2018
74	TRADE MONEY, LLC	PO# 5944	Tax Sale Premiums	1,100.00	2/21/2018
73	US BANK CUST	PO# 5946	Tax Sale Premiums	300.00	2/21/2018
72	TRADE MONEY, LLC	PO# 5945	Tax Sale Premiums	1,100.00	2/21/2018
31199	WELLS FARGO HOME	PO# 5968	2018 1ST QRT REFUND FOR DUPLICATE	6,959.98	2/20/2018

Summary By Account

ACCOUNT	DESCRIPTION			CURRENT YR	APPROP. YEAR	NON-BUDGETARY	CREDIT
31198	TOLL BROTHERS	PO# 5969	2018 1ST QRT REFUND OF DUPLICATE T			4,895.11	2/20/2018
31197	KEVIN & MARYBETH WALSH	PO# 5970	REFUND OF 2018 PRE-PAID TAXES			6,649.60	2/20/2018
31196	CORELOGIC REAL ESTATE TAX SERV	PO# 5966	2018 1ST QRT REFUNDS FOR DUPLICATE			257,701.93	2/20/2018
31195	CITI MORTGAGE, INC	PO# 5967	2018 1ST QRT TAX REFUNDS FOR DUPLI			537.80	2/20/2018
21418	MICROSOFT	PO# 5745	B-2018 MICROSOFT SERVICE			549.62	2/14/2018
						784,734.22	

Total paid from Fund 01 Current Fund	779,003.67
Total paid from Fund 02 State & Federal Grants	270.00
Total paid from Fund 03 Trust	5,460.55
	784,734.22

Total for this Bills List: **981,129.11**

8b.

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

Check#	Vendor	Description	Payment	Check Total
0	1690 - WITMER PUBLIC SAFETY, INC	PO 5482 HELMET SHIELDS	325.00	325.00
	TOTAL			325.00

Summary By Account

ACCOUNT	DESCRIPTION	CURRENT YR	APPROP. YEAR	NON-BUDGETARY	CREDIT
01-101-01-000-001	CASH TD BANK			0.00	325.00
01-203-25-265-200	(2017) FIRE COMPANY		325.00		
TOTALS FOR	Current Fund	0.00	325.00	0.00	325.00

Total to be paid from Fund 01 Current Fund 325.00

325.00

9a.

RARITAN TOWNSHIP
MEMORANDUM

Date: **February 23, 2018**

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

From: **Brion Fleming, P.W. Superintendent**

Re: **Snow Removal Costs**
Storm on: 2/17/18 – 2/18/18
Official Accumulation: 4.06 inches
Duration: 8 hours
Services: Salt and Plow

OT Hours	329.50	@ $51.30	$ 16,903.35
Salaried Employees	36	@ 66.00/hr	$ 2,376.00
		Total Personnel Cost=	**$ 19,279.35**

Salt	300 Tons	@51.31/ton	$ 15,393.00
Calcium Chloride	1243 Gals	@0.994/gal	$ 1,235.54
Sidewalk Salt (50lb bag)	8 Bags	@12.00/bag	$ 96.00
		Total Material Cost=	**$ 16,724.54**

Total Other Expenses(Meals)= $ 498.00

TOTAL COST OF SNOW REMOVAL = $35,501.89

Notes/Comments:

This storm event with higher temperatures than normal was mostly a plow event with minimal salt use.

9b.

TO: MAYOR AND TOWNSHIP COMMITTEE

RE: TAX COLLECTOR REVENUES
MONTH ENDING JANUARY 2018

	CURRENT MONTH	YEAR TO DATE
CURRENT YEAR TAXES: 2018	12,000,862.27	12,000,862.27
LEVY: TOTAL YEAR 2018 - $49,468,224.90		
PRIOR YEARS TAXES:	63,737.22	63,737.22
PREPAID TAXES: 2019		
PILOT	47,271.77	47,271.77
INTEREST: (INCLUDING YEP)	2,802.75	2,802.75
BOUNCED CHECKS:	(12,772.25)	(12,772.25)
MISC & COS:		
DUPLICATE BILL FEES:	90.00	90.00
RETURNED CHECK FEES:	40.00	40.00
SEARCH FEES:	10.00	10.00
REFUND FROM STATE FOR VETS & SC		
HOMESTEAD REBATE		
TOTAL COLLECTIONS:	**12,102,041.76**	**12,102,041.76**

Shawn C. Drury CTC
TAX COLLECTOR
DATE: Feb 20, 2018

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

January 2018

TAX COLLECTOR'S MONTHLY REPORT

FOR YEAR 2018

	MTD	YTD
BALANCE BEGINNING OF MONTH		**42,848,276.35**
ADDITIONS TO RECEIVABLE		
CURRENT YEAR BILLING		
ADDED AND OMITTED TAXES		
LEVY ADJUSTMENTS (OVERBILLING)		
SENIOR CITIZEN CHARGE BACKS	261.64	
REFUNDS		
PAYMENT ADJUSTMENT		
BILLING ADJUSTMENT		
BOUNCED CHECKS	5,936.35	
VET DISALLOWED	500.00	
REDUCTIONS TO RECEIVABLE		
CASH COLLECTIONS	12,000,862.27	
JUDGEMENTS (COUNTY)		
VETERANS ALLOWED	250.00	
SENIOR CITIZEN'S ALLOWED		
100% PROPERTY - EXEMPTION	9,258.55	
TRANSFERRED TO TAX TITLE LIEN		
PAYMENT ADDUSTMENTS		
BILLING ADJUSTMENTS		
HOMESTEAD REBATE		
BALANCE END OF THE MONTH		**30,844,603.52**

Levy for 1st Half 2018 = $49,468,224.90
Collection Rate for 1st Half of 1/31/18=37.63%

January 2018

TAX COLLECTOR'S MONTHLY REPORT

FOR YEAR 2017

	MTD	YTD
BALANCE BEGINNING OF MONTH		**509,979.55**
ADDITIONS TO RECEIVABLE		
CURRENT YEAR BILLING		
ADDED AND OMITTED TAXES		
LEVY ADJUSTMENTS (OVERBILLING)		
SENIOR CITIZEN CHARGE BACKS		
REFUNDS	500.00	
PAYMENT ADJUSTMENT		
BILLING ADJUSTMENT		
BOUNCED CHECKS	6,667.36	
VET DISALLOWED		
REDUCTIONS TO RECEIVABLE		
CASH COLLECTIONS	63,737.22	
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		**453,409.69**

Levy for Total Year 2017 = 99,060,475.47
Collection Rate for 2017 as of 1/31/18 = 99.54%

January 2018

TAX COLLECTOR'S MONTHLY REPORT

FOR YEAR 2019

	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			
JUDGEMENTS (STATE)			
BOUNCED CHECKS			
VET DISALLOWED			
REDUCTIONS TO RECEIVABLE			
CASH COLLECTIONS			
JUDGEMENTS (STATE)			
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 1st Half 2019 = N/A
Collection Rate for 2019 as of 1/31/18 = 0%

January 2018

TAX COLLECTOR'S MONTHLY REPORT

FOR YEAR 2017 YEAR END PENALTY

	MTD	YTD
BALANCE BEGINNING OF MONTH		
ADDITIONS TO RECEIVABLE		
CURRENT YEAR BILLING	3,188.25	
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		**3,188.25**

Levy for 12/31/17 Year End Penalty $3,188.25
Collection Rate of YEP as of 1/31/2018 = 0%

January 2018

TAX COLLECTOR'S MONTHLY REPORT

FOR YEAR 2018 PILOT

	MTD	YTD
BALANCE BEGINNING OF MONTH		94,543.54
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	47,271.77	
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		47,271.77

Levy for 1st Half 2018 = $94,543.54
Collection Rate for 2018 as of 1/31/18 = 50%

9c

MONTHLY SUMMARY - RARITAN TOWNSHIP MUNICIPAL COURT 2018													
	Jan	Feb	March	April	May	June	July	August	Sept	Oct	Nov	Dec	Total
Total Traffic Complaints Issued	623												623
Total Traffic Complaints Disposed	512												67
Criminal Complaints- Local & State	67												67
Total Criminal Complaints Disposed	118												118
Fines Disbursed to NJ DMV	$15,097.04												$15,097.04
Fines Disbursed to County Treasurer	$7,900.53												$7,900.53
ATS Surcharge	$2,245.00												$2,245.00
VCCB	$465.00												$465.00
DEDR	$1,736.00												$1,736.00
Safe Neighborhood	$610.50												$610.50
Municipal Treasurer (inc. POAA)	$20,759.48												$20,759.48
Restitution to Township	$0.00												$0.00
Public Defender Fee Order by Judge	$225.00												$225.00
Restitution to Other	$0.00												$0.00
State Lab Fee	$220.00												$220.00
State Fish & Game	$0.00												$0.00
Hunterdon County Parks	$0.00												$0.00
Forest & Parks	$0.00												$0.00
NJSPCA	$0.00												$0.00
Weights & Measures	$5,400.00												$5,400.00
Web Fee	$663.00												$663.00
TOTAL AMOUNT DISBURSED	$55,321.55	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$55,321.55

MONTHLY SUMMARY - HAMPTON BOROUGH MUNICIPAL COURT 2018													
	Jan	Feb	March	April	May	June	July	August	Sept	Oct	Nov	Dec	Total
Total Traffic Complaints Issued	21												21
Total Traffic Complaints Disposed	11												11
Criminal Complaints - Local and State	8												8
Total Criminal Complaints Disposed	8												8
Fines Disbursed to NJ DMV	$1,137.73												$1,137.73
Fines Disbursed to County Treasurer	$18.00												$18.00
ATS Surcharge	$40.00												$40.00
VCCB	$50.00												$50.00
DEDR	$75.00												$75.00
Safe Neighborhood	$100.00												$100.00
Municipal Treasurer (inc POAA)	$207.27												$207.27
Restitution to Township	$0.00												$0.00
Public Defender Fee Order by Judge	$0.00												$0.00
Restitution to Other	$0.00												$0.00
State Lab Fee	$0.00												$0.00
Weights & Measures	$0.00												$0.00
State Fish & Game	$0.00												$0.00
Web Fee	$15.00												$15.00
TOTAL AMOUNT DISBURSED	$1,643.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$1,643.00

9d.

Animal Control
Monthly Report: Annual 2017
Raritan Township

Total Calls: 267

Bite: 51

Cruelty/Neglect: 1

Enforcement: 50

Other: 48

Stray: 59

Seizure: 2

Stray Animals Impounded: 24

Wildlife: 55

11a.

Township of Raritan

CLERK'S OFFICE
ONE MUNICIPAL DRIVE
FLEMINGTON, NJ 08822-3446
TEL: (908) 806-6101
FAX: (908) 806-7061

2/28/18

To: Township Committee of the Township of Raritan

Re: Open Government and Procedures for Adding Items to the Agenda

All,

At the last Township meeting (2/20/18) during our discussion of Open Government, I mentioned I distributed procedures for adding items to the agenda last year. (I made some minor revisions to the original document but did not alter the basic procedures.) These procedures are attached for your review and comment.

In the past, some Committee members were disregarding the OPMA requirement that topics for discussion be noted on the agenda. Topics that were not on the agenda and were not of an emergent nature were brought up by some Committee members during unrelated or vaguely related New or Unfinished Business, Liaison Reports and Public Comment. I drafted the attached procedures for adding items to the agenda in response to these issues. I felt we needed to notify the public of the topics to be discussed and we needed to allow the Township Committee adequate time to review information before we make decisions.

Per Robert's Rules of Order, the attached procedures allow any Committee member to request that an item be added to the agenda. The procedures also include deadlines for making these requests. Abiding by the deadlines outlined in the procedures will enable our Township Clerk to prepare and post the meeting packets by the Friday before each meeting.

Another change we made last year, also per Robert's Rules of Order, was adding the step of Amending/Approving the agenda at the start of every meeting. However, as we discussed in our last meeting, I think we can all agree it is best not to add anything to the agenda unless it is time-sensitive or of an emergent nature.

By following the attached procedures, we will ensure we are doing our best to keep the public informed of Township business, and that the Township Committee has adequate time to consider proposals before taking action.

Respectfully submitted,

Karen Gilbert
Deputy Mayor, Township of Raritan

CC: Don Hutchins
Lisa Fania
Jeff Lehrer

Procedures for Adding Items to Agendas

The following procedures will ensure the public is kept informed, and will allow our clerk to post a complete packet on the website by close of business on the Friday before each meeting:

- As chair of the committee, the mayor creates the agenda along with the assistance of the administrator and clerk.
- Any committee member can request an item be added to the agenda.
- Requests should be submitted to the mayor who will determine with the administrator and clerk when the item will appear on the agenda based on the urgency and how full the current agenda is.
- Any information related to the agenda item needs to be submitted **by Thursday close of business** for inclusion in the packet.
- If information related to an agenda item is received after this deadline, the agenda item will be held for the next meeting, unless there is a proven emergent need.
- Time-sensitive agenda items can be added at the beginning of any meeting by approval of the Committee.
- Information can be distributed on the dais at the beginning of a meeting **only** by the clerk, if, and **only** if, it is related to a time-sensitive agenda item.

11b.

RARITAN TOWNSHIP
MEMORANDUM

TO: Mayor and Township Committee

FROM: Donald Hutchins, Administrator

RE: Meeting Minutes

During the Committee Meeting on February 20, 2018 comments were made that suggested that the State may look to penalize us in some way for not having all the Committee minutes up to date.

I took the opportunity to contact the State Division of Local Government Services regarding our Township Committee minutes. Below is a synopsis of my conversation with Christine Zapicchi from this office.

I reviewed that status of the unfinished meeting minutes to the best of my knowledge with Ms. Zapicchi going back through 2016 and 2017 minutes posted on our website.

I reviewed the corrective action plan in place:
The Clerk is keeping current with minutes and working back to complete 2017 minutes and will then do 2016 minutes. Clerk is working extra hours and from home to accomplish this. Present Clerk started in July of 2017 along with a new inexperienced Deputy Clerk at approximately the same time.

I advised that we were forthcoming on our Best Practices worksheet last year that our minutes were not up to date.

Ms. Zapicchi advised the following:
Her office has no issue with the Township for the following reasons; We were forthcoming on our Best Practices, we have a corrective action plan in place and we have reached out to her office for guidance. Ms Zapicchi asked what we would do if someone requested minutes that have not yet been completed. I advised her that I would have the Clerk immediately begin work on them to complete and get approved at Township meeting as quickly as possible.

Ms. Zapicchi agreed that this was acceptable and if someone were to contact her office she will refer them to me regarding this matter.

12a.

VFW

VETERANS OF FOREIGN WARS OF THE U.S.
FLEMINGTON POST NO. 7856
28 Park Avenue
Flemington, New Jersey 08822

February 2018

Dear Michael Mangin,

The Flemington V.F.W. Post 7856 is having their annual Easter Egg Hunt on March 24. We would like to hold the event at Lenape Park which we have in the past. We hope to get permission to have our hunt there. The past year we had over 300 children attend. The hunt will be at 12:00 sharp. The rain date will be the following day March ~~23rd~~ 25th at the same time.

The insurance certificate will be available shortly. I am in-charge of this event, Robert Godown please contact me for any concerns or questions.

Thank You,

Robert Godown Sec

Robert Godown
908 - 782 - 8397 POST
[redacted]

12b.

FEB 23 18
Raritan Township
Administration

THEODORE C. LANDERS, SR.& CAROLE LANDERS

35 Phipps Court, Flemington, NJ 08822 [redacted]

02/20/18

Mr Don Hutchins
Township Administrator
Township of Raritan
1 Municipal Dr
Flemington, NJ 08822

Dear Mr Hutchins:

We are in receipt of the letter from the Tax Assessor dated February 6 stating that my property tax exempt status will be effective as of January 23, 2018, the date of the Department of Veterans Affairs letter. By way of this letter, I am appealing this decision and requesting reconsideration by the Township committee. There are several reasons for this appeal:

1. I have lived in Hunterdon County since 1979 and have always had property tax exempt status, however previously in Clinton Township.
2. The reply from the VA to my request for disability status documentation was only recently received, although it had been made several months ago. This extended delay was no fault of mine. I learned subsequently that the first letter was sent to the wrong address.
3. According to my DD-214, the date of my permanent retirement from the Army due to physical disability was October 2, 1967 Furthermore, the recently received VA letter states "100% permanent and total" evaluation was assigned effective August 8, 1970. Thus, any Raritan Township effective tax exemption date other than this latter date would be withholding my military rights and would unfairly penalize me.

Based on the above, I respectfully request reconsideration of my effective property tax exemption date and refund of all property taxes paid as of our home occupancy within Raritan Township, which was May 28,2015.

Sincerely yours,

Theodore C Landers, Sr

Cc: VA Letter, January 23,2018
DD-214

Township of Raritan

Office of the Assessor

Memorandum

TO: Sharon Brown, Tax Collector

FROM: Marianne Busher

DATE: January 29, 2018

MEMO: Property Tax Exemption by Disabled Veteran
Block 71.20 Lot 37
Property Location: 35 Phipps Court

Please be informed that Theodore C. Landers Sr. is entitled to receive a property tax exemption due to the fact that he is a 100% disabled veteran. Theodore C. Landers Sr. property tax exemption shall be effective as of January 23, 2018, the date of the letter from Department of Veteran Affairs.

The assessed value for 2018 is #316,400. (See attached)

If you have any questions, feel free to contact me.

OFFICE OF TAX COLLECTOR
TOWNSHIP OF RARITAN

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

February 27, 2018

Lisa,

Please prepare a resolution for the next committee meeting to refund the below taxes for the below property due to the granting of a 100% Disabled Veteran Exemption. House was purchased on 5/28/2015.

Block	Lot	Owner	Property	Qtr.	Amount
71.20	37	Landers Sr., Theodore C.	35 Phipps Court	2nd Qtr. 2015	$ 231.36
				3rd Qrt. 2015	$ 668.25
				4th Qtr. 2015	$3,457.44
				Total 2015	**$4,357.05**
				1st Qtr. 2016	$1,854.91
				2nd Qtr. 2016	$1,854.89
				3rd Qtr. 2016	$1,951.39
				4th Qtr. 2016	$1,951.39
				Total 2016	**$7,612.58**
				1st Qtr. 2017	$1,903.15
				2nd Qtr. 2017	$1,903.14
				3rd Qtr. 2017	$1,972.76
				4th Qtr. 2017	$1,972.75
				Total 2017	**$7,751.80**
				1st Qtr. 2018	**$1,937.95**
			TOTAL		**$21,659.38**

Thanks!

Sharon

1021 BLOCK 71-20 LOT 37 QUAL. UPDATED ON 060717

----------OWNER INFORMATION---------

LANDERS SR,THEODORE & CAROLE
35 PHIPPS CT
FLEMINGTON NJ 08822

DED AMT #OWN 02
BANK# MORT# SS# 000000000

----------PROPERTY INFORMATION---------

PROP LOC: 35 PHIPPS COURT
PROPERTY CLASS 2 ACCOUNT#
BLDG DESC
LAND/ACRE .102 AC. / .10
ADDITIONL LOTS FLEMINGTON
ZONE R-8 MAP 1412 USER#1 #2
BULT 2015 UNITS 01 BCLASS 17
VCS 0275 SFLA 02101

----------SALES INFORMATION----------

	DATE	BOOK	PAGE	PRICE	PCD	NU	4TYPE
CUR:	052815	02355	130	418506	Z	07	
-1:							
-2:							

-----TENANT REBATE----

BASE YR	TAXES	FLAG
17	7751.80	N

---VALUES---

LAND 112500
IMPR 203900
EXM1
EXM2
EXM3
EXM4
NET 316400
OLDID:

--------TAXES--------

17	TOTAL	7751.80
18	HALF1	3875.90
18	TOTAL	.00
19	HALF1	.00

SPTAX CDS:

-------EXEMPT PROPERTY DATA-------

EPL CD STAT.
FACILITY
INIT FILE FUR FILE
ASMT CODE

NEXT ACCESS: BLK LOT QUAL
EN=CHANGE F1=NO ACTION F3=ASSMT HISTORY F5=RECORD CARD F7=MORE

TOWNSHIP OF RARITAN
COUNTY OF HUNTERDON, NEW JERSEY

ORDINANCE #18-6

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

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

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

A.	PART-TIME POSITIONS	MIN.	MAX.
	Mayor	$1,000	$7,400
	Township Committee	$1,000	$6,400
	Municipal Judge	$23,000	$47,500
	Prosecutor	$13,000	$30,000
	Municipal Public Defender	$4,000	$8,500
	Emergency Management Officer	$3,000	$6,000
	IT/Communications Coordinator	$2,000	$2,000
	Public Works Seasonal	$8.00 per hour	$11.35 per hour
	Search Officer for Improvements	$600	$800
	Interns	$1,000	$1,000
	Crossing Guard	$15.00 per hour	$28.76 per hour
	Deputy Clerk	$15.00 per hour	$24.00 per hour

B.	FULL-TIME POSITIONS	MIN.	MAX
	GROUP 1 Administrative Secretary Deputy Township Clerk/Clerical Assistant	$28,000	$45,000
	GROUP 2 Administrator's Assistant/ Purchasing Coordinator	$40,000	$59,750
	GROUP 3 Township Clerk Tax Assessor	$62,000	$100,500

GROUP 4 Administrator Chief of Police Chief Financial Officer	$97,000	$165,300

Section II. ATTENDANCE AT BOARD MEETINGS OR COURT SESSIONS

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

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

Minimum compensation	$30.00
Hourly rate	$17.00

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

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

Section IV. LONGEVITY

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

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

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

Section V. MILEAGE AND CAR ALLOWANCES

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

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

Chief of Police $3,780.00

Section VI. CLOTHING ALLOWANCES

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

Chief of Police $1,200.00

Section VII. ADMINISTRATION

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

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

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

ATTEST:

TOWNSHIP COMMITTEE OF THE TOWNSHIP OF RARITAN

Lisa Fania, RMC
Township Clerk

Michael Mangin
Mayor

NOTICE OF PENDING ORDINANCE

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

Lisa Fania, RMC
Township Clerk

TOWNSHIP OF RARITAN
COUNTY OF HUNTERDON, NEW JERSEY

ORDINANCE #18-7

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

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

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

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

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

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

Section III. LONGEVITY

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

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

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

Section IV. ATTENDANCE AT BOARD MEETINGS OR COURT SESSIONS

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

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

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

Section V.

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

Section VI.

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

ATTEST:

TOWNSHIP COMMITTEE OF THE TOWNSHIP OF RARITAN

Lisa Fania, RMC
Township Clerk

Michael Mangin
Mayor

NOTICE OF PENDING ORDINANCE

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

Lisa Fania, RMC
Township Clerk

13c.

TOWNSHIP OF RARITAN
HUNTERDON COUNTY, NEW JERSEY

ORDINANCE #18-8

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

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

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

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

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

A. Sick Leave.

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

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

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

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

D. Compensatory Leave. At separation of employment, employees may receive payment for accumulated compensatory leave and/or use accumulated compensatory leave until the date of separation. Only the following titles shall accrue compensatory time and at the limits established by separate agreements or by other policies established by the Township Committee: Chief of Police, Superintendent of Public Works, Assistant Superintendent of Public Works, Township Engineer and Public Works Foreman. The use of accumulated compensatory leave at separation shall be at the discretion of the Township Committee in accordance with the personnel needs of the Township.

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

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

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

A. Sick Leave. [Sick] Unused sick leave shall accrue year to year. [be used in the year in which it is accrued and may not be carried to the succeeding year.]

B. Vacation Leave. Vacation leave shall be used in the year in which it is accrued and may not be carried to the succeeding year. However, a Township employee, who does not take all of the annual vacation leave that accrues after the effective date of this Ordinance because of Township business demands, may be allowed to carry up to one-half (1/2) of the accrued annual allotment of vacation leave only during the next succeeding year and upon the employee's written request to and written approval of that request by the Township Administrator. In the event that a medical condition restricts the use of vacation leave and would prohibit the employee from using at least one-half (1/2) of the vacation leave allotment, the employee, upon request to and approval of the Administrator, may carry over more than one-half (1/2) of the annual allotment into the succeeding year. Any vacation leave carried into the succeeding year because of medical conditions must be used no later than June 30, or lost.

C. Personal Leave. Personal leave shall be used in the year in which it is accrued and may not be carried to the succeeding year.

D. Compensatory Leave. Only the following employees shall accrue compensatory time and at the limits established by separate agreements or by other policies established by the Township Committee: Chief of Police, Superintendent of Public Works, Assistant Superintendent of Public Works, Township Engineer and Public Works Foreman. The use of accumulated compensatory leave at separation shall be at the discretion of the Township Committee in accordance with the personnel needs of the Township.

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

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

A. This Ordinance No. 11-7, as amended and supplemented by Ordinance No. 18-8 fixes accumulated sick, vacation, personal and compensatory leave for Township employees as of the effective date of this Ordinance. For those employees subject to Section 2.102 of the Revised General Ordinances of the Township of Raritan, the ability to accumulate sick leave shall only commence upon the effective date of Ordinance No. 18-8 and is not retroactive.

B. This Ordinance will not serve to alter, modify or reduce the sick, vacation, personal or compensatory leave an employee accrued prior to the effective date of [this] Ordinance 11-7.

C. After the effective date of [this] Ordinance 11-7 as amended and supplemented by Ordinance 18-8, sick, vacation, personal and compensatory leave will not accrue unless otherwise stated in this Ordinance.

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

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

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

ATTEST:

TOWNSHIP COMMITTEE OF THE TOWNSHIP OF RARITAN

Lisa Fania
Township Clerk

Michael Mangin
Mayor

NOTICE OF PENDING ORDINANCE

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

_____

Lisa Fania, RMC
Township Clerk

13d.

TOWNSHIP OF RARITAN
HUNTERDON COUNTY, NEW JERSEY

ORDINANCE #18-9

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

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

5.24.010 Purpose.

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

5.24.020 Definitions.

As used in this section:

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

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

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

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

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

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

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

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

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

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

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

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

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

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

i. Applicant provides the Raritan Township Police Department with a fingerprint criminal background check.

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

5.24.040 Persons Exempt from All Licensing Requirements.

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

i. Any person honorably discharged from the military services of the United States possessing a peddler's license issued in conformity with N.J.S.A. 45:24-9 and -10.

ii. Any person who is an exempt fireman of a volunteer fire department as defined by N.J.S.A. 45:24-9 and -10, possessing a license in conformity with said law.

iii. Any public utility or its employees, which public utility is subject to regulation by the State Board of Public Utility Commissioners; provided, however, such employees shall display the identification badge or card issued by their employer. Third party suppliers of electrical services are not exempt under this provision.

iv. Any person engaged in the delivery of goods, wares or merchandise or other articles or things, in the regular course of business, to the premises of persons who had previously ordered same or were entitled to receive same by reason of a prior agreement.

v. Any person soliciting snow shoveling services within 24 hours of a snowstorm.

vi. Any person soliciting, peddling or canvassing for a non-commercial purpose.

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

5.24.050 General Regulations Regarding Peddling, Soliciting and Canvassing.

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

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

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

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

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

f. Reserved.

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

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

5.24.060 Penalties.

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

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

5.25.010 Purpose.

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

5.25.020 Definitions.

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

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

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

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

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

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

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

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

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

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

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

5.25.40 Regulations Applicable to each Regulated Activity.

a. Food Carts and Food Trucks

i. Food Carts and Food Trucks shall be licensed in the Township of Raritan subject to the restrictions of this section.

ii. Food Carts and Food Trucks shall only be allowed to operate at Non-Profit and Charitable Events, and Special Events.

iii. Prior to being issued a license pursuant to Section 5.25 of the Revised General Ordinances of the Township of Raritan allowing the use of a Food Cart or Food Truck in the Township, said Food Cart or Food Truck must be inspected by the Hunterdon County Health Department and found to be in compliance with all applicable rules and regulations of the County of Hunterdon, the Township of Raritan and the State of New Jersey.

iv. Food Carts and Food Trucks must not remain stationary in any one location for more than eight (8) hours.

v. If a Food Cart or Food Truck is parked along the public right-of-way, business may only be transacted from the curbside of the vehicle.

vi. No Food Cart or Food Truck shall double park along the public right-of-way.

vii. No Food Truck shall have its engine running if parked along the public right-of-way.

viii. Any Food Truck or Food Cart which offers to sell, displays for sale or sells fruits, vegetables and farm products shall, at all times, keep all fruits, vegetables and produce of any kind and nature completely screened and covered with satisfactory materials in order to avoid and eliminate the accumulation of flies or any other insects from alighting around or upon any and all merchandise.

ix. Any Food Truck or Food Cart which offers to sell, displays for sale or sells seafood, meats, poultry or dairy products shall transport the same solely in refrigerated compartments and all such products shall remain refrigerated at all times up to the time of sale. The refrigerated compartments, during the use thereof, shall be maintained at a properly low temperature to completely safeguard all products from a health and sanitary standpoint to the fullest reasonable extent possible as determined by the Hunterdon County Department of Health for the safety and welfare of the public.

x. No operator of any Food Truck or Food Cart shall allow any debris, waste material, rotting produce or merchandise of any kind or any unfit produce to remain in or upon his vehicle, unless contained in a leak proof metal container having a properly fitted metal cover.

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

b. Other Commercial Vehicle-Based Activities

i. Other Commercial Vehicle-Based Activities shall be licensed in the Township of Raritan subject to the restrictions of this section.

ii. Other Commercial Vehicle-Based Activities shall only be allowed to operate at Non-Profit and Charitable Events, and Special Events.

iii. Vehicles used for Other Commercial Vehicle-Based Activities must not remain stationary in any one location for more than eight (8) hours.

iv. If a Vehicle used for Other Commercial Vehicle-Based Activities is located along the public right-of-way, business may only be transacted from the curbside of the vehicle.

v. No Vehicle used for Other Commercial Vehicle-Based Activities shall double park along the public right-of-way.

vi. No Vehicle used for Other Commercial Vehicle-Based Activities shall have its engine running if parked along the public right-of-way.

vii. No operator of Vehicle used for Other Commercial Vehicle-Based Activities shall display for sale outside the vehicle any goods or products, including but not limited to, furniture, pictures, paintings, or rugs.

5.25.050 Reserved.

5.25.060 Authority of the Township Committee.

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

5.25.070 Persons Exempt from Licensing Requirements.

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

i. Any person honorably discharged from the military services of the United States possessing a peddler's license issued in conformity with N.J.S.A. 45:24-9 and -10.

ii. Any person who is an exempt fireman of a volunteer fire department as defined by N.J.S.A. 45:24-9 and -10, possessing a license in conformity with said law.

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

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

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

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

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

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

ATTEST:

TOWNSHIP COMMITTEE OF THE TOWNSHIP OF RARITAN

Lisa Fania
Township Clerk

Michael Mangin
Mayor

NOTICE OF PENDING ORDINANCE

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

_____

Lisa Fania, RMC
Township Clerk

TOWNSHIP OF RARITAN
COUNTY OF HUNTERDON, NEW JERSEY

ORDINANCE #18-10

AN ORDINANCE OF THE TOWNSHIP OF RARITAN, COUNTY OF HUNTERDON, NEW JERSEY REPEALING AND REPLACING ORDINANCE 16-23 ENTITLED "AN ORDINANCE REPEALING AND REPLACING SECTION 15.04.030 ENTITLED FEES-BIANNUAL FEE SCHEDULE REPORT-NEW CONSTRUCTION SURCHARGE"

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. Ordinance 16-23 entitled "An Ordinance Repealing and Replacing Section 15.04.030 entitled 'Fees-Biannual Fee Schedule Report-New Construction Surcharge'" is hereby repealed in its entirety and replaced with the following:

A. Waiver of construction permit surcharge and enforcing agency fees for construction to promote accessibility by disabled persons, as stated in 52:27D-1263, the "State Uniform Construction Code Act"

(1) No person shall be charged a construction permit surcharge fee or enforcing agency fee, except those fees for sub-code inspections not performed by Township employees, for any construction, reconstruction, alteration, or home improvement designed and undertaken solely to promote accessibility by disabled persons to an existing private structure, or any of the facilities contained therein. For the purposes of this section, "disabled person" means a person who has the total and permanent inability to engage in any substantial gainful activity by reason of any medically determinable physical or mental impairment, including blindness, and shall include, but not be limited to, any person who is disabled pursuant to the Federal Social Security Act (42 USC §416), or the Federal Railroad Retirement Act of 1974 (45 USC §231 et seq.), or is rated as having a 60 percent disability or higher pursuant to any federal law administered by the United States Veterans Administration. For purposes of this paragraph "blindness" means central visual acuity of 20/200 or less in the better eye with the *use* of correcting lenses. An eye which is accompanied by a limitation in the field of vision such that the widest diameter of the visual field subtends an angle no greater than 20 degrees shall be considered as having a central visual acuity of 20/200 or less.

B. The fee for construction permit shall be the sum of the sub-code fees listed in Subsection B (1) through (5) hereof and shall be paid before the permit is issued. Excluded from the construction fee schedule set forth herein is and unattached structure under thirty (30) inches in height which is an accessory to landscaping development on the property. For purposes of example only, not limitation, such landscaping structures may include railroad ties, rock

gardens, patio pallet construction and similar items. All Use Groups and construction classifications referenced herein are as defined by the New Jersey Uniform Construction Code.

(1) **The Minimum Building Subcode Fee** shall be fifty dollars ($50.00) for the R-2 Use Group, fifty dollars ($50.00) for the R-3 and R-5 Use Groups and one hundred dollars ($100.00) for all other Use Groups.

(a) New construction and additions. Fees for new construction shall be based upon the volume of the structure in cubic feet.

i. For the following Use Groups, the fee shall be based on the formula of volume times $0.035. B (Business), H (High Hazard), I-1 through I-4 (Institutional), A-1 through A-5 (Assembly), M (Mercantile), R-1 through R-5 (Residential) and E (Educational).

ii. For the following use groups, the fee shall be based on the formula of volume times two and one half cents ($0.025): S-1 through S-2 (Storage), U (Utility) and F-1 through F-2 (Factory).

(a) The fee is $0.025 per cubic foot of volume for the first fifty thousand (50,000) cubic feet or part thereof

(b) The fee is $0.018 per cubic foot of volume for the second fifty thousand (50,000) cubic feet or part thereof

(c) The fee is $0.014 per cubic foot of volume of the structure over one hundred thousand (100,000) cubic feet

(d) The fee for commercial farm buildings, as defined by the New Jersey Uniform Construction Code, NJAC 5:23-3.2(d) 1. shall not exceed $2,290.00. (3) Decks and raised patios shall be charged the greater of a minimum fee of one hundred dollars ($100.00) or thirty dollars ($30.00) per thousand dollars of work.

(b) Renovations, alterations, and repairs. Fees for renovations, alterations, and repairs shall be based upon the estimated cost of the work. (The applicant shall submit cost data by an architect or engineer of record, a recognized estimating firm or by contractor bid. The Department will review the construction cost for acceptability). The fees shall be as follows:

i. If the estimated cost is between $1.00 and $100,000.0 the fee shall be thirty dollars ($30.00) per thousand dollars ($1,000.00).

ii. If the estimated cost is over one hundred thousand dollars ($100,000.00) the fee shall be twenty-three dollars ($23.00) per thousand dollars ($1,000.00).

iii. If the estimated cost is over two hundred thousand dollars ($200,000.00) the fee shall be twenty-three dollars ($23.00) per thousand dollars ($1,000.00).

iv. If the estimated cost is over $300,000.00, the fee shall be $23.00 per $1,000.

(c) Additions and renovations, alterations or repairs. Fees for additions and renovations, alterations or repairs shall be a combination of rates set by Subsection B (I) (a) and (b) above.

i. All roof replacements and overlays shall have a flat fee of fifty dollars ($50.00) for the R-3 and R-5 Use Groups, and thirty dollars ($30.00) per one thousand ($1,000.00) of the estimated cost for all other Use Groups.

ii. All siding replacements shall have a flat fee of fifty dollars ($50.00) for R-3 and R-5 Use Groups. A fee of thirty dollars ($30.00) per one thousand dollars ($1,000.00) of the estimated cost shall be for all other Use Groups.

iii. Radon vent systems shall be the minimum fee for the first vent stack, and fifty percent (50%) of the minimum fee for each additional vent stack.

(d) Pool fees shall be as follows:

i. Swimming pools, above ground.

(a) R-5 Use group: one hundred fifty dollars ($150.00).

(b) All other Use Groups: one hundred fifty dollars ($150.00).

(c) Seasonal use pools, those which are not permanent in nature and are regulated by the New Jersey Uniform Construction Code, shall be a fee of forty dollars ($40.00).

ii. Swimming pools, in-ground:

(a) R-5 Use Group: one hundred fifty dollars ($150.00).

(b) other Use Groups: one hundred fifty dollars ($150.00).

iii. Pool Barriers:

(a) For R-5 Use Group the fee shall be seventy-five dollars ($75.00).

(b) For all other Use Groups, the fee shall be one hundred dollars ($100.00) (d) Asbestos abatement:

iv. For R-3 and R-5 Use Groups, the fee shall be one hundred twenty dollars ($120.00).

v. All other Use Groups shall be three hundred dollars ($300.00)

vi. Certificate of occupancy fee for asbestos abatement shall be fifty percent (50%) of the Minimum Fee.

(e) Fences (over six (6) feet in height):

i. For R-3 and R-5 Use Groups, the fee shall be fifty dollars ($50.00).

ii. All other Use Groups shall be one hundred dollars ($100.00)

(f) Sheds as defined in the New Jersey Uniform Construction Code:

i. Those not requiring a foundation system:

(a) For R-3 and R-5 Use Groups, the fee shall be fifty dollars ($50.00).

(b) All other Use Groups shall be one hundred dollars ($100.00)

ii. Sheds with a required foundation system:

(a) For R-3 and R-5 Use Groups, the fee shall be one hundred dollars ($100.00).

(b) All other Use Groups shall be three hundred dollars ($300.00)

(g) Signs:

i.Temporary signs shall be one hundred dollars ($100.00).

ii. Permanent Signs:

(a) Wall or surface mounted signs: one hundred dollars ($100.00)

(b) Pylon and monument signs: two hundred dollars ($200.00)

(h) Demolition: flat rate, depending on building class when occupied as follows:

i. Class 1: two hundred dollars ($200.00)

ii. Class 2: one hundred dollars ($100.00)

iii. Class 3: sixty-five dollars ($65.00)

iv. Demolition of swimming pools:

(a) Above ground: Minimum Fee

(b) In Ground: Same as established rate for Class 3 demolition.

(c) Demolition of shed: Minimum Fee

(i) Installation or erection of temporary structures, tents, tensioned membrane structures, canopies and greenhouses, as defined in NJAC 5:23 shall be one hundred dollars ($100.00)

(j) Buildings moved or relocated, unit rate: sixteen dollars ($16.00) per one thousand dollars ($1000.00), with a Minimum Fee of ninety-five dollars ($95.00); unit rate times the total estimated cost of the following:

i. Cost of moving

ii. Cost of new foundation

iii. All other costs necessary to complete structure (l)

iv. Fees for retaining walls shall be as follows:

(a)The fee for retaining wall with a surface area greater that five hundred fifty (550) square feet that is associated with a Class 3 residential structure shall be one hundred dollars ($100.00)

(b)The fee for a retaining wall with a surface area of five hundred fifty (550) square feet or less that is associated with a Class 3 residential structure shall be fifty dollars ($50.00)

(c)The fee for a newly constructed retaining wall of any size at other than a Class 3 residential structure shall be based on the cost of the construction, and shall be a fee at the same rate of B(1)(b) above

(k) Photovoltaic systems shall be a flat fee of one hundred forty dollars ($140.00) for Use Groups R-3 and R-5. All other Use Groups shall be a fee based on the designated kilowatt rating of each solar photovoltaic system as follows:

i. One to 50 kilowatts, the fee shall be one hundred forty dollars ($140.00)
ii 51 to 100 kilowatts, the fee shall be two hundred sixty dollars ($260.00)
iii. Greater than 100 kilowatts, the fee shall be seven hundred fifty dollars ($750.00)

(2) **The Minimum Plumbing Subcode Fee** shall be fifty dollars ($50.00) for the R2 Use Group, fifty dollars ($50.00) for the R-3 and R-5 Use Groups and one hundred dollars ($100.00) for all other Use Groups. All other fees shall be as stated below.

(a) The fee shall be thirteen dollars ($13.00) per drip pan, humidifier, whirlpool tub, combustion air, fixture, vent or stack. For the purpose of computing this fee, fixtures, vents or stacks shall include but not be limited to water closets, urinals, bidets, lavatories, sinks, showers, floor drains, washing machines, dishwashers, hose bibs, drinking fountains, indirect waste or water connections, residential solar systems, roof drains, storm drains, leaders, sump-pumps and conductors.

(b) The fee shall be seventy-five dollars ($75.00) per special device. For the purpose of computing the fee, special devices shall include but not be limited to sewage ejectors, gas piping, water conditioning equipment, grease, oil, sand or other type inceptors, backflow devices, booster pumps, water heaters, heat exchangers, boilers or furnaces, air conditioning units, refrigeration systems and solar systems.

(c) The Minimum Fee shall be charged for each residential sewer, septic and water utility connection. The fee for commercial, industrial and private on-site sanitary and storm sewers, domestic water lines and combination mains shall be seventy-five dollars ($75.00) for up to and including the first one hundred feet (100'). Each additional ten feet (10') or portion thereof shall be an additional twenty dollars ($20.00) per ten feet (10') or portion thereof.

(d) The Minimum Fee shall be charged for each of the following; furnace, water heater, swimming pool water heater, water heater coil, ultraviolet system, central air conditioning, hydronic piping, refrigeration piping, pool drains, steam shower units, backflow preventer reports and tempering valves. Gas piping, liquefied petroleum gas piping and fuel oil piping shall be the Minimum Fee and includes provisions for the installation of us to four (4) appliances. The fifth and each additional appliance shall be an additional thirteen-dollar ($13.00) fee.

(e) One hundred forty dollars ($140.00) shall be for each new or replacement complete hot water and steam boiler system installation consisting of a boiler, backflow

preventer, temperature mixing valve control, domestic hot water coil or external water maker coil unit and tank, combustion air or any combination thereof.

(f) The Minimum Fee shall be for single boiler hydronic piping for the R-5 Use Group. For all other Use Groups, the Minimum Fee shall be per floor of each structure.

(g) The Minimum Fee shall be per unit for commercial-industrial refrigeration piping.

(3) **The Minimum Mechanical Subcode Fees**, which are only applicable to the R3 and R-5 Use Groups, shall be seventy-five dollars ($75.00), the fees shall otherwise be as follows:

(a) The fee for the replacement of an individual Mechanical device shall be the minimum fee for the first device, and fifty percent (50%) of the minimum fee for each additional device, and shall include inspection for required combustion air. Exceptions to this fee is as follows;

(i) Generators shall be one hundred dollars ($100.00)

(ii) Gas piping shall be seventy-five dollars ($75.00)

(iii) Hot water boilers shall be one hundred forty dollars ($140.00)

(iv) Steam boilers shall be one hundred forty dollars ($140.00)

(b) No separate fee shall be for existing gas, fuel oil, or water piping connections associated with the mechanical equipment inspected.

(c) A flat fee of one hundred forty dollars ($140.00) shall be for each new or replacement complete HVAC system installation, consisting of a furnace, compressor, a-coil, drip pan, condensate pump or discharge line, humidifier, combustion air, or any combination thereof.

(4) **The Minimum Electrical Subcode Fee** shall be fifty dollars ($50.00) for the R-2 Use Group, fifty dollars ($50.00) for the R-3 and R-5 Use Groups, and one hundred dollars ($100.00) for all other use groups. All other fees shall be as stated below:

(a) The fee for electrical fixtures and devices, for the first fifty (50) fixtures or switches shall be the fifty dollars ($50.00). Each additional twenty (20) receptacles, fixtures, switches or portion thereof shall be ten dollars ($10.00). For the purpose of computing this fee, receptacles, fixtures or switches shall include lighting outlets, smoke detectors, heat detectors, fluorescent fixtures and receptacles, thermostats, or motors of one less than (1) horsepower.

(b) The fee for alarm systems shall be as follows:

i. For R-2 Use Group the fee for the first ten (10) devices shall be fifty dollars ($50.00), each additional twenty (20) devices shall be ten dollars ($10.00).

ii. For R-3 and R-5 Use Groups, the fee for the first ten (10) devices shall be fifty dollars ($50.00), each additional twenty (20) devices shall be ten dollars ($10.00).

iii. All other Use Groups, the fee for the first ten (10) devices shall be fifty dollars ($50.00), each additional twenty (20) devices shall be ten dollars ($10.00).

(c) The fee for data systems shall be as follows:

i. For R-2 Use Group the fee for the first ten (10) devices shall be fifty-five dollars ($55.00), each additional twenty (20) devices shall be ten dollars ($10.00).

ii. For R-3 and R-5 Use Groups, the fee for the first ten (10) devices shall be fifty dollars ($50.00), each additional twenty (20) devices shall be ten dollars ($130.00).

iii. All other Use Groups, the fee for the first ten (10) devices shall be fifty dollars ($50.00), each additional twenty (20) devices shall be ten dollars ($10.00).

(d) The fee for in floor heating systems shall be the Minimum Fee for the first five (5) kilowatts. Each additional five (5) kilowatts shall be fifty percent (50%) of the Minimum Fee.

(e) The fee for motors shall be the minimum fee or as follows:

i. 1 to 10 horsepower shall be twenty dollars ($20.00)
ii. 10.1 to 50 horsepower shall be sixty dollars ($60.00)
iii. 50.1 to 100 horsepower shall be one hundred dollars ($100.00)
iv. 100.0 to 500 horsepower shall be four hundred dollars ($400.00).
v. Over 500 horsepower shall be six hundred dollars ($600.00).

(f)The fee for electrical devices, transformers and generators shall be the minimum fee or as follows:

i. 1 to 10 kilowatts shall be twenty dollars ($20.00).

ii. 10.1 to 50 kilowatts shall be fifty-five dollars ($55.00) for R-2 Use Group, sixty dollars ($60.00) for R-3 and R-5 Use Groups, and one hundred dollars ($100.00) for all other Use Groups.

iii. 50.1 to 100 kilowatts shall be one hundred ten dollars ($110.00) for R-2 Use Group, one hundred twenty dollars ($120.00) for R-3 and R-5 Use Groups, and two hundred dollars ($200.00) for all other Use Groups.

iv. 100.1 to 500 kilowatts shall be three hundred thirty dollars ($330.00) (5) Over 500 kilowatts shall be three hundred thirty dollars ($330.00) plus one hundred twenty dollars ($120.00) for each additional one hundred (100) kilowatts or potion thereof over five hundred (500) kilowatts

(g) For the purpose of computing the fee, typical electrical device sizes are listed below, but the proper kilowatt rating for the applied for device must be noted on the

application so that the proper fee can be assessed. This typical list is by no way all inclusive.

i. Dishwasher: approximately one and two-tenths (1.2) kilowatts
ii. Water heater: approximately four and five-tenths (4.5) kilowatts
iii. Electric dryer: approximately five (5) kilowatts
iv. Apartment/residential sized range: approximately eight (8) kilowatts (5) Electric baseboard heat: approximately two hundred fifty (250) watts per foot

(h) The fee for low-voltage service equipment including service panels, sub-panels and service entrances shall be as follows

i. 1 to 199 amperes shall be fifty dollars ($50.00)
ii. 200 amperes shall be one hundred dollars ($100.00)
iii. 200.01 to 800 amperes shall be two hundred dollars ($200.00).
iv. 800.01 to 2000 amperes shall be three hundred dollars ($300.00).
v. Over 2000 amperes shall be three hundred dollars ($300.00) plus one hundred dollars ($100.00) for each additional five hundred (500) amperes or potion thereof over two thousand (2000).

(i) High voltage service over six hundred (600) volts shall be five hundred dollars ($500.00).

(j) Construction of temporary pole service shall be fifty dollars ($50.00).

(k) The fee for pools shall be as follows:

i. Above ground pools:
ii. R-5 Use Group shall be seventy dollars ($70.00), which includes pumps, convenient outlet and bonding.
iii. All other Use Groups shall be two hundred percent (200%) of the Minimum Fee, which includes pumps, convenient outlet and bonding.
iv. In-Ground pools
v. Pool heaters, subpanels, lights and sweepers shall be an additional fee at the published rates.
vi. Annual pool inspections for commercial pools shall be one hundred dollars ($100.00)

(l) Trailer connections shall be fifty dollars ($50.00).

(m) The fee for photovoltaic systems shall be based on the designated kilowatt rating of each solar photovoltaic system as follows:

i. One (1) to fifty (50) kilowatts shall be one hundred forty dollars ($140.00).
ii. Fifty-one (51) to one hundred (100) kilowatts shall be two hundred sixty dollars ($260.00).

iii. Over one hundred (100) kilowatts shall be two hundred and sixty dollars ($260.00) plus one dollar ($1.00) for every per panel installed.

(5) **The Minimum Fire Subcode Fee** shall be fifty dollars ($50.00) for the R-2 Use Groups, fifty dollars ($50.00) for the R-3 and R-5 Use Groups, and seventy-five dollars ($75.00) for all other use groups. All other fees shall be as stated below:

(a) Sprinkler heads shall be as follows:

i. 1 to 5 sprinkler heads shall be the Minimum Fee
ii. 6 to 20 sprinkler heads shall be one hundred dollars ($100.00)
iii. 21 to 100 sprinkler heads shall be one hundred fifty dollars ($150.00)
iv. 101 to 200 sprinkler heads shall be two hundred fifty dollars ($250.00)
v. 201 to 400 sprinkler heads shall be six hundred twenty-five dollars ($625.00)
vi. 401 to 1000 sprinkler heads shall be eight hundred fifty dollars ($850.00)
vii. 1001 to 1400 sprinkler heads shall be one thousand one hundred dollars ($1100.00)
viii.1401 to 1800 sprinkler heads shall be one thousand three hundred fifty dollars ($1350.00)
ix. Over 1800 sprinkler heads shall be one thousand six hundred dollars ($1600.00)

(c) Standpipe system shall be three hundred dollars ($300.00) for each riser

(c) Sprinkler valves shall be as follows:

i. Alarm valves shall be one hundred dollars ($100.00) each
ii. Dry pipe valves and pre-action valves shall be one hundred dollars ($100.00) each

(d) Fire pumps shall be two hundred dollars ($200.00) each

(e) Private fire hydrants shall be one hundred dollars ($100.00) each

(f) Freestanding fire department connection installation shall be one hundred dollars ($100.00)

(g) Underground fire service mains shall be as follows:

i. 1 to 100 feet shall be one hundred dollars ($100.00)
ii. Each additional ten feet (10') shall be twenty dollars ($20.00) per ten feet (10') or portion thereof.

(h) Fire alarms shall be as follows:

i. Alarm, supervisory, monitoring modules and signaling devices shall be; (a) For R-2 Use Group the fee shall be fifty dollars ($50.00) for the first twelve (12) devices, and five dollars ($5.00) for each additional ten (10) devices. (b) For R-3 and R-5 Use Groups the fee shall be fifty dollars ($50.00) for the first twelve (12) devices, and five dollars ($5.00) for each additional ten (10) devices.

ii. For all other Use Groups the fee shall be seventy-five dollars ($75.00) for the first twelve (12) devices, and ten dollars ($10.00) for each additional ten (10) devices.

iii.Control panels and booster panels shall be one hundred dollars ($100.00) each

(i) Pre-engineered wet chemical, FM-200, carbon dioxide, inergin and foam systems shall be one hundred dollars ($100.00) each.

(j) Smoke control systems shall be two hundred seventy-five dollars ($275.00) each.

(k) Heat producing devices including prefabricated fireplaces, fireplace inserts, solid fuel stoves, pellet stoves, furnaces, metal chimneys, chimney liners and generators shall be fifty dollars ($50.00).

(l) Commercial kitchen exhaust systems and hazardous exhaust systems shall be two hundred twenty dollars ($220.00) each.

(m)Installation for fuel storage tanks shall be as follows:

i. The fee for the R-5 Use Group shall be seventy-five dollars ($75.00) each.

ii.All other Use Groups shall be one hundred twenty dollars ($120.00) each.

(n) Installation of water storage tanks shall be two hundred fifty dollars ($250.00) each for all Use Groups.

(o) Removal of an underground storage tank shall be seventy-five dollars ($75.00) each.

(p) Removal of above ground storage tanks shall be as follows:

i. The fee for R-3 and R-5 Use Groups shall be fifty dollars ($50.00) for each tank removed.

ii. All other Use Groups shall be one hundred dollars ($100.00) each. (q) Installation of CO2 cylinders shall be one hundred dollars ($100.00) for the first one hundred (100) pounds and fifty dollars ($50.00) for each additional one hundred (100) pounds or portion thereof.

(6) **Elevator Subcode Fee**, the initial registration fee for each elevator device in any structure that is not an R-5 Use Group shall be fifty dollars ($50.00). A re-registration fee of fifty dollars ($50.00) shall be required for each structure containing one (1) or more elevator devices upon change of ownership.

(a) Fees for witnessing acceptance tests and performing inspections in Use Groups that are not R-5 shall be as follows:

i. Traction and winding drum elevators with 1 to 10 floors shall be two hundred twenty-five dollars ($225.00)

ii. Traction and winding drum elevators with over 10 floors shall be three hundred seventy-five dollars ($375.00)

iii. Hydraulic elevators shall be two hundred dollars ($200.00)

iv. Roped hydraulic elevators shall be two hundred twenty-five dollars ($225.00)

v. Escalators and moving walks shall be two hundred dollars ($200.00)

vi. Dumbwaiters/platform lifts, chairlifts, stairway chairlifts, inclined and vertical wheelchair lifts and man lifts shall be fifty dollars ($50.00)

vii. Additional charges for devices with any of the equipment listed below shall be as follows:

(a) Oil buffers shall be forty dollars ($40.00) each

(b) Counterweight governor and safeties shall be one hundred dollars ($100.00) each

(c) Auxiliary power generators shall be seventy-five dollars ($75.00) each. (d) Elevator devices in structures in Use Group R-5 shall be one hundred fifty dollars ($150.00). This fee shall be waived when signed statement and supporting inspection and acceptance test reports are filed by and approved qualified agent or agency in accordance with N.J.A.C. 5:23-2.19 and 5:23-2.20 (e) The fee for witnessing acceptance tests and performing inspections of alterations shall be fifty dollars ($50.00)

(b) Fees for routine and periodic tests and inspections for elevator devices in structures not in Use Group R-5 shall be as follows:

i. Six (6) month periodic/routine inspection of elevator devices shall be as follows:

(a) Traction and winding drum elevators with 1 to 10 floors shall be one hundred forty dollars ($140.00)

(b) Traction and winding drum elevators with over 10 floors shall be one hundred eighty dollars ($180.00)

(c) Hydraulic elevators shall be one hundred dollars ($100.00)
(d) Roped hydraulic elevators shall be one hundred forty dollars ($140.00)
(e) Escalators and moving walks shall be one hundred forty dollars ($140.00)

(c) One (1) year periodic inspection and witnessing of tests of elevator devices, which shall include a six (6) month routine inspection shall be as follows:

i. Traction and winding drum elevators with 1 to 10 floors shall be two hundred dollars ($200.00)
ii. Traction and winding drum elevators with over 10 floors shall be two hundred forty dollars ($240.00)
iii. Hydraulic elevators shall be one hundred fifty dollars ($150.00)
iv.Roped hydraulic elevators shall be two hundred dollars ($200.00)
v.Escalators and moving walks shall be three hundred twenty dollars ($320.00)
vi.Dumbwaiters/chairlifts shall be eighty dollars ($80.00)
vii.Inclined and vertical wheelchair lifts shall be one hundred twenty dollars ($120.00)

(d) Additional yearly periodic inspection charges for elevator devices equipped with the following features shall be as follows:

i. Oil buffers shall be forty dollars ($40.00) each
ii. Counterweight governor and safeties shall be eighty dollars ($80.00)
iii. Auxiliary power generators shall be fifty dollars ($50.00)

(e) The fee for the three (3) or five (5) year inspection of elevator devices shall be as follows:

i. Traction and winding drum elevators with 1 to 10 floors (five year inspection) shall be three hundred forty dollars ($340.00)
ii. Traction and winding drum elevators with over 10 floors (five-year inspection) shall be three hundred eighty dollars ($380.00)
iii. Hydraulic and roped hydraulic elevators (3-year inspection) shall be two hundred fifty dollars ($250.00)
iv. Hydraulic and roped hydraulic elevators (5-year inspection) shall be one hundred fifty dollars ($150.00)

(f) The fees set forth in Subsection B(6)(b) above shall be paid annually in accordance with the following schedule, which is based on the average of the fees to be collected over a five (5) year period:

i. Basic annual fees shall be as follows:

(a) Traction and winding drum elevators with 1 to 10 floors shall be three hundred seventy dollars ($370.00)
(b) Traction and winding drum elevators with over 10 floors shall be four hundred fifty dollars ($450.00)
(c) Hydraulic elevators shall be two hundred seventy dollars ($270.00)
(d) Roped hydraulic elevators shall be three hundred dollars ($300.00)
(e) Escalators and moving walks shall be four hundred sixty dollars ($460.00)
(f) Dumbwaiters/chairlifts shall be eighty dollars ($80.00)
(g) Chairlifts, stairway chairlifts, inclined and vertical wheelchair lifts and man lifts shall be one hundred twenty dollars ($120.00)

ii. Additional charges for devices equipped with the following features shall be charged as follows:

(a) Oil buffers shall be forty dollars ($40.00) each
(b) Counterweight governor and safeties shall be eighty dollars ($80.00) each
(c) Auxiliary power generators shall be fifty dollars ($50.00) each

iii. An administrative fee of fifteen percent (15%) will also be charged to each elevator permit issued.

(7) **The fees for Plan Review shall be as follows:**

(a) The fee for plan review shall be ten percent (10%) of the amount to be charged for the construction permit and shall be paid before the plans are reviewed.

(b) The fee for review of any amendment or change to a plan that has already been released, shall be charged at a rate of seventy dollars ($70.00), per hour, per sub-code. Fees shall be rounded to the nearest one-half hour. A minimum fee of thirty-five dollars ($35.00) shall be charged.

(8) **The fee for Variations shall be charged per the building class of the structure as follows:**

(a) Class 1 shall be three hundred fifty dollars ($350.00) (b) Class 2 shall be one hundred fifty dollars ($150.00).

(b) Class 3 shall be one hundred dollars ($100.00)

(c) Re-submission of a variation shall be charged fifty percent (50%) of the original fee.

(9) **The fees for Certificates of Occupancy shall be as follows:**

(a) Certificate of Occupancy. The fee shall be in the amount of ten percent {10%) o£ the new construction permit fee. The minimum shall be one hundred twenty dollars, ($120.00), except for one (1) and two (2) family dwellings (R-5) wherein the minimum fee shall be sixty dollars ($60.00). This shall apply whether the Certificate of Occupancy is temporary or permanent in nature.

(b) Temporary Certificate of Occupancy: The fee for Temporary Certificate of Occupancy or extensions shall not exceed $30. There shall be no fee charged for the first issuance of a Temporary Certificate of Occupancy, provided the Certificate of Occupancy fee is paid at that time.

(c) The fee for a Certificate of Continued Occupancy shall be one hundred fifty dollars ($150.00), and shall be required for all changes in occupancy of non-residential Use Groups.

(d) A Certificate of Continued Occupancy issued for a finished basement in a residential Use Group, in which work was completed prior to the issuance of a construction permit, shall be charged a flat fee of four hundred dollars ($400.00).

(e) (e) The fee for a Certificate of Occupancy granted to a change of use shall be one hundred fifty dollars ($150.00)

(f) Occupancy Placards: No fee for the first issuance. Fees for a replacement shall be charged the same as those for a Temporary Certificate of Occupancy as stated in 9(b) above.

(g) The fee for a Certificate of Compliance for hazardous equipment maintained or installed in accordance with the New Jersey Uniform Construction Code, delineating the approval period, shall be one hundred dollars ($100.00).

(10) **Fees for Limited Certificates of Approval shall be as follows:**

(a) Limitations. Equipment herein below listed, having been determined to create a significant potential for hazard to public health and safety, shall be granted a certificate of approval by the appropriate subcode official or other approved agency for the duration specified herein:

i. Elevators shall be six (6) months: twenty-six dollars ($26.00).
ii. Platform lifts shall be six (6) months: twenty-five dollars ($25.00).

iii. Dumbwaiters shall be twelve (12) months: twenty-five dollars ($25.00).
iv. High-pressure boilers shall be twelve (12) months: as provided by the state.
v. Refrigeration systems shall be twelve (12) months: as provided by the state
vi. Pressure vessels shall be twelve (12) months: as provided by the state.
vii. Cross connections/Backflow preventers (equipped with test ports only) shall be twelve (12) months: fifty dollars ($50.00) for the first four (4) devices and fifty dollars ($50.00) for each additional four (4) devices or portion thereof.

(b) Such equipment shall be periodically re-inspected or tested in accordance with the provisions of the regulations prior to the expiration of such Certificate of Approval and any violations corrected before a new certificate may be issued.

(c) No such system or assembly shall continue in operation unless a valid Certificate of Approval has been reissued. It shall be a violation of the regulations for an owner to fail to provide for such periodic inspection testing.

(d) The enforcing agency may revoke a Certificate of Occupancy whenever a condition of a Certificate has been violated.

(e) The provisions and regulations do not preclude periodic certification pursuant to other applicable laws or ordinances.

C. The fee for the reinstatement of Lapsed Permits, for which no changes are made or required by mandated code changes, shall be fifty percent (50%) of the original permit fee prior to lapse.
D. No refund will be given after ninety (90) days of issuance of permit. Prior to ninety (90) days of issuance, the plan review fee shall be held and remaining fees may be refunded at the discretion of the Construction Official.

E. The fees for the State of New Jersey are determined by the State and are as follows:
(1) In order to provide for the training, certification and technical support programs required by the Uniform Construction Code Act, the enforcing agency, including the Department when acting as the local agency, shall collect a surcharge fee of $0.00371 per cubic foot of volume of new construction. The fee for all other construction shall be $1.90 per one thousand dollars {$1,000.00) of the value of construction. The minimum permit surcharge fee shall be $1.00. Said surcharge fee shall be remitted to the Bureau of Housing Inspection, Department of Community Affairs, on a quarterly basis for the fiscal quarters ending March 31, June 30, September 30 and December 31 and not later than one {1) month next succeeding the end of the quarter for which it is due.
(2) The enforcing agency shall report annually at the end of each state fiscal year to the Bureau of Housing Inspection, and not later than July 31, the total amount of the surcharge fee collected in the fiscal year. In the fiscal year in which the regulations first become effective, said report shall be for the third and fourth {state fiscal year) quarters.

F. Annual permits. The fee to be charged for an annual construction permit shall be charged annually. This fee shall be a flat fee based on the number of maintenance workers who are employed by the facility and who are primarily engaged in work that is governed by a subcode. Managers, engineers and clericals shall not be considered maintenance workers for the purpose of establishing the annual construction permit fee. Annual permits may be issued for building, fire protection, electrical and plumbing. Fees shall be as follows:One (1) to twenty-five (25) workers (including foreman) shall be six hundred eighteen dollars {$618.00) per worker; each additional worker over twenty-five (25) shall be two hundred fifteen dollars ($215.00) per worker.

(1) Prior to the issuance of the annual permit, a training registration fee of one hundred thirty dollars ($130.00) per subcode shall be submitted by the applicant to the Department of Community Affairs, Construction Code Element, Training Section, along with a copy of the construction permit (Form F-170A). Checks shall be made payable to "Treasurer, State of New Jersey."

G. Hourly charges and fees for development-wide inspection of homes after issuance of a Certificate of Occupancy shall be in such amount as may be reasonable and necessary in order to ascertain whether a violation exists or to verify that any work performed has abated the violation.

(1) The hourly charge shall be the same as the hourly rate set forth in section D above, times the number of hours spent by the code officials in determining whether a violation exists or verifying that any work performed has abated the violations.

H. All penalty monies shall be collected under penalty provision of the UCC. An penalties collected shall be retained by the Building Department and shall be placed in a special trust fund to be applied to the cost of the department for training, education, technical support programs, certification, new equipment and transportation. An independent fund shall be set up and retained by the Director of Finance to be the Trustee of this account.

I. The Construction Official shall, with the advice of the Subcode Officials, prepare and submit to the Township Committee, biannually, a report recommending a fee schedule based on the operating expenses of the agency and any other expenses of the municipality fairly attributable to the enforcement of The State Uniform Construction Code Act.

Section 2: 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 3: The Ordinance shall take effect upon its adoption, passage and publication according to law.

ATTEST:

TOWNSHIP COMMITTEE OF THE TOWNSHIP OF RARITAN

Lisa Fania, RMC
Township Clerk

Michael Mangin
Mayor

NOTICE OF PENDING ORDINANCE

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

Lisa Fania, RMC
Township Clerk

15a.

Immaculata HIGH SCHOOL

A Blue Ribbon School of Excellence since 1998
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www.ImmaculataHighSchool.org

February 20, 2018

Mr. John Tully
Senior Engineering Assistant
Raritan Township Engineering Department
1 Municipal Drive
Flemington, NJ 08822

Dear Mr. Tully,

Thank you very much for assisting with our career shadowing activity. I spoke with Frank McGuire this morning, and he had a great experience shadowing at the Raritan Township Engineering Department.

Career shadowing is designed to increase career awareness and provide the student with real life work experiences. The goal is for our students to get a realistic and meaningful understanding of a particular occupation.

Thank you very much for your participation. It is greatly appreciated.

Sincerely,

Greg Arakelian
Guidance Counselor
garakelian@immaculatahighschool.org

16IA1.

RARITAN TOWNSHIP COMMITTEE REGULAR MEETING
RARITAN TOWNSHIP MUNICIPAL BUILDING
TUESDAY, FEBRUARY 6, 2018

MEETING CALLED: Mayor Mangin called the regular meeting to order at 6:30 p.m.

ROLL CALL: The following were present: Mayor, Michael Mangin; Deputy Mayor, Karen Gilbert; Comm. Gary Hazard; Comm. Craig O'Brien; Comm. Louis Reiner.

Also present were: Administrator, Don Hutchins; Municipal Clerk, Lisa Fania; Police Chief, Glenn Tabasko; Township Attorney, Jeff Lehrer; Attorney, Ed Purcell.

MEETING ADVERTISED: Mayor Mangin advised that the meeting was advertised in accordance with the Open Public Meetings Act, Chapter 231, P.L. 1975 in the January 10, 2018 issue of the Courier News and was posted on the office bulletin board and the Township Website.

Township Attorney Lehrer read Resolution #18-30 in full.

Mayor Mangin asked for a motion to approve Closed Session Resolution.
Motion by Gilbert, seconded by Hazard
ROLL CALL VOTE:
AYES: Gilbert, Hazard, O'Brien, Reiner, Mayor Mangin
NOES: None
ABSTAIN: None
ABSENT: None

RESOLUTION #18-30

RESOLUTION RETIRING INTO EXECUTIVE SESSION

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

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

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

1. The public shall be excluded from discussion of the specified subject matter.
2. The general nature of the subject matter to be discussed is as follows:

a)	Contract Negotiations:	
b)	Personnel:	Sick time accrual for non-union employees; longevity Compensation; Auditor appointment; RTMUA appointment; Construction Code Official
c)	Attorney-Client Privilege:	Sempervive Update
d)	Pending Litigation:	

It is anticipated that the minutes on the subject matter of the Executive Session will be made public upon conclusion of the matter under discussion; and in any event, when appropriate pursuant to N.J.S.A. 10:4-7 and 4-13.

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

CLOSED SESSION MINUTES WILL BE DONE IN A SEPARATE DOCUMENT

Mr. Lehrer left the meeting following closed session.

The regular meeting reconvened at 7:15 p.m.

PLEDGE OF ALLEGIANCE & MOMENT OF SILENCE: Mayor Mangin 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 Mangin asked for any amendments to the Agenda.

Committee Member Reiner requested a discussion regarding the condition of the bathrooms after Court sessions; and Committee Member Hazard requested the addition of a proclamation honoring Township-resident, Brian White for being selected to a Major League Soccer Team be added to the Agenda.

Mayor Mangin advised that the discussion regarding bathroom conditions would be added to a future agenda.

Mayor Mangin asked for a motion to amend the agenda with the addition of a proclamation honoring Brian White.
Motion by Hazard; seconded by Reiner to approve the Agenda as amended.
ROLL CALL VOTE:
AYES: Gilbert, Hazard, O'Brien, Reiner, Mayor Mangin
NOES: None
ABSTAIN: None
ABSENT: None

Mayor Mangin invited Brian White to approach the dais and read into the record the following proclamation:

PROCLAMATION

HONORING BRIAN WHITE FOR ACHIEVING MAJOR LEAGUE SOCCER STATUS AND ACADEMIC EXCELLENCE

WHEREAS, Brian White, a twenty-two (22) year resident of the Township of Raritan, has participated in youth and elite soccer programs for the past thirteen (13) years for teams including the Greater Flemington Soccer Club, Player Development Academy, and Red Bull Youth Soccer; and

WHEREAS, Brian White also played soccer for the Hunterdon Central Regional High School's Varsity Soccer team helping it to earn its first New Jersey Group IV State Championship title; and

WHEREAS, Brian White attended Duke University participating as a four-year starter for the Men's Soccer Team earning 2017 ACC All-Academic, ACC All Men's Soccer Team, and Third Team All American honors, as well as graduating in three and a half years with a Political Science degree; and

WHEREAS, Brian White entered the Major League Soccer professional draft on January 19, 2018 and was selected 16th pick in the First Round by the New York Red Bulls Soccer Team.

NOW, THEREFORE BE IT PROCLAIMED, on this 6th day of February, 2018 by the Mayor and Township Committee of the Township of Raritan, County of Hunterdon, State of New Jersey, that Brian White is honored for his leadership, determination, and dedication in the pursuit of academic and athletic excellence among the youth of our community and that sincerest congratulations be extended for his accomplishment of First Round draft selection to the New York Red Bulls Major League Soccer Team.

PRESENTATION – RARITAN TOWNSHIP ON-LINE INFORMATION SDL PORTAL – JOHN TULLY

Township Assistant Engineer, John Tully, gave a brief presentation of the Township's new on-line information portal utilizing Spacial Data Logic (SDL) software. Mr. Tully explained that registered users now have convenient access to real-time Township information including property assessments; sales history; parcel description and images; owner information; forms; and permit status. Mr. Tully explained the registration process; demonstrated navigation of the portal including use of the search and status features; and showed how to submit a request for records in accordance with the Open Public Records Act. Mr. Tully added that users will also be able to receive real-time status notifications by email of inspections.

Discussion was held regarding the ability to upload rabies certificates for pet licensing; identification of properties in the event of alarm activation; and electronic signature approval.

During the discussion, Mr. Tully advised that approvals currently require manual signatures but the State is working towards electronic signatures for approval of engineering and architectural plans. He added that SDL is also in the process of modifying their software to enable electronic signatures for Township engineering/zoning approvals. Mr. Tully further advised that rabies certificates can be uploaded in pdf format and that future enhancements include Police Department access; on-line submission of all forms; and electronic payment.

Mr. Tully and Mr. Hutchins both commented on the use of the software for inspections. Mr. Tully also advised that the software is compatible for use with the Drone that was recently purchased by the Engineering department.

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.

There was no public comment.

FINANCIAL ISSUES

Payment of Bills as listed for **Raritan Township: $3,371.745.74**

Motion by Gilbert, seconded by Hazard to approve the bill list for Raritan Township.
ROLL CALL VOTE:
AYES: Gilbert, Hazard, O'Brien, Reiner, Mayor Mangin
NOES: None
ABSTAIN: None
ABSENT: None

Payment of Bills as listed for **Raritan Township Fire Company: $2,088.26**

Motion by Gilbert, seconded by Reiner to approve the bill list for the Raritan Township Fire Company.
ROLL CALL VOTE:
AYES: Gilbert, Hazard, O'Brien, Reiner, Mayor Mangin
NOES: None
ABSTAIN: None
ABSENT: None
RECUSE: Mayor Mangin

REPORTS

The following staff reports were acknowledged by the Township Committee:

*Public Works – Snow Removal Costs – January 8, 17, 30, 2018
*Tax Collector – December 2017
*Tax Collector – 2017 Annual Statement of Receipts
*Fire Safety – 2017 End of Year Report
*Court – December 2017

During Staff Reports, Mayor Mangin announced that the Township will be returning overpayments of third and fourth quarter 2018 tax payments for which action will be authorized by resolution later in the Agenda.

LIAISON REPORTS

Karen Gilbert: Finance; Historian; Open Space; Parks and Recreation; Planning Board (Class III Member)

Deputy Mayor Gilbert reported on a meeting of the Open Space Advisory Committee advising of discussion regarding resubmittal of the Francavilla Property to the County at no cost to the Township; as well as a meeting of the Planning Board advising that the Sign Ordinance is in review and recommendations will be submitted to the Township Committee. Deputy Mayor Gilbert announced that she will attend the February meeting of the Parks and Recreation Committee.

Gary Hazard: Court/Police; RTMUA

Committee Member Hazard thanked the Police Department for the safety provided during the holiday season; and provided an update on the status of the judge appointment advising that interviews have been scheduled. Committee Member Hazard advised that resumes of candidates are available for review.

A brief discussion was held regarding the number of resumes received. Committee Member Hazard and Mr. Hutchins advised that approximately twelve (12) resumes were received, for which five (5) did not have bench experience. Committee Member Hazard continued that upon the completion of the interviews, recommendations will be submitted to the Committee for consideration. He further advised that the Court is covered with Judges until the end of March.

Craig O'Brien: Open Space

Committee Member O'Brien announced the date of the upcoming Open Space Advisory Committee meeting (February 14). Committee Member O'Brien requested that the Committee consider a presentation by Committee Member O'Brien on openness and transparency of Township Committee meetings for the February 20, 2018 agenda.

Mayor Mangin commented that recommendations for such presentation must be submitted to all Committee Members for review prior to that meeting.

Louis Reiner: Agriculture Advisory Board; Fire/Rescue/OEM; Public Works; Wildlife Management Advisory Committee

Committee Member Reiner announced the upcoming meeting date of the Wildlife Management Advisory Committee (February 22).

Michael Mangin: Board of Health; Finance; Personnel; Planning Board (Class I Member)

Mayor Mangin reported on a meeting of the Board of Health advising of ordinances introduced including revised fee schedule; and amending language regarding soil witness testing; as well as Finance and Planning Board meetings. Mayor Mangin advised that budget discussions are underway and commended Mr. Hutchins and Mr. Pandos for their efforts in preparing the documents for review. Mayor Mangin also commented on the revamping of the Sign Ordinance by the Planning Board and the benefits of such to the business community.

UNFINISHED BUSINESS

There was no unfinished business.

NEW BUSINESS

a. Approval of new taxi cab license (Angeles Taxi) – Mr. Purcell explained that Township Ordinance requires authorization by the Township Committee for the issuance of new taxi cab licenses. It was the consensus of Committee Members to approve the issuance of a taxi cab license to Angeles Taxi.

b. Joint Infrastructure Planning Committee – Mayor Mangin commented on the issue of sewer capacity within the Township explaining that the Township Committee is considering the formation of a formal ad hoc committee, the Joint Infrastructure Planning Committee (JIPC) to address this critical issue.

Committee Member Hazard recapped that discussion regarding the appointment of John Kendzulak as RTMUA Commissioner was carried from the January 16, 2018 meeting, as he wanted to interview Mr. Kendzulak prior to voting. Committee Member Hazard concurred with Mayor Mangin's comments regarding establishing a commission consisting of Township representation including the Planning Board; Township Engineer; Hunterdon County representation (Freeholder Board, County Engineer, County Director of Economic Development). Committee Member Hazard voiced opinion that the issue is not just for the Township but for all of Hunterdon County going forward and a need exists to look at the options and what is available. Committee Member Hazard commented on the length of time before a shovel goes in the ground, anywhere from three (3) to seven (7) years. Committee Member Hazard recommended proceeding with the proposal with input and assistance from Committee Members, residents, and professionals.

Deputy Mayor Gilbert expressed support for Committee Member Hazard's proposal commenting that a first step is the identification of a mission statement and determination of the responsibilities of such group. Deputy Mayor Gilbert advised that the Township's Master Plan is up for reexamination this year.

Mayor Mangin voiced support in favor of the Township Attorney drafting a resolution establishing the proposed committee for consideration at a future scheduled meeting.

Committee Member Hazard reiterated that he would like input from Committee Members and expressed support for a resolution draft as well.

Committee Member O'Brien commented in favor of more discussion and continued that the driving force should be the Township vs. the County Freeholder Board and the Borough. Committee Member O'Brien also raised concern that meetings of the proposed body be held in public and well noticed. Committee Member O'Brien also requested the inclusion of members of the business community as participants on the proposed committee.

Committee Member Reiner expressed support in favor of including members of the business community.

During the discussion, Mayor Mangin advised that Freeholder Board involvement is to assist with the financing. Committee Member O'Brien inquired as to why action to establish such committee was done by resolution vs. ordinance.

Mr. Purcell advised that the proposed committee is not a statutory body, like the Environmental or Historical Commissions, and that its establishment is for a very specific, local purpose, therefore, a resolution is appropriate.

Committee Member Hazard suggested researching the action taken by other municipalities establishing ad hoc committees.

Committee Member O'Brien expressed concern that a mission statement be determined prior to drafting a resolution.

Discussion continued regarding authorization by resolution or ordinance to establish the JIPC. Committee Member O'Brien requested that the document be referred to as a "White Paper."

Mayor Mangin asked for a voice vote in favor of the Township Attorney drafting a resolution establishing the Joint Infrastructure Planning Committee to address the challenges faced by the Township regarding growth and sewer capacity for consideration at a future scheduled meeting. It was the consensus of the Committee to proceed. Committee Member O'Brien voted yes, with reservation.

c. Request from Flemington Jewish Community Center to hold a Farmland Ride, Sunday, June 10, 2018 – Mr. Hutchins advised that the Flemington Jewish Community Center had previously received approval to utilize the Municipal Parking lot for such event and that they are now seeking approval to utilize Township roads as well. Mr. Hutchins advised that Police, OEM, and Public Works have granted authorization.

Mayor Mangin requested that Mr. Hutchins advise the requestor to seek County approval for the use of County roads as well. It was the consensus of the Committee to approve the request from the Flemington Jewish Community Center to utilize Township roads for a Farmland Ride, Sunday, June 10, 2018.

d. Amendment to Construction Code Fee Schedule – Mr. Hutchins advised Committee Members of an issue regarding the electrical permit fee for a new solar field on Route 202/31 and the need for an amendment. Mr. Hutchins explained that the Acting Construction Official determined that under the current Construction Code fee schedule the cost of the permit for a photovoltaic system would be approximately $1.5 million dollars. Mr. Hutchins informed the Committee that the Construction Department has informed the contractor of the fee issue; has issued the permit with the understanding that the Township fee will be collected upon the establishment of an amended fee. Mr. Hutchins continued that the permit was issued as the contractor is up against a time constraint.

Discussion was held regarding concern for the potential risk to the Township for collecting fees following the issuance of a permit; review of the existing Construction Code fee ordinance for other potential issues; previous fees charged for existing solar fields in the Township; and when permit fees are normally collected.

During the discussion, Mr. Hutchins explained that permit fees are normally collected at the time the permit is issued and that the fees for the existing solar fields were based on a formula determined by the former Construction Official. Mr. Purcell added that the Township is granting the permit with a condition that the fee will be collected at a later date.

Mr. Hutchins commented that the contractor was advised of the proposed fees and is in agreement with such. He added that solar projects are reviewed by the DCA and automatically discounted twenty percent (20%). He further commented that the new Construction Official will be tasked with reviewing the existing construction code fee schedule for any other anomalies.

It was concurred to carry discussion to a future scheduled meeting as additional information was required.

ORDINANCES (FINAL ADOPTION/PUBLIC HEARING)

Mayor Mangin read by title Ordinance #18-2

AN ORDINANCE OF THE TOWNSHIP OF RARITAN, COUNTY OF HUNTERDON, NEW JERSEY, AMENDING CHAPTER 2.28 ENTITLED "TOWNSHIP ENGINEER" OF THE REVISED GENERAL ORDINANCES OF THE TOWNSHIP OF RARITAN BY AMENDING SECTION 2.28.020 ENTITLED "DUTIES"

Mayor Mangin asked for a motion to open public hearing.
Motion by Gilbert, seconded by Reiner
MOTION UNANIMOUSLY CARRIED
No public comment.

Mayor Mangin asked for a motion to close the public hearing and adopt Ordinance #18-2 on final consideration, same to be published according to law.
Motion by Gilbert, seconded by Reiner
ROLL CALL VOTE:

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

ORDINANCE ADOPTED

Ordinance advertised February 9, 2018 The Courier News. Posted on municipal bulletin board as required by law.

ORDINANCE #18-2

AN ORDINANCE OF THE TOWNSHIP OF RARITAN, COUNTY OF HUNTERDON, NEW JERSEY, AMENDING CHAPTER 2.28 ENTITLED "TOWNSHIP ENGINEER" OF THE REVISED GENERAL ORDINANCES OF THE TOWNSHIP OF RARITAN BY AMENDING SECTION 2.28.020 ENTITLED "DUTIES"

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

Section 1. Section 2.28.020 entitled "Duties" is hereby amended as follows:

The Township Engineer shall perform all of the duties, presently described by the statutes of New Jersey and any ordinances adopted, as may be required to be performed by the Township Engineer. In addition to that, the Township Engineer shall perform the following duties:

A. Prepare, or cause to be prepared, plans, designs and specifications for public works and improvements undertaken by the Township, either on force account or by public contract;

B. Provide and maintain surveys, maps, plans, specifications and control records with respect to public works and facilities owned or operated by the Township;

C. Be responsible for the review and comment on plans prepared for driveway permits, for the issuance of such permits and for the on-site inspection of these driveways during construction;

D. Be responsible for the issuance of road opening permits and for inspection during construction;

E. Perform inspection of [percolation] permeability tests or the supervision thereof and review plans prepared for on-lot disposal systems;

F. Be responsible for enforcing the rules and regulations for the floodplain ordinance and the soil erosion and sedimentation control ordinance throughout the Township and for issuing floodplain certifications when requested;

G. Provide technical consultation for projects to be undertaken for playgrounds, parks and recreation and prepare or cause to be prepared and then review plans and specifications for the Township Parks and Recreation Commission;

H. Consult with the Superintendent of Public Works and Township Administrator, inspect the repair and maintenance of existing Township roads from an engineering standpoint and provide technical engineering advice when required;

I. Respond to citizen complaints, inspect problem areas and make recommendations for the solutions to these problems;

J. Be designated as engineering consultant to the Township Planning Board, thereby reviewing plans submitted to the Planning Board for site improvements, subdivisions, etc.; provide liaison with applicants, their engineers, architects, etc., advising and instructing them about Township requirements; attend Planning Board meetings and prepare and present reports and comments on applications before the Board for review;

K. Determine the effects of proposed development on the overall ecological and environmental condition of the Township and prepare environmental impact statements for the Township when required;

L. Be responsible for the inspection of all ongoing construction projects within the Township from start of construction to final approval or acceptance;

M. Provide technical and engineering advice and assistance to other Township departments as needed. Attend Township Committee meetings and make reports as required;

N. Assist the Township in the preparation of new ordinances or revisions to existing ordinances, when required for engineering information or data;

O. Keep informed of all recent rulings by other governmental agencies which have a direct effect on the practices or functions of the Township;

P. Assist with the planning of long-range capital improvement programs and with the overall planning of future development within the Township;

Q. Assist the Township Committee in establishing a yearly budget and provide engineering cost estimates when required;

R. Upon the termination of his or her service, surrender all papers, documents, memoranda, reports and other materials relating to the administration of his or her duties;

S. Update the official tax map yearly to reflect subdivisions and conveyance of land;

T. Maintain all parks, recreation and all other municipal facilities.
(Ord. 98-33 § 5 (part); prior code § 2-11.2)

Section 2. 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 3. The Ordinance shall take effect upon its adoption, passage and publication according to law.

Mayor Mangin read by title Ordinance #18-3.

AN ORDINANCE OF THE TOWNSHIP OF RARITAN, COUNTY OF HUNTERDON, NEW JERSEY, AMENDING AND SUPPLEMENTING CHAPTER 8.16 ENTITLED "FIRE CODE ENFORCEMENT" BY REPEALING AND REPLACING SECTION 8.16.090 ENTITLED "OPEN BURNING" WITH NEW SECTION 8.16.090 ENTITLED "OPEN BURNING AND RECREATIONAL FIRES"

Mayor Mangin asked for a motion to open public hearing.
Motion by Reiner, seconded by Gilbert
MOTION UNANIMOUSLY CARRIED
No public comment.

Mayor Mangin asked for a motion to close the public hearing and adopt Ordinance #18-3 on final consideration, same to be published according to law.
Motion by Gilbert, seconded by Reiner
ROLL CALL VOTE:
AYES: Gilbert, Hazard, O'Brien, Reiner, Mayor Mangin
NOES: None
ABSTAIN: None
ABSENT: None
ORDINANCE ADOPTED

Ordinance advertised February 9, 2018 The Courier News. Posted on municipal bulletin board as required by law.

TOWNSHIP OF RARITAN
HUNTERDON COUNTY, NEW JERSEY

ORDINANCE #18-3

AN ORDINANCE OF THE TOWNSHIP OF RARITAN, COUNTY OF HUNTERDON, NEW JERSEY, AMENDING AND SUPPLEMENTING CHAPTER 8.16 ENTITLED "FIRE CODE ENFORCEMENT" BY REPEALING AND REPLACING SECTION 8.16.090 ENTITLED "OPEN BURNING" WITH NEW SECTION 8.16.090 ENTITLED "OPEN BURNING AND RECREATIONAL FIRES."

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

Section 1. Section 8.16.090 "Open Burning" is hereby repealed and replaced with the following new Section 8.16.090 entitled "Open Burning and Recreational Fires", as follows:

A. Definitions. As used in Section 8.16.090 of the Revised General Ordinances of the Township of Raritan, the following terms shall have the following meanings:

"Bonfire" shall mean an outdoor fire utilized for ceremonial fires.

"Open Burning" shall mean the burning of materials wherein products of combustion emitted directly to the ambient air without passing through a stack or chimney from an enclosed chamber. Open burning does not include road flares, smudge pots and similar devices associated with safety or occupational uses typically considered open flames or recreational fires. For the purposes of this definition, a chamber shall be regarded as enclosed when, during the time combustion occurs, only apertures, ducts, stacks, flues or chimneys necessary to provide combustion air and permit the escape of exhaust gas are open.

"Recreational fire" shall mean an outdoor fire burning materials other than rubbish where the fuel being burned is not contained in an incinerator, outdoor fireplace, barbeque grill, or barbeque pit and has a total fire area of three (3) feet or less in diameter and two (2) feet or less in height for pleasure, religious, ceremonial, cooking, warmth or similar purposes.

B. A person shall not cause or allow open burning unless in accordance with the New Jersey Uniform Fire Code (N.J.A.C. 5:70-1 *et seq.*) and Section 8.16.090 of the Revised General Ordinances of the Township of Raritan.

C. Prohibited open burning. Open burning that is offensive or objectionable because of smoke emissions or when atmospheric conditions or local circumstances make such fires hazardous shall be prohibited.

D. Allowable burning. Open burning shall be allowed without prior notification to the Fire Marshal for recreational fires, highway safety flares, smudge pots and similar occupational needs.

1. Except as set forth above, open burning shall be allowed after obtaining a permit from the Fire Marshal for such open burning. All permits shall be requested by and issued to the owner or agent of the land upon which the fire is to be started.

    i. Applications. Applications for open burning shall be submitted in writing at least five (5) business days before the fire is set and shall be in such form and contain such information as required by the Fire Marshal. Such applications shall contain, as a minimum, information regarding the purpose of the proposed burning, the nature and quantities of materials to be burned, the date when such burning will take place, the location of the burning site and the on-site fire-extinguishing equipment to be provided.
    ii. Agricultural burning. The burning of herbaceous or infested plant life, the burning of orchard pruning and cuttings, prescribed burnings and the clearing of agricultural land by burning are prohibited, unless in accordance with a permit issued under the provisions of N.J.A.C. 7:27-2, administered by the State Forest Fire Service in the New Jersey Department of Environmental Protection.

2. Waste Disposal. Open burning shall not be utilized for waste disposal purposes.

3. Extinguishment Authority. The Fire Marshal is authorized to order that the permit holder, another person responsible for the open burning or the fire department extinguish an open fire that creates or adds to a hazardous or objectionable situation.

4. Location. The location for open burning shall not be less than fifty (50) feet from any structure, and provisions shall be made to prevent the fire from spreading to within fifty (50) feet of any structure. Notwithstanding the foregoing, this subsection shall not prohibit: 1) fires in approved containers that are not less than fifteen (15) feet from a structure; and 2) the minimum required distance from a structure shall be twenty-five (25) feet where the pile size is three (3) feet or less in diameter and two (2) feet or less in height.

5. Bonfires. A bonfire shall not be conducted within fifty (50) feet of a structure or combustible materials Conditions which could cause a fire to spread within fifty (50) feet of a structure shall be eliminated prior to ignition.

    i. Bonfire size and duration. A bonfire shall not be more than five (5) feet by five (5) feet by five (5) feet in dimension and shall not burn longer than three (3) hours. The maximum size and duration of a bonfire shall not be increased by the fire official unless it is determined that fire safety requirements of the situation and the desirable duration of a burn warrant the increase.

ii. Material. Fuel for a bonfire shall consist only of seasoned dry firewood and shall be ignited with a small quantity of paper. The fire shall not be utilized for waste disposal purposes, and the fuel shall be chosen to minimize the generation of air contaminants.

6. Recreational Fires. Recreational fires shall not be conducted within twenty-five (25) feet of a structure or combustible materials. Conditions which could cause a fire to spread within twenty-five (25) feet of a structure shall be eliminated prior to ignition. Fires in approved containers shall be permitted, provided that such fires are not less than fifteen (15) feet from any structure.

7. Attendance. Open burning, bonfires or recreational fires shall be constantly attended until the fire is extinguished. A minimum of one portable fire extinguisher with a minimum 40A rating or other approved on-site fire-extinguishing equipment, such as dirt, sand, water barrel, garden hose or water truck, shall be available for immediate utilization.

Section 2. 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 3. The Ordinance shall take effect upon its adoption, passage and publication according to law.

Section 4. Within two weeks of adoption, the Raritan Township Municipal Clerk shall file a copy of this Ordinance with the New Jersey Division of Fire Safety in accordance with N.J.A.C. 5:71-2.7(a)(1).

ORDINANCES (INTRODUCTION, FIRST READING)

Mayor Mangin read by title Ordinance #18-4.

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

Mayor Mangin asked for a motion to introduce Ordinance #18-4 on first consideration.
Motion by Reiner, seconded by Gilbert
ROLL CALL VOTE:
AYES: Gilbert, Hazard, O'Brien, Reiner, Mayor Mangin
NOES: None
ABSTAIN: None
ABSENT: None
ORDINANCE INTRODUCED

Second reading and public hearing date scheduled for February 20, 2018.

Mayor Mangin asked that Committee Member Reiner contact the Fire Department for attendance at the February 20, 2018 public hearing.

Mayor Mangin read by title Ordinance #18-5.

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

Mayor Mangin asked for a motion to introduce Ordinance #18-5 on first consideration.
Motion by Reiner, seconded by Gilbert
ROLL CALL VOTE:
AYES: Gilbert, Hazard, O'Brien, Reiner, Mayor Mangin
NOES: None
ABSTAIN: None
ABSENT: None
ORDINANCE INTRODUCED

Second reading and public hearing date scheduled for February 20, 2018.

CORRESPONDENCE

*Letter of Congratulations to Bill Pandos, Chief Financial Officer, for achieving Qualified Purchasing Agent (QPA) Certification
*Letter of Congratulations to Ann Marie Silva, Tax Collector Assistant, for achieving her Tax Collector Certification
*Don Vanfossen, Public Works, Crew Chief to permanent status.
*Edward Harrington, part-time Public Works employee to permanent status
*Barrie Eberstein, part-time Public Works employee to permanent status

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NON-CONSENT AGENDA

Minutes

Township Committee Regular Meeting Minutes

Mayor Mangin asked for a motion to approve the Regular Meeting Minutes of October 3, 2017; November 21, 2017; and January 16, 2018.

Committee Member O'Brien requested discussion.

Committee Member O'Brien requested a verbatim transcript of the discussion regarding Ordinance #17-30.

Mr. Purcell requested a motion to direct the Clerk to transcribe verbatim the October 3, 2017 discussion regarding Ordinance #17-30.

Committee Member O'Brien motioned to amend the October 3, 2017 regular meeting minutes to include a verbatim transcription of the discussion regarding Ordinance #17-30. Mayor Mangin seconded the motion stating he did not know what he was motioning.

Deputy Mayor Gilbert clarified that the discussion was of the 911 clock. Deputy Mayor Gilbert asked for clarification of the motion.

Committee Member O'Brien commented in support of tabling the approval of the proposed October 3, 2017 regular meeting minutes.

Motion by Mayor Mangin, seconded by Gilbert to table approval of the Regular Meeting Minutes of October 3, 2017 to be amended to include a verbatim transcript of the discussion of Ordinance #17-30.

ROLL CALL VOTE:
AYES: Gilbert, O'Brien, Reiner, Mayor Mangin
NOES: None
ABSTAIN: Hazard
ABSENT: None

Mayor Mangin asked for motion to approve the Regular Meeting Minutes of November 21, 2017. Motion by Gilbert, seconded by Reiner

ROLL CALL VOTE:
AYES: Gilbert, O'Brien, Reiner, Mayor Mangin
NOES: None
ABSTAIN: Hazard
ABSENT: None

Mayor Mangin asked for a motion to approve the Reorganization Minutes of January 4, 2018.
Motion by Hazard, seconded by Reiner
ROLL CALL VOTE:
AYES: Gilbert, Hazard, Reiner, Mayor Mangin
NOES: None
ABSTAIN: None
ABSENT: O'Brien

Mayor Mangin asked for a motion to approve the Regular Meeting Minutes of January 16, 2018.
Motion by Gilbert, seconded by Reiner
ROLL CALL VOTE:
AYES: Gilbert, Hazard, O'Brien, Reiner, Mayor Mangin
NOES: None
ABSTAIN: None
ABSENT: None

Executive Session Meeting Minutes

Mayor Mangin asked for a motion to approve the Executive Session Meeting Minutes of November 21, 2017.
Motion by Gilbert, seconded by Mayor Mangin
ROLL CALL VOTE:
AYES: Gilbert, O'Brien, Reiner, Mayor Mangin
NOES: None
ABSTAIN: Hazard
ABSENT: None

Mayor Mangin asked for a motion to approve the Executive Session Meeting Minutes of January 16, 2018.
Motion by Gilbert, seconded by Hazard
ROLL CALL VOTE:
AYES: Gilbert, Hazard, O'Brien, Reiner, Mayor Mangin
NOES: None
ABSTAIN: None
ABSENT: None

Mayor Mangin read Resolution #18-31 by title.
Mayor Mangin asked for a motion to adopt Resolution #18-31.
Motion by Reiner, seconded by Hazard
ROLL CALL VOTE:
AYES: Gilbert, Hazard, O'Brien, Reiner, Mayor Mangin
NOES: None
ABSTAIN: None
ABSENT: None

RESOLUTION #18-31

RESOLUTION DESIGNATING RICHARD DUTHIE AS RISK MANAGER FOR THE TOWNSHIP OF RARITAN

WHEREAS, a condition of membership in the Somerset County Joint Insurance Fund is that a Risk Manager be designated to represent 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 Richard Duthie be designated as the Risk Manager for the Township of Raritan.

Mayor Mangin read Resolution #18-33 by title.
Mayor Mangin asked for a motion to adopt Resolution #18-33.
Motion by Gilbert, seconded by Reiner
ROLL CALL VOTE:
AYES: Gilbert, Hazard, O'Brien, Reiner, Mayor Mangin
NOES: None
ABSTAIN: None
ABSENT: None

RESOLUTION #18-33

RESOLUTION AUTHORIZING THE PART-TIME EMPLOYMENT OF KENT WOOLF IN THE DEPARTMENT OF PUBLIC WORKS

WHEREAS, the Township of Raritan is in need of a part-time employee in the Department of Public Works; and

WHEREAS, the Mayor and Township Committee desires to fill this position; and

WHEREAS, the Superintendent of Public Works has interviewed and recommends Kent Woolf to be employed as part-time Department of Public Works employee pending the outcome of his pre-employment physical and drug screening.

NOW, THEREFORE BE IT RESOLVED, by the Mayor and Township Committee of the Township of Raritan, County of Hunterdon, State of New Jersey, that Kent Woolf is hereby employed as part-time Department of Public Works employee effective February 7, 2018 at an hourly rate of $15.00, as set forth in Teamsters Local 469 Contract, not to exceed on average, 24 hours per week pending the outcome of his pre-employment physical and drug screening.

Mayor Mangin read Resolution #18-34 by title.
Mayor Mangin asked for a motion to adopt Resolution #18-34.
Motion by Reiner, seconded by Gilbert
ROLL CALL VOTE:
AYES: Gilbert, Hazard, O'Brien, Reiner, Mayor Mangin
NOES: None
ABSTAIN: None
ABSENT: None

RESOLUTION #18-34

A RESOLUTION APPROVING AN AMENDMENT TO THE RARITAN TOWNSHIP PERSONNEL POLICIES AND PROCEDURES MANUAL (PROFESSIONAL DEVELOPMENT)

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 10. Professional Development Policies be amended to add subsection 10.1.5; and

WHEREAS, the Township Committee wishes to amend Section 10. Professional Development Policies.

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 Section 10. Professional Developmental Policies of the Township of Raritan Personnel Policies and Procedures Manual be amended as follows:

Section 10. Professional Development Policies

10.1.5. Employees shall be responsible for the reimbursement to the Township of all costs associated with continuing education or training if the employee voluntarily terminates employment with Raritan Township within two (2) years of completing continuing education or training that is not required by law, regulation or Township job description to possess a license or certification. Employees whose employment is involuntarily terminated with the Township are not responsible for reimbursement of such fees.

Mayor Mangin read Resolution #18-36 by title.

A brief discussion was held regarding charging a fee for the administration of overpayment returns. Mr. Hutchins advised that the Township cannot charge a fee and that the request for return must be submitted in writing.

Mayor Mangin asked for a motion to adopt Resolution #18-36.
Motion by Gilbert, seconded by Hazard
ROLL CALL VOTE:
AYES: Gilbert, Hazard, O'Brien, Reiner, Mayor Mangin
NOES: None
ABSTAIN: None
ABSENT: None

RESOLUTION #18-36

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

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

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

NOW, THEREFORE BE IT RESOLVED, that the Township Committee of the Township of Raritan, County of Hunterdon, State of New Jersey authorizes the return of overpayments of 2018 third and fourth quarter property taxes for written requests of such.

Raritan Township Fire Company Applications

Mayor Mangin recused himself from the vote, due to a conflict of interest.

Deputy Mayor Gilbert asked for a motion to approve the application for Brett Colavito.

Motion by Reiner, seconded by Hazard
ROLL CALL VOTE:
AYES: Gilbert, Hazard, O'Brien, Reiner
NOES: None
ABSTAIN: None
ABSENT: None
RECUSE: Mayor Mangin

Deputy Mayor Gilbert asked for a motion to approve the application for Joel Thorsen.

Motion by Hazard, seconded by Reiner
R ROLL CALL VOTE:
AYES: Gilbert, Hazard, O'Brien, Reiner
NOES: None
ABSTAIN: None
ABSENT: None
RECUSE: Mayor Mangin

Deputy Mayor Gilbert asked for a motion to approve the application for Blake Boxwell.

Motion by Reiner, seconded by Hazard
ROLL CALL VOTE:
AYES: Gilbert, Hazard, O'Brien, Reiner
NOES: None
ABSTAIN: None
ABSENT: None
RECUSE: Mayor Mangin

CONSENT AGENDA

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

Mayor Mangin read the following resolutions by title.
Mayor Mangin asked for a motion to adopt the Consent Agenda.
Motion by Gilbert, seconded by Reiner
ROLL CALL VOTE:
AYES: Gilbert, Hazard, O'Brien, Reiner, Mayor Mangin
NOES: None
ABSTAIN: None
ABSENT: None

RESOLUTION #18-29

RESOLUTION TO AUTHORIZE JOHN TRIMMER AS A VOLUNTEER

WHEREAS, there exists a need for volunteers to help fulfill the need of certain services to the residents of Raritan Township; and

WHEREAS, the Township Committee wishes to fill this need; and

WHEREAS, John Trimmer has offered to volunteer his services and is recommended by the Township Administrator and the Mayor and Township Committee.

NOW, THEREFORE BE IT RESOLVED, by the Township Committee of the Township of Raritan, County of Hunterdon, State of New Jersey, that John Trimmer is hereby authorized to serve as a volunteer for the Township of Raritan, effective February 6, 2018.

RESOLUTION #18-32

AUTHORIZING THE RETURN OF DEVELOPER'S ESCROW (STINSON, PRIME DESIGN LANDSCAPES)

WHEREAS, Stinson (Prime Design Landscapes) has requested the return of its Developer's Escrow; and

WHEREAS, Kristi Gano, Payroll/HR Coordinator, has submitted a memo dated January 22, 2018 and recommended the return of the following Developer's Escrow:

Stinson (Prime Design Landscapes) SP-665-M $86.29

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 $86.29 posted by Stinson (Prime Design Landscapes) is hereby refunded.

RESOLUTION #18-35

RESOLUTION AUTHORIZING 2018 PROFESSIONAL SERVICES AGREEMENT (ASSESSOR SERVICES, LLC)

WHEREAS, there exists a need for professional services for added assessment property inspections; and

WHEREAS, the Township Assessor has submitted a recommendation which the Township Committee has determined to accept; and

WHEREAS, the Chief Financial Officer has certified that funds are available through Certificate of Availability of Funds #18-01 for this purpose.

NOW, THEREFORE, BE IT RESOLVED, on this 6th day of February, 2018 by the Township Committee of the Township of Raritan, County of Hunterdon, State of New Jersey:

1) The Mayor and Clerk are authorized to execute a contract with Assessor Services, LLC, 414 Runyon Court, Flemington, NJ 08822.

2) That the contract does not exceed $10,000.

3) Notice of the award of this contract shall be published once.

PRIVILEGE OF THE FLOOR

The following members of the public spoke during public comment.

Raritan Township Police Chief, Glenn Tabasko, offered praise for the young men and women volunteering for the Fire Company and spoke highly of newly appointed member, Joel Thorsen.

Caine Fowler, 12 Minneakoning Road, owner of Skunktown Distillery, appeared before the Committee to thank the Township for its efforts in the opening of the first distillery in the Township; and commented on the importance of communication and follow-up between the Township and business owners of the community as well as the impact of the lack of such. Mr. Fowler commended the efforts of the Committee regarding positive interaction and growth within the organization.

During Public Comment, Deputy Mayor Gilbert provided an update on the status of the amended solicitors/food truck ordinance, advising that it is scheduled for introduction at the next Township Committee regular meeting.

ADJOURNMENT

Mayor Mangin asked for a motion to adjourn the regular meeting and reconvene Closed Session.
Motion by Hazard, seconded by Gilbert
MOTION UNANIMOUSLY CARRIED

Regular meeting adjourned and closed session reconvened at 8:47 p.m.

Respectfully submitted,

Lisa Fania, RMC
Township Clerk

16IA2

RARITAN TOWNSHIP COMMITTEE REGULAR MEETING
RARITAN TOWNSHIP MUNICIPAL BUILDING
TUESDAY, FEBRUARY 20, 2018

MEETING CALLED: Mayor Mangin called the regular meeting to order at 6:30 p.m.

ROLL CALL: The following were present: Mayor, Michael Mangin; Deputy Mayor, Karen Gilbert; Comm. Gary Hazard (arrived at 6:33 p.m.); Comm. Craig O'Brien; Comm. Lou Reiner (arrived at 6:32 p.m.).

Also present were: Administrator, Don Hutchins; Municipal Clerk, Lisa Fania; Police Chief, Glenn Tabasko; Township Attorney, Jeff Lehrer; Attorney, Ed Purcell; Township Engineer, Tony Hajjar.

MEETING ADVERTISED: Mayor Mangin advised that the meeting was advertised in accordance with the Open Public Meetings Act, Chapter 231, P.L. 1975 in the January 10, 2018 issue of the Courier News and was posted on the office bulletin board and the Township Website.

Township Attorney Lehrer read Resolution #18-37 in full.

Mayor Mangin asked for a motion to approve Closed Session Resolution.
Motion by O'Brien, seconded by Gilbert
ROLL CALL VOTE:
AYES: Gilbert, Hazard, O'Brien, Reiner, Mayor Mangin
NOES: None
ABSTAIN: None
ABSENT: None

RESOLUTION #18-37

RESOLUTION RETIRING INTO EXECUTIVE SESSION

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

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

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

1. The public shall be excluded from discussion of the specified subject matter.
2. The general nature of the subject matter to be discussed is as follows:

a)	Contract Negotiations:	
b)	Personnel:	RTMUA appointment; Construction Code Official; Auditor appointment; Judge appointment
c)	Attorney-Client Privilege:	
d)	Pending Litigation:	Dayton Road property (Mr. Lehrer stated affordable housing litigation)

It is anticipated that the minutes on the subject matter of the Executive Session will be made public upon conclusion of the matter under discussion; and in any event, when appropriate pursuant to N.J.S.A. 10:4-7 and 4-13.

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

CLOSED SESSION MINUTES WILL BE DONE IN A SEPARATE DOCUMENT

Mr. Lehrer left the meeting following closed session.

The regular meeting reconvened at 7:10 p.m.

PLEDGE OF ALLEGIANCE & MOMENT OF SILENCE: Mayor Mangin 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 Mangin asked for any amendments to the Agenda.

Deputy Mayor Gilbert motioned to add the appointment of John Kendzulak to the RTMUA; seconded by Reiner.
MOTION UNANIMOUSLY CARRIED

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 on the cost of the parking lot kiosks on the bill list and advised of Comcast representatives soliciting at 6:00 p.m.

Dennis Loh, a resident of 29 Country Club Drive, spoke about the flooding situation on Hampton Corner Road. Mr. Low explained that the part of the road that regularly floods is one of three access and egress points of the neighborhood; all of which flood. He expressed health and safety concerns for the residents as well as emergency vehicle access.

Robert Petropoulos, a resident of 22 Country Club Drive, echoed Mr. Low's concerns and asked for expediency in the matter, as discussion has been ongoing for years.

Rachel Tramontano, a resident of 12 Country Club Drive, echoed concerns expressed by previous speakers regarding access to her residence during heavy rain. Ms. Tramontano also voiced concern for her ability to get to the hospital in the event of heavy rain, as she is pregnant.

Karen Sammer, a resident of 18 Hampton Corner Road, commented on concerns regarding emergency response to the elderly residents; the frequency of flooding (not less than five (5) times per year); flooding at all three (3) access and egress points to the neighborhood; and urged the Committee to consider whatever funding is necessary to complete the study and the repairs.

Ingro Desvousges, a resident of 27 Harmony School Road, inquired as to the status of the Francavilla property and spoke in favor of the purchase.

Amy Greene, Chair of the Open Space Advisory Committee, spoke in support of the proposed Resolution authorizing the application to Hunterdon County Municipal Grant Fund for the purchase of the Francavilla property. Ms. Greene commented that the property is highly ranked in accordance with the Township's Master Plan criteria as well as recommended by the NJ Water Supply Authority, Hunterdon Land Trust and the Township's Environmental Commission. She added that there is sufficient funding available from the County this year. Ms. Greene added that the Township competes with other non-profits for the funding.

Richard Mirande, a resident of 21 Country Club Drive, offered photographs and videos to depict evidence of the flooding of Hampton Corner Road.

During Public Comment, Committee Member Reiner inquired about the County's commitment to the Hampton Corner Road project. Mayor Mangin advised that the County has to repair the bridge. Committee Member O'Brien stated that five years ago the County committed to him that they would pay for any necessary repairs or modifications.

FINANCIAL ISSUES

Payment of Bills as listed for **Raritan Township: $12,259,696.16**

Motion by Gilbert, seconded by Hazard to approve the bill list for Raritan Township.
ROLL CALL VOTE:
AYES: Gilbert, Hazard, O'Brien, Reiner, Mayor Mangin
NOES: None
ABSTAIN: None
ABSENT: None

Payment of Bills as listed for **Raritan Township Fire Company: $4,256.78**

Motion by Reiner, seconded by Gilbert to approve the bill list for the Raritan Township Fire Company.
ROLL CALL VOTE:
AYES: Gilbert, Hazard, O'Brien, Reiner
NOES: None
ABSTAIN: None
ABSENT: None
RECUSE: Mayor Mangin

REPORTS

The following staff reports were acknowledged by the Township Committee:

*Public Works – Snow Removal Costs – February 2, 5, 7, 2018
*Planning/Engineering Escrow Accounts – January 2018
*Fire Safety – January 2018
*Animal Control – January 2018

LIAISON REPORTS

Karen Gilbert: Finance; Historian; Open Space; Parks and Recreation; Planning Board (Class III Member)

Deputy Mayor Gilbert reported on a meeting of the Historians Committee advising that things are moving along with the school house and announced that there will be a presentation by the Elder States Women on April 11. Deputy Mayor Gilbert also reported on a meeting of the Parks and Recreation Commission advising that the Public Works Department will be installing the senior fitness center at Minebrook Park this Spring; and that budget meetings are in process. Deputy Mayor Gilbert advised that both the Open Space Advisory Committee and Planning Board Meetings were cancelled.

Gary Hazard: Court/Police; RTMUA

Committee Member Hazard provided an update on the interview process for the judge position and announced that the Raritan Township Municipal Utilities Authority (RTMUA) is in need of two (2) members and that the positions will be posted on the website.

Craig O'Brien: Open Space

Committee Member O'Brien commented that the website posting for the upcoming March meeting of the Open Space Advisory Committee was posted as Monday, March 7 and should be corrected to Wednesday, March 7.

Louis Reiner: Agriculture Advisory Board; Fire/Rescue/OEM; Public Works; Wildlife Management Advisory Committee

Committee Member Reiner announced that Public Works' employee, Donn Brown had passed away and spoke on the great loss to the department. Committee Member Reiner commented on the good faith effort of the Colalillo Shop Rite family in the offering of flowers in condolence to the Brown family, as well as the many charitable contributions to the community.

Michael Mangin: Board of Health; Finance; Personnel; Planning Board (Class I Member)

Mayor Mangin reported on a meeting of the Board of Health, advising of the adoption of two (2) ordinances including an amended fee schedule and revised State regulations regarding soil witness tests, and the approval of one septic system waiver. Mayor Mangin also announced the next meeting of the Board of Health, March 15, and that the Planning Board meeting was cancelled.

During Liaison Reports, Mayor Mangin asked Committee Member O'Brien if he would be able to take on the responsibility of liaison to the Environmental Commission. Committee Member O'Brien responded that he would advise in a month or so.

UNFINISHED BUSINESS

a. Construction Code Fee Schedule Update – Mr. Hutchins provided an update on the issue regarding the electrical permit fee for the installation of solar panels. Mr. Hutchins, referring to a memo from Acting Construction Official, Jeff Klein, explained that the recommendation is to use $1.00 per panel, which covers other devices associated with the installation of a field that size and is consistent with the fees of surrounding municipalities. Mr. Hutchins advised Committee Members that the contractor currently installing the solar field on Route 202 will be charged the fee as per the previous installations in the Township. Mr. Hutchins continued that there are no new permit applications at this time and the proposed fee amendment will implemented for applications going forward.

b. Hampton Corner Road Study Update – Township Engineer, Tony Hajjar, recapped the history of the project advising that a preliminary study was completed for which the design included making the culvert bigger by about five to six feet (20 feet in length) and raising the low point of the road 1 ½ to 2 feet. He continued to explain in doing so two (2) properties will be affected on Hampton Corner Road. Mr. Hajjar advised that the Township met with the two affected property owners and one agreed to give the Township an easement; the other did not.

Mr. Hajjar continued to explain that the Committee approved partial funding of the study and that the first step was to meet with NJDEP to determine whether the preliminary design was acceptable.

Discussion was held regarding the next step of the process; the size and type of the easement; and status of the study.

During the discussion, Mr. Hajjar advised that the purpose of the requested easement is to flood the property and that actual size has not been determined. Mayor Mangin and Deputy Mayor Gilbert commented that the first step was to meet with NJDEP to determine its support. Mr. Hajjar concurred.

Committee Member O'Brien commented on the need to fully fund the study and that it is only half-funded at this point. Committee Member O'Brien continued that the Capital Plan for this year is to borrow $2.9 million for which the Township has never borrowed that much. Committee Member O'Brien continued that there is $438,000 in the Capital fund that could be used for this project. Committee Member O'Brien proposed dedicating $133,000 of the $438,000 to fund the study.

Deputy Mayor Gilbert interjected that tonight's objective is to determine who from the Township Committee will participate in the NJDEP meeting.

Committee Member O'Brien and Deputy Mayor Gilbert both offered to participate. Committee Member O'Brien suggested including a resident from Hampton Corner Road as well.

Mr. Lehrer counseled against resident participation, advising that the NJDEP is very careful as to whom it meets with, however, it is up to this Governing Body as to how it wishes to proceed. Mr. Lehrer continued perhaps the Township should follow up with NJDEP directly about resident participation.

Deputy Mayor Gilbert inquired as to whether the residents in the Hampton Corner Road area have ever met with the Township's Office of Emergency Management (OEM) Coordinator to discuss an evacuation plan. Deputy Mayor Gilbert advised that such a plan is in place for Kuhl Road. Mayor Mangin advised that he would follow up with OEM.

Mayor Mangin decided to follow the advice of counsel and not include resident participation.

Mr. Hajjar confirmed that he will move forward with arranging a meeting with NJDEP and will inform both Committee Member O'Brien and Deputy Mayor Gilbert and attendance will be determined upon respective availability.

Committee Member O'Brien asked about the inclusion of the funding of this project in the 2018 budget.

Mayor Mangin advised that is it under consideration.

Committee Member O'Brien stated he wanted it put on the agenda for discussion of the 2018 budget.

Mayor Mangin commented that the "budget is not on discussion here tonight."

NEW BUSINESS

a. Proposal on increasing openness and transparency – Committee Member O'Brien presented a proposal on transparency and openness in government that included the following:

Why Transparency
- It's the Law (N.J.S.A. 10:4-6)
- It's good practice
- People deserve to know as much as possible, what goes on in their government

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

Problems and Proposals
- Problem
  - Late Additions to the Agenda
    - Do not allow public time to be aware of the change; come to meeting to discuss it or consider the implications
    - Prerogative of the committee – disservice to public when it happens on a routine or non-emergent basis
- Proposal
  - Addition absolutely necessary – add to the meeting minutes a description of why it's necessary and urgent and the result of not adding it
  - Post updates reflecting agenda additions to the website that week (a modified agenda)
  - Similar to N.J.S.A. 10:4-10. Statemen in minutes of meeting on adequate notice

Closed Session Minutes
- Problem
  - Do not consistently provide a level of detail for the public to understand the issue and what was debated
  - Minutes are taken by hand; perfect detail is unrealistic

Proposal
Ensure minutes have at minimum – votes recorded, motions made and a synopsis of the issue

Problem
Closed Session Minutes are not reviewed by the committee in a timely manner

Closed Session minutes are not released until the reason for their confidentiality has passed – can be months, if not years, by then memories fade or committee members have changed

Proposal
Have the Committee review and approve the Closed Session minutes in Closed Session (but not release them) within 90 days of the meeting. This ensures a prompt check on accuracy and reviewed by those involved. Clerk and attorney can decide on the appropriate release time.

Approving Minutes Promptly
Problem
Lack of oversight getting the committee to review and approve meeting minutes. Exposes town to legal risk and violates the spirit of "OPMA"

N.J.S.A. 10_4-14. Minutes of meetings; availability to public, which shall be promptly available to the public.

Proposal
Include in the agenda packet a report on outstanding meeting minutes

Next Steps
Draft resolution capturing agreed to items

Committee Members commented as follows:

Mayor Mangin voiced his opinion that the Township Committee is transparent and anybody can do a little bit better. Mayor Mangin commented on the performance of the former Clerk and that the present Clerk is trying to keep minutes current and has to complete those of the former clerk's responsibility. Mayor Mangin commented that being behind in minutes does not make the Township non-transparent. Mayor Mangin continued that closed session is a forum to voice opinions. Mayor Mangin commented on Committee Member O'Brien's suggestion that "votes are recorded," advising that the committee is not permitted to vote in closed session.

Mayor Mangin summed up his opinion reiterating that the Committee is transparent and a better job is needed for minutes but we need to give our clerk latitude as she is solving problems from the last clerk, keeping up with the minutes; doing double the work regarding ordinances/resolutions; handling OPRA; she is peddling as fast as she can. Mayor Mangin continued, "I know the nights she is here and on the weekends. We were closed Monday and she was working from home, catching up on 2017 minutes."

Mayor Mangin also expressed opposition to the proposal regarding closed session minute approval within 90 days.

Committee Member O'Brien compared the status of completed minutes to surrounding municipalities including Clinton, Delaware, Readington and Tewksbury Townships. Committee Member O'Brien stated that he is requesting a little more detail in closed session minutes. Committee Member O'Brien expressed concern that the Township is at great legal risk; as the law says promptly regarding the approval of minutes. Committee Member O'Brien voiced his opinion that no judge will give the Township discretion.

Deputy Mayor Gilbert commented that addressing late additions to the agenda is not a new topic as she had emailed a reminder to all committee members, February 27, 2017, explaining committee procedures for adding items to the agenda. Deputy Mayor Gilbert advised that she had resent the email to all including the Clerk, who was supportive of the procedures.

Regarding Closed Session, Deputy Mayor Gilbert commented that "we don't vote, we don't make motions, so you can't document things we don't do." Deputy Mayor Gilbert expressed great concern for drafting closed session meeting minutes before the issues are resolved, that information may be inadvertently or intentionally shared with the press. Deputy Mayor Gilbert cited an instance where quotes from a letter of resignation of a Township employee, discussed in closed session, appeared in the press online the next morning. Deputy Mayor Gilbert continued that it is known that people have come out of closed session and talked to employees about things discussed. She reiterated her concern that it is easy to hand out or email information that is put in writing before it is ready to be shared. Deputy Mayor Gilbert expressed opposition to Committee Member O'Brien's proposal regarding closed session minutes.

Deputy Mayor Gilbert commented on the prompt approval of minutes explaining that the problem started when the former Clerk fell behind and that the present Clerk has been working diligently to get those meeting minutes up to date. She expressed confidence that they will be caught up in a few months. Deputy Mayor Gilbert also suggested hiring someone to help or perhaps Lisa can put together a proposal for overtime.

Deputy Mayor Gilbert expressed opposition to a proposed resolution directing the procedures.

Committee Member Reiner voiced his opinion that the Committee is in full compliance with OPMA and OPRA. Committee Member Reiner also voiced concern regarding undue burden on the clerk's office.

Committee Member O'Brien spoke in favor of posting a revised agenda the week after the meeting and commented that the proposed procedures would not require additional work.
Committee Member Hazard commented that he was not in a position to comment at this time as he has not been involved for several years.

Mr. Lehrer commented, "I have been a redevelopment, Planning Board, Zoning Board, Municipal Attorney, and I can tell you that the OPMA and OPRA applies to all, you are very lucky that you have such a good clerk. She is diligent, works very hard, cooperative. The biggest issue I have and have had is not the minutes. I have never been challenged as the attorney for a township on the quality of minutes. That has never been the issue. It has always been that someone discloses something that they are not supposed to. The next day, I can tell you in one town that I had, it was a cess pool, the next day everything was in the newspaper that we discussed in closed session. It was such a disaster. You are very lucky. Although, there have been leaks, that seems to be the biggest issue in government. Things that are said in closed session are to stay in closed session until they are not supposed to be in closed session and it is my experience that is the largest problem and not the fact that minutes need to be more in depth or

comprehensive." Mr. Lehrer further commented that Lisa is running as fast as she can.

During Committee Comments, Mr. Lehrer advised that voting does not occur, nor can motions be made during closed session meetings. He continued to state, "that it is the only time where a governing body is free to let their hair down and say what they want in the spirit of trying to come up with a resolution to some very tricky, sometimes, very difficult problems." Mr. Lehrer also commented that Committee Member O'Brien cited one sentence from N.J.S.A. 10:4-14, and read that the statute also says, "each public body shall keep reasonably comprehensible minutes." The word is reasonably comprehensible minutes of all meetings, "showing the time and place, members present, the subjects considered, the actions taken, the vote of each member and any other information." Mr. Lehrer advised that this is what the law requires regarding meeting minutes and that closed session minutes should be much more concise as people are speaking freely. Mr. Lehrer acknowledged Committee Member O'Brien's attempt at minimizing risk but commented that it is the Committee's job to balance public disclosure.

Committee Member O'Brien asked for interest in pursuing the addition of comments within the minutes about why the addition was added.

Deputy Mayor Gilbert voiced opinion that a resolution is unnecessary detailing how to keep minutes and that advising the clerk to include a note as to why the additional item was added is sufficient.

Committee Member O'Brien asked for interest in posting an amended agenda to the website within one week.

Mayor Mangin expressed disagreement with the closed session minute proposal.

Committee Member Reiner stated no interest as well.

Deputy Mayor Gilbert stated no.

Committee Member O'Brien asked about the recommendation of review of closed session minutes within 90 days.

Deputy Mayor Gilbert stated "absolutely not."

Committee Member Reiner stated "absolutely not."

Committee Member O'Brien asked about posting a list of all outstanding meeting minutes that have not been completed.

Mr. Lehrer expressed concern regarding liability of the Township for posting a list of all the things that the Township has not done.

Committee Member Hazard stated that there are three noes regarding posting minutes not completed.

Committee Member O'Brien asked about drafting a resolution regarding posting a revised agenda.

Mayor Mangin stated that we have instructed the clerk and she needs to do it.

b. New 2017 New Jersey State Tax Exemption for Veterans – Committee Member O'Brien advised that not all veterans qualify for the new 2017 NJ State tax exemption and that it is characterized by the nature of the service. Clerk Fania commented that Committee Member O'Brien's information will be posted to the website.

c. Draft resolution establishing Joint Infrastructure Planning Committee – Committee Member Hazard explained that the draft resolution establishes a joint commission of members of the County and the Borough that will meet monthly for a three-year term to examine the Township's needs including current and future capacity and growth, the RTMUA, and the Township's Master Plan.

Mayor Mangin commented that the issue is critical as current sewer capacity cannot serve the requirements and a plant upgrade could take up to seven (7) years. Mayor Mangin advised that the Township is also responsible for meeting affordable housing requirements despite issues with sewer capacity.

Committee Member Reiner commented on the $17 million-dollar debt of the RTMUA.

Committee Member O'Brien asked if the proposed committee falls under any State law; that the authorization should be stated in the resolution; and inquired as to the openness of the committee.

Mr. Purcell explained that the establishment of the proposed ad hoc committee to address such issues falls under the general authority of the Township Committee. Mr. Purcell continued to explain that this is purely an advisory board and does not fall under the requirements of OPMA, as it is not an entity that can expend money or make determinations as to people's rights and obligations.

Mr. Lehrer added that determination of whether or not the meetings will be public will be up to the ad hoc committee, however, the Township Committee can direct that as well.

Mayor Mangin announced that all comments are due to Township Administrator, Donald Hutchins by Friday, March 2.

ORDINANCES (FINAL ADOPTION/PUBLIC HEARING)

Mayor Gilbert read by title Ordinance #18-4.

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

Mr. Lehrer explained that the proposed ordinance is part of a compliance process that Toll Brothers received an approval from the Planning Board and these are easements and dedications in furtherance of that approval and only this governing body can accept those by ordinance.

Mayor Mangin asked for a motion to open public hearing.
Motion by Gilbert, seconded by Reiner
MOTION UNANIMOUSLY CARRIED
No public comment.
Mayor Mangin asked for a motion to close the public hearing and adopt Ordinance #18-4 on final consideration, same to be published according to law.
Motion by Gilbert, seconded by Reiner
ROLL CALL VOTE:
AYES: Gilbert, Hazard, O'Brien, Reiner, Mayor Mangin
NOES: None
ABSTAIN: None
ABSENT: None
ORDINANCE ADOPTED

Ordinance advertised February 23, 2018 The Courier News. Posted on municipal bulletin board as required by law.

ORDINANCE #18-4

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

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

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

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

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

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

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

This Ordinance shall become effective according to law.

Mayor Mangin read by title Ordinance #18-5.

ORDINANCE #18-5

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

Mayor Mangin asked for a motion to open public hearing.
Motion by Hazard, seconded by Gilbert
MOTION UNANIMOUSLY CARRIED
No public comment.

Mayor Mangin asked for a motion to close the public hearing and adopt Ordinance #18-2 on final consideration, same to be published according to law.
Motion by Hazard, seconded by Gilbert
ROLL CALL VOTE:
AYES: Gilbert, Hazard, O'Brien, Reiner, Mayor Mangin
NOES: None
ABSTAIN: None
ABSENT: None
ORDINANCE ADOPTED

Ordinance advertised February 23, 2018 The Courier News. Posted on municipal bulletin board as required by law.

ORDINANCE #18-5

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

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

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

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

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

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

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

1. The following Easements from Robin Hill IX, LLC to the Township of Raritan are hereby accepted:
    1. Water Tank Easement;
    2. Detention Basin and Drainage Easement;
    3. Emergency and Detention Basin Access Easement;
    4. Conservation Easement.
2. The Mayor and Township Clerk are hereby authorized to execute the Easements.

ORDINANCES (INTRODUCTION, FIRST READING)

Mayor Mangin read by title Ordinance #18-6.

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

Mayor Mangin asked for a motion to introduce Ordinance #18-6 on first consideration.
Motion by Gilbert, seconded by Hazard
ROLL CALL VOTE:
AYES: Gilbert, Hazard, O'Brien, Reiner, Mayor Mangin
NOES: None
ABSTAIN: None
ABSENT: None
ORDINANCE INTRODUCED

Second reading and public hearing date scheduled for March 6, 2018.

Mayor Mangin read by title Ordinance #18-7.

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

Mayor Mangin asked for a motion to introduce Ordinance #18-7 on first consideration.
Motion by Gilbert, seconded by Hazard
ROLL CALL VOTE:
AYES: Gilbert, Hazard, O'Brien, Reiner, Mayor Mangin
NOES: None
ABSTAIN: None
ABSENT: None
ORDINANCE INTRODUCED

Second reading and public hearing date scheduled for March 6, 2018.

Mayor Mangin read by title Ordinance #18-8.

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

Committee Member O'Brien asked for clarification that employees will not be paid for sick time.

Mr. Hutchins read into the record Section 2. A.1. "at retirement, employees shall be paid thirty-five (35%) percent of the daily rate of pay in effect and for the number of days accumulated on the effective date of Ordinance #11-7 for each accumulated day up to a maximum of 200 days." Mr. Hutchins explained that the days accumulated are effective the day of adoption of Ordinance #11-7; therefore, days that accrue from this point on are not paid.

Mr. Lehrer concurred with Mr. Hutchins regarding interpretation of paid sick time.

Committee Member O'Brien requested a legal opinion in writing from Mr. Lehrer in regards to the payout of accumulated sick time.

Mayor Mangin asked for a motion to introduce Ordinance #18-8 on first consideration.
Motion by Gilbert, seconded by Hazard
ROLL CALL VOTE:
AYES: Gilbert, Hazard, Reiner, Mayor Mangin
NOES: None
ABSTAIN: O'Brien
ABSENT: None
ORDINANCE INTRODUCED

Second reading and public hearing date scheduled for March 6, 2018.

Mayor Mangin read by title Ordinance #18-9.

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

Deputy Mayor Gilbert addressed Ms. Sachau's comment during Public Comment regarding the solicitation by Comcast representatives. Deputy Mayor Gilbert advised that the proposed ordinance amends the hours that solicitors are permitted to canvass to no later than 3:00 p.m. on Saturdays; lifts restrictions regarding zones that food trucks are permitted to operate in; and authorizes operation of food trucks at special events by application at the discretion of the Township Committee.

Mayor Mangin asked for a motion to introduce Ordinance #18-9 on first consideration.
Motion by Gilbert, seconded by Hazard
ROLL CALL VOTE:
AYES: Gilbert, Hazard, O'Brien, Reiner, Mayor Mangin
NOES: None
ABSTAIN: None
ABSENT: None
ORDINANCE INTRODUCED

Second reading and public hearing date scheduled for March 6, 2018.

CORRESPONDENCE

There was no correspondence.

NON-CONSENT AGENDA

Minutes

Township Committee Regular Meeting Minutes

Mayor Mangin asked for a motion to approve the Regular Meeting Minutes of October 3, 2017.

Deputy Mayor Gilbert recapped that these minutes were revised to add a verbatim transcription of the discussion of Ordinance #17-30.

Motion by Gilbert, seconded by O'Brien.
ROLL CALL VOTE:
AYES: Gilbert, O'Brien, Reiner, Mayor Mangin
NOES: None
ABSTAIN: Hazard
ABSENT: None

Mayor Mangin read Resolution #18-41 by title.

Mr. Lehrer explained that the proposed resolution was included in the attached Local Finance Notice from the Department of Community Affairs reminding communities of a law signed by Governor Christi in 2017 requiring that governing bodies certify compliance with Title VII of the Civil Rights Act of 1964.

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

Committee Member O'Brien requested that consideration of the proposed resolution be tabled and carried to a future regular meeting as additional information is required.

Mr. Hutchins commented that the certification pertains to the use of background checks in the hiring or promotion process and advised that other than the Police Department, background checks are not used in the hiring process of the Township.

Mayor Mangin announced that action will tabled and carried to the March 6, 2018 meeting.

Mayor Mangin read Resolution #18-42 by title.
Mayor Mangin asked for a motion to adopt Resolution #18-42.
Motion by Gilbert, seconded by Hazard
ROLL CALL VOTE:
AYES: Gilbert, Hazard, O'Brien, Reiner, Mayor Mangin
NOES: None
ABSTAIN: None
ABSENT: None

RESOLUTION #18-42

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

WHEREAS, the Hunterdon County Board of Chosen Freeholders has approved an Open Space Trust Fund and established a Municipal Grants Program to provide County Funds in connection with preserving open space, natural areas, farmland and historic sites; and preservation of historic structures,

properties, facilities, sites, areas, or objects; or for the payment of debt service or indebtedness issued or incurred by the municipality for any of the purposes described above; and

WHEREAS, the Township of Raritan desires to further the public interest by obtaining funding in the amount of $128,535.00 from the County of Hunterdon to fund the following project:

purchase of the Francavilla Property, 87 Plum Brook Road, Block 43, Lot 2, Raritan Township, Hunterdon County at a cost of $428,450.00.

NOW, THEREFORE BE IT RESOLVED, by the Mayor and Township Committee of the Township of Raritan, County of Hunterdon, State of New Jersey that the Township Administrator is hereby authorized to:

a) Make application for such County Open Space Trust Funds; and

b) Provide additional application information and furnish such documents as may be required, and act as the authorized correspondent of the above-named Municipality; and

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

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

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

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

2) That the Municipality has its share of funds, if required, in the amount of $299,915.00;

3) That, in the event the County of Hunterdon's funds are less than the total project cost specified above, the applicant has the balance of funding necessary to complete the project;

4) That the applicant agrees to comply with all the applicable federal, state and local laws, rules and regulations in its performance of the project; and

5) That this resolution shall take effect immediately.

Mayor Mangin read Resolution #18-43 by title.

Committee Member O'Brien commented that vendor, Jean Martin is twenty percent (20%) cheaper than LinkHigh.

Mayor Mangin advised that the lowest, responsive, responsible bidder did not include actual amounts or include prices for everything.

Mayor Mangin asked for a motion to adopt Resolution #18-43.
Motion by Gilbert, seconded by Hazard
ROLL CALL VOTE:
AYES: Gilbert, Hazard, Reiner, Mayor Mangin
NOES: O'Brien
ABSTAIN: None
ABSENT: None

During the vote, Committee Member O'Brien voted note with remark, "go with the cheaper one."

RESOLUTION #18-43

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

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

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

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

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

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

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

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

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

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

1. That a contract be awarded to Link High Technologies for the sum of $27,600.00 for the period February 21, 2018 to February 20, 2019; it being understood and acknowledged by Link High Technologies that the award is subject to the insertion into the contract of a clause that the Township shall have the right to terminate their services upon thirty (30) days written notice, at the discretion of the Township Committee.

2. That the Chief Financial Officer has certified that funds are available through Certificate of Availability of Funds #18-02 for the amount of $27,600.00.

3. The contract may be extended for Two (2), One (1) year periods at the option of the Township.

4. That the Clerk publish notice of this award with the information required by N.J.S.A 40a:11-4.5g.

5. This Resolution shall take effect immediately.

Mayor Mangin read Resolution #18-44 by title.

Mr. Hutchins explained that the proposed resolution incorporates Maggie's Law into the Township's Personnel Policies and Procedures Manual. He continued that the law went into effect in the mid-2000's and imposes criminal charges against anyone who kills or injures someone due to lack of sleep within a 24-hour period. Mr. Hutchins advised that the incorporation of this policy in the Personnel Policies and Procedures Manual is highly recommended and has been approved by many entities in the Somerset County Joint Insurance Fund. He continued that it reduces Township liability as well.

Committee Member O'Brien commented in favor of the policy; but not for paying employees for sleep.

Mayor Mangin asked for a motion to adopt Resolution #18-44.
Motion by Gilbert, seconded by Hazard
ROLL CALL VOTE:
AYES: Gilbert, Hazard, Reiner, Mayor Mangin
NOES: O'Brien
ABSTAIN: None
ABSENT: None

RESOLUTION #18-44

A RESOLUTION APPROVING AN AMENDMENT TO THE RARITAN TOWNSHIP PERSONNEL POLICIES AND PROCEDURES MANUAL (MAGGIE'S LAW)

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

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

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

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

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

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

Mayor Mangin read Resolution #18-45 by title.
Mayor Mangin asked for a motion to adopt Resolution #18-45.
Motion by Gilbert, seconded by Reiner
ROLL CALL VOTE:
AYES: Gilbert, Hazard, O'Brien, Reiner, Mayor Mangin
NOES: None
ABSTAIN: None
ABSENT: None

RESOLUTION #18-45

A RESOLUTION AUTHORIZING 2017 BUDGET TRANSFER #6 (EMERGENCY)

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

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

NOW, THEREFORE BE IT RESOLVED by the Mayor and Township Committee of the Township of Raritan, County of Hunterdon, State of New Jersey, that the following transfers are authorized between appropriations in the 2017 budget and that a certified copy of this resolution adopted **by not less than a two-thirds (2/3) vote of the full membership of the governing body** be transmitted to the Administrator and Chief Financial Officer.

Transfer From	Transfer To	Amount
Group Insurance	Utilities	$6,306.99
	Total	$6,306.99

Mayor Mangin read Resolution #18-46 by title.
Mayor Mangin asked for a motion to adopt Resolution #18-46.
Motion by Gilbert, seconded by Hazard
ROLL CALL VOTE:
AYES: Gilbert, Hazard, O'Brien, Reiner, Mayor Mangin
NOES: None
ABSTAIN: None
ABSENT: None

RESOLUTION #18-46

A RESOLUTION INCREASING BID THRESHOLD AND APPOINTING A QUALIFIED PURCHASING AGENT

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

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

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

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

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

NOW, THEREFORE, BE IT RESOLVED, by the Mayor and Township Committee of the Township of Raritan, County of Hunterdon, State of New Jersey, that the bid threshold is hereby increased to $40,000.00; and

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

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

Mayor Mangin read Resolution #18-47 by title.

Committee Member O'Brien inquired as to why the contractor did not do the job and whether the Township notified the Morris County Coop.

Mr. Hutchins advised that the contractor was unresponsive; that Morris County Coop rebid the job; and that the Township did notify the Coop of the issue.

Mayor Mangin asked for a motion to adopt Resolution #18-47.
Motion by Gilbert, seconded by Reiner
ROLL CALL VOTE:
AYES: Gilbert, Hazard, O'Brien, Reiner, Mayor Mangin
NOES: None
ABSTAIN: None
ABSENT: None

RESOLUTION #18-47

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

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

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

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

NOW, THEREFORE BE IT RESOLVED, by the Mayor and Township Committee of the Township of Raritan, County of Hunterdon, State of New Jersey, that the contract awarded to D&L Paving Contractors, Inc. on July 18, 2017 by Resolution #17-175 is hereby rescinded.

Mayor Mangin read Resolution #18-48 by title.
Mayor Mangin asked for a motion to adopt Resolution #18-48.
Motion by Gilbert, seconded by Reiner
ROLL CALL VOTE:
AYES: Gilbert, Hazard, O'Brien, Reiner, Mayor Mangin
NOES: None
ABSTAIN: None
ABSENT: None

RESOLUTION #18-48

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

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

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

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

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

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

NOW, THEREFORE BE IT RESOLVED, by the Mayor and Township Committee of the Township of Raritan, County of Hunterdon, State of New Jersey that the procurement of concrete vertical curb replacement be awarded to Cifelli and Son General Contracting of Nutley, New Jersey through the Morris County Cooperative Pricing System.

Mayor Mangin read Resolution #18-49 by title.
Mayor Mangin asked for a motion to adopt Resolution #18-49.
Motion by Reiner, seconded by Gilbert
ROLL CALL VOTE:
AYES: Gilbert, Hazard, O'Brien, Reiner, Mayor Mangin
NOES: None
ABSTAIN: None
ABSENT: None

At this time, Committee Member O'Brien requested notification to the Township's 100% disabled veterans of the New Jersey 2017 Tax Exemption.

RESOLUTION #18-49

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

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

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

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

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

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

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

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

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

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

Mayor Mangin read Resolution #18-50 by title.
Mayor Mangin asked for a motion to adopt Resolution #18-50.
Motion by Reiner, seconded by Hazard
ROLL CALL VOTE:
AYES: Gilbert, Hazard, O'Brien, Reiner, Mayor Mangin
NOES: None
ABSTAIN: None
ABSENT: None

RESOLUTION #18-50

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

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

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

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

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

At this time, Mr. Lehrer advised on the action of authorizing the five-year appointment of Mr. Kendzulak to the RTMUA. Mr. Lehrer explained that the resolution will be identified as #18-53; authorized by voice vote; and then ratified and confirmed by resolution at the March 6, 2018 meeting.

Deputy Mayor Gilbert explained that the reason for adding this item last minute to the agenda was due to the resignation of two members of the Authority. Deputy Mayor Gilbert continued that Mr. Kendzulak's reappointment was rescinded for housekeeping reasons and his current appointment was carried over by State statute. This is the formal action that allows the Committee to reappoint him.

Mayor Mangin asked for a voice vote authorizing the reappointment of John Kendzulak as Commissioner to the RTMUA for five (5) years to be ratified and confirmed by Resolution #18-53 at the March 6, 2018 regular meeting of the Township Committee.
MOTION UNANIMOUSLY CARRIED

CONSENT AGENDA

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

Mayor Mangin advised that Resolution #18-51 Authorizing Emergency Temporary Appropriation #1 will be removed from the Consent Agenda and considered separately, as adoption requires four (4) votes.

Committee Member Reiner requested that Resolution #18-52 Authorizing Return of Inspection Escrow (Roman Jewelers) and Committee Member O'Brien requested that Resolution #18-40 Tax Refunds First Quarter 2018 (CoreLogic) be removed from the Consent Agenda for further consideration.

Mayor Mangin asked for a motion to adopt the Consent Agenda as amended with the removal of Resolutions #18-51, #18-52, and #18-40.
Motion by Hazard, seconded by Gilbert
ROLL CALL VOTE:
AYES: Gilbert, Hazard, O'Brien, Reiner, Mayor Mangin
NOES: None
ABSTAIN: None
ABSENT: None

RESOLUTION #18-38

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

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

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

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

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

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

NOW, THEREFORE BE IT RESOLVED, by the Mayor and Township Committee of the Township of Raritan, County of Hunterdon, State of New Jersey, that the overpayment of third and fourth quarter 2018 taxes in the amount of $6,649.60 is hereby returned.

RESOLUTION #18-39

AUTHORIZING FIRST QUARTER 2018 TAX REFUNDS

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

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

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

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

Motioned by Reiner, seconded by Gilbert
ROLL CALL VOTE:
AYES: Gilbert, Hazard, O'Brien, Reiner, Mayor Mangin
NOES: None
ABSTAIN: None
ABSENT: None

RESOLUTION #18-40

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

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

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

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

Apanovitch, Donald M. (48 Timberwick Drive)	$3,117.02	6.14	3
Hansen, Thomas C. & Murdina Ferris (30 Copper Penny Road)	$2,853.03	6.15	4
Epstein, Aaron & Shannon (26 Scarlet Oak Road)	$3,518.20	6.18	2
Brady III, James P. & Sara E. (6 Quail Ridge Drive)	$3,610.86	7	27.02
Suchorsky, John & Kathleen (12 Quail Ridge Drive)	$426.01	7	27.05
Shor, Roman & Sophie (21 Cherryville Hollow Road)	$9,553.17	7	30.01
Chase, Carl S. & Heather M. (2 Starview Drive)	$3,265.24	8	8.06
Jacobson, Mark & Anneliese (6 Partridge Run)	$3,936.54	13	7.08
Pummer, Gregory & Tara (3 Dale Drive)	$4,240.34	13	7.27
Emmons, Jeanette (55 Sand Hill Road)	$2,726.85	15	3.28
Dawson, Matthew P. & Jennifer A. (23 Newcastle Way)	$3,914.49	15	21.06
Witherell, Benjamin & Haekyoung Suh (37 Sand Hill Road)	$2,355.68	15	78
McMillan, Regina A. & Tawana Gilliam (34 Kentworth Court)	$1,896.30	18.02	60
Faldu, Kunaldumar J. & Kinjal Kanani (15 Clearbrook Lane)	$1,975.32	18.16	8
Mutz, R. Douglas & Anne C. (53 Rake Road)	$3,467.37	19	4
Compeau, Richard C. & Roseanna D. (12 Greenhills Drive)	$4,469.15	25	3.17

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

Taxpayer	Amount	Block	Lot
CORELOGIC			
Patel, Ketan & Ami (2 Cole Court)	$4,133.77	45.03	1.06
Mahon, Claire E. (2 Vinson Drive)	$2,323.22	53.01	1.25
Nayudu, Giridhar & Sucharitha (19 Stirrup Lane)	$2,530.24	53.01	10
Crane, Howard & Susan (23 Pony Lane)	$2,669.89	53.01	51
Sterling, Judith (12 Dayton Road)	$2,314.64	54	22
Werner, Jody A. G. (21 McPherson Drive)	$3,927.35	60	29.17
Lascelle, Robert S. & Lisa (4 Cyndi Court)	$4,138.67	60	40.02
Wetter, Steven K. & Kristina M. (28 Fawn Drive)	$2,298.10	61	3
Lentine, Frank S. & Joanna W. (167 Sergeantsville Road)	$3,128.65	63	47
Wong, Stuart T. & Lauralie (193 Sergeantsville Road)	$2,780.14	63	51.01
Bacon, Charles A. III & Cynthia A. (5 Knollwood Road)	$5,759.95	63	70.15
Esteves, Hugo M. & Joanna Vasiliadis (103 Sergeantsville Road)	$1,885.25	63	86
Gruning, Robert L. & Susan C. (8 Knollwood Road)	$5,304.87	63.05	4
Pacheco, Silvio J. & Loriann H. (3 Frost Court)	$4,476.15	63.09	7

Taxpayer	Amount	Block	Lot
CORELOGIC			
Augustus, Paul & Deborah (5 Beehive Lane)	$3,455.12	63.11	12
Vyas, Anix (85 Chelsea Circle)	$1,400.79	71.13	49
Berner, Robyn E. (18 Saxonney Circle)	$1,638.44	71.14	10
Mamary, Richard & Susanna (1 Shippen Court)	$1,909.78	71.2	55
Huber, Maria (101 Blackberry Court)	$1,242.77	71.25	1 (C0101)
Helmlinger, Daniel (302 Saddle Court)	$1,233.58	71.25	1 (C0302)
Schwolow, John & Jennifer Kuberiet (19 Holly Court)	$1,466.33	72.01	54
Benedickson, Mary & Krista (311 Larch Court)	$1,344.44	72.08	2 (C0311)
Brown, Ryan & Sun Min Lee (13 Cedar Court)	$1,344.44	72.11	10
Alberalla, Richard J. & Patricia A. (3 Overlook Court)	$2,705.42	72.14	24
Turtola, Frank & Joanne (10 Rittenhouse Circle)	$2,813.22	72.15	5
Lyons, William & Rosemary Ryan (1 Cosby Court)	$2,557.19	72.15	17
Chandrasekhar, Srikantan & Meera (20 Reading Road)	$2,525.34	72.18	11
Witzling, Mark & Kristina M. (60 Concord Ridge Road)	$2,478.18	72.21	12

Taxpayer	Amount	Block	Lot
CORELOGIC			
Rotaru, Lavinia (803 Yorkshire Drive)	$828.10	72.23	1 (C0803)
Tenkate, Brian & Kelliann (10 Johnston Drive)	$2,815.05	72.26	18
McKenzie, Christopher & Laurie (9 Montgomery Drive)	$2,982.27	72.27	4
O'Brien, Craig D. & Jean L. (3 Johnston Drive)	$2,606.14	72.3	4
Mckeown, John C. & Elizabeth S. (2 Fisher Court)	$3,466.14	74	5.34
Parker, John R. & Debra A. (5 Rea Court)	$2,995.10	77.02	7
Hansen, Judith & Edward F. Millerick (12 Viking Terrace)	$3,139.04	77.02	19.09
Moser, Lori & Gerardus Sentveld (21 Olden Drive)	$3,362.02	77.04	2
Hopf, Jeremy & Leslie A Ling (5 Mathews Drive)	$3,151.93	77.06	8
Gupta, Anurag Rastogi & Ritu (2 Dally Road)	$3,984.93	77.09	20
Stanton, Daniel T. & Carley P. (212 Kuhl Road)	$3,667.65	77.09	27
Bernard, Steven J. & Mary A. (8 Homestead Place)	$3,187.45	77.1	10
Tripathi, Ruchir & Pooja Mishra (3 Deats Drive)	$3,333.62	78.01	1.23
Dippolito, Michael & Amanda (33 Plennert Road)	$2,491.04	78.01	2.07

Taxpayer	Amount	Block	Lot
CORELOGIC			
Burgos, Jose M. & Mercy (3 Shelton Road)	$2,643.33	79.05	10
Orrell, Paul E. & Susan (160 Voorhees Corner Road)	$1,986.95	79.08	5
Russo, John M. & Patricia A. Gilbert (6 Riverview Court)	$4,370.19	81.04	24
Downs, Kathleen (7 Country Club Drive)	$2,871.40	84.02	12
Rowinski, Michael J. & Patricia A. (104 East Becks Boulevard)	$3,988.60	89	15
Kenny, Robert & Marianne Bagdon (3 Brockton Court)	$3,295.87	91	5
TOTAL:	**$257,701.93**		

Mayor Mangin read Resolution #18-51 by title.
Mayor Mangin asked for a motion to adopt Resolution #18-51.
Motion by Reiner, seconded by Hazard
ROLL CALL VOTE:
AYES: Gilbert, Hazard, O'Brien, Reiner, Mayor Mangin
NOES: None
ABSTAIN: None
ABSENT: None

RESOLUTION #18-51

EMERGENCY TEMPORARY APPROPRIATION #1

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

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

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

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

Mayor Mangin read Resolution #18-52 by title.

Mr. Lehrer explained that Roman Jewelers had submitted a land use application but encountered issues with the DOT, so the application did not proceed.

Mayor Mangin asked for a motion to adopt Resolution #18-52.
Motion by Reiner, seconded by Gilbert
ROLL CALL VOTE:
AYES: Gilbert, Hazard, O'Brien, Reiner, Mayor Mangin
NOES: None
ABSTAIN: None
ABSENT: None

RESOLUTION #18-52
A RESOLUTION AUTHORIZING THE RETURN OF AN INSPECTION ESCROW (ROMAN JEWELERS)

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

Roman Jewelers	BOA #14-2016	$2,942.64

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

PRIVILEGE OF THE FLOOR

The following members of the public spoke during public comment.

Barbara Sachau, a resident of 2 Glenway Drive, expressed dissatisfaction for the Environmental Commission meetings on the same night as the Township Committee; thanked Committee Member O'Brien for attempting to keep meetings open for the public; commented on the poor quality of the sound

system and the difficulty hearing speakers; expressed a desire for open meetings of the proposed ad hoc Joint Infrastructure Planning Committee; voiced opinion that the Township should implement a two percent (20%) cap; and inquired as to the status of the Comcast franchise renewal.

Mr. Purcell advised that discussions are in process with Comcast. Mayor Mangin added that the Township will also be reaching out to residents for their input regarding Comcast as a utility.

ADJOURNMENT

Mayor Mangin asked for a motion to adjourn the regular meeting and reconvene Closed Session.
Motion by Reiner, seconded by Hazard
MOTION UNANIMOUSLY CARRIED

Meeting adjourned at 8:47 p.m.

Respectfully submitted,

_____
Lisa Fania, RMC
Township Clerk

16a.

TOWNSHIP OF RARITAN
COUNTY OF HUNTERDON, NEW JERSEY

RESOLUTION #18-55

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

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

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

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

ATTEST:

TOWNSHIP COMMITTEE OF THE TOWNSHIP OF RARITAN

Lisa Fania, RMC
Township Clerk

Michael Mangin
Mayor

CERTIFICATION

I, Lisa Fania, Clerk of the Township of Raritan, County of Hunterdon, State of New Jersey, hereby certify that the foregoing resolution is a true, complete and accurate copy of a resolution adopted by the Township Committee of the Township of Raritan at a meeting held on March 6, 2018.

Lisa Fania, RMC
Township Clerk

GOVERNING BODY CERTIFICATION PURSUANT TO P.L. 2017, C.183 OF COMPLIANCE WITH THE UNITED STATES EQUAL EMPLOYMENT OPPORTUNITY COMMISSION'S "Enforcement Guidance on the Consideration of Arrest and Conviction Records in Employment Decisions Under Title VII of the Civil Rights Act of 1964"

GROUP AFFIDAVIT FORM FOR MUNICIPALITIES AND COUNTIES

NO PHOTO COPIES OF SIGNATURES

STATE OF NEW JERSEY
COUNTY OF HUNTERDON

We, members of the governing body of the Township of Raritan being duly sworn according to law, upon our oath depose and say:

1. We are duly elected members of the Township Committee of the Township of Raritan in the County of Hunterdon;
2. Pursuant to P.L. 2017, c.183, we have familiarized ourselves with the contents of the United States Equal Employment Opportunity Commission's "Enforcement Guidance on the Consideration of Arrest and Conviction Records in Employment Decisions Under Title VII of the Civil Rights Act of 1964," *as amended*, 42 U.S.C. § 2000e *et seq.*, (April 25, 2012);
3. We are familiar with the local unit's hiring practices as they pertain to the consideration of an individual's criminal history;
4. We certify that the local unit's hiring practices comply with the above-referenced enforcement guidance.

(L.S.)	(L.S.)
(L.S.)	(L.S.)
(L.S.)	(L.S.)
(L.S.)	(L.S.)
(L.S.)	(L.S.)

Sworn to and subscribed before me this
_____day of _____
Notary Public of New Jersey

_____
Clerk

The Municipal Clerk (or Clerk of the Board of Chosen Freeholders as the case may be) shall set forth the reason for the absence of signature of any members of the governing body.

IMPORTANT: This certificate must be executed before a municipality or county can submit its approved budget to the Division of Local Government Services. The executed certificate and the adopted resolution must be kept on file and available for inspection.

department of community affairs
people.places.progress
division of local government services

LFN 2017-27

December 18, 2017

Local Finance Notice

Chris Christie, Governor | Kim Guadagno, Lt. Governor | Charles A. Richman, Commissioner | Timothy J. Cunningham, Director

Contact Information

Director's Office
V. 609.292.6613
F. 609.633.6243

Legislative and Regulatory Affairs
V. 609.292.6110
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Financial Regulation and Assistance
V. 609.292.4806
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Local Finance Board
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E-mail: dlgs@dca.nj.gov

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Freeholder Board Clerks
Municipal & County Counsel

Municipal & County Budgets: Certifying Compliance with Federal Civil Rights Requirements

P.L. 2017, c. 183, signed into law by Governor Christie on August 7, 2017, amends the Local Budget Law to require municipal and county governing bodies to certify compliance with certain Federal civil rights requirements when submitting their approved budgets with the Division. Specifically, the governing body must certify that their municipality's or county's hiring practices comply with the United States Equal Employment Opportunity Commission's "Enforcement Guidance on the Consideration of Arrest and Conviction Records in Employment Decisions Under Title VII of the Civil Rights Act of 1964," (hereinafter, "EEOC Enforcement Guidance"). A model group affidavit and resolution can be found on the "Municipal and County Budgets" section of the Division's website under the heading "Sample Resolutions".

EEOC's Enforcement Guidance discusses how an employer's use of criminal history records when deciding whether to select, promote, and retain employees may in some instances violate Title VII's prohibition against employment discrimination on the basis of race or national origin. Policies on the use of criminal history when making personnel decisions may violate Title VII under disparate treatment or disparate impact.

Discrimination on the basis of disparate treatment may occur when an employer treats criminal history information differently for different applicants or employees based on their race or national origin. Disparate impact-based discrimination may occur when an employer's neutral policy (e.g. excluding all applicants from employment based on certain criminal conduct) may disproportionately impact some individuals protected under Title VII and the policy is not job related and consistent with business necessity.

P.L. 2017, c. 183 encourages municipalities and counties to ensure their employment practices follow the EEOC Enforcement Guidance and comply with Title VII. Labor counsel and human resources personnel should review their municipality's or county's employment practices with governing body members and work with their governing bodies to ensure compliance.

With the rollout of the new Financial Automation Submission Tracking (FAST) solution, the group affidavit executed by the governing body along with the adopted resolution shall be kept on file with the municipality or county rather than submitted to the Division. In order to submit the budget, the CFO must certify that the governing body's executed certification is on file and available for inspection.

Approved: Timothy J. Cunningham, Director

Document	Internet Address
P.L. 2017, c.183	http://www.njleg.state.nj.us/2016/Bills/PL17/183_.PDF
EEOC Guidance – Using Criminal History in Making Personnel Decisions	https://www.eeoc.gov/laws/guidance/arrest_conviction.cfm
Model Group Affidavit & Resolution: Compliance with EEOC Enforcement Guidance	http://www.nj.gov/dca/divisions/dlgs/programs/mc_budgets.html

16b.

TOWNSHIP OF RARITAN
COUNTY OF HUNTERDON, NEW JERSEY

RESOLUTION #18-59

RESOLUTION AUTHORIZING THE FULL-TIME EMPLOYMENT OF KENT WOOLF IN THE DEPARTMENT OF PUBLIC WORKS

WHEREAS, the Township of Raritan is in need of a full-time employee in the Department of Public Works; and

WHEREAS, the Mayor and Township Committee desires to fill this position; and

WHEREAS, Kent Woolf has been employed as a part-time employee of the Department of Public Works and has proven to be a valued asset to the Township; and

WHEREAS, Brion Fleming, Superintendent of Public Works recommends Kent Woolf for the full-time position in the Department of Public Works.

NOW, THEREFORE BE IT RESOLVED, by the Mayor and Township Committee of the Township of Raritan, County of Hunterdon, State of New Jersey, that Kent Woolf is hereby employed as a full-time Department of Public Works employee effective March 7, 2018 at an hourly rate of $20.07, as set forth in the Teamsters Local 469 Contract.

ATTEST:

TOWNSHIP COMMITTEE OF THE TOWNSHIP OF RARITAN

Lisa Fania, RMC
Township Clerk

Michael Mangin
Mayor

CERTIFICATION

I, Lisa Fania, Clerk of the Township of Raritan, County of Hunterdon, State of New Jersey, hereby certify that the foregoing resolution is a true, complete and accurate copy of a resolution adopted by the Township Committee of the Township of Raritan at a meeting held on March 6, 2018.

Lisa Fania, RMC
Township Clerk

16c.

RARITAN TOWNSHIP
MEMORANDUM

DATE: FEBRUARY 26, 2018

TO: MAYOR AND TOWNSHIP COMMITTEE
DON HUTCHINS, ADMINISTRATOR
LISA FANIA, RMC/ TOWNSHIP CLERK
BILL PANDOS, CERTIFIED FINANCIAL OFFICER
CAROL BARBATI, ADMINISTRATIVE ASSISTANT

FROM: BRION FLEMING, CPWM/SUPERINTENDENT OF PUBLIC WORKS

RE: ADDITIONAL FUNDING FOR VEHICLE MAINTENANCE

I would like to ask the Township Committee to consider adding $40,000.00 into one of the DPW's temporary budget accounts. The account short of funds is 01-201-26-315-200 Vehicle Maintenance OE.

To date here are the estimated expenses broken down per department vehicles.

Municipal Vehicles	$ 29,609.12
PD Vehicles	$ 13,571.57
Fire Company Vehicles	$ 6,934.33

TOWNSHIP OF RARITAN
COUNTY OF HUNTERDON, NEW JERSEY

RESOLUTION #18-63

A RESOLUTION AUTHORIZING EMERGENCY TEMPORARY APPROPRIATION #2 (DPW VEHICLE MAINTENANCE)

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

WHEREAS, as per New Jersey Local Budget Law 40A:4-20 Emergency Temporary Appropriations, states that the Governing Body may by resolution adopted by 2/3rds vote of the full membership thereof make emergency temporary appropriations for any purposes for which appropriations may lawfully be made.

NOW, THEREFORE BE IT RESOLVED by the Township Committee of the Township of Raritan, County of Hunterdon, State of New Jersey that emergency temporary budget appropriations are made as follows; said emergency temporary appropriations will be provided for in the 2018 budget; and that a copy of this resolution be transmitted to the Chief Financial Officer and the Director of the Division of Local Government Services:

Vehicle Maintenance O/E	$40,000.00
TOTAL:	**$40,000.00**

ATTEST:

TOWNSHIP COMMITTEE OF THE TOWNSHIP OF RARITAN

Lisa Fania, RMC
Township Clerk

Michael Mangin
Mayor

CERTIFICATION

I, Lisa Fania, Clerk of the Township of Raritan, County of Hunterdon, State of New Jersey, hereby certify that the foregoing resolution is a true, complete and accurate copy of a resolution adopted by the Township Committee of the Township of Raritan at a meeting held on March 6, 2018.

Lisa Fania, RMC
Township Clerk

16d.

TOWNSHIP OF RARITAN
COUNTY OF HUNTERDON, NEW JERSEY

RESOLUTION #18-68

A RESOLUTION AUTHORIZING EMERGENCY TEMPORARY APPROPRIATION #3 (PERS AND PFRS)

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

WHEREAS, as per New Jersey Local Budget Law 40A:4-20 Emergency Temporary Appropriations, states that the Governing Body may by resolution adopted by 2/3rds vote of the full membership thereof make emergency temporary appropriations for any purposes for which appropriations may lawfully be made.

NOW, THEREFORE BE IT RESOLVED by the Township Committee of the Township of Raritan, County of Hunterdon, State of New Jersey that emergency temporary budget appropriations are made as follows; said emergency temporary appropriations will be provided for in the 2018 budget; and that a copy of this resolution be transmitted to the Chief Financial Officer and the Director of the Division of Local Government Services:

Public Employees Retirement System	$ 510,467.90
Police and Fireman Retirement System	$1,019,521.00
TOTAL:	**$1,529,988.90**

ATTEST:

TOWNSHIP COMMITTEE OF THE TOWNSHIP OF RARITAN

Lisa Fania, RMC
Township Clerk

Michael Mangin
Mayor

CERTIFICATION

I, Lisa Fania, Clerk of the Township of Raritan, County of Hunterdon, State of New Jersey, hereby certify that the foregoing resolution is a true, complete and accurate copy of a resolution adopted by the Township Committee of the Township of Raritan at a meeting held on March 6, 2018.

Lisa Fania, RMC
Township Clerk

16e.

TOWNSHIP OF RARITAN
COUNTY OF HUNTERDON, NEW JERSEY

RESOLUTION #18-69

A RESOLUTION AMENDING RESOLUTION #17-272
2017 BUDGET TRANSFER #1
(EMERGENCY)

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

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

WHEREAS, Resolution #17-272 was adopted November 6, 2017 for the transfer of funds; and

WHEREAS, no appropriation was made for NJDEP (New Jersey Department of Environmental Protection Agency) Stormwater General Permit; and

WHEREAS, the Township Committee wishes to amend Resolution #17-272 to include such appropriation.

NOW, THEREFORE BE IT RESOLVED, by the Mayor and Township Committee of the Township of Raritan that the following amendment to Resolution #17-272 is authorized between appropriations in the 2017 budget and that a certified copy of this resolution adopted **by not less than a two-thirds (2/3) vote of the full membership of the governing body** be transmitted to the Administrator and Chief Financial Officer.

Transfer From	Transfer To	Amount
Police S&W	NJDEP Stormwater General Permit	$24,050.00
	Total	$24,050.00

ATTEST:

TOWNSHIP COMMITTEE OF THE TOWNSHIP OF RARITAN

Lisa Fania, RMC
Township Clerk

Michael Mangin
Mayor

CERTIFICATION

I, Lisa Fania, Clerk of the Township of Raritan, County of Hunterdon, State of New Jersey, hereby certify that the foregoing resolution is a true, complete and accurate copy of a resolution adopted by the Township Committee of the Township of Raritan at a meeting held on March 6, 2018.

Lisa Fania, RMC
Township Clerk

TOWNSHIP OF RARITAN
COUNTY OF HUNTERDON, NEW JERSEY

RESOLUTION #17-272

A RESOLUTION AUTHORIZING 2017 BUDGET TRANSFER #1 (EMERGENCY)

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

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

WHEREAS, the Township is moving to a self-funded health insurance program January 1, 2018 and the stop loss carrier is requiring pre-funding for the 2018 contract; and

WHEREAS, no appropriation was made for the immediate binder payment in the 2017 budget and a transfer is necessary.

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

Transfer From	Transfer To	Amount
Social Security	Deferred Contribution	$ 850.00
Social Security	Group Health Insurance	$29,151.00
Social Security	Employee Bonds	$ 500.00
Social Security	General Liability Insurance	$ 1,785.79
Social Security	Worker's Compensation Insurance	$ 5,723.81
Police S&W	Administration S&W	$ 5,900.00
Police S&W	Tax Collector S&W	500.00
Utilities	Solid Waste Disposal	$ 3,000.00
	Total	$47,410.60

ATTEST:

Lisa Fania, RMC
Township Clerk

TOWNSHIP COMMITTEE OF THE TOWNSHIP OF RARITAN

Karen Gilbert
Mayor

CERTIFICATION

I, Lisa Fania, Clerk of the Township of Raritan, County of Hunterdon, State of New Jersey, hereby certify the foregoing resolution is a true, complete and accurate copy of a resolution adopted by the Township Committee at a meeting held on November 6, 2017.

Lisa Fania, RMC
Township Clerk

17a.

TOWNSHIP OF RARITAN
COUNTY OF HUNTERDON, NEW JERSEY

RESOLUTION #18-53

RATIFYING AND CONFIRMING THE APPOINTMENT OF JOHN T. KENDZULAK AS RTMUA COMMISSIONER EFFECTIVE FEBRUARY 1, 2018

WHEREAS, as of January 31, 2018, the term of John T. Kendzulak, as a Commissioner to the Raritan Township Municipal Utilities Authority (the "RTMUA"), expired; and

WHEREAS, pursuant to state law, Mr. Kendzulak maintained his position in a hold-over capacity; and

WHEREAS, the Township Committee desires to fill this vacancy within the RTMUA; and

WHEREAS, at its regular meeting of February 20, 2018, the Township Committee, by voice vote, reappointed John T. Kendzulak as Commissioner of the RTMUA for a term of five (5) years, beginning February 1, 2018 and ending January 31, 2023.

NOW, THEREFORE BE IT RESOLVED by the Township Committee of the Township of Raritan, County of Hunterdon, State of New Jersey, that the Township's February 20, 2018 voice vote regarding the reappointment of Mr. Kendzulak is hereby ratified and confirmed as follows:

John T. Kendzulak
Appointed as Commissioner of the RTMUA
Effective February 1, 2018
For a Term of Five (5) Years

ATTEST:

TOWNSHIP COMMITTEE OF THE TOWNSHIP OF RARITAN

Lisa Fania, RMC
Township Clerk

Michael Mangin
Mayor

CERTIFICATION

I, Lisa Fania, Clerk of the Township of Raritan, County of Hunterdon, State of New Jersey, hereby certify that the foregoing resolution is a true, complete and accurate copy of a resolution adopted by the Township Committee of the Township of Raritan at a meeting held on March 6, 2018.

_____
Lisa Fania, RMC
Township Clerk

17b.

TOWNSHIP OF RARITAN
COUNTY OF HUNTERDON, NEW JERSEY

RESOLUTION #18-56

AUTHORIZING THE PARTIAL REFUND OF A CONSTRUCTION PERMIT FEE

WHEREAS, Walter Becker has requested the partial refund of a permit fee from the Construction Code Office; and

WHEREAS, Danielle Langreder, Assistant Supervisor of Accounts, has submitted a memo dated February 22, 2018, and recommended the partial refund of the permit fee in the amount of $40.00.

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 construction permit fee in the amount of $40.00 paid by Walter Becker is hereby refunded.

ATTEST:

TOWNSHIP COMMITTEE OF THE TOWNSHIP OF RARITAN

Lisa Fania, RMC
Township Clerk

Michael Mangin
Mayor

CERTIFICATION

I, Lisa Fania, Clerk of the Township of Raritan, County of Hunterdon, State of New Jersey, hereby certify that the foregoing resolution is a true, complete and accurate copy of a resolution adopted by the Township Committee of the Township of Raritan at a meeting held on March 6, 2018.

Lisa Fania, RMC
Township Clerk

Township of Raritan

Finance Department *(908) 806-6100/806-3892 (fax)*
1 Municipal Drive
Flemington, NJ 08822

TO: Lisa Fania, Twsp Clerk

FROM: Danielle Langreder, Asst Supervisor of Acct

DATE: February 22, 2018

RE: Partial Construction Code Permit Refund

Please process a Resolution for refund of a partial Construction Code Permit Fee to the following:

Walter Becker
156 Old Clinton Road
Flemington, NJ 08822

Block 1, Lot 6.03

Amount: $40.00

17c.

TOWNSHIP OF RARITAN
COUNTY OF HUNTERDON, NEW JERSEY

RESOLUTION #18-57

AUTHORIZING THE RELEASE OF CASH PERFORMANCE GUARANTEE AND SURETY BOND (RARITAN JUNCTION - COSTCO)

WHEREAS, Raritan Junction, LLC has requested the release of its Cash Performance Guarantee and Surety Bond No. FP0022530; and

WHEREAS, Township Engineer, Antoine Hajjar, has performed a site inspection and recommends the release of the Cash Performance Guarantee in the amount of $10,573.41 plus any accrued interest and the return of Surety Bond No. FP0022530 in the amount of $95,160.69.

NOW, THEREFORE, BE IT RESOLVED, by the Mayor and Township Committee of the Township of Raritan, that the Cash Performance Guarantee in the amount of $10,573.41 plus any accrued interest and Surety Bond No. FP0022530 in the amount of $95,160.69 are hereby returned to Raritan Junction, LLC.

ATTEST:

TOWNSHIP COMMITTEE OF THE TOWNSHIP OF RARITAN

Lisa Fania, RMC
Township Clerk

Michael Mangin
Mayor

CERTIFICATION

I, Lisa Fania, Clerk of the Township of Raritan, County of Hunterdon, State of New Jersey, hereby certify that the foregoing resolution is a true, complete and accurate copy of a resolution adopted by the Township Committee of the Township of Raritan at a meeting held on March 6, 2018.

Lisa Fania, RMC
Township Clerk

TOWNSHIP OF RARITAN

MEMORANDUM

TO: Raritan Township Committee

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

DATE: February 22, 2018

RE: Request for Performance Guarantees Release
Raritan Junction - Costco
Block 16.02, Lot 41

I am advised by Lisa Fania, RMC, Township Clerk, that Raritan Junction, LLC. has requested the release of its performance guarantee. The Township is currently holding a surety bond in the amount of $95,160.69 and a cash portion in the amount of $10,573.41. We have inspected the property and the work has been completed in accordance with Township Standards and the approved site plans. Therefore, I recommend that the Surety Bond in the amount of $95,160.69 and the cash portion of the performance guarantee in the amount of $10,573.41 plus any accrued interest be released to Raritan Junction, LLC.

I trust this is satisfactory.

CC: Lisa Fania, RMC, Twp. Clerk (email)
Don Hutchins, Twp. Administrator
Raritan Junction, LLC. Scott Loventhal (email)

17d.

RARITAN TOWNSHIP
MEMORANDUM

DATE: FEBRUARY 15, 2018

TO: MAYOR AND TOWNSHIP COMMITTEE
DON HUTCHINS, ADMINISTRATOR
LISA FANIA, RMC/ TOWNSHIP CLERK
BILL PANDOS, CERTIFIED FINANCIAL OFFICER
CAROL BARBATI, ADMINISTRATIVE ASSISTANT

FROM: BRION FLEMING, CPWM/SUPERINTENDENT OF PUBLIC WORKS

RE: NEW KIOTI CS2210 SNOW MACHINE/TRACTOR

This expenditure was approved in the 2017 capital equipment budget by Ordinance #17-32, line C.

This piece of equipment is under the new Township bid threshold of $40,000.00. I received 4 quotes and selected the lowest quote.

Kollmer Equipment 901 County Route 579 Flemington, NJ 08822 was the lowest quote with a price of $20,950.00. I would like to move forward with the purchase of the snow machine through Kollmer Equipment.

TOWNSHIP OF RARITAN
COUNTY OF HUNTERDON, NEW JERSEY

RESOLUTION #18-58

AUTHORIZING THE PURCHASE OF A NEW KIOTI CS2210 SNOW MACHINE/TRACTOR IN THE PUBLIC WORKS DEPARTMENT

WHEREAS, the Township of Raritan is in need of a new snow machine/tractor for the Department of Public Works; and

WHEREAS, Kollmer Equipment, 901 County Road 579, Flemington, NJ 08822 quoted a price of $20,950.00 for a new Kioti CS2210 snow machine/tractor; and

WHEREAS, the Superintendent of Public Works received four (4) quotes and recommends the lowest quote of $20,950.00 be awarded to Kollmer Equipment, 901 County Road 579 Flemington, NJ 08822; and

WHEREAS, the cost is below the township bid threshold of $40,000.00 and appropriated through Ordinance #17-32 for the amount of $20,950.00; and

WHEREAS, the Chief Financial Officer has certified that funds are available through Certificate of Availability of Funds #18-05 for the purchase of said snow machine/tractor.

NOW, THEREFORE BE IT RESOLVED, by the Mayor and Township Committee of the Township of Raritan, County of Hunterdon, State of New Jersey that the procurement of one new Kioti CS2210 snow machine/tractor be purchased through Kollmer Equipment of 901 County Road 579, Flemington, NJ 08822.

ATTEST:

TOWNSHIP COMMITTEE OF THE TOWNSHIP OF RARITAN

Lisa Fania, RMC
Township Clerk

Michael Mangin
Mayor

CERTIFICATION

I, Lisa Fania, Clerk of the Township of Raritan, County of Hunterdon, State of New Jersey, hereby certify that the foregoing resolution is a true, complete and accurate copy of a resolution adopted by the Township Committee of the Township of Raritan at a meeting held on March 6, 2018.

_____
Lisa Fania, RMC
Township Clerk

CERTIFICATION OF AVAILABILITY OF FUNDS No. 18-05

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
[X] Materials, supplies or equipment
[ ] Construction/reconstruction
[ ] Major repairs

Description: Kioti CS2210 Snow Machine / Tractor

Vendor: Kolmer Equip Flemington NJ.

Amount(s): $20,950.00

P.O. No. _____ (if applicable)

2. Funds are available as follows:

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

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

Account title(s): Improvement Authority # 17-32

Resolution/Ordinance Date: 2/20/18

Resolution/Ordinance Number

Account no.(s):	Amounts [ ] Adopted budget [ ] Ordinance [ ] Trust fund	[ ]Temporary budget
a. 04-215-56-300-499	$20,950.00	
b.		
c.		

William B. Pandos

2/15/18
Date

cc: Finance
C. Barbati

17e

TOWNSHIP OF RARITAN
COUNTY OF HUNTERDON, NEW JERSEY

RESOLUTION #18-60

A RESOLUTION AUTHORIZING THE REFUND OF A CONSTRUCTION PERMIT FEE (TOLL BROTHERS, INC.)

WHEREAS, Toll Brothers, Inc. has requested the refund of a permit fee paid to the Construction Code Department for new construction of a single-family dwelling at 10 Donna Drive; and

WHEREAS, Raritan Township Acting Construction Official, Jeffrey Klein, recommends the fee be refunded minus the non-refundable fee to the Department of Community Affairs and the Plan Review fee.

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 construction permit fee in the amount of $4,929.00 be refunded to Toll Brothers, Inc., 250 Gibraltar Road, Horsham, PA, 19044.

ATTEST:

TOWNSHIP COMMITTEE OF THE TOWNSHIP OF RARITAN

Lisa Fania, RMC
Township Clerk

Michael Mangin
Mayor

CERTIFICATION

I, Lisa Fania, Clerk of the Township of Raritan, County of Hunterdon, State of New Jersey, hereby certify that the foregoing resolution is a true, complete and accurate copy of a resolution adopted by the Township Committee of the Township of Raritan at a meeting held on March 6, 2018.

Lisa Fania, RMC
Township Clerk

17f.

TOWNSHIP OF RARITAN
COUNTY OF HUNTERDON, NEW JERSEY

RESOLUTION #18-61

A RESOLUTION AUTHORIZING THE APPOINTMENT OF A MUNICIPAL COURT JUDGE

WHEREAS, there exists a vacancy for the Municipal Court Judge in the Raritan Township/Hampton Borough Joint Court; and

WHEREAS, the Township Committee has advertised for resumes and interviewed prospective candidates; and

WHEREAS, the Township Committee is desirous of filling the Raritan Township/Hampton Borough Municipal Court Judge position and appointing _____ for a three-year term, effective March 6, 2018.

NOW, THEREFORE BE IT RESOLVED, by the Mayor and Township Committee of the Township of Raritan, County of Hunterdon, State of New Jersey that _____ is hereby appointed to the position of Municipal Court Judge effective March 6, 2018 through March 5, 2021 at a prorated annual salary of $37,492.36 for the year 2018.

ATTEST:

TOWNSHIP COMMITTEE OF THE TOWNSHIP OF RARITAN

_____
Lisa Fania, RMC
Township Clerk

_____
Michael Mangin
Mayor

CERTIFICATION

I, Lisa Fania, Clerk of the Township of Raritan, County of Hunterdon, State of New Jersey, hereby certify that the foregoing resolution is a true, complete and accurate copy of a resolution adopted by the Township Committee of the Township of Raritan at a meeting held on March 6, 2018.

_____
Lisa Fania, RMC
Township Clerk

TOWNSHIP OF RARITAN
COUNTY OF HUNTERDON, NEW JERSEY

RESOLUTION #18-62

A RESOLUTION AUTHORIZING THE AWARD OF A NON-FAIR AND OPEN CONTRACT FOR TOWNSHIP AUDITOR

WHEREAS, there exists a need for the services of an Auditor for the Township of Raritan for the year as a non-fair and open contract pursuant to the provisions of N.J.S.A. 19:44A-20.5; and

WHEREAS, the Township Committee has determined that _____ should be appointed and retained as Auditor for the Township of Raritan from March 6, 2018 through December 31, 2018; and

WHEREAS, section N.J.S.A. 40A:11-5 of the Local Public Contracts Law (N.J.S.A. 40A:11-11 *et seq.*) exempts such professional services from competitive bidding; and

WHEREAS, prior to the execution of a contract, _____ and _____ will have completed and submitted a Business Entity Disclosure Certification which certifies that no individual with a 10% interest or larger has made any reportable contributions to a political party or candidate for the Township Committee of the Township of Raritan in the previous year, and that the contract will prohibit any individual with a 10% interest or larger from making any reportable contributions through the term of the contract, however, this not to be construed as affecting the eligibility of any business entity to perform a public contract because that entity made a contribution to any committee during calendar year 2017, pursuant to N.J.S.A. 19:44A-20.4, et seq.; and

WHEREAS, this was not awarded through a "fair and open process" pursuant to N.J.S.A. 19:44A-20.4, *et seq.*; and

WHEREAS, the Chief Financial Officer has certified that funds are available through Certificate of Availability of Funds #18-____ for Auditing Services;

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. _____ is hereby appointed and retained as Auditor from March 6, 2018 through December 31, 2018.

2. That this contract be awarded without competitive bidding because the services in question are of a specialized, technical and professional nature, not reasonably capable of being reduced to specification.

3. The Business Disclosure Entity Certification shall be placed on file with this resolution.

4. Fees: Assistance with Municipal Budget/Documents/Amendments, attendance at Meetings/Public Hearings and Statutory Annual Audit - Total 2018 Professional Fee not to exceed – $5,000.00.

5. A notice of this resolution shall be published in an official newspaper of the Township and in accordance with the Local Public Contracts Law.

ATTEST:

TOWNSHIP COMMITTEE OF THE TOWNSHIP OF RARITAN

Lisa Fania, RMC
Township Clerk

Michael Mangin
Mayor

CERTIFICATION

I, Lisa Fania, Clerk of the Township of Raritan, County of Hunterdon, State of New Jersey, hereby certify that the foregoing resolution is a true, complete and accurate copy of a resolution adopted by the Township Committee of the Township of Raritan at a meeting held on March 6, 2018.

Lisa Fania, RMC
Township Clerk

17h.

TOWNSHIP OF RARITAN
COUNTY OF HUNTERDON, NEW JERSEY

RESOLUTION #18-64

AUTHORIZING THE PURCHASE AND INSTALLATION OF ANCILLARY EQUIPMENT ON THE COMMAND VEHICLE FOR THE RARITAN TOWNSHIP FIRE COMPANY

WHEREAS, the Raritan Township Fire Company is in need of ancillary equipment on the Command Vehicle; and

WHEREAS, 10–75 Emergency Vehicles, 14 First Avenue, Unit 3, Haskell, New Jersey 07420 is a New Jersey State Contract Vendor under Contract A81334 and A81347 for Lighting and Custom Storage Solutions; and

WHEREAS, the total cost of the purchase and installation of all items contained in the quote attached hereto from 10– 5 Emergency Vehicles is $27,408.15; and

WHEREAS, the Township of Raritan has appropriated funds for this purchase through Ordinance #17–39 in the amount of $65,000.00; and

WHEREAS, the Chief Financial Officer has certified that funds are available through the Certificate of Availability of Funds #18-04 for the purchase of said equipment,

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 purchase and installation of ancillary equipment as contained in the quote attached hereto for the Raritan Township Fire Company Command Vehicle through 10-75 Emergency Vehicles, 14 First Avenue, Unit 3, Haskell, New Jersey 07420 for the sum of $27,408.15.

ATTEST:

TOWNSHIP COMMITTEE OF THE TOWNSHIP OF RARITAN

Lisa Fania, RMC
Township Clerk

Michael Mangin
Mayor

CERTIFICATION

I, Lisa Fania, Clerk of the Township of Raritan, County of Hunterdon, State of New Jersey, hereby certify that the foregoing resolution is a true, complete and accurate copy of a resolution adopted by the Township Committee of the Township of Raritan at a meeting held on March 6, 2018.

_____

Lisa Fania, RMC
Township Clerk

CERTIFICATION OF AVAILABILITY OF FUNDS No. 18-04

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:

[X] Professional services
[X] Materials, supplies or equipment
[ ] Construction/reconstruction
[ ] Major repairs

Description: Ancillary Equipment on the Command Vehicle for the Raritan Township Fire Company

Vendor: Emergency Vehicles, Hatfield NJ - A N.J. State Contract Vendor

Amount(s): $27,408.15 P.O. No. _____ (if applicable)

2. Funds are available as follows:

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

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

Account title(s): Improvement Ordinance #17-39

Resolution/Ordinance Date:

Resolution/Ordinance Number:

Account no.(s):	Amounts [ ] Adopted budget [X] Ordinance [ ] Trust fund	[ ]Temporary budget
a. 04-215-56-302-435	$27408.15	
b.		
c.		

William B. Pandos

2/14/18
Date

cc: Finance
C. Barbati

10-75 Emergency Vehicles
14 First Ave
Unit 3
Haskell, NJ 07420
Local: 973-556-5729

Toll Free/Fax: 877-614-7187
www.1075vehicles.com

10-75 Emergency Vehicles
2065 Harlem Road
Cheektowaga, NY 14212
Local: 716-714-9148

Estimate

Date	Estimate #
1/2/2018	11395

Customer

Township of Raritan
One Municipal Dr
Flemington, NJ 08822

New Jersey State Contract Vendor
Sound Off Signal: Contract# A81334
10-75 Custom Storage Solutions: Contract# A81347

Terms	Rep	Project
Net 30	RD	

Item	Description	Qty	Cost	Total
	Section 1: General Information Vehicle: 2017 F350 Super Crew Color: Red Supplied By: Flemington Car and Truck			0.00 0.00
Ziebart-Rhino Lining	Ziebart Rhino Lining of truck bed	1	750.00	750.00
Vehicle-Cap-Leer	Leer Cap 100RCC	1	2,782.29	2,782.29T
	Section 2: Roof Lighting			0.00
SO-EMPLB 53"	Soundoff Signal mPOWER 53" Lightbar 53"/133cm 10-16 Volt MPOWER LED LIGHTBAR /D08//D08/|S06||S06||S06||S06||S06||S06||S06||S06||S06||S06|\D08\\D08\ /R_W//R_W/ |RED||RED||RED||RED||WHT||WHT||RED||RED||RED||RED| \R_W\\R_W\ |D08| | SILVER | O |S04| |R_W| | CLEAR | O |WHT| \D08\\D08\ |S06||S06||S06||S06||S06||S06||S06||S06||S06||S06| /D08//D08/ \R_W\\R_W\\RED||RED||RED||RED||RED||RED||RED||RED||RED||RED|/R_W//R_W/ Accessories - AUTO-DIM Mount - Extra Low Fixed Height Mount (PMPLBK04) Hook - PETLF53 Vehicle - Ford F-250, F-350, F-450, F-550 (2017) QE018215	1	1,999.08	1,999.08T
	Section 3: Emergency Lighting & Signals			0.00
SO-EMPS2STS2R	Soundoff Signal mPOWER Stud Mount, Black Housing, 6 LED Red Mounted to grill	4	82.62	330.48T
SO-ELUC2S010W	Sound Off Signal LED insert, White Mounted headlights	4	69.12	276.48T
SO-ELUC2S010W	Sound Off Signal LED insert, White Mounted fog lights	2	69.12	138.24T
SO-EMPS2STS4D	Soundoff Signal mPOWER Stud Mount, Black Housing, 12 LED Red/White Mounted front and rear fender for side warning White wired to scene light	4	100.44	401.76T

Quotes are valid 30 days from above date unless otherwise noted. All work is to be completed at one of our facilities unless otherwise noted. A 25% deposit will be required on all special order items. There is a 20% restocking fee on items returned . Customer supplied items carry only the manufacturer's warranty. Broken customer supplied items will be repaired for additional cost to the customer. If requested to drill holes into a fixture (ie. headlight, taillight, housing, etc.), we do not warranty any issues that may arise from making these modifications (ie. moisture, lighting failure, etc).
Customer Approval (Print, Sign, and Date):_____
Customer agrees to pay amount at stated terms

Subtotal	
Sales Tax (0.0%)	
Total	

10-75 Emergency Vehicles
14 First Ave
Unit 3
Haskell, NJ 07420
Local: 973-556-5729

Toll Free/Fax: 877-614-7187
www.1075vehicles.com

10-75 Emergency Vehicles
2065 Harlem Road
Cheektowaga, NY 14212
Local: 716-714-9148

Estimate

Date	Estimate #
1/2/2018	11395

Customer

Township of Raritan
One Municipal Dr
Flemington, NJ 08822

New Jersey State Contract Vendor
Sound Off Signal: Contract# A81334
10-75 Custom Storage Solutions: Contract# A81347

Terms	Rep	Project
Net 30	RD	

Item	Description	Qty	Cost	Total
SO-ELUC2S010R	Sound Off Signal LED insert, Red Mounted rear tail lamps	2	69.12	138.24T
SO-ELUC2S010W	Sound Off Signal LED insert, White Mounted rear tail lamps	2	69.12	138.24T
SO-EMPS2STS4J	Soundoff Signal mPOWER Stud Mount, Black Housing, 12 LED Red/Blue Mounted rear hatch area to provide rear warning when hatch is open	2	100.44	200.88T
SO-PMP2BKDGAJ	Soundoff Signal Deck/Grill Bracket for mPOWER 4" w/ Stud Mount	2	6.48	12.96T
	Section 4: Audible Warning			0.00
SO-bluePRINT				
SO-ENGCC01241	Sound Off Signal bluePRINT Central Controller	1	332.10	332.10T
SO-ENGCP18001	Sound Off Signal bluePRINT Control Panel	1	148.50	148.50T
SO-ENGND04101	Sound Off Signal bluePRINT Remote Node	3	186.30	558.90T
SO-ENGPA02021	Sound Off Signal bluePRINT PA Pre-Amp with Harness	1	97.20	97.20T
SO-ENGND20001	Sound Off Signal bluePRINT Input Node	1	77.22	77.22T
SO-ENGSA03021	Sound Off Signal bluePRINT 200R 100 Watt Siren Node	2	150.12	300.24T
				1,514.16
SO-ETSS100N	Sound Off Signal 100N Speaker	2	156.60	313.20T
W-Howler-HWLRB22	Whelen Howler for 2011-2017 Ford F-250/F-350	1	611.55	611.55T
SO-ETBASS2000	Soundoff Signal reVerb Back-Up Alarm, SAE J994 Type C Certified, 12/24v	1	23.22	23.22T
	Section 5: Scene & Interior Work Lighting			0.00
SO-ECVCSLLED32	Sound Off Signal 32" 90° Corner Mount Cargo Light, 12v - White Housing/White LEDs Mounted in rear cap	2	113.94	227.88T
SO-ECVCSLLED32	Sound Off Signal 32" 90° Corner Mount Cargo Light, 12v - White Housing/White LEDs Mounted to cabinet	2	113.94	227.88T

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Customer Approval (Print, Sign, and Date):_____
Customer agrees to pay amount at stated terms

Subtotal	
Sales Tax (0.0%)	
Total	

10-75 Emergency Vehicles
14 First Ave
Unit 3
Haskell, NJ 07420
Local: 973-556-5729

Toll Free/Fax: 877-614-7187
www.1075vehicles.com

10-75 Emergency Vehicles
2065 Harlem Road
Cheektowaga, NY 14212
Local: 716-714-9148

Estimate

Date	Estimate #
1/2/2018	11395

Customer

Township of Raritan
One Municipal Dr
Flemington, NJ 08822

New Jersey State Contract Vendor
Sound Off Signal: Contract# A81334
10-75 Custom Storage Solutions: Contract# A81347

Terms	Rep	Project
Net 30	RD	

Item	Description	Qty	Cost	Total
Tecniq-E10-WS00-1	Tecniq E10 EV Ground/Pump Panel Light with SS Bracket ground lighting wired to door open wired to switch panel	6	107.79	646.74T
	Section 6: Other Vehicle Options			0.00
	Section 7: Vehicle Electrical			0.00
10-75 Standard Electrical	10-75 Standard Electrical System -Provide and install all necessary wiring, connectors, and custom harnesses as required. -All equipment shall be installed as per manufacturer's specifications. -All wiring will be GXL SAE J1128 wire, custom cut, and function printed every 4", and run for the equipment installed -All wiring shall be separate and isolated from the vehicles electrical system and shall not utilize the vehicles factory wiring harness. -Wiring will be covered in black split loom with a gray stripe to identify it from the factory wiring harness, and will be rated up to 257 degrees Fahrenheit	1	500.00	500.00T
IM-B-UIM502-B	Intermotive Upfitter Interface Module	1	257.50	257.50T
KUS-091-55-20-120	Kussmaul Super Auto Eject 20A	1	289.00	289.00T
Inverter-Freedom HF 1000...	Xantrex Freedom HF 1000 Power Inverter, built in battery charger, 20 amp transfer switch, compliant with KKK-A-1822 standard. Console to have on/off switch	1	500.00	500.00T
OUTLET-110V Duplex	15 Amp 125 Volt Duplex Receptacle, cover and plastic box One in bed of truck One on slide out of truck	2	50.00	100.00T
	Section 8: Communications Install (3) customer supplied single head radios front console. Customer to supply antennas			0.00
Antenna-Cable ANTENNA-332348	Pctel zinc die cast, 3/4" hole mount, high performance, water resistant, for frequencies up to 3 GHz, 17' Pro-FLEX Plus 195 cable. No connector	3	20.51	61.53T
ANTENNA-CON MINI U...	Terminate at mini-uhf male, RG58, 141	3	1.74	5.22T

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Customer Approval (Print, Sign, and Date):_____
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Subtotal	
Sales Tax (0.0%)	
Total	

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Estimate

Date	Estimate #
1/2/2018	11395

Customer

Township of Raritan
One Municipal Dr
Flemington, NJ 08822

New Jersey State Contract Vendor
Sound Off Signal: Contract# A81334
10-75 Custom Storage Solutions: Contract# A81347

Terms	Rep	Project
Net 30	RD	

Item	Description	Qty	Cost	Total
	Terminate at: Please Specify			66.75
	Install (4) customer supplied single head radios rear cabinet. Customer to supply antennas			
Antenna-Cable				
ANTENNA-551697	PCTEL - 3/8"-3/4" Mt, Thick Plate, 25' LMR195	4	42.19	168.76T
ANTENNA-54647	PCTEL A/S - Ground Plane Disc for 445MHz Minimum	4	25.00	100.00T
ANTENNA-CON MINI U...	mini-uhf male, RG58, 141	4	1.74	6.96T
	Terminate at: Please Specify			275.72
	Section 9: Front Console			0.00
10-75-CON-14	Custom center console for SUV. Console feature interior matched automotive carpet and a recessed black HDPE equipment mounting location (14" section angled), cup holders, and storage compartment at the rear of the console.	1	607.50	607.50
BS-1011	Blue Sea Systems 12 Volt Dash Socket	1	25.00	25.00T
BS-1016	Blue Sea Systems Dual USB Charger Socket	1	35.00	35.00T
TOUGHcoat	Add TOUGHcoat	1	100.00	100.00
10-75-Arm Rest	Leather Padded Flip Up Arm Rest	1	300.00	300.00T
	Section 10: Rear Command Cabinet Work Area			0.00
Labor85 State Contract	10-75 Storage Solutions Fire Command Cabinet As per supplied drawing. Featuring: TOUGHcoat Accuride 500lbs Drawer Slide (with lock) HDPE Drawer Face	1	5,100.00	5,100.00T
BS-1016	Blue Sea Systems Dual USB Charger Socket	1	35.00	35.00T
BS-1011	Blue Sea Systems 12 Volt Dash Socket	1	25.00	25.00T
SM3-HD-44W-76D IMS	Slidemaster steel 3 rail single direction, 100% extensions, 2000lb	1	1,413.00	1,413.00T
SCBA bracket 30min	SCBA Bracket For use with 5.5" diameter cylinders	1	125.00	125.00T
Wire Chain	Wire Chain	1	120.40	120.40T
	Section 11: Graphics and Lettering			0.00
	Section 12: Warranty			0.00
10-75 Waranty	Standard 5 year/60,000 miles warranty		0.00	0.00

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Customer Approval (Print, Sign, and Date):_____
Customer agrees to pay amount at stated terms

Subtotal	
Sales Tax (0.0%)	
Total	

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10-75 Emergency Vehicles
2065 Harlem Road
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Local: 716-714-9148

Estimate

Date	Estimate #
1/2/2018	11395

Customer

Township of Raritan
One Municipal Dr
Flemington, NJ 08822

New Jersey State Contract Vendor
Sound Off Signal: Contract# A81334
10-75 Custom Storage Solutions: Contract# A81347

Terms	Rep	Project
Net 30	RD	

Item	Description	Qty	Cost	Total
Labor85 State Contract	Supply and Installation of the above equipment unless other wise noted. Provide and install all necessary wiring and custom wire harness/connectors to facilitate full and proper working conditions of above emergency equipment. New Jersey State Contract Vender, Contract# A81334 & A81347	80	85.00	6,800.00T

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Customer Approval (Print, Sign, and Date):_____
Customer agrees to pay amount at stated terms

Subtotal	$27,408.15
Sales Tax (0.0%)	$0.00
Total	$27,408.15

TOWNSHIP OF RARITAN
COUNTY OF HUNTERDON, NEW JERSEY

RESOLUTION #18-65

A RESOLUTION AUTHORIZING FIRST QUARTER 2018 TAX REFUND (CORELOGIC)

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

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

NOW, THEREFORE BE IT RESOLVED, by the 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 due to duplicate payments for First Quarter, 2018 taxes.

Taxpayer	Amount	Block	Lot
CORELOGIC			
Gabel, John H Jr. & Lesley Radcliffe (6 Tanager Drive)	$3,908.37	100	6

ATTEST:

TOWNSHIP COMMITTEE OF THE TOWNSHIP OF RARITAN

Lisa Fania, RMC
Township Clerk

Michael Mangin
Mayor

CERTIFICATION

I, Lisa Fania, Clerk of the Township of Raritan, County of Hunterdon, State of New Jersey, hereby certify that the foregoing resolution is a true, complete and accurate copy of a resolution adopted by the Township Committee of the Township of Raritan at a meeting held on March 6, 2018.

Lisa Fania, RMC
Township Clerk

OFFICE OF TAX COLLECTOR
TOWNSHIP OF RARITAN

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

February 28, 2018

Lisa,

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

Block	Lot	Qual	Owner	Property	Amount
100	6		Gabel, John H Jr. & Lesley Radcliffe	6 Tanager Drive	$3,908.37

Thanks!

Sharon

TOWNSHIP OF RARITAN
COUNTY OF HUNTERDON, NEW JERSEY

RESOLUTION #18-66

AUTHORIZING THE RETURN OF A PAYMENT IN LIEU OF ROADS (KLEIN)

WHEREAS, Francis Klein posted a payment in lieu of road improvements for Block 71, Lot 34, 69 Kuhl Road of $10,200.00, October 8, 1998; and

WHEREAS, Francis Klein has requested return of said payment in lieu of roads; and

WHEREAS, improvements not started within ten (10) years of the date of the agreement (October 8, 1998); or not completed within twelve (12) years of the date of the agreement (October 8, 1998), the monies or unused portion thereof plus the interest shall be returned to the applicant.

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 payment in lieu of roads posted in the amount of $10,200.00 by Francis Klein is hereby returned with any accrued interest.

ATTEST:

TOWNSHIP COMMITTEE OF THE TOWNSHIP OF RARITAN

Lisa Fania, RMC
Township Clerk

Michael Mangin
Mayor

CERTIFICATION

I, Lisa Fania, Clerk of the Township of Raritan, County of Hunterdon, State of New Jersey, hereby certify that the foregoing resolution is a true, complete and accurate copy of a resolution adopted by the Township Committee of the Township of Raritan at a meeting held on March 6, 2018.

Lisa Fania, RMC
Township Clerk

Francis J Klein

69 Kuhl Rd. Flemington NJ 08822

Block 71 Lot 34

February 26, 2018

Lisa Fania

Raritan Township Municipal Clerk

1 Municipal Dr.

Flemington NJ 08822

Dear Lisa Fania:

This correspondence is serving as a formal request for a return of a payment for "In lieu of road improvement fee" for the above-mentioned property.

Sincerely,

Francis J. Klein

Francis J. Klein

17 K.

TOWNSHIP OF RARITAN
COUNTY OF HUNTERDON, NEW JERSEY

RESOLUTION #18-67

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

WHEREAS, Theodore C. Landers Sr., who resides at 35 Phipps Court, Block 71.20, Lot 37, has been granted property tax exemption due to 100% disabled veteran status; and

WHEREAS, there exists on the books of Raritan Township Second Quarter, 2018 taxes for said property in the amount of $1,937.95; and

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

NOW, THEREFORE, BE IT RESOLVED, by the Township Committee of the Township of Raritan that the Tax Collector is hereby authorized and directed to cancel the second Quarter, 2018 taxes for Block 71.20, Lot 37 in the amount of $1, 937.95 due to disabled veteran status.

ATTEST:

TOWNSHIP COMMITTEE OF THE TOWNSHIP OF RARITAN

Lisa Fania, RMC
Township Clerk

Michael Mangin
Mayor

CERTIFICATION

I, Lisa Fania, Clerk of the Township of Raritan, County of Hunterdon, State of New Jersey, hereby certify that the foregoing resolution is a true, complete and accurate copy of a resolution adopted by the Township Committee of the Township of Raritan at a meeting held on March 6, 2018.

Lisa Fania, RMC
Township Clerk

Township of Raritan

Office of the Assessor

Memorandum

TO: Sharon Brown, Tax Collector

FROM: Marianne Busher

DATE: January 29, 2018

MEMO: Property Tax Exemption by Disabled Veteran
Block 71.20 Lot 37
Property Location: 35 Phipps Court

Please be informed that Theodore C. Landers Sr. is entitled to receive a property tax exemption due to the fact that he is a 100% disabled veteran. Theodore C. Landers Sr. property tax exemption shall be effective as of January 23, 2018, the date of the letter from Department of Veteran Affairs.

The assessed value for 2018 is #316,400. (See attached)

If you have any questions, feel free to contact me.

OFFICE OF TAX COLLECTOR
TOWNSHIP OF RARITAN

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

February 27, 2018

Lisa,

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

Block	Lot	Owner	Property	Amount
71.20	37	Landers Sr., Theodore C.	35 Phipps Court	$1,937.95

Thanks!

Sharon