

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

RESOLUTION #20-101

A 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: Shared Services: Fire Prevention
 - b) Personnel: Coronavirus Implications
 - c) Attorney-Client Privilege:
 - d) Pending Litigation: TapInto v. Township of Raritan update;
WAWA v. Township of Raritan and
Township of Raritan Board of Adjustment
3. It is anticipated that the minutes on the subject matter of the Executive Session will be made public upon conclusion of the matter under discussion; and in any event, when appropriate pursuant to N.J.S.A. 10:4-7 and 4-13.
4. The Committee will return to Regular Session and may take further action.
5. This Resolution shall take effect immediately.

ATTEST:

**TOWNSHIP COMMITTEE OF THE
TOWNSHIP OF RARITAN**

Lisa Fania, RMC
Township Clerk

Jeff Kuhl
Mayor

CERTIFICATION

I, Lisa Fania, Clerk of the Township of Raritan, County of Hunterdon, State of New Jersey, hereby certify that the foregoing resolution is a true, complete and accurate copy of a resolution adopted by the Township Committee of the Township of Raritan at a meeting held on March 17, 2020.

Lisa Fania, RMC
Township Clerk

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

RESOLUTION # 20-102

**A RESOLUTION AUTHORIZING THE APPOINTMENT OF
CHRISTOPHER SLOMKOWSKI AS PROBATIONARY PATROL OFFICER**

WHEREAS, the Mayor and Township Committee of the Township of Raritan are desirous of filling a vacancy within the Raritan Township Police Department; and

WHEREAS, after interviews and review of applicants, Chief of Police, Alfred Payne, recommends that Christopher Slomkowski be appointed as a Probationary Patrol Officer.

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 officer is hereby appointed:

*Christopher Slomkowski
Appointed as Probationary Patrol Officer
Effective March 18, 2020*

ATTEST:

**TOWNSHIP COMMITTEE OF THE
TOWNSHIP OF RARITAN**

Lisa Fania RMC
Township Clerk

Jeff Kuhl
Mayor

CERTIFICATION

I, Lisa Fania, Clerk of the Township of Raritan, County of Hunterdon, State of New Jersey hereby certify that the foregoing resolution is a true, complete and accurate copy of a resolution adopted by the Township Committee of the Township of Raritan at a meeting held on March 17, 2020.

Lisa Fania, RMC
Township Clerk

List of Bills - (All Funds)

Vendor	Description	Payment	Check Total
1692 - A & S HYDRAULICS	Current Fund		
2587 - A. PETER ENEA	PO 10767 81 Mower Cylinder Repair	140.00	140.00
7 - AARON & COMPANY	PO 10527 B-PERC WINESS FOR 2020	842.84	842.84
	PO 10683 HVAC SUPPLIES	94.54	
3124 - ADR TOWING	PO 10695 HVAC SUPPLIES FOR DPW BATHROOM	71.42	165.96
	PO 10744 21-41 & trk 14 Tow Service	165.00	
	PO 10763 45 Tax Assessor Inspection repair	110.00	275.00
	PO 10757 License Renewal	80.00	80.00
2827 - ANTOINE HAJJAR	PO 10350 MONTHLY MAINTENANCE	200.00	200.00
3834 - ARROW ELEVATOR INC	PO 10646 B-PHONE SERVICES FOR 2020	31.36	31.36
1232 - AT&T	PO 10740 27 Engine Repair & , Seat Belts	1,790.05	1,790.05
4955 - BCI TRUCK	PO 10687 Paper & Toner for large format printer	217.07	217.07
4358 - BREWER ASSOC	PO 10779 BRION F- POLE BARN C CLAMPS	14.64	14.64
4541 - BRION FLEMING, CUST OF PETTY CASH	PO 10373 B - RX 2020	439.80	439.80
4908 - CANARX GROUP INC	PO 10752 B-MILAGE REIMBURSEMENT 2020	110.17	110.17
5045 - CATHERINE HAMM	PO 10647 B-PHONE SERVICES FOR 2020	98.74	98.74
895 - CENTURYLINK	PO 10747 21-63 Quint Tube	42.95	42.95
4396 - CHAMPION TIRE	PO 10649 B-INTERNET SERVICES FOR 2020	293.76	293.76
4916 - COMCAST-#939023341	PO 10802 EARLY TERMINATION CHARGES	711.38	711.38
4690 - CONSTELLATION	PO 10684 EMERGENCY LIGHT BATTERIES	171.20	
303 - COOPER ELECTRIC	PO 10713 LIGHT BULBS	78.24	249.44
115 - CORNERSTONE PRINT & IMAGI	PO 10710 Business Cards for Officers	199.48	199.48
4327 - CROWN TROPHY	PO 10772 Name Plate	20.00	20.00
3258 - DEER CARCASS REMOVAL SERV	PO 10679 FEBRUARY DEER REMOVAL	504.00	504.00
1048 - DEMPSEY UNIFORM & LINEN SUPPLY	PO 10390 BLANKET - MAT SERVICE	115.34	
	PO 10782 BLANKET - MAT SERVICE	79.48	194.82
4863 - DENNIS CONCANNON	PO 10783 REIMBURSEMENT TO DENNIS	180.00	180.00
3215 - DEPARTMENT OF FINANCE	PO 10761 4TH QRT 2019	3,000.00	3,000.00
4994 - DFFIM, LLC	PO 10745 trk 23 Rear Shackles	139.66	139.66
3833 - DIFRANCESCO BATEMAN, PC	PO 10451 B-LITIGATION FOR 2020	478.50	478.50
4328 - DLT SOLUTIONS	PO 10708 CIVIL 3D GOVERNMENT ANNUAL SUBSCRIPTION	2,066.00	2,066.00
421 - DONALD HUTCHINS	PO 10784 Reimbursement for Certififes Fertilizer A	40.00	40.00
4681 - EAGLE POINT GUN	PO 10758 Department Ammunition and Targets	5,310.20	5,310.20
1391 - EAST PENN RE-BUILDERS, IN	PO 10743 8.5 & 8 ft Plow Edges Western Pro Plus	780.00	
	PO 10766 Back ordered plow parts for 10 ft plow	477.39	1,257.39
263 - ELIZABETHTOWN GAS	PO 10789 B-2020 GAS UTILITY	3,281.35	3,281.35
4833 - F&S TIRE CORP INC	PO 10746 21-63 Quint Tire Repair	280.54	280.54
4330 - FIRE & SAFETY SERVICES	PO 9676 21-65 Tac Pump Repair (Fire)	5,275.00	5,275.00
302 - FLEMINGTON DEPARTMENT STORE	PO 10696 Epaulets for Dress Uniforms	74.90	
	PO 10714 Uniform for Class III Officer	665.74	740.64
4258 - FLEMINGTON FIELDS	PO 10623 2019 - MSA	355.63	355.63
354 - GOODYEAR AUTO CENTER	PO 10774 Police Tires	639.00	639.00
4888 - GOVOFFICE	PO 10675 Annual Website Hosting	1,500.00	1,500.00
11 - GRAINGER	PO 10697 BLOWER MOTOR FOR DPW SHOP	450.38	
	PO 10741 DEP Fuel Supplies	315.68	
	PO 10785 ANTIBIOTIC OINTMENT	16.40	782.46
4563 - GREATAMERICA FINANCIAL SRVC	PO 10333 B-2020 COPIER LEASES	1,659.25	1,659.25

List of Bills - (All Funds)

Vendor	Description	Payment	Check Total
1833 - HMC- SPEECH & HEARING	PO 10342 B-2020 COPIER LEASE #009-1441299-000	160.44	1,819.69
1393 - HUGHES-PLUMER & ASSOCIATE	PO 10051 HEARING TESTS	2,052.00	2,052.00
2388 - HUNTERDON CO MUNIC.CLERK	PO 10751 Bond Renewal - Matthews	250.00	250.00
2 - HUNTERDON LOCK & SAFE	PO 10791 2020 Membership Hunterdon County Clerks	200.00	200.00
5057 - HUNTERDON POWER EQUIPMENT	PO 10479 BLANKET	52.00	52.00
	PO 10748 Chainsaw Parts	37.63	
	PO 10764 Power Pruner Carburetor & Fuel line kit	89.73	127.36
430 - INTERSTATE BATTERY SYSTEM	PO 10742 Battery Stock	262.90	
	PO 10750 Battery Stock Replace	126.95	
451 - JCP&L	PO 10584 JANUARY 2020	8,442.79	389.85
291 - JOSEPH FINKLE & SON	PO 10749 trk 13 Body Repair	651.60	8,442.79
4974 - KIMBALL MIDWEST	PO 10777 Repair Parts, Elect, Bolts & Hyd Fit	112.26	651.60
2795 - KOLIMER EQUIPMENT	PO 10658 Trimmer Head	27.71	112.26
4815 - LEAF	PO 10339 B-2020 ENGINEERING COPIER	325.08	27.71
4322 - LINK HIGH TECH INC	PO 10341 B-2020 BLOCK AGREEMENT	2,025.00	325.08
	PO 10670 Sonic Wall Renewal	817.36	2,025.00
4654 - LISA FANIA	PO 10794 Fee for Certified Municipal Clerk Certif	50.00	817.36
4290 - MARK BUSH CONST LLC	PO 10691 ADMIN BLDG ROOF REPAIR	350.00	50.00
1431 - MCMANIMON & SCOTLAND, L.L.C.	PO 10669 B- 2020 BONDING SERVICES	600.00	350.00
5 - MCMASTER-CARR SUPPLY CO.	PO 10765 Exhaust Fan Repair Parts	48.12	600.00
5064 - MIDAMERICAN ENERGY	PO 10804 B-2020 ENERGY SERVICES	1,499.09	48.12
4973 - MR JOHN	PO 10349 PORTABLE RESTROOMS JAN-APRIL	234.00	1,499.09
3881 - NEW JERSEY AMERICAN WATER	PO 10599 B- FIRE HYDRANT SERVICE 2020	24,470.16	234.00
372 - NJ ADVANCED MEDIA	PO 10803 AD- 2020 BUDGET	37.35	24,470.16
4353 - NJRA	PO 10773 Registrar's Assoc. Meeting	75.00	37.35
4061 - NORTH EAST PARTS GROUP	PO 10703 BLANKET	1,237.54	75.00
4484 - PETERSON SERVICE CO, INC	PO 10781 Tool box tools (roads)	43.80	1,237.54
714 - PWANJ REGION III	PO 10728 DPW BATHROOM HEATER	288.00	43.80
673 - RACHLES/MICHELE'S OIL CO	PO 10515 2019 Membership	135.00	288.00
1428 - RALPH K RADMANN CORP	PO 10407 GASOLINE BLANKET	11,414.26	135.00
3436 - RUTGERS UNIVERSITY	PO 10775 Hydraulic Couplings	217.92	11,414.26
828 - SHAMMY SHINE CAR WASHES	PO 10689 Baseball and Softball Skin Surface Selec	190.00	217.92
3474 - STAPLES - PW	PO 10709 JANUARY 2020 CAR WASH INVOICE/RECEIPTS	42.97	190.00
	PO 10692 PD SERVER ROOM SUPPLIES	14.98	42.97
	PO 10699 STAPLER FOR RECYCLE	6.58	14.98
4747 - STRATIX SYSTEMS	PO 10704 VGA CABLE FOR FUEL PUMP COMPUTER	11.83	6.58
840 - STRYKERS PAINT STORE	PO 10707 DPW SERVER ROOM	16.49	11.83
	PO 10729 USB EXTENDER	12.96	16.49
	PO 10800 B-CONST CODE COPIER FOR 2020	133.00	12.96
	PO 10682 PAINT FOR ADMIN BLDG	317.55	133.00
	PO 10698 PAINT SUPPLIES & PRIMER	653.05	317.55
	PO 10723 WASH BAY SUPPLIES	155.80	653.05
4254 - SUN RIDGE	PO 10620 2019 - MSA	1,724.29	155.80
870 - TIRPOK CLEANERS	PO 10680 Dry Cleaning Services	858.00	1,724.29
4803 - TRACTOR SUPPLY	PO 10294 SAFETY SUPPLIES	159.98	858.00
879 - TRAP ROCK INDUSTRIES	PO 10570 BLANKET	156.66	159.98
4090 - WB MASON	PO 10685 OFFICE SUPPLIES	54.21	156.66
486 - WOODRUFF ENERGY	PO 10648 B-NATURAL GAS FOR 2020	637.90	54.21

List of Bills - (All Funds)

Vendor	Description	Payment	Check Total
4833 - F&S TIRE CORP INC	PO 10727 LOADER & LEAFER TIRES	5,599.50	5,599.50
4967 - LACAL EQUIPMENT INC	PO 10726 LEAFER PARTS	717.52	717.52
Grants			
1352 - ANIMAL CONTROL SOLUTIONS	PO 10601 B-ANIMAL CONTROL SERVICES FOR 2020	1,821.00	1,821.00
4734 - ASSOC OF NJ RECYCLERS	PO 10643 ANNUAL MEETING - KAYLA HULCHER	80.00	80.00
4079 - CENTRAL JERSEY HSG RESOURCE	PO 10343 B-JANUARY 2020 - JUNE 2020	3,943.28	3,943.28
4800 - COLGATE PAPER STOCK CO., INC	PO 10793 FEBRUARY RECYCLING	209.26	209.26
4918 - COX PRINTERS	PO 10678 2020 Pet License Mailer	994.63	994.63
510 - J CALDWELL & ASSOC	PO 10650 B- COAH SERVICES 2020	562.50	562.50
562 - MGL PRINTING SOLUTIONS	PO 10594 2020 Pet License Tags and Forms	2,101.00	2,101.00
1014 - NJ STATE DEPT OF HEALTH	PO 10790 February 2020 Pet License Fees due State	15.60	15.60
4894 - WINEGAR, WILHELM, GLYNN & ROEMERSMA	PO 10585 B-PUBLIC DEFENDER FOR 2020	350.00	350.00
Trust			
3415 - BSN SPORTS	PO 10688 FLAGS AND SPRINGS FOR SPORTS FIELDS	985.00	985.00
3888 - CAMPBELL FREIGHTLINER	PO 9247 New Freightliner 108SD Cab and chassis	104,939.93	104,939.93
4990 - INDEPENDENCE CONSTRUCTORS INC	PO 9725 PD Fuel system Installation	6,380.00	6,380.00
4808 - Keller & Kirkpatrick, Inc.	PO 7792. Hampton Corner Road Bridge-Task 3 & 4	4,901.20	4,901.20
Capital			
TOTAL			

ACCOUNT	DESCRIPTION	CURRENT YR	APPROP. YEAR	NON-BUDGETARY	CREDIT
01-101-01-000-001	CASH TD BANK			0.00	94,647.22
01-101-01-000-009	TD Bank - Medical Claims Fund			0.00	439.80
01-194-16-160-000	LICENSES			3,000.00	
01-201-20-100-200	TOWNSHIP ADMINISTRATOR O/E	250.00			
01-201-20-101-200	POSTAGE & PHOTOCOPIING	2,169.76			
01-201-20-110-200	GOVERNING BODY - OE	50.00			
01-201-20-120-200	TOWNSHIP CLERK - OE	1,080.19			
01-201-20-140-200	DATA PROCESSING SERVICES OE	6,702.12			
01-201-20-155-200	LEGAL SERVICES OE	1,078.50			
01-201-20-165-200	ENGINEERING SERVICES	405.08			
01-201-21-180-200	PLANNING BOARD OE	20.00			
01-201-22-195-200	CONSTRUCTION OFFICIAL OE	42.97			
01-201-23-220-200	GROUP INSURANCE	439.80			
01-201-25-240-200	POLICE OE	7,108.32			
01-201-25-266-200	FIRE HYDRANTS	24,470.16			
01-201-25-267-200	FIRE OFFICIAL OE	180.00			
01-201-26-290-200	ROAD REPAIR & MAINTENANCE OE	389.67			
01-201-26-306-200	P.E.O.S.H.A. ROADS OE	16.40			
01-201-26-310-200	PUBLIC PROPERTY (B&G) OE	3,194.48			

Summary By Account

ACCOUNT	DESCRIPTION	CURRENT YR	APPROP. YEAR	NON-BUDGETARY	CREDIT
01-201-26-315-200	VEHICLE MAINTENANCE OE	7,692.63			
01-201-27-330-200	BOARD OF HEALTH OE	75.00			
01-201-28-370-200	RARITAN TOWNSHIP RECREATION OE	110.17			
01-201-28-375-200	PARK MAINTENANCE OE	424.00			
01-201-31-440-200	UTILITIES	26,116.87			
01-201-32-465-200	SOLID WASTE	504.00			
01-203-26-290-200	(2019) ROAD REPAIR & MAINTENANCE OE		130.12		
01-203-26-306-200	(2019) P.E.O.S.H.A. ROADS OE		159.98		
01-203-26-308-200	(2019) MUNICIPAL SERVICES ACT		2,079.92		
01-203-26-310-200	(2019) PUBLIC PROPERTY (B&G) OE		1,421.88		
01-203-26-315-200	(2019) VEHICLE MAINTENANCE OE		5,275.00		
01-203-28-375-200	(2019) PARK MAINTENANCE OE		500.00		
TOTALS FOR	Current Fund	82,520.12	9,566.90	3,000.00	95,087.02
02-101-01-000-01	Grant Checking			0.00	6,317.02
02-213-41-731-003-000	2019 TONNAGE GRANT			6,317.02	
TOTALS FOR	Grants	0.00	0.00	6,317.02	6,317.02
03-101-01-000-009	Recycling Trust			0.00	289.26
03-101-01-000-018	Housing Trust			0.00	4,505.78
03-101-01-000-020	Public Defender Trust			0.00	350.00
03-101-01-000-028	Animal			0.00	4,932.23
03-286-55-004-200	Animal OE		4,916.63		
03-286-55-102	Due To State of New Jersey		15.60		
03-289-55-005-200	Recycling OE		289.26		
03-289-55-007-200	Housing OE		4,505.78		
03-289-55-011-200	Public Defender OE		350.00		
TOTALS FOR	Trust	0.00	0.00	10,077.27	10,077.27
04-101-01-000-001	Checking TD Bank			0.00	117,206.13
04-215-56-300-000	Cap Ord#17-32 Various Capital Improvement			1,863.59	
04-215-56-306-000	Cap Ord 18-20 Various Capital Improvem			4,022.61	
04-215-56-311-000	Cap Ord#19-13 Var Capital Improvements			111,319.93	
TOTALS FOR	Capital	0.00	0.00	117,206.13	117,206.13

Total to be paid from Fund 01 Current Fund 95,087.02
 Total to be paid from Fund 02 Grants 6,317.02
 Total to be paid from Fund 03 Trust 10,077.27
 Total to be paid from Fund 04 Capital 117,206.13

Summary By Account

ACCOUNT	DESCRIPTION	CURRENT YR	APPROP. YEAR	NON-BUDGETARY	CREDIT
		=====			
		228,687.44			

Checks Previously Disbursed

ACCOUNT	DESCRIPTION	PO#	1995 GREEN TRUST PAYMENT FOR 2020	3/13/2020
31320	TREASURER ST OF NJ/1995 GT	10602	92,529.98	3/13/2020
31320	RARITAN TWP PAYROLL AGENCY	10801	338,655.55	3/13/2020
31320	RARITAN TWP PAYROLL AGENCY	10801	89.42	3/13/2020
31320	RARITAN TWP PAYROLL AGENCY	10801	528.89	3/13/2020
15	MERITAIN HEALTH	10361	25,638.33	3/06/2020
35087	HUNTERDON CENTRAL BD OF ED	10799	4,259,730.34	3/10/2020
6	MERITAIN HEALTH	10358	150,000.00	3/04/2020
4	PROACT, INC	10359	46,711.72	3/03/2020
30220	MICROSOFT	10332	328.00	3/02/2020
14	MERITAIN HEALTH	10361	69,759.00	2/28/2020

			4,983,971.23	

Totals by fund	Previous Checks/Voids	Current Payments	Total
Fund 01 Current Fund	4,890,822.94	95,087.02	4,985,909.96
Fund 02 Grants		6,317.02	6,317.02
Fund 03 Trust	93,148.29	10,077.27	103,225.56
Fund 04 Capital		117,206.13	117,206.13

BILLS LIST TOTALS	4,983,971.23	228,687.44	5,212,658.67
	=====		

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

Check#	Vendor	Description	Payment	Check Total
0	1434 - NJ FIRE EQUIPMENT CO.	PO 10216 Ladders/Roof Hook	1,269.00	1,269.00
TOTAL				
			1,269.00	1,269.00

Summary By Account

ACCOUNT	DESCRIPTION	CURRENT YR	APPROP. YEAR	NON-BUDGETARY	CREDIT
01-101-01-000-001	CASH TD BANK			0.00	1,269.00
01-203-25-265-200	(2019) FIRE COMPANY		840.00		
01-203-44-920-200	(2019) PURCHASE FIRE EQUIPMENT		429.00		
TOTALS FOR					
	Current Fund	0.00	1,269.00	0.00	1,269.00

Total to be paid from Fund 01 Current Fund

1,269.00
=====

1,269.00

Animal Control Solutions

**Animal Control
Monthly Report: February 2020
Raritan Township**

Total Calls: 15

Bite: 1

Enforcement: 1

Other: 6

Stray: 5

Stray Animals Impounded: 1

Wildlife: 2

11c.

Monthly Summary

6-Mar-2020

February

Planning Board Number	Applicant	Rate	Hours	Extension
PLAN REVIEW (Planning Escrow Acct.)				
SP-679-PF	41 NJSH Route 31	\$180.72	1.5	\$271.08
BOA-01-2020	479 Raritan Experiential LLC	\$47.70	0.5	\$23.85
BOA-01-2020	479 Raritan Experiential LLC	\$47.70	2	\$95.40
BOA-01-2020	479 Raritan Experiential LLC	\$180.72	2	\$361.44
BOA-01-2020	479 Raritan Experiential LLC	\$180.72	1	\$180.72
SP-674-PF	Diamond Nation	\$180.72	0.75	\$135.54
Flemington Concrete	Flemington Concrete	\$47.70	1.5	\$71.55
Flemington Concrete	Flemington Concrete	\$180.72	1.75	\$316.26
BOA-03-2020	Frank Constantine	\$47.70	0.25	\$11.93
BOA-03-2020	Frank Constantine	\$47.70	0.5	\$23.85
BOA-23-2019	Frontier Development LLC	\$47.70	1	\$47.70
BOA-23-2019	Frontier Development LLC	\$180.72	1	\$180.72
BOA-23-2019	Frontier Development LLC	\$180.72	2	\$361.44
BOA-4-2020	Hansal Patel	\$47.70	0.5	\$23.85
SP-678-M	Hunterdon Medical Center	\$180.72	2	\$361.44
BOA-17-2019	Hunterdon Sports Complex	\$47.70	1	\$47.70
BOA-17-2019	Hunterdon Sports Complex	\$47.70	0.5	\$23.85
BOA-17-2019	Hunterdon Sports Complex	\$47.70	0.5	\$23.85
BOA-17-2019	Hunterdon Sports Complex	\$47.70	2	\$95.40
SP-643-PF	Johanna Foods	\$180.72	2	\$361.44
SP-681-P	Junction Road Urban Renewal Association I	\$180.72	0.5	\$90.36
15-2006	Kostelonsky	\$180.72	0.75	\$135.54
BOA-22-2019	Linda Matos et al	\$180.72	1	\$180.72
SP-672-PF	Living Waters Church	\$180.72	0.5	\$90.36
C-05	New Cingular (At&T)	\$180.72	2.5	\$451.80
C-05	New Cingular (At&T)	\$180.72	1.5	\$271.08
C-03	New Cingular / AT&T	\$180.72	2	\$361.44
BOA-12-2019	Penn Partners LLC	\$96.00	3	\$288.00
BOA-12-2019	Penn Partners LLC	\$96.00	2	\$192.00
BOA-06-2020	Pleasant Run Structures, LLC	\$47.70	2	\$95.40
BOA-06-2020	Pleasant Run Structures, LLC	\$47.70	0.5	\$23.85
BOA-11-2019	Public Service Electric & Gas (PSE&G)	\$180.72	1.5	\$271.08
BOA-24-2019	Public Service Electric and Gas (PSE&G)	\$47.70	0.5	\$23.85
BOA-24-2019	Public Service Electric and Gas (PSE&G)	\$47.70	1	\$47.70
BOA-24-2019	Public Service Electric and Gas (PSE&G)	\$180.72	1	\$180.72
BOA-24-2019	Public Service Electric and Gas (PSE&G)	\$180.72	0.5	\$90.36
BOA-24-2019	Public Service Electric and Gas (PSE&G)	\$180.72	2	\$361.44
SP-682-M	Summit Custom Spray Drying	\$180.72	0.75	\$135.54
BOA-05-2020	Vital Essence	\$47.70	0.5	\$23.85
				\$6,334.10

CONSTRUCTION MANAGEMENT (Inspection Escrow Acct.)

SP-648-PF	22 Royal LLC	\$62.82	1	\$62.82
SP-648-PF	22 Royal LLC	\$62.82	1.5	\$94.23
SP-648-PF	22 Royal LLC	\$62.82	1.5	\$94.23
SP-648-PF	22 Royal LLC	\$180.72	2	\$361.44
SP-648-PF	22 Royal LLC	\$180.72	1.25	\$225.90
SP-648-PF	22 Royal LLC	\$180.72	2	\$361.44
SP-648-PF	22 Royal LLC	\$180.72	1	\$180.72
SP-669-PF	263 Route 202, LLC (HF)	\$180.72	2.5	\$451.80
SP-669-PF	263 Route 202, LLC (HF)	\$180.72	1.5	\$271.08
BOA-02-2019	Conclave Brewing	\$180.72	1.25	\$225.90
BOA-02-2019	Conclave Brewing	\$180.72	0.75	\$135.54
BOA-11-2018	Diamond Communication	\$180.72	2	\$361.44

11d.

TO: MAYOR AND TOWNSHIP COMMITTEE

RE: TAX COLLECTOR REVENUES
MONTH ENDING FEBRUARY 2020

	CURRENT MONTH	YEAR TO DATE
CURRENT YEAR TAXES: 2020	16,063,503.40	25,493,383.41
LEVY: TOTAL YEAR 2019 - \$52,154,372.06		
PRIOR YEARS TAXES: 2019	68,611.85	154,620.63
CSCA 2020	0.00	0.00
PREPAID TAXES: 2021	0.00	0.00
PILOT	0.00	97,206.20
INTEREST: (INCLUDING YEP)	12,415.90	18,734.92
BOUNCED CHECKS:	(37,849.61)	(47,023.14)
ADJUSTED CHECKS DUE TO ERROR:	0.00	0.00
<u>MISC & COS:</u>		
COST OF SALE	0.00	0.00
ACH FEES	448.00	756.00
DUPLICATE BILL FEES:	25.00	55.00
RETURNED CHECK FEES:	20.00	40.00
SEARCH FEES:	0.00	0.00
REFUND FROM STATE FOR VETS & SC	0.00	0.00
HOMESTEAD REBATE	0.00	0.00
TAX SALE PREMIUMS	0.00	0.00
TOTAL COLLECTIONS:	16,107,174.54	25,717,773.02



TAX COLLECTOR
DATE: MARCH 10, 2020

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

FEBRUARY 2020

TAX COLLECTOR'S MONTHLY REPORT

FOR YEAR 2019

	MTD	YTD
BALANCE BEGINNING OF MONTH		455,672.99
ADDITIONS TO RECEIVABLE		
CURRENT YEAR BILLING		
ADDED AND OMITTED TAXES		
LEVY ADJUSTMENTS (OVERBILLING)		
SENIOR CITIZEN CHARGE BACKS		
REFUNDS	2,166.90	
PAYMENT ADJUSTMENT		
JUDGEMENTS (STATE)		
BOUNCED CHECKS		
VET DISALLOWED		
REDUCTIONS TO RECEIVABLE		
CASH COLLECTIONS	68,226.44	
JUDGEMENTS (COUNTY)		
JUDGEMENTS (STATE)		
VETERANS ALLOWED		
SENIOR CITIZEN'S ALLOWED		
100% PROPERTY EXEMPTION	130.26	
TRANSFERRED TO TAX TITLE LIEN		
PAYMENT ADDUSTMENTS <small>Credit from 2020</small>	385.41	
BILLING ADJUSTMENTS		
CANCEL SMALL BALANCES UNDER \$10.00		
BALANCE END OF THE MONTH		389,097.78

Levy for 2019 = 104,198,161.29

Collection Rate for 2019 as of 2/29/20 = 99.62%

FEBRUARY 2020

TAX COLLECTOR'S MONTHLY REPORT

FOR YEAR 2020

	MTD	YTD
BALANCE BEGINNING OF MONTH		41,967,103.93
ADDITIONS TO RECEIVABLE		
CURRENT YEAR BILLING		
ADDED AND OMITTED TAXES		
LEVY ADJUSTMENTS (OVERBILLING)		
SENIOR CITIZEN CHARGE BACKS		
REFUNDS	12,260.25	
PAYMENT ADJUSTMENT Credit to 2019	385.41	
BILLING ADJUSTMENT		
BOUNCED CHECKS	37,823.28	
VET DISALLOWED		
REDUCTIONS TO RECEIVABLE		
CASH COLLECTIONS	16,063,888.81	
JUDGEMENTS (COUNTY & STATE)		
VETERANS ALLOWED		
SENIOR CITIZEN'S ALLOWED		
100% PROPERTY EXEMPTION	1,755.06	
TRANSFERRED TO TAX TITLE LIEN	2,407.58	
PAYMENT ADDJUSTMENTS		
BILLING ADJUSTMENTS		
HOMESTEAD REBATE		
BALANCE END OF THE MONTH		25,949,521.42

Levy for Total Year 2020 = 52,154,372.06

Collection Rate for 2020 as of 2/29/20 = 50.22%

FEBRUARY 2020

TAX COLLECTOR'S MONTHLY REPORT

FOR YEAR 2020 PILOT

	MTD	YTD
BALANCE BEGINNING OF MONTH		97,206.19
ADDITIONS TO RECEIVABLE		
CURRENT YEAR BILLING		
ADDED AND OMITTED TAXES		
LEVY ADJUSTMENTS (OVERBILLING)		
SENIOR CITIZEN CHARGE BACKS		
REFUNDS		
PAYMENT ADJUSTMENT		
BILLING ADJUSTMENT		
BOUNCED CHECKS		
VET DISALLOWED		
REDUCTIONS TO RECEIVABLE		
CASH COLLECTIONS		
JUDGEMENTS (COUNTY)		
VETERANS ALLOWED		
SENIOR CITIZEN'S ALLOWED		
100% PROPERTY EXEMPTION		
TRANSFERRED TO TAX TITLE LIEN		
PAYMENT ADDJUSTMENTS		
BILLING ADJUSTMENTS		
HOMESTEAD REBATE		
BALANCE END OF THE MONTH		97,206.19

Levy for 1st 1/2 of 2020 = \$194,412.39

Collection Rate for 2020 as of 2/29/20 = 50%

FEBRUARY 2020

TAX COLLECTOR'S MONTHLY REPORT
FOR YEAR 2019 YEAR END PENALTY

	MTD	YTD
BALANCE BEGINNING OF MONTH		6,532.68
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	721.94	
JUDGEMENTS (COUNTY)		
VETERANS ALLOWED		
SENIOR CITIZEN'S ALLOWED		
100% PROPERTY - EXEMPTION		
TRANSFERRED TO TAX TITLE LIEN		
PAYMENT ADDUSTMENTS		
BILLING ADJUSTMENTS		
HOMESTEAD REBATE		
BALANCE END OF THE MONTH		5,810.74

Levy for 12/31/19 Year End Penalty \$7,802.18
Collection Rate of YEP as of 2/29/2020 = 25.52%

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

ORDINANCE #20-12

**AN ORDINANCE GRANTING RENEWAL OF MUNICIPAL CONSENT TO
COMCAST TO CONSTRUCT, CONNECT, OPERATE AND MAINTAIN
A CABLE TELEVISION AND COMMUNICATIONS SYSTEM IN THE
TOWNSHIP OF RARITAN, NEW JERSEY**

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

SECTION 1. PURPOSE OF THE ORDINANCE

The Township hereby grants to Comcast renewal of its non-exclusive Municipal Consent to place in, upon, across, above, over and under highways, streets, alleys, sidewalks, easements, public ways and public places in the municipality, poles, wires, cables, underground conduits, manholes and other television conductors, fixtures, apparatus and equipment as may be necessary for the construction, operation and maintenance in the Township of a cable television and communications system. This consent is subject to the terms and conditions of this Ordinance and upon the condition that the Company accepts the provisions of this Ordinance, and confirms that it shall comply with the commitments contained herein.

SECTION 2. DEFINITIONS

For the purpose of this Ordinance, the following terms, phrases, words and their derivations shall have the meaning given herein. Such meaning or definition of terms is supplemental to those definitions of the Federal Communications Commission ("FCC") rules and regulations, 47 C.F.R. Subsection 76.1 et seq., and the Cable Communications Policy Act, 47 U.S.C. Section 521 et seq., as amended; and the Cable Television Act, N.J.S.A. 48:5A-1 et seq., and shall in no way be construed to broaden, alter or conflict with the federal and state definitions:

- a. "Township" or "Municipality" is the Township of Raritan, County of Hunterdon, State of New Jersey.
- b. "Company" is the grantee of rights under this Ordinance and is known as Comcast of Central New Jersey II, LLC.
- c. "Act" or "Cable Television Act" is Chapter 186 of the General Laws of New Jersey, and subsequent amendments thereto, N.J.S.A. 48:5A-1, et seq.
- d. "FCC" is the Federal Communications Commission.
- e. "Board" or "BPU" is the Board of Public Utilities, State of New Jersey.

- f. "Office" or "OCTV" is the Office of Cable Television of the Board.
- g. "Basic Cable Service" means any service tier, which includes the retransmission of local television broadcast signals as defined by the FCC.
- h. "Application" is the Company's Application for Renewal of Municipal Consent.
- i. "Primary Service Area" or "PSA" consists of the area of the Municipality currently served with existing plant as set forth in the map annexed to the Company's Application for Municipal Consent.

SECTION 3. STATEMENT OF FINDINGS

A public hearing concerning the consent herein granted to the Company was held after proper public notice pursuant to the terms and conditions of the Act. Said hearing having been held and fully open to the public, and the municipality having received all comments regarding the qualifications of the Company to receive this consent, and the representations of the Company that the Company possesses the necessary legal, technical, character, financial and other qualifications and that the Company's operating and construction arrangements are adequate and feasible.

SECTION 4. DURATION OF FRANCHISE

The non-exclusive Municipal Consent granted herein shall expire ten (10) years from the date of expiration of the previous Certificate of Approval issued by the Board.

In the event that the Municipality shall find that the Company has not substantially complied with the material terms and conditions of this Ordinance, the Municipality shall have the right to petition the OCTV, pursuant to N.J.S.A. 48:5A-47, for appropriate action, including modification and/or termination of the Certificate of Approval; provided however, that the Municipality shall first have given the Company written notice of all alleged instances of non-compliance and an opportunity to cure same within ninety (90) days of that notification.

SECTION 5. FRANCHISE FEE

Pursuant to the terms and conditions of the Act, the Company shall, during each year of operation under the consent granted herein, pay to the Township two percent (2%) of the gross revenues from all recurring charges in the nature of subscription fees paid by subscribers for cable television reception service in the Township or any higher amount permitted by the Act or otherwise allowable by law, whichever is greater.

SECTION 6. FRANCHISE TERRITORY

The consent granted under this Ordinance for the renewal of the franchise shall apply to the entirety of the Municipality and any property subsequently annexed hereto.

SECTION 7. EXTENSION OF SERVICE

The Company shall be required to proffer service to any residence or business along any public right-of-way in the Primary Service Area, as set forth in the Company's Application. Any extension of plant beyond the Primary Service Area shall be governed by the Company's Line Extension Policy, as set forth in the Company's Application, with a HPM ("homes-per-mile") of 25 dwellings per linear mile from the nearest active trunk or feeder line.

SECTION 8. CONSTRUCTION REQUIREMENTS

- a. Restoration: In the event that the Company or its agents shall disturb any pavement, street surfaces, sidewalks, driveways, or other surface in the natural topography, the Company shall, at its sole expense, restore and replace such places or things so disturbed in as reasonably good a condition as existed prior to the commencement of said work.
- b. Relocation: If at any time during the period of this consent, the Township shall alter or change the grade of any street, alley or other way or place the Company, upon reasonable notice by the Township, shall remove, re-lay or relocate its equipment, at the expense of the Company.
- c. Removal or Trimming of Trees: During the exercise of its rights and privileges under this franchise, the Company shall have the authority to trim trees upon and overhanging streets, alleys, sidewalks or other public places of the Township so as to prevent the branches of such trees from coming in contact with the wires and cable of the Company. Such trimming shall be only to the extent necessary to maintain proper clearance of the Company's wire and cables.

SECTION 9. CUSTOMER SERVICE

In providing services to its customers, the Company shall comply with N.J.A.C. 14:18-1, *et seq.* and all applicable state and federal statutes and regulations. The Company shall strive to meet or exceed all voluntary company and industry standards in the delivery of customer service.

- a. The Company shall continue to comply fully with all applicable state and federal statutes and regulations regarding credit for outages, the reporting of same to regulatory agencies and notification of same to customers.
- b. The Company shall continue to fully comply with all applicable state and federal statutes and regulations regarding the availability of devices for the hearing impaired and the notification of same to customers.

SECTION 10. MUNICIPAL COMPLAINT OFFICER

The Office of Cable Television is hereby designated as the Complaint Officer for the Township pursuant to N.J.S.A. 48:5A-26(b). All complaints shall be received and processed in accordance with N.J.A.C. 14:17-6.5. The Township shall have the right to request copies of records and reports pertaining to complaints by Township customers from the OCTV.

SECTION 11. LOCAL OFFICE

During the term of this franchise, and any renewal thereof, the Company shall maintain a business office or agent in accordance with N.J.A.C. 14:18-5.1 for the purpose of receiving, investigating and resolving local complaints regarding the quality of service, equipment malfunctions, and similar matters.

SECTION 12. PERFORMANCE BONDS

During the life of the franchise the Company shall give to the municipality a bond in the amount of twenty-five thousand dollars (\$25,000.00). Such bond shall be to insure the faithful performance of all undertakings of the Company as represented in its application for municipal consent incorporated herein.

SECTION 13. SUBSCRIBER RATES

The rates of the Company shall be subject to regulation as permitted by federal and state law.

SECTION 14. COMMITMENTS BY THE COMPANY

- a. The Company shall continue to provide Expanded Basic or a similar tier of cable television service on one (1) outlet at no cost to each qualified existing school in the Township, public and private, elementary, intermediate and secondary, provided the school is within 175 feet of active cable distribution plant. Each additional outlet installed, if any, shall be paid for on a materials plus labor basis by the school requesting service. Comcast shall provide the above referenced services to any future such facility upon written request.
- b. The Company shall continue to provide Expanded Basic or a similar tier of cable television service at no cost on one (1) outlet to each qualified existing police, fire, emergency management facility, public works and public library in the Township, provided the facility is located within 175 feet of active cable distribution plant. Each additional outlet installed, if any, shall be paid for on a materials plus labor basis by the Township. Comcast shall provide the above referenced services to any future such facility upon written request.
- c. Within six (6) months of receipt of a Renewal Certificate of Approval, the Company shall provide the Township with a one-time technology grant in the amount of \$65,000 for the Township's cable and technology related needs.
- d. The Communications Act of 1934, as amended [47 U.S.C. §543 (b)], allows the Company to itemize and/or identify: (1) the amount on the subscriber bill assessed as a franchise fee and the identity of the governmental authority to which the fee is paid; (2) the amount on the bill assessed to satisfy any requirements imposed on the Company by the cable franchise to support public, educational, and/or governmental access channels or the use of such channels; and (3) any grants or other fees on the bill or any tax, assessment, or charge of any kind imposed by any governmental authority on the transaction between the operator

and the subscriber. The Company reserves these external cost, pass-through rights to the extent permitted by law.

SECTION 15. EDUCATIONAL AND GOVERNMENTAL ACCESS

- a. The Company shall continue to make available one education and one government access channel. The purpose of the channels are for cablecasting non-commercial educational and governmental access programming. At the time of the adoption of this Ordinance, the Township has not made use of the government access channel; however, reserves its rights to do so at some time during the term of this franchise. If and when the Township determines to activate and utilize the government access channel, the Township shall provide the Company with one (1) year prior notice of same in order to provide the Company with time to design, procure the required equipment and construct the channel. Notwithstanding the foregoing, the parties acknowledge that if the Company is able to establish the government access channel sooner than the 1-year notice period then the Township shall be able to utilize same prior to the expiration of the 1-year notice period.
- b. The Company does not relinquish its ownership of or ultimate right of control over a channel by designating it for EG use. An EG access user – whether an educational or government user – acquires no property or other interest by virtue of the use of a channel so designated, and may not rely on the continued use of a particular channel number, no matter how long the same channel may have been designated for such use.
- c. The Company shall not exercise editorial control over any educational or governmental use of channel capacity, except Company may refuse to transmit any educational or governmental access program or portion of an educational or governmental access program that contains obscenity, indecency, or nudity.
- d. Educational Access. “Educational Access” shall mean noncommercial use by educational institutions such as public or private schools, but not “home schools,” community colleges, and universities.
- e. Government Access. “Government Access” shall mean noncommercial use by the Township for the purpose of showing the local government at work.
- f. Company Use of Fallow Time. Because blank or underutilized EG channels are not in the public interest, in the event the Municipalities or other EG access users elect not to fully program their EG access channel, Company may program unused time on those channels subject to reclamation by the Municipality upon no less than 60 days written notice.
- g. Indemnification. The Township shall indemnify Company for any liability, loss, or damage it may suffer due to violation of the intellectual property rights of third parties on the EG channel and from claims arising out of the Municipalities’ rules for or administration of EG access channel and its programming.

SECTION 16. EMERGENCY USES

- a. The Company will comply with the Emergency Alert System ("EAS") rules in accordance with applicable state and federal statutes and regulations.
- b. The Company shall in no way be held liable for any injury suffered by the Municipality or any other person, during an emergency, if for any reason the Municipality is unable to make full use of the cable television system as contemplated herein.

SECTION 17. LIABILITY INSURANCE

The Company shall at all times maintain a comprehensive general liability insurance policy with a single limit amount of \$1,000,000 covering liability for any death, personal injury, property damages or other liability arising out of its construction and operation of the cable television system, and an excess liability (or "umbrella") policy in the amount of \$5,000,000.

SECTION 18. INCORPORATION OF THE APPLICATION

All of the statements and commitments contained in the Application or annexed thereto and incorporated therein, and any amendment thereto, except as modified herein, are binding upon the Company as terms and conditions of this consent. The Application and other relevant writings submitted by the Company shall be annexed hereto and made a part hereof by reference provided same do not conflict with applicable State or Federal law.

SECTION 19. COMPETITIVE EQUITY

Should the Municipality grant a franchise or other authorization to construct, operate and maintain a cable television system to any other person, corporation or entity on terms materially less burdensome or more favorable than the terms contained herein, the Company may substitute such language that is more favorable or less burdensome for the comparable provision of this Ordinance subject to the provisions of N.J.A.C. 14:17-6.7.

SECTION 20. SEPARABILITY

If any section, subsection, sentence, clause, phrase, or other portion of this Ordinance is, for any reason, declared invalid, in whole or in part, by any court, agency, commission, legislative body, or other authority of competent jurisdiction, such portion shall be deemed a separate, distinct, and independent portion. Such declaration shall not affect the validity of the remaining portions hereof, which other portions shall continue in full force and effect.

SECTION 21. PROPRIETARY INFORMATION

The Company shall not be required to disclose information which it reasonably deems to be proprietary or confidential in nature. The Township agrees to treat any information disclosed by the Company as confidential and only to disclose it to those employees, representatives, and agents

of the Township that have a need to know in order to enforce this Ordinance Agreement and who agree to maintain the confidentiality of all such information.

The Company shall not be required to provide Customer information in violation of Section 631 of the Cable Act or any other applicable federal or state privacy law. For purposes of this Section, the terms "proprietary or confidential" include, but are not limited to, information relating to the Cable System design, customer lists, marketing plans, financial information unrelated to the calculation of franchise fees or rates pursuant to FCC rules, or other information that is reasonably determined by the Company to be competitively sensitive. The Company may make proprietary or confidential information available for inspection but not copying or removal by the Municipality's representative. In the event that the Municipality has in its possession and receives a request under a state "sunshine," public records, or similar law for the disclosure of information the Company has designated as confidential, trade secret or proprietary, the Township shall notify the Company of such request and cooperate with Company in opposing such request.

SECTION 22. THIRD PARTY BENEFICIARIES

Nothing in this Franchise or in any prior agreement is or was intended to confer third-party beneficiary status on any member of the public to enforce the terms of such agreements or Franchise.

SECTION 23. NEW DEVELOPMENTS

The Municipality, for its part, shall endeavor to exercise reasonable efforts to require developers and utility companies to provide the Company with at least fifteen (15) days advance notice of an available open trench for the placement of necessary cable.

SECTION 24. EFFECTIVE DATE

This Ordinance shall take effect immediately upon issuance of a Renewal Certificate of Approval from the BPU.

BE IT FURTHER ORDAINED, that if any article, section, subsection, sentence, clause or phrase of this Ordinance is, for any reason, held to be unconstitutional or invalid, such decision shall not affect the remaining portions of this Ordinance and they shall remain in full force and effect.

BE IT FURTHER ORDAINED that in the event of any inconsistencies between the provisions of this Ordinance and any prior ordinance of the Township of Raritan, the provisions hereof shall be determined to govern, and the inconsistencies of the prior ordinance are hereby repealed. All other parts, portions and provisions of the Ordinances of the Township of Raritan are hereby ratified and confirmed, except where inconsistent with the terms hereof.

BE IT FURTHER ORDAINED that this Ordinance shall take effect immediately upon adoption and publication in accordance with the laws of the State of New Jersey.

**TOWNSHIP COMMITTEE OF THE
TOWNSHIP OF RARITAN**

ATTEST:

Lisa Fania, RMC, Township Clerk

Jeff Kuhl, Mayor

NOTICE OF PENDING ORDINANCE

PLEASE TAKE NOTICE that the foregoing ordinance was adopted on first consideration by the Township Committee of the Township of Raritan, County of Hunterdon, State of New Jersey at a meeting held on March 17, 2020 and the same was then ordered to be published according to law with a public hearing and a vote scheduled for the meeting of April 7, 2020 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. Copies of the ordinance can be obtained, without cost, by any member of the general public at the Municipal Clerk's office between the hours of 8:30 a.m. to 4:30 p.m.

**RARITAN TOWNSHIP COMMITTEE REGULAR MEETING
RARITAN TOWNSHIP MUNICIPAL BUILDING
TUESDAY, MARCH 3, 2020**

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

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

ABSENT: None

ALSO PRESENT: Administrator, Don Hutchins; Municipal Clerk, Lisa Fania; Township Attorney, Joseph Sordillo (for Jeff Lehrer)

MEETING NOTICED: Mayor Kuhl advised that the meeting was advertised in accordance with the Open Public Meetings Act, Chapter 231, P.L. 1975 in the January 13, 2020 issue of the Courier News and noticed to the Hunterdon County Democrat, Star Ledger, Express Times, NJ.com and posted on the municipal bulletin board and the Township website.

Attorney, Joseph Sordillo, read Resolution #20-91 in full.
Mayor Kuhl asked for a motion to approve Closed Session Resolution.
Motion by MacDade, seconded by Gilbert

ROLL CALL VOTE:

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

RESOLUTION #20-91

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: Stothoff property
- b) Personnel:
- c) Attorney-Client Privilege:
- d) Pending Litigation: TapInto v. Township of Raritan update

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

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

5. This Resolution shall take effect immediately.

CLOSED SESSION MINUTES WILL BE DONE IN A SEPARATE DOCUMENT

The regular meeting reconvened at 7:03 p.m.

PLEDGE OF ALLEGIANCE & MOMENT OF SILENCE: Mayor Kuhl asked all to join in the Pledge of Allegiance to our flag and to remain standing for a moment of silence to remember our men and women serving in the Armed Forces and in particular those serving in troubled areas around the world.

AMEND/APPROVE THE AGENDA

Mayor Kuhl asked for a motion to approve the Agenda.

Motion by Hazard, seconded by MacDade

ROLL CALL VOTE:

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

NOES: None

ABSTAIN: None

ABSENT: None

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

The following members of the public spoke during public comment:

Barbara Sachau, a resident of 2 Glenway Drive, voiced opinion that Mr. Hutchins “should not be placed in charge of wildlife management;” commented on the major extinction of wildlife in America and New Jersey; loss of habitat; and pleaded for more kindness for animals.

In response to Ms. Sachau’s comment regarding Mr. Hutchins’ authority for the Wildlife Management Committee, Deputy Mayor Gilbert stated, “Don Hutchins is not in charge of this. He is our Administrator. He is not in charge of the Wildlife Management Committee and never was.”

FINANCIAL ISSUES

Payment of Bills as listed for Raritan Township: **\$5,805,855.14**

At this time, Mr. Hutchins requested that the Committee consider going back to separate bill lists for the Township and the Fire Company for purposes of transparency regarding the spending activity by both entities. There were no objections. Mr. Hutchins to advise the Chief Financial Officer accordingly.

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

Motion by Gilbert, seconded by MacDade

ROLL CALL VOTE:

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

NOES: None

ABSTAIN: None

ABSENT: None

REPORTS

There were no reports.

LIAISON REPORTS

Karen Gilbert: Fire/Rescue/OEM; Open Space Advisory Committee; Planning Board
 (Deputy Mayor) (Class III Member)

Deputy Mayor Gilbert advised that she will be attending the Fire Company’s meeting next Monday and will report at the Committee’s next regular meeting. Deputy Mayor Gilbert also announced the upcoming meeting date of the Open Space Advisory Committee (March 11).

Gary Hazard: Court; Open Space Advisory Committee; RTMUA
Committee Member Hazard announced the upcoming meeting date of the RTMUA (March 19).

Jeff Kuhl: Finance; Historians; Personnel; Planning Board (Class I Member)
(Mayor) Mayor Kuhl reported that the 2020 Municipal Budget was introduced and that the public hearing and final adoption will be later in March; announced the upcoming meeting date of the Historians Committee (March 10); and reported that the Planning Board granted approval for a lot line adjustment of the Brownstein property and a request for an extension for another applicant.

Scott MacDade: Board of Health; Environmental Commission; Historians
Committee Member MacDade reported on a meeting of the Green Team advising that they are working on maintaining the NJ bronze level of certification which is up for renewal this year.

Louis Reiner: Agriculture Advisory Board; Finance
Committee Member Reiner spoke in favor of the proposed 2020 Municipal Budget and announced the date for final adoption, March 30.

UNFINISHED BUSINESS

There was no unfinished business.

NEW BUSINESS

There was no new business.

ORDINANCES (INTRODUCTION/FIRST READING)

There were no ordinances for introduction.

ORDINANCES (FINAL ADOPTION/PUBLIC HEARING)

Mayor Kuhl read by title Ordinance #20-08.

AN ORDINANCE OF THE TOWNSHIP OF RARITAN, COUNTY OF HUNTERDON, STATE OF NEW JERSEY, CHANGING "MILLBROOK PLACE" TO "BURRY LANE"

Mayor Kuhl asked for a motion to open public hearing.

Motion by MacDade, seconded by Reiner

MOTION UNANIMOUSLY CARRIED

Mayor Kuhl asked for a motion to close the public hearing and adopt Ordinance #20-08 on final consideration, same to be published according to law.

Motion by Hazard, seconded by Reiner

ROLL CALL VOTE:

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

NOES: None

ABSTAIN: None

ABSENT: None

ORDINANCE ADOPTED

Ordinance advertised February 21, 2020 in the Courier News. Posted on municipal bulletin board as required by law.

ORDINANCE #20-10

AN ORDINANCE OF THE TOWNSHIP OF RARITAN, COUNTY OF HUNTERDON, STATE OF NEW JERSEY, CHANGING "MILLBROOK PLACE" TO "BURRY LANE"

WHEREAS, there currently exists a public roadway in the Township of Raritan known as "Millbrook Place;" and

WHEREAS, the Township Committee of the Township of Raritan finds it to be in the best interests of the Township (i) to avoid confusion with a nearby road known as "Millbrook Road," and (ii) at the request of the residents of Millbrook Place, to rename "Millbrook Place" to "Burry Lane;" and

WHEREAS, pursuant to N.J.S.A. 40:67-1(k), the governing body of a municipality may provide for the naming and changing of the names of streets and highways, and the erection thereon of signs, showing the names thereof, and guideposts for travelers.

NOW, THEREFORE, BE IT ORDAINED by the Township Committee of the Township of Raritan, County of Hunterdon, State of New Jersey that "Millbrook Place" is hereby renamed as "Burry Lane;" and

BE IT FURTHER ORDAINED, that any references to Millbrook Place in the Revised General Ordinances of the Township of Raritan, and in any and all maps of the Township of Raritan, be and are hereby amended to read "Burry Lane;" and

BE IT FURTHER ORDAINED, that upon adoption of this Ordinance, the Township Clerk is authorized to forward a certified copy of this Ordinance to the Township Engineering Department, the Township Tax Assessor, the Township Office of Emergency Management, the Township Fire Marshall, the Township Police Department, the Township Fire Department, the Postmaster of the local post office, the County of Hunterdon, and the New Jersey Department of Transportation; and

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

Mayor Kuhl read by title Ordinance #20-10.

AN ORDINANCE OF THE TOWNSHIP OF RARITAN, COUNTY OF HUNTERDON, NEW JERSEY, REPEALING IN ITS ENTIRETY CHAPTER 2.112 ENTITLED "WILDLIFE MANAGEMENT ADVISORY COMMITTEE" AND INSERTING IN ITS PLACE THE WORDS "RESERVED FOR FUTURE USE"

Mayor Kuhl asked for a motion to open public hearing.

Motion by Hazard, seconded by Gilbert

MOTION UNANIMOUSLY CARRIED

There was no public comment.

Mayor Kuhl asked for a motion to close the public hearing and adopt Ordinance #20-10 on final consideration, same to be published according to law.

Motion by MacDade, seconded by Gilbert

ROLL CALL VOTE:

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

NOES: None

ABSTAIN: None

ABSENT: None

ORDINANCE ADOPTED

Ordinance advertised February 21, 2020 in the Courier News. Posted on municipal bulletin board as required by law.

ORDINANCE #20-10

AN ORDINANCE OF THE TOWNSHIP OF RARITAN, COUNTY OF HUNTERDON, NEW JERSEY, REPEALING IN ITS ENTIRETY CHAPTER 2.112 ENTITLED "WILDLIFE MANAGEMENT ADVISORY COMMITTEE" AND INSERTING IN ITS PLACE THE WORDS "RESERVED FOR FUTURE USE"

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

Section 1. Chapter 2.112 entitled "Wildlife Management Advisory Committee" is hereby repealed in its entirety and replaced with the words "Reserved For Future Use."

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.

CORRESPONDENCE

There was no correspondence.

NON-CONSENT

Township Committee Regular Meeting Minutes

Mayor Kuhl asked for a motion to approve the Regular Meeting Minutes of February 18, 2020.

Motion by Gilbert, seconded by Hazard

ROLL CALL VOTE:

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

NOES: None

ABSTAIN: None

ABSENT: None

Township Committee Executive Session Meeting Minutes

Mayor Kuhl asked for a motion to approve the Executive Session Meeting Minutes of February 18, 2020.

Motion by MacDade, seconded by Hazard

ROLL CALL VOTE:

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

NOES: None

ABSTAIN: None

ABSENT: None

Township Committee Special Meeting Minutes

Mayor Kuhl asked for a motion to approve the Special Meeting Minutes of February 18, 2020.

Motion by Gilbert, seconded by Hazard

ROLL CALL VOTE:

AYES: Gilbert, Hazard, MacDade, Mayor Kuhl

NOES: None

ABSTAIN: Reiner

ABSENT: None

Mayor Kuhl read Resolution #20-92 by title.

Mayor Kuhl asked for a motion to adopt Resolution #20-92.

Motion by Hazard, seconded by MacDade

ROLL CALL VOTE:

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

NOES: None

ABSTAIN: None

ABSENT: None

RESOLUTION #20-92

A RESOLUTION AUTHORIZING THE TEMPORARY EMPLOYMENT OF MORGAN RAINER AS PART-TIME COURT CLERK IN THE MUNICIPAL COURT

WHEREAS, there exists a vacancy for a part-time temporary position as Court Clerk in the Municipal Court; and

WHEREAS, the Township Committee of the Township of Raritan wishes to fill this vacancy; and

WHEREAS, interviews have been conducted by the Court Administrator with applicants interested in this position; and

WHEREAS, the Court Administrator and Township Administrator recommend Morgan Rainer for the position of temporary part-time Court Clerk.

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 Morgan Rainer is hereby hired as temporary Court Clerk in the Municipal Court at a rate of \$18.00 per hour for Fifteen (15) hours per week on average, effective immediately.

Mayor Kuhl read Resolution #20-96 by title.

Mayor Kuhl asked for a motion to adopt Resolution #20-96.

Motion by Gilbert, seconded by Reiner

ROLL CALL VOTE:

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

NOES: None

ABSTAIN: None

ABSENT: None

RESOLUTION #20-96

**A RESOLUTION AUTHORIZING
EMERGENCY TEMPORARY APPROPRIATION #1**

WHEREAS, the 2020 Budget has not been adopted and additional temporary appropriations are required in order to provide municipal services until the 2020 Budget is adopted; and

WHEREAS, N.J.S.A. 40A:4-20 provides for the creation of emergency temporary appropriations for the purpose mentioned above.

NOW, THEREFORE, BE IT RESOLVED (by not less than two-thirds of all members thereof affirmatively concurring) that in accordance with the provisions of N.J.S.A. 40A:4-20 Section 1. Emergency temporary appropriations be and the same are hereby made as follows:

<u>APPROPRIATIONS</u>	<u>SAL. & WAGES</u>	<u>OTHER EXPENSES</u>
Administrator	\$ 7,000.00	
Group Insurance		\$500,000.00
Police	\$70,000.00	
Zoning Board	\$ 6,500.00	
Emergency Management	\$ 1,000.00	
Totals	\$84,500.00	\$500,000.00
	GRAND TOTAL:	\$584,500.00

Section 2. That the said emergency temporary appropriations will be provided for in the 2020 Budget.

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

Motion by Reiner, seconded by MacDade

ROLL CALL VOTE:

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

RESOLUTION #20-93

**A RESOLUTION AUTHORIZING PROFESSIONAL SERVICES AGREEMENT
(CONFLICT ATTORNEY FOR TAX APPEALS)**

WHEREAS, there exists a need for professional services for the following: conflict attorney for legal matters regarding tax appeals; and

WHEREAS, the estimated cost of the contract is \$155.00 per hour for Partners; and \$50.00 per hour for Paralegals, and funds will be available in the 2020 budget appropriations through Certificate of Availability #20-23 for this purpose certified by the Chief Financial Officer; and

WHEREAS, Local Public Contracts Law (N.J.S.A. 40A:11-1 *et seq.*) exempts such professional services from competitive bidding and requires that a resolution authorizing the award of contracts for “Professional Services” without competitive bids and the contract itself be made available for public inspection; and

WHEREAS, prior to the execution of a contract, a completed Business Entity Disclosure Certification be submitted 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 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 2019, pursuant to N.J.S.A. 19:44A-20.4 *et seq.*

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

1. The Mayor and Clerk are hereby authorized and directed to execute the attached agreement with:

Richard M. Conley, Attorney at Law, for legal representation as conflict attorney for tax appeals

2. The contract is awarded without competitive bidding as a “Professional Service” under the provisions of Local Public Contracts Law N.J.S.A. 40A:11-5(1)(a) as a contract for services to be performed by persons authorized by law to practice recognized professions that are regulated by law and it is not possible to obtain competitive bids.
3. The Clerk is hereby authorized and directed to cause a notice to be published in the manner provide by law setting forth the nature, duration, service and amount of the contract and that the resolution and contract are on file in the Office of the Clerk and are available for public inspection.

RESOLUTION #20-94

**A RESOLUTION RATIFYING MEMORANDUM OF AGREEMENT
FOR ANN MARIE SILVIA**

WHEREAS, Ann Marie Silvia, Raritan Township Tax Collector, has requested a change to her regularly scheduled hours of work; and

WHEREAS, the Mayor and Township Committee of the Township of Raritan has agreed that this is acceptable and will have no impact on the operation of the Tax Collection Department; and

WHEREAS, the Administrator has prepared a Memorandum of Agreement between the Township of Raritan and the Communication Workers of America, AFL-CIO, Local 1040.

NOW, THEREFORE, BE IT RESOLVED that the Mayor and the Township Committee of the Township of Raritan, County of Hunterdon, State of New Jersey hereby agree to the terms and conditions set forth in the Memorandum of Agreement between Raritan Township and the Communication Workers of America, AFL-CIO, Local 1040 specific to Ann Marie Silvia, Tax Collector, Raritan Township.

This resolution shall take effect immediately.

RESOLUTION #20-95

**A RESOLUTION RATIFYING MEMORANDUM OF AGREEMENT
FOR PATRICK FATTON**

WHEREAS, Patrick Fatton, Raritan Township Engineering Aid/Inspector has requested a change to his regularly scheduled hours of work; and

WHEREAS, the Mayor and Township Committee of the Township of Raritan has agreed that this is acceptable and will have no impact on the operation of the Engineering Department; and

WHEREAS, the Administrator has prepared a Memorandum of Agreement between the Township of Raritan and the Communication Workers of America, AFL-CIO, Local 1040.

NOW, THEREFORE, BE IT RESOLVED that the Mayor and the Township Committee of the Township of Raritan, County of Hunterdon, State of New Jersey hereby agree to the terms and conditions set forth in the Memorandum of Agreement between Raritan Township and the Communication Workers of America, AFL-CIO, Local 1040 specific to Patrick Fatton, Engineering Aid/Inspector, Raritan Township.

This resolution shall take effect immediately.

RESOLUTION #20-97

**A RESOLUTION AUTHORIZING PROFESSIONAL SERVICES AGREEMENT
(PLANNING EXPERT FOR THE PLANNING BOARD)**

WHEREAS, there exists a need for professional services for the following: planning expert for the Raritan Township Planning Board; and

WHEREAS, the estimated cost of the contract is \$125.00 per hour for all services; and

WHEREAS, Local Public Contracts Law (N.J.S.A. 40A:11-1 *et seq.*) exempts such professional services from competitive bidding and requires that a resolution authorizing the award of contracts for "Professional Services" without competitive bids and the contract itself be made available for public inspection; and

WHEREAS, prior to the execution of a contract, a completed Business Entity Disclosure Certification be submitted 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 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 2019, pursuant to N.J.S.A. 19:44A-20.4 *et seq.*

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

1. The Mayor and Clerk are hereby authorized and directed to execute the attached agreement with:

Jessica Caldwell, P.P., A.I.C.P., L.E.E.D. – G.A., Principal Planner

2. The contract is awarded without competitive bidding as a “Professional Service” under the provisions of Local Public Contracts Law N.J.S.A. 40A:11-5(1)(a) as a contract for services to be performed by persons authorized by law to practice recognized professions that are regulated by law and it is not possible to obtain competitive bids.
3. The Clerk is hereby authorized and directed to cause a notice to be published in the manner provide by law setting forth the nature, duration, service and amount of the contract and that the resolution and contract are on file in the Office of the Clerk and are available for public inspection.

RESOLUTION #20-98

**A RESOLUTION AUTHORIZING PROFESSIONAL SERVICES AGREEMENT
(PLANNING EXPERT FOR THE BOARD OF ADJUSTMENT)**

WHEREAS, there exists a need for professional services for the following: planning expert to the Raritan Township Board of Adjustment; and

WHEREAS, the estimated cost of the contract is \$125.00 per hour for all services; and

WHEREAS, Local Public Contracts Law (N.J.S.A. 40A:11-1 *et seq.*) exempts such professional services from competitive bidding and requires that a resolution authorizing the award of contracts for “Professional Services” without competitive bids and the contract itself be made available for public inspection; and

WHEREAS, prior to the execution of a contract, a completed Business Entity Disclosure Certification be submitted 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 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 2019, pursuant to N.J.S.A. 19:44A-20.4 *et seq.*

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

1. The Mayor and Clerk are hereby authorized and directed to execute the attached agreement with:

Jessica Caldwell, P.P., A.I.C.P., L.E.E.D. – G.A., Principal Planner

2. The contract is awarded without competitive bidding as a “Professional Service” under the provisions of Local Public Contracts Law N.J.S.A. 40A:11-5(1)(a) as a contract for services to be performed by persons authorized by law to practice recognized professions that are regulated by law and it is not possible to obtain competitive bids.
3. The Clerk is hereby authorized and directed to cause a notice to be published in the manner provide by law setting forth the nature, duration, service and amount of the contract and that the resolution and contract are on file in the Office of the Clerk and are available for public inspection.

RESOLUTION #20-99

**A RESOLUTION AUTHORIZING THE RETURN OF DEVELOPER’S ESCROW
(RANCH HOLDING)**

WHEREAS, Ranch Holding has requested the return of a Developer’s Escrow; and
WHEREAS, Kristi Gano, Payroll/Benefits Coordinator, has submitted a memo dated February 25, 2020 and recommended the return of the following Developer’s Escrow:

Ranch Holding	\$350.61
---------------	----------

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Township Committee of the Township of Raritan, County of Hunterdon, State of New Jersey, that the Developer’s Escrow posted in the amount of \$350.61 by Ranch Holding is hereby refunded.

RESOLUTION #20-100

**A RESOLUTION AUTHORIZING AN AWARD OF CONTRACT TO
PHOENIX ADVISORS, LLC**

WHEREAS, there exists a need for an Independent Registered Municipal Advisor for the issuance of \$7,721,000.00 in General Obligation Bonds, Series 2020; and

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

WHEREAS, funds will be available in the 2020 budget appropriations through Certificate of Availability #20-22 for this purpose certified by the Chief Financial Officer; and

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 Mayor and Clerk are hereby authorized and directed to execute the attached agreement with Phoenix Advisors, LLC for advisory services relating to the issuance of \$7,721,000.00 in General Obligation Bonds, Series 2020.
2. Phoenix Advisors will be compensated \$13,360.50 for its services after the completion of the bond sale.
3. This contract for professional services will be awarded through a “non fair and open process” pursuant to N.J.S.A. 19:44A-20.4 et seq.
4. This contract will be funded under Ordinance #20-11 through the proceeds of the sale of the bond.
5. A notice of this action shall be printed in the official newspaper as required by law within ten (10) days of its passage.

PRIVILEGE OF THE FLOOR

The following members of the public spoke during public comment:

Barbara Sachau, a resident of 2 Glenway Drive, complimented the Township Clerk for her efforts in keeping the residents up to date and informed.

ADJOURNMENT

Mayor Kuhl asked for a motion to adjourn.

Motion by MacDade, seconded by Reiner

MOTION UNANIMOUSLY CARRIED

Meeting adjourned at 7:19 p.m.

Respectfully submitted,

Lisa Fania, RMC
Township Clerk

**RARITAN TOWNSHIP COMMITTEE SPECIAL MEETING
RARITAN TOWNSHIP MUNICIPAL BUILDING
FRIDAY, FEBRUARY 28, 2020**

MEETING CALLED: Mayor Kuhl called the special meeting to order at 8:00 a.m.

ROLL CALL: The following were present: Mayor, Jeff Kuhl; Deputy Mayor, Karen Gilbert; Comm. Gary Hazard; Comm. Scott MacDade

ABSENT: Comm. Louis Reiner

ALSO PRESENT: Administrator, Don Hutchins; Deputy Municipal Clerk, Stephanie Haver; Chief Financial Officer, William Pandos

MEETING NOTICED: Mayor Kuhl advised that the meeting was noticed in accordance with the Open Public Meetings Act, Chapter 231, P.L. 1975 February 21, 2020 to the Courier News, Hunterdon County Democrat, Star Ledger, TapInto, Express Times and was posted on the municipal bulletin board and the Township website.

PLEDGE OF ALLEGIANCE & MOMENT OF SILENCE: Mayor Kuhl asked all to join in the Pledge of Allegiance to our flag and to remain standing for a moment of silence to remember our men and women serving in the Armed Forces and in particular those serving in troubled areas around the world.

AMEND/APPROVE THE AGENDA

Mayor Kuhl asked for a motion to approve the Agenda.

Motion by Gilbert, seconded by Hazard

ROLL CALL VOTE:

AYES: Gilbert, Hazard, MacDade, Mayor Kuhl

NOES: None

ABSTAIN: None

ABSENT: Reiner

Mayor Kuhl read Resolution #20-90 by title.

Mayor Kuhl extended gratitude and appreciation to Mr. Hutchins, Mr. Pandos and Committee Members for their efforts regarding the preparation of the 2020 Municipal Budget.

Mayor Kuhl commented, "In the end we are in solid shape as a town but unfortunately expenses do go up. As part of this budget, we have about an additional \$380,000 in healthcare costs; and are spending approximately \$1.7 million on road repairs, \$350,000 in facility improvements, \$750,000

for a new fire truck and approximately \$80,000 to \$90,000 for cyber security resulting in a .38% increase or approximately \$8.00 per year per the average household.”

Committee Member MacDade commented, “I just want to compliment the budget that was put together. We had some tough choices and kept the increase to a minimum....This is my first time through the process and I was impressed with how things were done.”

Mayor Kuhl asked for a motion to introduce Resolution #20-90 on first consideration.

Motion by Gilbert, seconded by MacDade

ROLL CALL VOTE:

AYES: Gilbert, Hazard, MacDade, Mayor Kuhl

NOES: None

ABSTAIN: None

ABSENT: Reiner

BUDGET RESOLUTION INTRODUCED

Second reading and public hearing date scheduled for March 30, 2020, 5:30 p.m.

(A COPY OF BUDGET RESOLUTION #20-90 IS HEREWITH ATTACHED AND MADE A PART OF THESE MINUTES)

PRIVILEGE OF THE FLOOR

There was no public in attendance.

ADJOURNMENT

Mayor Kuhl asked for a motion to adjourn the meeting.

Motion by Hazard, seconded by MacDade

MOTION UNANIMOUSLY CARRIED

Meeting adjourned at 8:05 a.m.

Respectfully submitted,

Lisa Fania, RMC
Township Clerk

MUNICIPAL BUDGET NOTICE

SECTION 1.

Be it Resolved, that the following statements of revenues and appropriations shall constitute the Municipal Budget for year 2020;

Be it Further Resolved, that said Budget be published in the HUNTERDON DEMOCRAT in the issue of March 5, 2020

The Governing Body of the Township of Raritan does hereby approve the following as the Budget for the year 2020:

RECORDED VOTE

(insert last name)	{ Gilbert	{ None	ABSTAINED { None
	{ Hazard	{	
AYES { MacDade		NAYS {	
{ Mayor Kuhl	{		ABSENT { Reiner
{	{		

Notice is hereby given that the Budget and Tax Resolution was approved by the Governing Body of the Township of Raritan, County Of Hunterdon, on

February 28, 2020

A Hearing on the Budget and Tax Resolution will be held at the Municipal Building, on March 30, 2020 at 5:30 (p.m.) at which time and place

objections to said Budget and Tax Resolution for the year 2020 may be presented by taxpayers or other interested persons.

18IIIa.

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

RESOLUTION #20-103

**A RESOLUTION AUTHORIZING AWARD OF BID TO
TOP LINE CONSTRUCTION, CORP. FOR ROAD RESURFACING
FOR CONCORD RIDGE ROAD**

WHEREAS, five sealed bids were received on February 27, 2020 for the road resurfacing project for Concord Ridge Road in accordance with plans and specifications; and

WHEREAS, the bids were received and reviewed for correctness and were in the range from \$254,468.00 to \$330,435.00; and

WHEREAS, Township Engineer, Antoine Hajjar, has reviewed all bids and recommends that the bid be awarded to Top Line Construction Corporation in the amount of \$254,468.65; and

WHEREAS, the Township Committee has reviewed the recommendation by Township Engineer, Antoine Hajjar, on said bids in a memo dated March 12, 2020 and a copy of this memo is made part of this resolution; and

WHEREAS, the Chief Financial Officer has determined that sufficient funds are available to award a contract for these materials as evidenced by Certificate of Availability of Funds #20-24, attached to this resolution.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Township Committee of the Township of Raritan, County of Hunterdon, State of New Jersey, that the contract for road resurfacing for Concord Ridge Road is hereby awarded to Top Line Construction Corporation, 22 Fifth Street, Somerville, New Jersey, 08876 in the amount of \$254,468.65.

ATTEST:

**TOWNSHIP COMMITTEE OF THE
TOWNSHIP OF RARITAN**

Lisa Fania, RMC
Township Clerk

Jeff Kuhl
Mayor

CERTIFICATION

I, Lisa Fania, Clerk of the Township of Raritan, County of Hunterdon, State of New Jersey, hereby certify that the foregoing resolution is a true, complete and accurate copy of a resolution adopted by the Township Committee of the Township of Raritan at a meeting held on March 17, 2020.

Lisa Fania, RMC
Township Clerk

CERTIFICATION OF AVAILABILITY OF FUNDS

No. 20-24

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

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

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

Description: Concord Ridge Road Reconstruction

Vendor: Top Line Construction Corp, Somerville NJ

Amount(s): \$254,468.65 P.O. No. _____ (if applicable)

2. Funds are available as follows:

Fund name: Current Capital Other _____

Budget year: 2019 Any contingency? No Yes _____

Account title(s): Cap Ord #19-13 Various Capital Improvements

Resolution/Ordinance Date: 03/17/2020

Resolution/Ordinance Number: Ord 20-103

	<u>Amounts</u>	
<u>Account no.(s):</u>	<input type="checkbox"/> Adopted budget	<input type="checkbox"/> Temporary budget
	<input type="checkbox"/> Ordinance	
	<input type="checkbox"/> Trust fund	
a. <u>04-215-56-311-59</u>	<u>\$254,468.65</u>	_____
b. _____	_____	_____
c. _____	_____	_____

William B. Pandos
William B. Pandos

03/12/2020
Date

cc: Finance
C. Barbati



TOWNSHIP OF RARITAN

MEMORANDUM

TO: Mayor and Township Committee

FROM: Antoine Hajjar, P.E. & LS, PP, CME *Antoine Hajjar*
Township Engineer

DATE: March 12, 2020

RE: Bid Summary & Recommendation for Award
Concord Ridge

This is to advise you that on February 27, 2020 at 11:00 AM, Raritan Township received bids for the above referenced project. Five (5) companies submitted bids for the work and their proposals are summarized on the attached tally sheet. The bid prices ranged from \$254,468 to \$330,435. The lowest responsible bidder for this project is Top Line Construction Corp (TLCC), 22 Fifth Street, Somerville, NJ 08876. We checked the bid documents for correctness and they are in order. TLCC have worked in the Township previously and it was awarded the Case Blvd. Project. TLCC provided high quality work and reasonable to work with.

Our cost estimate for this project is \$266,180.00. The lowest responsible bidder is at \$254,468.65. This bid amount is 4.40% under the engineer's estimate that we prepared. Furthermore, the lowest three bidders are within 2.64%.

Therefore, it is my recommendation that the contract for Concord Ridge Road be awarded to Top Line Construction Corp. in the amount of \$254,468.65 at your next scheduled meeting.

I trust this is satisfactory.

with enclosure

cc: Don Hutchins, Administrator w/ encl.
Lisa Fania, RMC, Township Clerk w/ encl.
Bill Pandos, CFO w/ Encl.



Township of Raritan
 COST ESTIMATE
 Concord Ridge Road
 Township of Raritan, Hunterdon County, NJ

Concord Ridge Road - Bid Tally

Item No.	Description of Materials	Quantity	Unit	Unit Price	Total	Top Line		ADG Contracting		DeSanitis		Pittenger Paving		Esposito Construction	
						Unit Price	Total	Unit Price	Total	Unit Price	Total	Unit Price	Total	Unit Price	Total
1	Excavation, Unclassified (As needed)	100	C.Y.	\$ 20.00	\$ 2,000.00	\$ 50.00	\$5,000.00	\$28.00	\$2,800.00	\$39.90	\$3,990.00	\$15.00	\$1,500.00		
2	Curb Removal	20	L.F.	\$ 5.00	\$ 100.00	\$10.00	\$200.00	\$10.00	\$200.00	\$17.00	\$340.00	\$1.00	\$20.00		
3	Concrete Curb	20	L.F.	\$ 22.00	\$ 440.00	\$50.00	\$1,000.00	\$60.00	\$1,200.00	\$180.00	\$3,600.00	\$50.00	\$1,000.00		
4	Granite Block Curb (Repair)	50	L.F.	\$ 22.00	\$ 1,100.00	\$40.00	\$2,000.00	\$60.00	\$3,000.00	\$116.00	\$5,800.00	\$50.00	\$2,500.00		
5	Sawcut	200	L.F.	\$ 3.00	\$ 600.00	\$5.00	\$1,000.00	\$5.00	\$1,000.00	\$4.56	\$912.00	\$1.00	\$200.00		
6	Milling - 2"	4,000	S.Y.	\$ 5.00	\$ 20,000.00	\$6.00	\$24,000.00	\$5.55	\$22,200.00	\$5.48	\$21,920.00	\$15.00	\$60,000.00		
7	Milling - 6"	3,500	S.Y.	\$ 8.00	\$ 28,000.00	\$10.00	\$35,000.00	\$7.42	\$25,970.00	\$12.25	\$42,875.00	\$15.00	\$52,500.00		
8	Geotextile Reinforcement Ghd	3,500	S.Y.	\$ 7.00	\$ 24,500.00	\$6.00	\$21,000.00	\$8.25	\$28,875.00	\$8.80	\$30,800.00	\$5.00	\$17,500.00		
9	Recycled Concrete Aggregate pick-up, delivery and compacted in place (supplied by Township)	3,500	S.Y.	\$ 8.00	\$ 28,000.00	\$5.00	\$17,500.00	\$1.25	\$4,375.00	\$9.82	\$34,370.00	\$5.00	\$17,500.00		
10	HMA 19M64 Base Course, 4" Thick Compacted	443	Tons	\$ 77.00	\$ 34,111.00	\$100.00	\$44,300.00	\$91.00	\$40,313.00	\$99.97	\$44,286.71	\$100.00	\$44,300.00		
11	HMA 9.5M64 Surface Course, 2" Thick Compacted	887	Tons	\$ 97.00	\$ 86,039.00	\$85.00	\$75,395.00	\$88.02	\$78,073.74	\$84.68	\$75,111.16	\$95.00	\$84,265.00		
12	Ex. Type B Inlet - Retrofit with Type N-ECO Phase II 8" Curb Piece and Bicycle Safe Grate, Reset Grate	16	Units	\$ 650.00	\$ 10,400.00	\$890.00	\$14,240.00	\$1,675.00	\$26,800.00	\$865.00	\$13,856.00	\$650.00	\$10,400.00		
13	Drainage Structure Box Repairs	17	Units	\$ 550.00	\$ 9,350.00	\$400.00	\$6,800.00	\$750.00	\$12,750.00	\$1,065.00	\$18,105.00	\$1,000.00	\$17,000.00		
14	Concrete Sidewalk, 4" Thick (Includes ADA Ramps)	20	S.Y.	\$ 92.00	\$ 1,840.00	\$100.00	\$2,000.00	\$150.00	\$3,000.00	\$360.00	\$7,200.00	\$100.00	\$2,000.00		
15	Detachable Warning Surface	2	Units	\$ 300.00	\$ 600.00	\$300.00	\$600.00	\$300.00	\$600.00	\$600.00	\$1,200.00	\$500.00	\$1,000.00		
16	Traffic Striping, 24" White Thermoplastic (Stop Bar & Crosswalks)	400	S.F.	\$ 6.00	\$ 2,400.00	\$5.00	\$2,000.00	\$4.95	\$1,980.00	\$2.10	\$840.00	\$10.00	\$4,000.00		
17	Traffic Striping, Double 4" yellow, epoxy	3,900	L.F.	\$ 3.00	\$ 11,700.00	\$1.00	\$3,900.00	\$1.00	\$3,900.00	\$0.83	\$3,237.00	\$2.50	\$9,750.00		
18	Regulatory Signs (Crosswalk Warning)	4	Units	\$500	\$ 2,000.00	\$300.00	\$1,200.00	\$285.00	\$1,140.00	\$319.00	\$1,276.00	\$500.00	\$2,000.00		
19	Asphalt Price adjustment	1	Dollar	\$ 3,000.00	\$ 3,000.00	\$3,000.00	\$3,000.00	\$3,000.00	\$3,000.00	\$3,000.00	\$3,000.00	\$3,000.00	\$3,000.00		
						Total	\$254,666.66	Total	\$263,950.00	Total	\$327,839.00	Total	\$599,650.00	Total	\$3,000.00

March 9, 2020

Antoine Hajjar, P.E., P.L.S., P.P., C.M.E. #GB0425000

