

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

RESOLUTION #18-70

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:
 - c) Attorney-Client Privilege: RTMUA Appointments; RTMUA Capacity Issue; Verizon Wireless Application to use Municipal Right of Way
 - d) Pending Litigation: Nief Property Update; Sempervive Update

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.

**TOWNSHIP COMMITTEE OF THE
TOWNSHIP OF RARITAN**

ATTEST:

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 20, 2018.

Lisa Fania, RMC
Township Clerk

9a.

List of Bills - (All Funds)

Vendor	Description	Current Fund	Payment	Check Total
2200 - ACME DIESEL ELECT		PO 5886 trk 32 Plow pump rebuild	515.00	515.00
1232 - AT&T		PO 6086 2/2018	579.81	579.81
4689 - BARRIE EBERSTEIN		PO 5816 B-SNOW MEALS FOR 2018	15.00	15.00
2382 - BRIAN TAGGERT		PO 5797 B-SNOW MEALS FOR 2018	56.00	56.00
2850 - BRION FLEMING		PO 6065 B-SNOW MEALS 2018	30.00	30.00
4541 - BRION FLEMING, CUST OF PETTY CASH		PO 6031 Mortar Mix	85.14	85.14
2195 - BROWN TRUCK GROUP		PO 5998 trk 13 Coolant Sensor	35.92	35.92
4730 - CareerTrack		PO 5984 Seminar - Human Resources Gano	149.00	149.00
728 - CARTRIDGE WORLD		PO 6040 TONER	476.94	476.94
3297 - CDW GOVERNMENT		PO 5875 Monitors - Back up Drive SDL	370.04	370.04
895 - CENTURYLINK		PO 6087 2/2018	631.20	631.20
1752 - CENTURYLINK-PAYPHONES		PO 6088 B-2018 PAYPHONE	50.00	50.00
4622 - CHOICE DISTRIBUTION, INC		PO 5999 Hydraulic fittings	293.92	293.92
4507 - CHRIS KALHAUGE		PO 5813 B-SNOW MEALS FOR 2018	56.00	56.00
799 - CINTAS CORP		PO 6036 Medical DPW	83.74	83.74
1710 - CINTAS CORP		PO 6032 Janitorial Supplies	244.55	244.55
1801 - COMCAST		PO 5795 B- INTERNET 2018 (PW)	273.93	273.93
303 - COOPER ELECTRIC		PO 6079 Batteries	17.10	17.10
1918 - CORELOGIC REAL ESTATE TAX SERV		PO 6082 REFUND-1ST QRT 2018 TAXES	3,908.37	3,908.37
196 - GANNETT NJN		PO 6052 Advertisements	33.52	33.52
4742 - DAN NIRO		PO 6084 FLEM BORO INSPECTIONS/CUNNINGHAM	337.50	337.50
4360 - DANIEL LORENZI		PO 5811 B-SNOW MEALS FOR 2018	56.00	56.00
814 - DAVID SNYDER		PO 5801 B-SNOW MEALS FOR 2018	56.00	56.00
218 - DELTA DENTAL PLAN NJ INC		PO 5629 B-2018 DENTAL INSURANCE	8,603.09	8,603.09
1048 - DEMPSEY UNIFORM & LINEN SUPPLY		PO 6035 End of February	106.24	106.24
236 - DITSCHMAN/FLEMINGTON FORD		PO 5997 21-23 Wheel Police	180.89	180.89
3799 - DONALD VANFOSSEN		PO 5808 B-SNOW MEALS FOR 2018	56.00	56.00
4746 - EDWARD HARRINGTON		PO 6095 2018 - SNOW MEALS	31.00	31.00
3798 - EDWARD WALDRON		PO 5807 B-SNOW MEALS FOR 2018	56.00	56.00
2157 - EDWARD YARD		PO 5803 B-SNOW MEALS 2018	56.00	56.00
263 - ELIZABETHTOWN GAS		PO 6089 1/2018	2,685.72	2,685.72
4330 - FIRE & SAFETY SERVICES		PO 6001 Tower 21 Outrigger switch (Fire)	458.38	458.38
873 - FLEMINGTON CHEVROLET		PO 5996 21-14 Wheel (Police)	211.22	211.22
302 - FLEMINGTON DEPARTMENT STORE		PO 6010 Clothing reimbursement	337.95	337.95
315 - FLEMINGTON SUPPLY CO		PO 6027 Supplies	66.24	66.24
4651 - GLENN TABASKO		PO 5713 2018-PETTY CASH	100.00	100.00
4563 - GREATAMERICA FINANCIAL SRVC		PO 5914 B-2018 COPIER RENTALS	1,624.12	1,624.12
4691 - GUARDIAN BOOTH, LLC		PO 5566 Recycle Center Booth	4,385.94	4,385.94
2775 - H. J. OPDYKE LUMBER CO		PO 5394 Road Tools	43.96	43.96
		PO 6006 Tools	184.99	184.99
2919 - HALE TRAILER		PO 6004 Plow Repair Parts	58.60	58.60

List of Bills - (All Funds)

Vendor	Description	Payment	Check Total
3510 - HARRY HAUSHALTER, ESQ.	PO 6097 B-2018 TAX APPEALS	3,026.00	3,026.00
2388 - HUNTERDON CO MUNIC. CLERK	PO 6055 Membership Dues	25.00	25.00
2 - HUNTERDON LOCK & SAFE	PO 6012 Administration Bldg Changes	981.05	981.05
1062 - J.C. EHRlich CO INC	PO 5907 February DPW & PD	132.00	
	PO 6070 Police Station	62.00	194.00
1861 - JAMES HARPER	PO 5796 B-SNOW MEALS FOR 2018	56.00	56.00
4741 - JEFFREY KLEIN	PO 6083 FLEM BORO INSPECTIONS/CUNNINGHAM	787.50	787.50
3031 - JERRY TRSTENSKY	PO 5810 B-SNOW MEALS FOR 2018	41.00	41.00
664 - JOHNNY ON THE SPOT, INC	PO 6046 March	234.00	234.00
1787 - JONATHAN WEBB	PO 5809 B-SNOW MEALS FOR 2018	56.00	56.00
4733 - KENT WOOLF	PO 6020 B-SNOW MEALS 2018	41.00	41.00
859 - KEVIN TETTEMER	PO 5798 B-SNOW MEALS FOR 2018	56.00	56.00
4322 - LINK HIGH TECH INC	PO 5639 B-2018 MONTHLY MONITORING	1,100.00	
	PO 5640 B-2018 RETAINER TIME	1,000.00	
	PO 5668 1 year renewal for TZ500 Series Son	560.67	3,350.67
	PO 5965 Cabling	690.00	
4654 - LISA FANIA	PO 6039 Conference Mileage	61.78	61.78
589 - M & W COMMUNICATIONS	PO 6000 Radio Repair	420.00	420.00
542 - MCANJ	PO 5986 Conference	325.00	325.00
4324 - MCGRATH MUNICIPAL EQUIP	PO 5994 120 Hot Box Jack	216.00	216.00
5 - MCMASTER-CARR SUPPLY CO.	PO 6005 trk 18 plow repair	46.58	46.58
4743 - MICHAEL ABBATIello	PO 6096 FLEM BORO/CUNNINGHAM	225.00	225.00
2741 - MICHAEL RASILE	PO 5805 B-SNOW MEALS FOR 2018	41.00	41.00
4361 - MICHAEL TRAUCh	PO 5812 B-SNOW MEALS FOR 2018	56.00	56.00
4649 - MORTON SALT INC	PO 5988 Salt	20,781.58	
	PO 6024 Road Salt	12,799.80	33,581.38
4061 - NAPA	PO 5990 Serv & Repair parts	296.35	296.35
3121 - NATIONAL PARTS SUPPLY	PO 5989 Serv & Repair	347.26	347.26
3881 - NEW JERSEY AMERICAN WATER	PO 5820 B-2018 FIRE HYDRANT	24,534.56	24,534.56
4687 - NICHOLAS DANESE	PO 5814 B-SNOW MEALS FOR 2018	56.00	56.00
4658 - NJ DIVISION OF COSUMER AFFAIRS	PO 5832 Tuning Fork Calibrations	220.00	220.00
393 - ONE CALL CONCEPTS	PO 6044 February	177.50	177.50
781 - ONE SOURCE OF NJ LLC	PO 5993 Service & repair supplies	596.88	596.88
4726 - PHIL BUSH CONSTRUCTION	PO 5930 Shed Repairs	5,100.00	5,100.00
1996 - R & H TRUCK PARTS & SERVICE	PO 6002 Truck Repair parts	475.75	475.75
673 - RACHLES/MICHELE'S OIL CO	PO 5978 Gasoline	5,720.57	
	PO 6043 Gasoline	3,390.35	3,390.35
	PO 6071 Gasoline	3,116.33	3,116.33
4227 - READY REFRESH	PO 5780 B-2018 WATER COOLER	34.87	34.87
4744 - RICHARD T. JONES	PO 6085 FLEM BORO INSPECTIONS/CUNNINGHAM	187.50	187.50
2729 - RICK GARES	PO 5804 B-SNOW MEALS FOR 2018	56.00	56.00
1939 - ROBERT H HOOVER & SONS	PO 5992 Truck Repair Parts	740.86	740.86

List of Bills - (All Funds)

Vendor	Description	Payment	Check Total
531 - ROBERT MARINO	PO 5802 B-SNOW MEALS FOR 2018	56.00	56.00
305 - RONALD FLEMING	PO 5800 B-SNOW MEALS FOR 2018	56.00	56.00
3797 - SAMUEL LAVOIE	PO 5806 B-SNOW MEALS FOR 2018	41.00	41.00
767 - SAMZIES UNIFORMS	PO 5133 Bulletproof Vest Covers and equipm	9,851.20	
	PO 5318 Patrolmans Badges # 76 - 79	768.00	
3538 - SERVICE TIRE TRUCK CENTERS	PO 5768 Mag Pouch, Cuff Case, (4) OC Aeroso	116.90	10,736.10
828 - SHAMMY SHINE CAR WASHES	PO 5991 trk 16 Rear Tire (Snow Damage)	530.10	530.10
4688 - STEVEN BARRETT	PO 5960 Car Wash Tickets	608.00	608.00
4397 - THE HOSE SHOP	PO 5815 B-SNOW MEALS FOR 2018	56.00	56.00
879 - TRAP ROCK INDUSTRIES	PO 5995 Police Gas Pump Repair	116.83	116.83
2142 - VERIZON WIRELESS	PO 6074 Asphalt	270.75	270.75
918 - VITAL COMMUNICATIONS INC	PO 5897 B- CARS #982593585	600.15	600.15
4090 - WB MASON	PO 5898 B-CARS (OLD) - #682562144	160.04	160.04
	PO 5655 B-2018 TAX ASSESSOR & COLLECTOR SER	824.00	824.00
	PO 4827 Office Supplies	537.34	
	PO 5870 Office Supplies	39.70	
	PO 5901 Office Supplies	199.36	
	PO 5942 Office Supplies	274.12	
3180 - WEB EXPRESS	PO 5877 Domain Name Renewal	20.00	1,050.52
736 - WILLIAM RISSMILLER	PO 5799 B-SNOW MEALS FOR 2018	56.00	20.00
486 - WOODRUFF ENERGY	PO 5915 B-2018 NATURAL GAS	4,589.38	56.00
			4,589.38
	State & Federal Grants		
4327 - CROWN TROPHY	PO 6030 Supplies	1,871.26	1,871.26
1058 - DURA-WEAR GLOVE & SAFETY CO	PO 6029 Safety Vest and Gloves	1,378.45	1,378.45
3511 - FASTENAL CO	PO 6026 LED Spotlights	279.95	279.95
11 - GRAINGER	PO 6037 Clean up pickers and flags	511.40	511.40
2527 - UNLIMITED MOTORSPORTS	PO 6063 Bed liner for truck #37	98.00	98.00
	Trust		
1352 - ANIMAL CONTROL SOLUTIONS	PO 5664 B-2018 ANIMAL CONTROL SERVICES	3,500.00	3,550.00
	PO 6090 B-2018 ANIMAL KENNELING	50.00	50.00
4734 - ASSOC OF NJ RECYCLERS	PO 6034 Yearly Registration	95.00	95.00
4079 - CENTRAL JERSEY HSG RESOURCE	PO 5637 B-2018 AFFORDABLE HOUSING SERVICES	3,755.50	3,755.50
562 - MGL PRINTING SOLUTIONS	PO 5845 Pet Lic. Tags	1,819.00	1,819.00
1014 - NJ STATE DEPT OF HEALTH	PO 6054 Dog Licenses	4.80	4.80
	General Capital		
303 - COOPER ELECTRIC	PO 5952 Police Remediation Supplies	92.16	92.16
564 - MALL CHEVROLET	PO 4974 2018 CHEVY TAHOE	35,392.00	35,392.00
1330 - STAVOLA CONSTRUCTION MATE	PO 5902 Police Remediation	351.17	351.17
879 - TRAP ROCK INDUSTRIES	PO 5903 Police Remediation	874.50	874.50

List of Bills - (All Funds)

Vendor	Description	Payment	Check Total
Summary By Account			
ACCOUNT	DESCRIPTION	CURRENT YR	APPROP. YEAR NON-BUDGETARY
01-101-01-000-001	CASH TD BANK		0.00
01-101-01-000-008	Due To/From Petty Cash - Police		100.00
01-106-04-000-001	CURRENT YEAR TAX RECEIVABLE		3,908.37
01-201-20-100-200	TOWNSHIP ADMINISTRATOR O/E	1,663.17	
01-201-20-101-200	POSTAGE & PHOTOCOPYING	1,624.12	
01-201-20-120-200	TOWNSHIP CLERK - OE	672.75	
01-201-20-130-200	FINANCIAL ADMINISTRATION OE	261.50	
01-201-20-140-200	DATA PROCESSING SERVICES OE	3,314.04	
01-201-20-150-200	TAX ASSESSOR OE	39.70	
01-201-20-155-200	LEGAL SERVICES OE	2,826.10	
01-201-21-185-200	ZONING BOARD OE	33.52	
01-201-22-195-200	CONSTRUCTION OFFICIAL OE	90.98	
01-201-23-220-200	GROUP INSURANCE	8,603.09	
01-201-25-240-200	POLICE OE	1,219.02	
01-201-25-266-200	FIRE HYDRANTS	24,534.56	
01-201-25-267-200	FIRE OFFICIAL OE	337.95	
01-201-26-290-200	ROAD REPAIR & MAINTENANCE OE	718.38	
01-201-26-295-200	SNOW REMOVAL OE	34,773.38	
01-201-26-306-200	P.E.O.S.H.A. ROADS OE	83.74	
01-201-26-310-200	PUBLIC PROPERTY (B&G) OE	2,245.61	
01-201-26-315-200	VEHICLE MAINTENANCE OE	5,739.90	
01-201-28-375-200	PARK MAINTENANCE OE	234.00	
01-201-31-440-200	UTILITIES	21,832.35	
01-201-43-490-200	MUNICIPAL COURT OE	124.99	
01-203-20-100-200	(2017) TOWNSHIP ADMINISTRATOR O/E		787.50
01-203-20-130-200	(2017) FINANCIAL ADMINISTRATION OE		225.00
01-203-20-155-200	(2017) LEGAL SERVICES OE		199.90
01-203-25-240-200	(2017) POLICE OE		10,619.20
01-203-26-290-200	(2017) ROAD REPAIR & MAINTENANCE OE		263.01
01-203-26-310-200	(2017) PUBLIC PROPERTY (B&G) OE		4,526.51
01-203-26-315-200	(2017) VEHICLE MAINTENANCE OE		255.35
01-203-32-465-200	(2017) SOLID WASTE		4,385.94
TOTAL			136,243.63
			186,316.82

Summary By Account

ACCOUNT	DESCRIPTION	CURRENT YR	APPROP. YEAR	NON-BUDGETARY	CREDIT
TOTALS FOR	Current Fund	110,972.85	21,262.41	4,008.37	136,243.63
02-101-01-000-01	Grant Checking			0.00	4,139.06
02-213-41-727-001-000	Clean Communities Act 2017			4,139.06	
TOTALS FOR	State & Federal Grants	0.00	0.00	4,139.06	4,139.06
03-101-01-000-001	Checking TD Bank			0.00	9,224.30
03-286-10-110-004-000	Reserve for Animal			5,369.00	
03-286-10-110-006-000	COAH Trust			3,755.50	
03-286-10-110-016-000	Recycling Trust			95.00	
03-286-55-102	Due To State of New Jersey			4.80	
TOTALS FOR	Trust	0.00	0.00	9,224.30	9,224.30
04-101-01-000-001	Checking TD Bank			0.00	36,709.83
04-215-56-298-000	ORD 16-10 VARIOUS CAPITAL EQUIP & IMPROV			1,317.83	
04-215-56-301-000	Capital Ordinance #17-28			35,392.00	
TOTALS FOR	General Capital	0.00	0.00	36,709.83	36,709.83

Total to be paid from Fund 01 Current Fund 136,243.63
 Total to be paid from Fund 02 State & Federal Grants 4,139.06
 Total to be paid from Fund 03 Trust 9,224.30
 Total to be paid from Fund 04 General Capital 36,709.83

 186,316.82

Checks Previously Disbursed

31318	TREASURER ST OF NJ/1995 GT	PO# 6042	1995 GREEN TRUST PAYMENT	92,529.98	3/13/2018
31289	WALTER BECKER	PO# 6041	PARTIAL CONST CODE PERMIT REFUND	40.00	3/13/2018
31618	RARITAN TWP PAYROLL AGENCY	PO# 6066	PAYROLL 3/16/18	343,161.93	3/16/2018

Summary By Account

ACCOUNT	DESCRIPTION	PO#	CURRENT YR	APPROP. YEAR	NON-BUDGETARY	CREDIT
31618	RARITAN TWP PAYROLL AGENCY	6066	PAYROLL 3/16/18			3,922.12 3/16/2018
57	4IMPRINT, INC	6007	Promotional Items			3,078.29 3/12/2018
30218	MICROSOFT	5685	B-2018 MICROSOFT SERVICES			270.10 3/02/2018
31288	HUNTERDON CENTRAL BD OF ED	6081	PAYMENT: 03/10/18			3,991,185.50 3/12/2018
12218	RARITAN TWP CURRENT ACCT	6059	OUTSIDE DETAIL NOV & DEC 2017			21,170.66 1/22/2018
30218	MERITAIN HEALTH	6058	B-2018 HEALTH INSURANCE			40,949.02 3/02/2018
20218	MERITAIN HEALTH	6058	B-2018 HEALTH INSURANCE			84,209.40 2/02/2018
3	PROACT, INC	5762	RX - JANUARY 2018			11,661.14 1/26/2018
21518	PROACT, INC	6057	FEBRUARY 2018			20,234.99 2/15/2018
22817	PROACT, INC	6057	FEBRUARY 2018			17,427.87 2/28/2018
31287	US POST OFFICE	6056	POSTAGE FOR PERMIT			225.00 3/06/2018

						4,630,066.00

Total paid from Fund 01 Current Fund 4,509,364.95
 Total paid from Fund 02 State & Federal Grants 3,078.29
 Total paid from Fund 03 Trust 117,622.76

 4,630,066.00

Total for this Bills List: **4,816,382.82**

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

9b.

Check#	Vendor	Description	Payment	Check Total
31380	1833 - HMC- SPEECH & HEARING	PO 5717 Member Physicals	528.00	528.00
31381	1434 - NJ FIRE EQUIPMENT CO.	PO 5906 SCBA Mask repairs	319.13	319.13
31382	3984 - RVESCUCE	PO 5962 ANNUAL MANDATORY TRAINING	300.00	300.00
TOTAL				1,147.13

Summary By Account

ACCOUNT	DESCRIPTION	CURRENT YR	APPROP. YEAR	NON-BUDGETARY	CREDIT
01-101-01-000-001	CASH TD BANK			0.00	1,147.13
01-201-25-256-200	P.E.O.S.H.A.-FIRE CO.	828.00			
01-201-25-265-200	FIRE COMPANY	319.13			
TOTALS FOR	Current Fund	1,147.13	0.00	0.00	1,147.13

Total to be paid from Fund 01 Current Fund

1,147.13
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1,147.13



RARITAN TOWNSHIP MEMORANDUM

10a.

Date: March 8, 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: 3/2/18 – 3/5/18
Official Accumulation: 2 inches mostly higher elevation areas
Duration: 32 Hours
Services: Salt, Plow, Road Closures and Tree Removal

OT Hours	156.75	@ \$51.30	\$ 8,041.28
Salaried Employees	48.75	@ 66.00/hr	\$ 3,217.50

Total Personnel Cost= \$ 11,258.78

Salt	238.75 Tons	@51.31/ton	\$ 12,250.26
Calcium Chloride	869 Gals	@0.994/gal	\$ 863.79
Sidewalk Salt (50lb bag)	4 Bags	@12.00/bag	\$ 48.00

Total Material Cost= \$ 13,162.05

Total Other Expenses(Meals)= \$ 285.00

TOTAL COST OF SNOW REMOVAL = \$ 24,705.83

Notes/Comments:

See attached memo

TOWNSHIP OF RARITAN

DEPARTMENT OF PUBLIC WORKS
204 PENNSYLVANIA AVENUE
FLEMINGTON, N.J. 08822

ROAD SUPERVISOR BRION FLEMING

P: 908-782-1695 x112 F: 908-782-2508 E: brionf@comcast.net

Storm Riley started early morning on 3-2-18 as snow in all areas of the township. Crews were sent out to salt all areas. The snow was a very small amount in the low elevation areas.

During the day we had very high wind gust. Several trees had fallen into the township roadways. At this point we formed 2 crews to go out and close off roadways with trees & wires down and clear the roadways with only trees down. The township had over 70 roadways affected with downed trees and wires.

Later that night it started to snow again and cover the higher elevation areas which needed to be salted and plowed off.

On 3-2-18 the crews were sent home around 12 am.

On 3-3-18 we started to receive several calls from communication about trees that have fallen during the night. We called in 2 crews to go around the township and open the roadways that we could. The crews went home around 3:30 pm.

On 3-4-18 we received more calls and had 1 crew of guys come in for 4 hours and clean up the affected areas.

On 3-5-18 we were called out at 6pm to remove a tree that was in the electric wires so JCP&L could get the road open.

As of 3-5-18 7am until 3-6-18 3pm we have had 2 crews out removing tree debris from the township roadways. We have a lot to clean up but do to another storm we will need to put that clean up on hold. Crews will continue to clear roadways until everything is clear.

We only had 1 break down which was a blown hydraulic hose and towing cost.



RARITAN TOWNSHIP MEMORANDUM

Date: March 9, 2018

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

From: Brion Fleming, P.W. Superintendent

Re: Snow Removal Costs
Storm on: 3/7/18 – 3/8/18
Official Accumulation: 9.02" by DTN Township Weather Service
Duration: 18 hours
Services: Plow, salt and tree removal

OT Hours	378.50	@ \$51.30	\$ 19,417.05
Salaried Employees	39	@ 66.00/hr	\$ 2,574.00

Total Personnel Cost= \$ 21,991.05

Salt	425.5 Tons	@51.31/ton	\$ 21,832.41
Calcium Chloride	1628 Gals	@0.994/gal	\$ 1,618.23
Sidewalk Salt (50lb bag)	3 Bags	@12.00/bag	\$ 36.00

Total Material Cost= \$ 23,486.64

Total Other Expenses(Meals)= \$ 922.00

TOTAL COST OF SNOW REMOVAL = \$ 46,399.69

Notes/Comments:

DPW had a start time on 3/7/2018 of 3am. Crews went out and salted all roadways. The storm stalled and restarted around 1pm on 3/7/2018. Crews worked through the night into 3/8/2018 salting, plowing, and removing fallen trees from the roadway.

*Attached is a list of vehicle break downs and equipment damage.

Equipment and vehicle repair 3/9/18

Trucks

5	Repair
6	Plow Frame bent & Missing bolts
27	Plow light broken hit tree. Plow hoist cylinder leaking
12	Broken front springs
2	Broken rear springs, heater blower motor , light dimmer switch
26	hydraulic tank leak
	On-Spot missing wheel

Plows

173	Cylinders
205	Cylinders trk4
trk 17	Cylinder and right curb guard
trk 15	lower right plow frame
202	cylinders
trk 18	plow stops

Police

21-23	Rear brakes
21-19	inner fender
21-14	Bent front rim



RARITAN TOWNSHIP MEMORANDUM

Date: March 14, 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: 3/13/2018
Official Accumulation: Dusting to 1"
Duration: 7 Hours
Services: Salt

OT Hours	17.5	@ \$51.30	\$ 897.75
Salaried Employees	2	@ 66.00/hr	\$ 132.00

Total Personnel Cost= \$ 1,029.75

Salt	140 Tons	@51.31/ton	\$ 7,183.40
Calcium Chloride	374 Gals	@0.994/gal	\$ 371.76
Sidewalk Salt (50lb bag)	3 Bags	@12.00/bag	\$ 36.00

Total Material Cost= \$ 7,591.16

Total Other Expenses(Meals)= \$0.00

TOTAL COST OF SNOW REMOVAL = \$ 8,620.91

Notes/Comments:

7 employees were called in at 5am to salt higher elevation areas. As the other employees reported into work they were asked to go out and check the lower elevation areas.

10b.

Monthly Summary

8-Mar-2018

February

Planning Board Number	Applicant	Rate	Hours	Extension
PLAN REVIEW (Planning Escrow Acct.)				
SP-669-PF	263 Route 202, LLC (HF)	\$175.32	0.5	\$87.66
SP-669-PF	263 Route 202, LLC (HF)	\$175.32	0.25	\$43.83
BOA-05-2018	Benjamin Webb	\$175.32	1	\$175.32
BOA-05-2018	Benjamin Webb	\$175.32	0.5	\$87.66
SP-655-PF	Enclaves	\$58.06	1.5	\$87.09
SP-655-PF	Enclaves	\$175.32	2.5	\$438.30
S-1431-P	Fallone Group	\$175.32	3	\$525.96
SP-659-PF	Flem. Raritan Rescue	\$58.06	1	\$58.06
SP-666-M	Flemington Industrial Park	\$87.94	2	\$175.88
SP-666-M	Flemington Industrial Park	\$175.32	1.5	\$262.98
SP-666-M	Flemington Industrial Park	\$175.32	1.75	\$306.81
BOA 15-2017	Fred Beans Imports	\$175.32	1.5	\$262.98
SP-670-PF	Living Waters Lutheran Church	\$87.94	2	\$175.88
SP-670-PF	Living Waters Lutheran Church	\$175.32	2	\$350.64
S-1432-M	Macedo Industrial Park	\$175.32	0.75	\$131.49
S-1432-M	Macedo Industrial Park	\$175.32	0.5	\$87.66
S-1432-M	Macedo Industrial Park	\$175.32	1	\$175.32
BOA-04-2018	New Cingular Wireless (AT&T)	\$175.32	1.25	\$219.15
BOA-04-2018	New Cingular Wireless (AT&T)	\$175.32	1.5	\$262.98
BOA-04-2018	New Cingular Wireless (AT&T)	\$175.32	0.5	\$87.66
7/2017	New Cingular Wireless (AT&T)	\$175.32	3	\$525.96
3-2015	Pollick, Brynn	\$175.32	0.75	\$131.49
SP-641-P/F	Pulte Homes	\$175.32	0.75	\$131.49
SP-641-P/F	Pulte Homes	\$175.32	1.5	\$262.98
SP-641-P/F	Pulte Homes	\$175.32	1.25	\$219.15
SP-668-PF	Raritan Town Square	\$87.94	1	\$87.94
SP-668-PF	Raritan Town Square	\$87.94	1	\$87.94
BOA-02-2018	Roman Shor	\$87.94	2	\$175.88
BOA-02-2018	Roman Shor	\$175.32	1.5	\$262.98
BOA-02-2018	Roman Shor	\$175.32	1.75	\$306.81
BOA-06-2018	Sprint Spectrum Realty Co	\$175.32	0.5	\$87.66
BOA-19-2017	Stavola Flemington Asphalt LLC	\$87.94	1	\$87.94
BOA-19-2017	Stavola Flemington Asphalt LLC	\$87.94	2	\$175.88
BOA-19-2017	Stavola Flemington Asphalt LLC	\$175.32	0.75	\$131.49
BOA 13-2017	Stothoff	\$87.94	1	\$87.94
BOA-01-2018	T-Mobile Northeast	\$175.32	1	\$175.32
BOA-01-2018	T-Mobile Northeast	\$175.32	2.5	\$438.30
BOA-01-2018	T-Mobile Northeast	\$175.32	0.25	\$43.83
				\$7,424.29

CONSTRUCTION MANAGEMENT (Inspection Escrow Acct.)

SP-648-PF	22 Royal LLC	\$87.94	0.5	\$43.97
SP-648-PF	22 Royal LLC	\$87.94	1	\$87.94
SP-648-PF	22 Royal LLC	\$87.94	1	\$87.94
SP-648-PF	22 Royal LLC	\$175.32	0.5	\$87.66
SP-1161-P	American Classic	\$175.32	1	\$175.32
SP-549-P	Bioserv / Foster Corp	\$175.32	2.5	\$438.30
SP-624-P/F	COSTCO - Raritan Junction	\$175.32	0.5	\$87.66
SP-624-P/F	COSTCO - Raritan Junction	\$175.32	2	\$350.64
SP-641-PF	Creekside at Hunterdon	\$58.06	3	\$174.18
SP-641-PF	Creekside at Hunterdon	\$58.06	2	\$116.12
SP-641-PF	Creekside at Hunterdon	\$58.06	3	\$174.18
SP-641-PF	Creekside at Hunterdon	\$58.06	0.5	\$29.03
SP-641-PF	Creekside at Hunterdon	\$58.06	3.5	\$203.21

Planning Board Number	Applicant	Rate	Hours	Extension
SP-641-PF	Creekside at Hunterdon	\$58.06	3	\$174.18
SP-641-PF	Creekside at Hunterdon	\$58.06	3.5	\$203.21
SP-641-PF	Creekside at Hunterdon	\$58.06	1	\$58.06
SP-641-PF	Creekside at Hunterdon	\$87.94	1.5	\$131.91
SP-641-PF	Creekside at Hunterdon	\$87.94	2.5	\$219.85
SP-641-PF	Creekside at Hunterdon	\$87.94	3	\$263.82
SP-641-PF	Creekside at Hunterdon	\$87.94	2	\$175.88
SP-641-PF	Creekside at Hunterdon	\$87.94	2	\$175.88
SP-641-PF	Creekside at Hunterdon	\$87.94	2	\$175.88
SP-641-PF	Creekside at Hunterdon	\$87.94	2	\$175.88
SP-641-PF	Creekside at Hunterdon	\$87.94	1	\$87.94
SP-641-PF	Creekside at Hunterdon	\$175.32	2.5	\$438.30
SP-655-PF	Enclaves	\$87.94	1.5	\$131.91
SP-655-PF	Enclaves	\$87.94	1	\$87.94
S-1431-P	Fallone Group	\$87.94	2	\$175.88
SP-666-M	Flemington Industrial Park	\$87.94	0.5	\$43.97
SP-666-M	Flemington Industrial Park	\$87.94	0.5	\$43.97
SP-666-M	Flemington Industrial Park	\$175.32	0.75	\$131.49
SP-545-P/F	Flemington Industrial Park	\$175.32	0.5	\$87.66
BOA-03-2018	Flemington Moose Lodge	\$175.32	3	\$525.96
SP-620-P/F	Islamic Center - Mosque	\$175.32	2	\$350.64
SP-620-P/F	Islamic Center - Mosque	\$175.32	2	\$350.64
SP-643-PF	Johanna Foods	\$58.06	0.5	\$29.03
SP-643-PF	Johanna Foods	\$58.06	0.5	\$29.03
SP-643-PF	Johanna Foods	\$58.06	2	\$116.12
SP-643-PF	Johanna Foods	\$58.06	1	\$58.06
SP-643-PF	Johanna Foods	\$175.32	0.25	\$43.83
SP-643-PF	Johanna Foods	\$175.32	1.5	\$262.98
SP-643-PF	Johanna Foods	\$175.32	1.75	\$306.81
SP-643-PF	Johanna Foods	\$175.32	2	\$350.64
SP-643-PF	Johanna Foods	\$175.32	1.5	\$262.98
SP-643-PF	Johanna Foods	\$175.32	2.75	\$482.13
SP-643-PF	Johanna Foods	\$175.32	2	\$350.64
S-1315-F	Mountain View @ Hunterdon/Hilltop	\$58.06	1.5	\$87.09
S-1315-F	Mountain View @ Hunterdon/Hilltop	\$58.06	2	\$116.12
S-1315-F	Mountain View @ Hunterdon/Hilltop	\$58.06	2.5	\$145.15
S-1315-F	Mountain View @ Hunterdon/Hilltop	\$58.06	1	\$58.06
S-1315-F	Mountain View @ Hunterdon/Hilltop	\$175.32	0.75	\$131.49
S-1315-F	Mountain View @ Hunterdon/Hilltop	\$175.32	1.5	\$262.98
8-2013	New Cingular / AT&T	\$175.32	1	\$175.32
8-2013	New Cingular / AT&T	\$175.32	0.75	\$131.49
S-1409-PF	North Bridge Development	\$175.32	1	\$175.32
S-1409-PF	North Bridge Development	\$175.32	0.5	\$87.66
S-1409-PF	North Bridge Development	\$175.32	1.25	\$219.15
SP-604-P	Pol-Y-Patel Hotel and Resturant	\$58.06	1	\$58.06
SP-604-P	Pol-Y-Patel Hotel and Resturant	\$87.94	0.5	\$43.97
SP-604-P	Pol-Y-Patel Hotel and Resturant	\$87.94	1	\$87.94
SP-604-P	Pol-Y-Patel Hotel and Resturant	\$175.32	0.5	\$87.66
SP-641-P/F	Pulte Homes	\$175.32	0.75	\$131.49
SP-641-P/F	Pulte Homes	\$175.32	2	\$350.64
SP-641-P/F	Pulte Homes	\$175.32	1.5	\$262.98
SP-641-P/F	Pulte Homes	\$175.32	1.5	\$262.98
SP-641-P/F	Pulte Homes	\$175.32	1	\$175.32
SP-641-P/F	Pulte Homes	\$175.32	2.5	\$438.30
SP-641-P/F	Pulte Homes	\$175.32	1	\$175.32
SP-641-P/F	Pulte Homes	\$175.32	1	\$175.32
SP-641-P/F	Pulte Homes	\$175.32	1.5	\$262.98
SP-641-P/F	Pulte Homes	\$175.32	0.5	\$87.66
8-2016	Raritan Solar	\$58.06	1	\$58.06
8-2016	Raritan Solar	\$58.06	1	\$58.06
8-2016	Raritan Solar	\$58.06	1	\$58.06
8-2016	Raritan Solar	\$58.06	1	\$58.06

Planning Board Number	Applicant	Rate	Hours	Extension
8-2016	Raritan Solar	\$58.06	1	\$58.06
8-2016	Raritan Solar	\$87.94	1	\$87.94
8-2016	Raritan Solar	\$87.94	1	\$87.94
8-2016	Raritan Solar	\$175.32	2	\$350.64
8-2016	Raritan Solar	\$175.32	2	\$350.64
8-2016	Raritan Solar	\$175.32	2.5	\$438.30
8-2016	Raritan Solar	\$175.32	1.5	\$262.98
8-2016	Raritan Solar	\$175.32	1.25	\$219.15
8-2016	Raritan Solar	\$175.32	0.5	\$87.66
8-2016	Raritan Solar	\$175.32	2	\$350.64
8-2016	Raritan Solar	\$175.32	1.5	\$262.98
8-2016	Raritan Solar	\$175.32	1.5	\$262.98
8-2016	Raritan Solar	\$175.32	1	\$175.32
8-2016	Raritan Solar	\$175.32	2.5	\$438.30
8-2016	Raritan Solar	\$175.32	0.75	\$131.49
8-2016	Raritan Solar	\$175.32	2.5	\$438.30
8-2016	Raritan Solar	\$175.32	1.75	\$306.81
8-2016	Raritan Solar	\$175.32	2	\$350.64
8-2016	Raritan Solar	\$175.32	0.75	\$131.49
8-2016	Raritan Solar	\$175.32	0.75	\$131.49
8-2016	Raritan Solar	\$175.32	1.5	\$262.98
8-2016	Raritan Solar	\$175.32	2	\$350.64
8-2016	Raritan Solar	\$175.32	2	\$350.64
S-1424-P	Robin Hill IX / Countryside	\$175.32	0.5	\$87.66
S-1424-P	Robin Hill IX / Countryside	\$175.32	1	\$175.32
SP-649-PF	Sanatana Dharma	\$87.94	2	\$175.88
SP-649-PF	Sanatana Dharma	\$175.32	2	\$350.64
SP-649-PF	Sanatana Dharma	\$175.32	3	\$525.96
SP-649-PF	Sanatana Dharma	\$175.32	0.5	\$87.66
SP-649-PF	Sanatana Dharma	\$175.32	1.5	\$262.98
SP-649-PF	Sanatana Dharma	\$175.32	1.25	\$219.15
SP-649-PF	Sanatana Dharma	\$175.32	0.75	\$131.49
BOA-19-2017	Stavola Flemington Asphalt LLC	\$87.94	1	\$87.94
BOA-19-2017	Stavola Flemington Asphalt LLC	\$175.32	0.75	\$131.49
SP-654-PF	Villages	\$58.06	1	\$58.06
SP-654-PF	Villages	\$87.94	2.5	\$219.85
SP-654-PF	Villages	\$175.32	3	\$525.96
SP-654-PF	Villages	\$175.32	0.75	\$131.49
SP-654-PF	Villages	\$175.32	0.5	\$87.66
SP-654-PF	Villages	\$175.32	0.75	\$131.49
SP-654-PF	Villages	\$175.32	0.5	\$87.66
SP-654-PF	Villages	\$175.32	1.75	\$306.81

\$22,655.10

Grand Totals: 155 Inspections 220.75 Hours

\$30,079.39

Antoine Hajjar

03/08/18

Antoine Hajjar, NJPE
Township Engineer

Date

2018 Monthly Summary

<u>Monthly Summary:</u>	January	\$ 28,293.97
	February	\$ 30,079.39
	March	
	April	
	May	
	June	

July
August
September
October
November
December
Total: \$ 58,373.36



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

Total Calls: 8

Bite: 2

Enforcement: 1

Other: 1

Stray: 2

Wildlife: 2

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



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

10d.

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

February 2018
Dept. of Fire Safety

Non-Life Hazard Use Inspections:	02
Life Hazard Use Inspections:	25
Residential 1 & 2 family homes:	41
Reinspections:	45
Complaint/Spot/Other Inspections:	03
<u>TOTAL INSPECTIONS:</u>	<u>116</u>
Violations Found:	268
Fire permits:	31
Special:	2 (Car into Building, Foran Blvd., HazMat Spill, River Rd)

Fire Prevention fees collected: \$4,419.00

Note: Annual state LHU rebates are reduced in 2018 from a lack of inspections in 2016. Rebates should return to full amount in 2019.

Respectfully Submitted,

Dennis Concannon
Fire Marshal

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

March 14, 2018

To: Mayor and Township Committee

Re: Tax Reports for Month Ending February 2018

As you know, 1st quarter taxes were due on February 1st 2018. We collected a total of \$9,473,493.03 which includes current tax payments, delinquent tax payments and interest.

During the month, we received many phone calls from residents asking for statements of property taxes paid in 2017 in order for them to complete their 2017 income taxes. We experienced a higher than normal call volume due to the fact that many residents prepaid their 2018 taxes and did not have an accurate dollar amount of what was paid. Residents tend to use the green card sent by the County Board of Taxation for income tax purposes. That card does not coincide with payments received in our office, therefore it triggered a higher volume of calls.

Residents who are on the New Jersey Senior Freeze program began to receive their 2017 applications. Each year, the applicants have to come into our office to have a page from that application filled out to remain on the program. Upon their visit, we also check their entire application for accuracy and answer any questions they may have.

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



Sharon E. Brown, CTC
Tax Collector

TO: MAYOR AND TOWNSHIP COMMITTEE

RE: TAX COLLECTOR REVENUES
MONTH ENDING FEBRUARY 2018

	CURRENT MONTH	YEAR TO DATE
CURRENT YEAR TAXES: 2018	9,396,262.03	21,397,124.30
LEVY: TOTAL YEAR 2018 - \$49,468,224.90		
PRIOR YEARS TAXES:	70,244.33	133,981.55
PREPAID TAXES: 2019		
PILOT		47,271.77
INTEREST: (INCLUDING YEP)	8,754.27	11,557.02
BOUNCED CHECKS:	(1,832.60)	(14,604.85)
MISC & COS:		
DUPLICATE BILL FEES:	55.00	145.00
RETURNED CHECK FEES:	0.00	40.00
SEARCH FEES:	10.00	20.00
REFUND FROM STATE FOR VETS & SC		
HOMESTEAD REBATE		
TOTAL COLLECTIONS:	9,473,493.03	21,575,534.79


TAX COLLECTOR
DATE: March 14, 2018

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

February 2018

TAX COLLECTOR'S MONTHLY REPORT

FOR YEAR 2018

	MTD	YTD
BALANCE BEGINNING OF MONTH		30,844,603.52
ADDITIONS TO RECEIVABLE		
CURRENT YEAR BILLING		
ADDED AND OMITTED TAXES		
LEVY ADJUSTMENTS (OVERBILLING)		
SENIOR CITIZEN CHARGE BACKS		
REFUNDS	276,744.42	
PAYMENT ADJUSTMENT	4,558.73	
BILLING ADJUSTMENT		
BOUNCED CHECKS	1,832.60	
VET DISALLOWED		
REDUCTIONS TO RECEIVABLE		
CASH COLLECTIONS	9,400,820.76	
JUDGEMENTS (COUNTY)		
VETERANS ALLOWED	500.00	
SENIOR CITIZEN'S ALLOWED		
100% PROPERTY - EXEMPTION		
TRANSFERRED TO TAX TITLE LIEN	502.29	
PAYMENT ADDJUSTMENTS		
BILLING ADJUSTMENTS		
HOMESTEAD REBATE		
BALANCE END OF THE MONTH		21,725,916.22

Levy for 1st Half 2018 = \$49,468,224.90
Collection Rate for 1st Half of 2/28/18= 56.32%

February 2018

TAX COLLECTOR'S MONTHLY REPORT

FOR YEAR 2017

	MTD	YTD
BALANCE BEGINNING OF MONTH		453,409.69
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	65,157.58	
JUDGEMENTS (COUNTY)		
VETERANS ALLOWED		
SENIOR CITIZEN'S ALLOWED		
100% PROPERTY EXEMPTION		
TRANSFERRED TO TAX TITLE LIEN		
PAYMENT ADDJUSTMENTS	5,086.75	
BILLING ADJUSTMENTS		
HOMESTEAD REBATE		
BALANCE END OF THE MONTH		383,165.36

Levy for Total Year 2017 = 99,060,475.47
Collection Rate for 2017 as of 2/28/18 = 99.61%

February 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 ADDJUSTMENTS			
BILLING ADJUSTMENTS			
HOMESTEAD REBATE			
BALANCE END OF THE MONTH			0.00

Levy for 1st Half 2019 = N/A

Collection Rate for 2019 as of 2/28/18 = 0%

February 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 ADDJUSTMENTS		
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 2/28/2018 = 0%

February 2018

TAX COLLECTOR'S MONTHLY REPORT

FOR YEAR 2018 PILOT

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

Levy for 1st Half 2018 = \$94,543.54
Collection Rate for 2018 as of 2/28/18 = 50%



12b

Township of Paritan

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

MEMO

March 14, 2018

To: Don Hutchins, Administrator

Fr: Lisa Fania, Clerk *LF*

Re: Status of 2017 Minutes

Don,

At the last Township Committee meeting, the Mayor requested research regarding the status of minutes with follow up at the March 20 meeting. I reviewed the 2016 and 2017 agendas (prior to my start date) and minutes posted on the website; and the minute books as well. I also reviewed all 2017 and 2016 agendas posted on the website for minutes listed for approval.

The following are meeting minutes I cannot find or have not been completed:

2017

Feb 7, 21

Mar 7, 9, 14, 16, 21, 24, 27

April 4, 18

June 5

June 20 was not done (is on March 20, 2018 agenda for approval)

(The above minutes are meetings prior to my hire or first day of June 26, 2017.)

The following are meetings I was present for and a proposed schedule for completion:

June 29 was not done (is on March 20, 2018 agenda for approval)

July 18 was not done (is on March 20, 2018 agenda for approval)

August 15 (scheduled to be on April 3, 2018 agenda for approval)

September 5 (scheduled to be on April 3, 2018 agenda for approval)
December 5 (scheduled to be on the April 17, 2018 agenda for approval)
December 19 (scheduled to be on the April 27, 2018 agenda for approval)

2016

Dec 20 (no Regular minutes; Executive only completed, approval was on the Feb 7, 2017 agenda)
Dec 15 (No Executive minutes for Closed Session)
Dec 6 (no Regular minutes; Executive only completed, approval on April 4, 2017 agenda)
Nov 14 (no Regular minutes; Executive only)
Nov 1 (no Regular minutes; Executive only)

I reached out to the Auditor regarding what would suffice for the 2017 Audit regarding meeting minutes and was advised that for those minutes prior to my employment, the minutes can contain attendance, action taken, votes, resolutions and ordinances pasted in full and a listing of those who spoke during public comment. Please see Auditor's response attached.

He advised that they will return in May, so with a condensed version, I believe I can complete the remaining 2017 minutes by the May 15 meeting.

Lisa Fania

From: Wilson, Mark <mwilson@nisivoccia.com>
Sent: Wednesday, March 14, 2018 8:54 AM
To: Lisa Fania
Subject: RE: Minutes

Hi Lisa,

Yes, the items you listed would suffice. We are tentatively scheduled to do the audit in May so that gives you a little time. Hopefully it won't be too time consuming to get caught up. Please let me know if you have any questions.

Thanks,
Mark

From: Lisa Fania <lisa.fania@raritantwpnj.gov>
Sent: Wednesday, March 14, 2018 8:42 AM
To: Wilson, Mark <mwilson@nisivoccia.com>
Subject: Minutes

Good Morning Mark,

I was wondering if you could give me some insight as to what is needed in regards to minutes for the Audit.

I started as Clerk here in July 2017 and there are about 13 meeting minutes prior to my employment that are not done. In my previous job, as Deputy Clerk for Hopewell Township, Mercer County, I was catching up on minutes there too, as they were 2 years behind when I started and for auditing purposes to get caught up I just included action taken, votes, attendance, resolutions and ordinances in full, and just a listing of those who spoke during public comment with their addresses.

Would this suffice going forward for the minutes here so I can get caught up.

I would appreciate your input.

Thanks,

Lisa

Lisa Fania
Township Clerk, RMC
Raritan Township
One Municipal Drive
Flemington, NJ 08822
(908) 806-3682
Fax (908) 806-7061
Lisa.fania@raritantwpnj.gov

From: Caine Fowler <caine@skunktowndistillery.com>

Sent: Monday, March 12, 2018 3:07 PM

To: Clerk <clerk@raritantwpnj.gov>

Cc: Donald Hutchins <Donald.Hutchins@raritantwpnj.gov>; Paul Hyatt <paul@skunktowndistillery.com>

Subject: Special Event Request

13a.

To whom it may concern,

I am writing to submit a request for a special event "2018 Spring weekends at the Distillery" on the following dates:

(every Friday and Saturday of Spring):

3/23/18

3/24/18

3/30/18

3/31/18

4/6/18

4/7/18

4/13/18

4/14/18

4/20/18

4/21/18

4/27/18

4/28/18

5/4/18

5/5/18

5/11/18

5/12/18

5/18/18

5/19/18

5/25/18

5/26/18

6/1/18

6/2/18

6/8/18

6/9/18

6/15/18

6/16/18

Please let me know when this request is scheduled for consideration.

Thank you,

Caine Fowler

Owner/Partner

Skunktown Distillery

908-751-5911



Township of Raritan

Planning and Zoning Department
1 Municipal Drive, Flemington, NJ 08822

(908) 806-6104/806-8031 (fax)

March 1, 2018

Raritan Township Committee,

The Raritan Township Planning Board recommends some changes to the Township's current Sign Ordinance, Chapter 16.72. Please see the attached outline for the Board's proposals. While reviewing the proposed Temporary Feather Sign Ordinance the Planning Board proposes the attached suggested changes also be made to our current Sign Ordinance. This will reduce the number of sign variance requests and prove to be more business-friendly.

I have also included a copy of Sparta Township's "Portable Advertisement Signs" Ordinance which the Board utilized during their Sign Ordinance discussions.

Thank you,

Amy Fleming
Planning Board Secretary

Planning Board Sign Ordinance Recommendations

1) Temporary Signs

- a) Should be allowed at small businesses for a period of 8 weeks per permit
- b) Time allowance does not have to be consecutive
- c) Signs will be permitted 1 per 75 feet of frontage, must be at least 75 feet apart from each other, and must be at least 20 feet from side property lines
- d) Update to 16.72.070 D3c

2) Sandwich Boards

- a) Should be allowed for small businesses
- b) Can not interfere with foot traffic on the sidewalks
- c) Can not be in sight triangle
- d) Only allowed during business hours
- e) Update to 16.72.070 D3c

3) LED Signs

- a) Maximum amount of lumens
- b) Signs can not change messages too frequently
- c) No distracting flashing
- d) Update to 16.72.040

4) Trailer Signs / Any Movable Vehicle

- a) Trailer must be owned by the business and used for business operations
- b) Trailer can not be immobile for an extended period of time
- c) Must have current registration
- d) Trailers used for signage purpose only are not allowed

5) Feather Signs

- a) Follows temporary sign restrictions
- b) One sign per lot unless the lot is multi-use, then signs must be at least 75 feet apart
- c) Sign can not be tattered or worn
- d) Must provide catalogue sheet with application showing construction and how it is anchored
- e) Update to 16.72.070 D3c

6) Free-Standing Wire-Supported Double-Sided Ground Signs

- a) Not permitted

7) Political Signs

- a) Subject to county, state and federal regulations

8) Measuring Signs

- a) Remove second paragraph of 16.72.040 K
- b) Signs should be measured as one unit by drawing a rectangle around the tallest height and widest width of all words and logos

TOWNSHIP OF RARITAN
HUNTERDON COUNTY, NEW JERSEY

ORDINANCE #18-XX

AN ORDINANCE OF THE TOWNSHIP OF RARITAN, COUNTY OF HUNTERDON,
NEW JERSEY, AMENDING AND SUPPLEMENTING CHAPTER 16.72 ENTITLED
“SIGNS” BY AMENDING SECTION 16.72.070 ENTITLED “SPECIAL SIGNS AND SIGN
REGULATIONS”

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. Sub-clause 3. of Subsection D entitled “Grand Opening Banners, Celebrations,
Bunting and Temporary Signs” of Section 16.72.070 entitled “Special Signs and Sign Regulations”
of Chapter 16.72 entitled “Signs” is hereby supplemented and amended as follows:

D. Grand Opening Banners, Celebration Bunting and Temporary Signs

1. Grand Opening Banners. Grand opening banners are permitted if attached to the building in which the new activity has been established. Grand opening banners may be in place for four (4) weeks from the date of opening of the activity.
2. Celebration Bunting. Celebration bunting is permitted on state holidays and days of public celebration. Bunting shall be removed within seven (7) days of the date of celebration.
3. Temporary signs are permitted as notification of special events on the premises of public, fraternal, charitable or religious organizations only in accordance with Subsection D.3.a. below; temporary real estate signs only in accordance with Subsection D.3.b. below; pennants, banners (other than grand opening banners) and temporary signs on the premises of commercial establishments only in accordance with Subsection D.3.c. below; temporary signs advertising the future construction or location of a use upon a site only in accordance with Subsection D.3.d. below; and temporary signs for commercial establishments during periods of long term public roadway construction projects in accordance with Subsection D.3.e. below. (Ord. 03-31 § 3)
 - a. Temporary public or organization signs shall be removed within five (5) days after the event shall have taken place. No permit shall be required for such temporary sign, provided that there is only one (1) such sign per premises, the sign does not exceed thirty-two (32) square feet, and provided that the sign shall not remain in place more than four (4) weeks. Only two (2) events may be advertised by a temporary sign per calendar year. A temporary sign is not permitted on a premise that has a changeable copy sign erected upon it.
 - b. Temporary signs advertising the sale or rental of the premises upon which they are located may be permitted, provided that:

- i. The size of any such sale or rental sign shall not exceed eight (8) square feet.
 - ii. Not more than one (1) sign is placed upon any property.
 - iii. Such signs shall be promptly removed when premises are sold or rented.
- c. Pennants, a banner (other than a grand opening banner) and/or a temporary ground sign are permitted accessory to a commercial establishment in the I-1, I-2, O-1, O-2, B-1, B-2, B-3, [and] B-4, and B-5 zoning districts for a total of six (6) weeks in any calendar year for notification only of special events, special promotional purposes, temporary sales, grand openings, etc., provided that such pennants, banner or temporary ground sign do not cause a danger to the general public in accordance with Section 16.72.050.G.

The total area of a banner and/or temporary ground sign shall not exceed sixteen (16) square feet in area. The height of a ground sign shall not exceed five (5) feet.

Any display of such pennants and/or banner and/or temporary ground sign shall not exceed a maximum of eight (8) weeks in any calendar year. Any display of such pennant and/or banner and/or temporary ground sign for a period from one day to seven (1-7) consecutive days shall constitute a total display period of one (1) week.

Notwithstanding the foregoing, feather signs (defined for purposes of this subsection as temporary advertising signs made of lightweight cloth that are supported by a lightweight freestanding pole or frame), shall be a permitted accessory use in the zoning districts set forth above in the first paragraph of Section 16.72.070(D)(3)(c) of the Revised General Ordinances of the Township of Raritan; provided, however, that a feather sign shall: 1) not be displayed for more than six (6) weeks in one calendar year per property or where a property has multiple tenants per tenant where same provides permission from the property owner; 2) shall be limited to one feather sign for every fifty (50) linear feet of road frontage; 3) a catalogue page must be submitted with sign application showing construction of sign including how sign is anchored to ground; 4) shall be placed in a manner so as to ensure pedestrian safety; 5) shall not be more than twelve (12) feet in height, or greater than thirty-six (36) inches in width; 6) shall not block any windows or doors; and 7) shall be secured in a manner that prevents displacement from the wind.

An application for a sign permit shall be filed and approved for such pennants, banner, feather sign, or temporary ground sign from the Township Zoning Officer before such display is permitted. [No charge shall be made for a sign permit for such pennants, banners or temporary ground sign.] (Ord. 00-35)

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

Section 4. All ordinances or parts of ordinances inconsistent with this Ordinance are hereby repealed to the extent of such inconsistency.

Section 5. This Ordinance shall take effect upon (i) filing with the Hunterdon County Planning Board in accordance with the Municipal Land Use Law; and (ii) adoption and publication in the manner required by New Jersey law.

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

ATTEST:

**TOWNSHIP COMMITTEE OF THE
TOWNSHIP OF RARITAN**

Lisa Fania
Township Clerk

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 _____, 2018 and the same was then ordered to be published according to law with a public hearing and a vote scheduled for the meeting of _____, 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

4-17 PORTABLE ADVERTISEMENT SIGNS.

Editor's Note: Prior ordinance history: Ordinance No. 04-18.

4-17.1 Purpose.

The purpose of this section is to regulate the placement of portable advertisement signs in the interest of public safety and for the visual aesthetics of the commercial districts in the Township. The Township Council recognizes the benefit of promoting local businesses by permitting portable advertisement signs in locations approved by the Sparta Township Planning Board Subcommittee. (Ord. No. 2016-08)

4-17.2 Definitions.

As used in this section:

Portable advertisement sign shall mean a temporary portable sign for the purpose of advertising specials for retail sales and retail service uses in commercial zoning districts. The three (3) designated sign prototypes set forth in subsection 4-17.7 below shall be the only signs used consistent with the standards specified in this section.

Sparta Township Planning Board Site Plan Subcommittee as defined in the Sparta Township Land Management Code shall be the approving authority for the location of portable advertisement signs consistent with the standards set forth in this section.

Definitions of the Sparta Township Land Management Code shall apply as required.

(Ord. No. 2016-08)

4-17.3 Licenses Required.

A license shall be required for any portable advertisement sign to be placed outside or placed on a wall on any commercial zoned property. (Ord. No. 2016-08)

4-17.4 Application for License.

Any business desiring a license under this section shall submit a Site Plan Waiver Application to the Planning Department for approval by the Sparta Township Planning Board Site Plan Subcommittee. The following information shall be required.

- a. Name of business;
- b. Type of use;
- c. Address of property;
- d. Block and lot;
- e. Zone district;
- f. Applicant's name;
- g. Mailing address, telephone and fax number;

- h. Property owner's signature approving the submission of the application;
- i. Mailing address of property owner and telephone number;
- j. Property survey indicating the location of the portable advertisement sign or signs;
- k. A hold harmless and indemnification agreement signed by the applicant indemnifying the Township of Sparta.

(Ord. No. 2016-08)

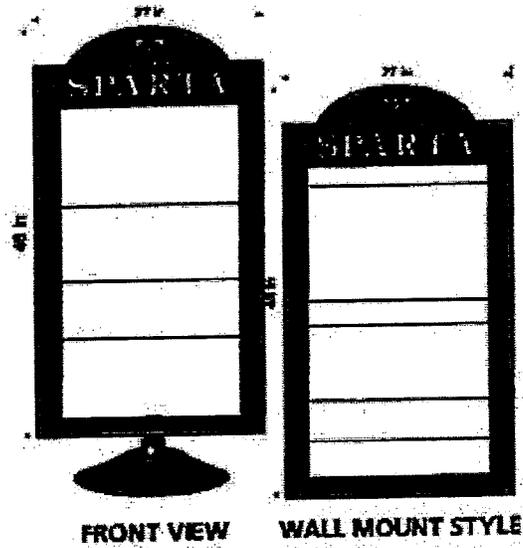
4-17.5 Duration of License.

The license is renewable every year on June 15 for a fee of twenty-five (\$25.00) dollars.
(Ord. No. 2016-08)

4-17.6 Location and Design Regulations.

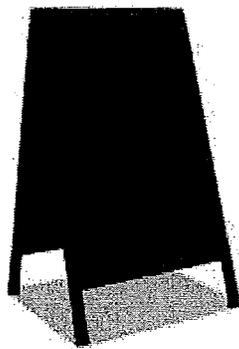
The following regulations shall apply to all portable advertisement signs:

- a. Portable advertisement sign locations are prohibited in the public right-of-way or sight triangle of any public street or driveway entrance.
- b. A portable advertisement sign may only be approved for the property on which the business is located.
- c. Portable advertisement sign locations may not cause a traffic hazard by blocking the path and the visibility.
- d. Portable advertisement sign locations may not block the free flow of pedestrian traffic on a sidewalk.
- e. One (1) portable advertisement sign is permitted per lot, except in a multi-tenanted building a second location can be approved by the Site Plan Waiver Committee if the signs are separated by a minimum of forty (40) feet.
- f. The portable advertisement sign may be placed displaying both sides or one (1) side including being attached to a building façade.
- g. A portable advertisement sign shall not obscure, conflict with, or cover any architectural detail (i.e. cornice). A wall sign must be aligned with major building elements, such as windows, trim and building lines.
- h. A portable advertisement sign size shall not exceed twenty-seven (27) inches by forty-eight (48) inches.
- i. A portable advertisement sign shall be the same or similar to the drawings included in this section.
- j. Portable advertisement signs may only be displayed during business hours and must be stored in a location not visible to the public including signs temporarily affixed to a building. The entire sign including the frame must be removable.



k. The frame and base of the sign must be weighted, must be made of weather proof material, and must be one (1) of the three (3) prototypes shown below:

27 inches wide





27 inches wide

1. The colors for the sign frame or border shall include: white, maroon, green, black or wood.

(Ord. No. 2016-08)

4-17.7 Fines and Penalties.

This section is enforceable by the Zoning Officer. Any portable advertisement sign found in violation will be subject to a fine of up to a fifty (\$50.00) dollar fine for the first offense, up to seventy-five (\$75.00) dollars for the second offense, and up to two hundred (\$200.00) dollars for each subsequent offense. (Ord. No. 2016-08)

Township Newsletter and Website Recommendations

NEWSLETTER

It's time to bring back the Township Newsletter:

- Newsletter was removed from 2015 budget without approval by the Township Committee
- This left a gap – how do we share what's new? And remind residents of the services we provide?
- People go to the website if they're looking for specific information, not to browse
- As a workaround, we have been stuffing tax bills with information that should go in a newsletter. This costs us money – we pay extra to have the bills stuffed
- Examples of information to be included in newsletter:
 - Veteran's Corner – tax exemptions, fee exemptions, etc.
 - Operation Blue Angel
 - SDL – construction permits, OPRA requests, etc.
 - Mulch sales
 - Recycling dates/times
 - Committee and board vacancies
 - Community Day date/time
 - Pet Licensing
 - Gaming Licenses
 - Elections
- The newsletter should be a scaled back version of the old version, directing people to find more information on the website or by contacting the appropriate department. Goal is to limit it to 6-8 pages

Cost:

- \$0
- Clean Communities fund can pay for printing and distribution – newsletter will include information about recycling, leaf pickup, etc.

WEBSITE

It's time to update the Township Website:

- Home page is cluttered and difficult to read
- Provider has greatly improved the look and functionality of their sample websites
- Provider has improved the platform so the pages look the same on all devices
- Goal is to make the website more appealing, easier to read, and simpler to navigate

Cost:

- Three annual payments of \$3880
- Includes design fees (\$2380) and annual hosting fees (\$1500)

NEWSLETTER/WEBSITE DESIGN TEAM

- Karen Gilbert
- Lisa Fania
- Carol Barbati



Somerset/Hunterdon/Warren Vicinage

YOLANDA CICCONE
Assignment Judge

ADRIANA M. CALDERON
Trial Court Administrator

MARLENE C. SULLIVAN
Municipal Division Manager

WILLIAM T. KELLEHER
Presiding Judge, Municipal

www.njcourts.com • Phone: 908-231-7508 • NJ Relay 800-852-7899

MEMORANDUM

To: **Municipal Governing Bodies**

From: **Hon. Yolanda Ciccone, A.J.S.C.**

Re: **Criminal Justice Reform – Representation of Indigent Defendants Whose Highest Charge is a Domestic Violence Related Disorderly Persons Offense and Who Have Been Detained Pretrial**

Date: **March 6, 2018**

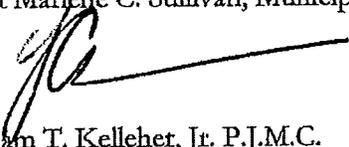
Attached for your information is the February 26, 2018 Notice to the Bar – Criminal Justice Reform-Representation of Indigent Defendants Whose Highest Charge is a Domestic Violence Related Disorderly Persons Offenses and Who Have Been Detained Pretrial.

The Judiciary has developed an internal protocol to ensure counsel is assigned on an expedited basis for an indigent defendant who is detained pretrial and whose highest charge is a disorderly persons offense involving domestic violence. Indigent defendants with these types of offenses are represented by the Office of the Public Defender at their initial detention hearings, however, that representation does not continue to an appeal of the detention order in the Appellate Division or to the underlying case.

To ensure that an indigent defendant receives counsel to assist with a time-sensitive appeal of the detention order, it is essential that counsel be assigned directly following entry of the detention order by the Superior Court Judge. When the case is a disorderly persons offense that does not involve a restraining order, as always it is the Municipal Court's case and the municipal public defender is responsible for representing the defendant on the case through disposition. Under Criminal Justice Reform, this now includes any appeal of a pretrial detention order. N.J.S.A. 2B:24-7.

I am reaching out to make all municipal leaders aware of the additional responsibility of the Municipal Public Defenders and ensure defendants receive representation in these types of cases. In addition, your municipal court staff has been advised of the protocol and given specific guidelines on how to proceed following the advisement of an indigent defendant detained pretrial on a municipal court matter.

Thank you for your time and consideration in this matter. If you have any further questions, please feel free to contact Marlene C. Sullivan, Municipal Division Manager at 908-231-7606.



cc: Hon. William T. Kelleher, Jr. P.J.M.C.
Adriana M. Calderon, T.C.A.
Marlene C. Sullivan, M.D.M.

NOTICE TO THE BAR

CRIMINAL JUSTICE REFORM – REPRESENTATION OF INDIGENT DEFENDANTS WHOSE HIGHEST CHARGE IS A DV-RELATED DISORDERLY PERSONS OFFENSE AND WHO HAVE BEEN DETAINED PRETRIAL

Indigent defendants whose highest charge is a disorderly persons offense involving domestic violence and who have been ordered detained pretrial need to have counsel appointed on an expedited basis. Pursuant to R. 2:9-13, a notice of detention appeal must be filed within seven days of entry of the detention order. Beyond that time, a motion must be made to submit an appeal.

The State Public Defender has agreed to represent indigent defendants whose highest charge is a domestic violence-related disorderly persons offense at an initial detention hearing, but will not continue that representation for the underlying case or for any appeal of a pretrial detention order.

In such instances, when the disorderly persons offense involves a violation of a restraining order, the matter falls within the jurisdiction of the Family Court and an attorney appointed on a pro bono basis pursuant to Madden v. Delran, 126 N.J. 591 (1992), will be responsible for representing the defendant, including any appeal of the detention order.

When the disorderly persons offense does not involve a violation of a restraining order and thus instead is within the jurisdiction of the municipal court, the municipal public defender will be responsible for representing the defendant, including any appeal of the detention order. N.J.S.A. 2B:24-7.

Information for attorneys handling these detention appeals is located on Judiciary's website at <http://www.njcourts.gov/courts/appellate/pretrialdetention.html>.

Training material for pro bono attorneys – including the overall handling of a violation of a restraining order case – is on the Judiciary’s pro bono webpage:

<http://www.njcourts.gov/attorneys/probono.html>.

Information to inform attorneys as to the criminal justice reform process is located on the Judiciary’s website at <https://njcourts.gov/courts/criminal/reform.html>.

/s/ Glenn A. Grant

Glenn A. Grant, J.A.D.
Acting Administrative Director of the Courts

Dated: February 26, 2018

Donald Hutchins

From: Karen Gilbert
Sent: Monday, March 12, 2018 12:52 PM
To: Donald Hutchins; Mike Mangin
Subject: policy - tax refunds for veterans

Don and Mike,

I'd like to add the discussion of establishing a policy for issuing tax refunds to 100% disabled veterans to an upcoming agenda. Per the info Don provided on Friday, the issue was raised by Committeeman O'Brien back in 2016 when a veteran asked for 3 additional weeks relief. We discussed it but did not establish a policy: I believe it was agreed that we need to grant refunds on a case-by-case basis.

Given the publicity associated with this last refund and the fact we are contacting eligible veterans, I think we should consider establishing some basic policies:

- refunds cannot be granted for more than a single one-year period
- requests must be submitted in writing to the Administrator by the veteran, OR his/her spouse if the veteran is deceased
- individual requesting the refund must still reside in the home for which they are requesting a refund

Of course we need to run my suggestions by our counsel and there may be additional restrictions we should include. We should probably do this by resolution.

Thanks,
Karen

Karen Gilbert
Deputy Mayor
Raritan Township

WHEREAS, Township Engineer, Antoine Hajjar, has performed a site inspection and recommends the release of the Cash Performance Guarantee in the amount of \$1,596.00 plus any accrued interest and the return of Lexon Insurance Company Surety Bond No. 1141072 in the amount of \$14,364.00.

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 \$1,596.00 plus any accrued interest and Lexon Insurance Company Surety Bond No. 1141072 in the amount of \$14,364.00 are hereby returned.

At this time, Committee Member O'Brien voiced concern regarding the time period for which the municipality will grant retroactive tax relief for one hundred percent (100%) disabled veteran status. Committee Member O'Brien expressed support for the resolution, however commented that retroactive tax relief was not past practice of the Township. He continued that we don't want someone to request retroactive tax relief for six months or one year or two years. Committee Member O'Brien commented that the Committee needs to have some sort of understanding of a reasonable time frame.

Committee Member O'Brien recapped that the requestor received a one-hundred percent (100%) disability rating on June 16 and applied to the Township on July 7 and has the right to ask for retroactive exemption, however, that has not been Township past practice. Committee Member O'Brien again stated that the Township needs to clearly articulate what it's doing and why regarding retroactive tax relief. Committee Member O'Brien voiced full support of the resolution.

Committee Member Reiner commented that consideration should be on a case by case basis.

Mayor Gilbert stated that the resolution cites N.J.A.C. 18:28-2.11 and read into the record, "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 claim is filed with the Assessor." Mayor Gilbert added that it seems the Township is in compliance as the requestor has followed required procedures.

Mr. Lehrer advised the proposed request is reasonable.

Mayor Gilbert read Resolution #17-186 by title.

Mayor Gilbert asked for a motion to adopt Resolution #17-186.

Motion by O'Brien, seconded by Reiner

ROLL CALL VOTE:

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

NOES: None

ABSTAIN: None

ABSENT: None

RESOLUTION #17-186

AUTHORIZING TAX-EXEMPT STATUS FOR 100 PERCENT DISABLED VETERAN, JOSE BURGOS AND REFUND FOR A PORTION OF SECOND QUARTER, 2017 TAXES



Township of Raritan

Planning and Zoning Department
1 Municipal Drive, Flemington, NJ 08822

(908) 806-6104/806-8031 (fax)

March 1, 2018

Raritan Township Committee,

The Raritan Township Planning Board recommends the following changes to Ordinance #18-1:

Section 2 (16.18.090) B.9 – In the third paragraph “one acceptable soil log” should be changed to “two acceptable soil logs”,

Section 2 (16.18.090) C.9(b) – “and one (1) soil log” should be changed to “and two (2) soil logs”,

Section 2 (16.18.090) ~~9~~10(b) – “and one (1) acceptable soil log” should be changed to “and two (2) acceptable soil logs”.

Any reference to a singular soil log should be changed to indicate the need for two soil logs. The Planning Board recommends these changes so that our Ordinance can be in cohesion with New Jersey’s Standards for Individual Subsurface Sewage Disposal Systems (N.J.A.C. 7:9A) which states under 7:9A-5.2(b): “A minimum of two profile pits are required for each disposal field. A minimum of three soil borings may be performed in lieu of the second profile pit, provided that the soil horizons and substrata observed in the borings are not significantly different from those observed in the first profile pit”.

Amy Flending
Planning Board Secretary

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

ORDINANCE #18-1

AN ORDINANCE OF THE TOWNSHIP OF RARITAN, COUNTY OF HUNTERDON, NEW JERSEY, AMENDING AND SUPPLEMENTING TITLE 16 ENTITLED "LAND DEVELOPMENT" OF THE REVISED GENERAL ORDINANCES OF THE TOWNSHIP OF RARITAN BY AMENDING SECTION 16.02.030 ENTITLED "DEFINITIONS," BY AMENDING SECTION 16.18.090 ENTITLED "PLAT DETAILS," AND BY AMENDING SECTION 16.64.020 ENTITLED "PERMITTED MODIFICATIONS --- CLUSTER RESIDENTIAL DEVELOPMENT"

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 16.02.030 "Definitions" is hereby amended as follows:

Unless the context otherwise requires, the following definitions shall be used in the interpretation and construction of this title, and the word "building" shall include the word "structure," the word "used" shall include the word "arranged," "designed," "constructed," "altered," "converted," "rented," "leased" or "intended to be used," and the word "abut" shall include the words "directly across from," "adjacent to" and "next to."

Accessory apartment - a self-contained housing unit incorporated within an existing residential structure originally designed for single-family residence and not substantially altered for the new unit.

Accessory use, structure or building - means a use, structure or building subordinate to the principal use of a building on the same lot and serving a purpose customarily incidental to the use of the principal building. In the case of an accessory structure or building, it shall be detached from the principal building. All structures or buildings on nonresidential lots are considered principal structures on the lot and shall conform to requirements for principal structures.

Administrative Officer - the Township Planner and/or Zoning Officer.

Advertising display - See Sign.

Affordable housing - any housing unit with an acquisition price or rent level not exceeding the maximum resale or rent level for low and moderate-income housing and as further defined in N.J.A.C. 5:93-1.1 et seq.

Agent - one or more persons designated to represent the applicant before the Planning Board.

Agricultural/horticultural use - See Farm.

Agricultural research facility - a use primarily concerned with the scientific study of farm animals and agricultural products, located in a farm environment and where no products are manufactured or produced on the premises for sale.

Alterations - as applied to a building or structure, means a change or rearrangement in the structural parts or in the existing facilities, or an enlargement, whether by extension of a side or by increasing in height or by moves from one location or position to another.

Altered parking area - existing parking areas which are to be surfaced, resurfaced, redesigned, re-stripped to indicate a new layout, curbed, redesigned to accommodate a new traffic pattern, and similar changes which require review by the board.

Altered space - the square footage of an existing building which will undergo a change or rearrangement in the structural parts or in the means of egress to the space, or where the use of the space will be more intensively utilized, such as the change from a storage area to an office, retail or manufacturing area, or from a residential to a nonresidential use.

Animal hospital - a building or portion thereof designed or used for the care, examination or treatment of domestic animals.

Apartment - one of several individual dwelling units designed and erected as an integrated development in one or several buildings with singleness of use and operation and which utilizes such common facilities as pedestrian walks, parking and garage areas, open space or recreation areas, and utility and sanitary systems.

Applicant - the legal or beneficial owner or owners of land to be subdivided or developed. The holder of an option or contract to purchase, or other person or persons having an enforceable proprietary interest in such land, may be considered to be an applicant for the purpose of this chapter. Such person may also be known as the developer.

Application for development - the application form and all accompanying documents required by this chapter for approval of a site plan and/or subdivision.

Approved forms - forms required and supplied by the Planning Board and Board of Adjustment to be submitted with an application for each submission.

Assisted living facilities - a facility containing residences for the elderly that provides rooms, meals, personal care assistance and the supervision or administration of medications. The facility must be licensed by the New Jersey Department of Health and Senior Services, the New Jersey Department of Community Affairs, or another appropriate agency. A designated number of beds in the facility shall be restricted to low- and moderate- income households per Medicaid requirements. Assisted living facilities may include programs to meet the needs of residents with Alzheimer's disease or other dementias. Such programs shall provide individualized care based upon assessment of the cognitive and functional abilities of Alzheimer's and dementia residents who have been admitted to the program. (Ord. 10-7 § II)

Attached dwelling unit - a dwelling unit which is physically linked to one or more other dwelling units forming a single dwelling structure.

Automobile wrecking yard - any yard and/or structure used or intended to be used for the conducting and operating of the business of selling, buying, storing or trading in used or discarded metal, glass, paper, cordage, or any used or disabled fixtures, vehicles or equipment of any kind.

Barber and beauty shop - a building or part thereof in which a service is provided to men, women and children by shampooing, cutting, styling, tinting or treatment of hair, by giving manicures, pedicures or

facial treatments or by the use of cosmetic products. Said use may include accessory retail sales of goods and services associated with the specific use conducted on site. (Ord. 02-53)

Billboards, signboards or advertising devices - See Sign (street graphics).

Block - the area bounded by one or more streets or a municipal boundary of sufficient size to accommodate a lot or lots of the minimum size required in the zoning ordinance of the Township and as further specified herein.

Boarder or roomer - a person who is not related to the head of the household and who pays for the privilege of boarding or rooming.

Buffer strip - means a strip of land providing a natural vegetation screen or a fence or other means so as to continually restrict a clear view beyond the buffer strip.

Building - a combination of materials to form a construction adapted to permanent, temporary or continuous occupancy and having a roof.

Building height - the vertical distance measured from the mean level of the ground surrounding the building to a point midway between the highest and lowest points of the roof, but not including chimneys, spires, towers, elevator penthouses, tanks and similar projections. (Ord. 04-22)

Building line - a line formed by the intersection of a horizontal plane at average grade level and a vertical plane that coincides with the exterior surface of the building on any side. In case of a cantilevered section of the building, the vertical plan will coincide with the most projected surface. All yard requirements are measured to the building line.

Building, principal - Principal building - structure in which is conducted the principal use of the site on which it is situated. In any residential district, any dwelling shall be deemed to be a principal building on the zone lot on which it is located.

Business office - a building or portion thereof which is used for conducting the affairs of a business, service, industry or government and within which a product or merchandise for sale to the public is not offered. However, personal services, such as barber and beauty shops, and repair services, such as radio and television repair shops, are not to be included within the definition of "business office." A bank, trust company, savings and loan or similar establishment for the custody, loan, exchange or issue of money, for the extension of credit and for facilitating the transmission of funds is not to be included within the definition of "business office."

Caliper - standard measure of tree size for trees to be newly planted. The measurement is taken six (6) inches above the ground for trees four (4) inches in diameter or less, and twelve (12) inches above the ground for trees over four (4) inches in diameter. (Ord. 10-27)

Camp - a predominantly open space facility designed for outdoor recreational use by persons residing on the site for short periods in seasonal quarters.

Certificate of occupancy - a certificate issued by the Construction Official upon completion of construction, alteration or change in occupancy of a building. Said certificate shall acknowledge compliance with all requirements of this title, such adjustments thereto granted by the Board of Adjustment and/or all other applicable requirements.

Certification - a written endorsement of a plan for soil erosion and sediment control by the Township Engineer which indicates that the plan meets the standards promulgated by the state Soil Conservation Committee as set forth in the latest "Standards for Soil Erosion and Sediment Control in New Jersey."

Change of use - the change from one enumerated principal use to another enumerated principal permitted use on a lot or within a structure or building.

Channel - a watercourse with a definite bed and banks which confine and conduct continuously or intermittently flowing water.

Child care center - any facility which is maintained for the care, development or supervision of six (6) or more children under thirteen (13) years of age who attend the facility for less than twenty-four (24) hours a day, and which is subject to State licensure or life-safety approval, pursuant to the provisions of the "Child Care Licensing Act," P.L. 1983, c.492 (C. 30:5-B-a to 30:5B-15). (Ord. 06-31)

Church - a building or group of buildings, including customary accessory buildings, designed or intended for public worship. For the purpose of this chapter, the word "church" shall include chapels, congregations, cathedrals, temples or similar designations, as well as parish houses, convents and such accessory uses.

Circulation - systems, structures and physical improvements for the movements of people, goods, water, air, sewage or power by such means as streets, highways, railways, waterways, towers, airways, pipes and conduits, and the handling of people and goods by such means as terminals, stations, warehouses and other storage building or trans-shipment points.

Civic use - a use of a building, structure or lot by a federal, state, or Municipal Agency, or its duly appointed agent, including yards, parks and recreational facilities, educational facilities, public hospitals, public museums, public libraries, public community centers, theaters, public stadiums and arenas. (Ord. 02-47)

Clear cutting - the removal of all standing trees on a lot or a portion of a lot. (Ord. 10-27)

Club, lodge and fraternal organization - a social or service organization not organized or conducted for profit and which is not an adjunct to or operated by or in conjunction with a public tavern, cafe or other place of business.

Cluster residential development - a residential development of detached dwelling units planned as a single, entity in accordance with the provisions of this chapter and which has common or public open space as an appurtenance.

COAH - the New Jersey Council on Affordable Housing.

Commercial distribution of fuels - storage of refinery products for distribution or resale.

Commercial greenhouse - the raising of plants within a greenhouse for income, but not including retail sales from within the greenhouse unless the greenhouse is located in a business zone where such sales are permitted.

Commercial vehicles - any motor vehicle, other than a passenger car, having more than two (2) axles and/or four (4) wheels and/or exceeding a loading capacity of one-half (1/2) ton.

Common open space - an open space area within or related to a site designated as a development, and designed and intended for the use or enjoyment of residents and owners of the development, and containing

such complementary structures and improvements as are necessary and appropriate for the enjoyment of residents and owners of the development.

Community forest - forest resources owned and managed by a public entity. In the Township, this includes trees and forests on municipal properties such as the municipal buildings and facilities, parks and open space owned in part or in whole by the Township. (Ord. 10-27)

Complete application - an application form completed as specified by this title and the rules and regulations of the Planning Board and all accompanying documents required by this title for approval of an application. However, if the application is found incomplete, the developer shall be notified in writing of the deficiencies within forty-five (45) days of the submission of such application, or it shall be deemed properly submitted.

The Planning Board may require such additional information, not specified by this title, or any revisions in the accompanying documents, as are reasonably necessary to make an informed decision as to whether the requirements necessary for the approval of the application have been met. The application shall not be deemed incomplete for the lack of any such additional information or any revisions in the accompanying documents so required by the Board. An application shall be certified as complete immediately upon the meeting of all requirements specified in this title and in the rules and regulations of the Planning Board, and shall be deemed complete as of the day it is so certified by the Administrative Officer for purposes of the commencement of the time period for action by the Planning Board.

Conditional use - a use permitted in a particular zoning district only upon a showing that such a use in a specified location will comply with the conditions and standards for the location or operation of such as contained in the zoning ordinance and upon the issuance of authorization therefor by the Planning Board.

Condominium - a legal arrangement providing for individual ownership of a portion of a building and/or land parcel, and including arrangements for the maintenance responsibilities of such building and/or land parcel.

Construction Official - the municipal official specified in the building code and designated as such by the Township Committee.

Construction permit - an authorization to build issued by the Township Construction Official after a determination that all applicable Township requirements have been met.

Cul-de-sac or dead-end street - a minor street or a portion of a minor street in which accessibility is limited to only one single means of ingress and egress.

Cut - a portion of land surface of an area from which earth has been removed or shall be removed by excavation; the depth below original ground surface to excavated surface.

Days - calendar days, including weekends and holidays.

Department - the State Department of Environmental Protection.

Developer - the legal or beneficial owner or owners of a lot or of any land proposed to be included in a proposed development, including the owner of an option, or contract to purchase or other person having an enforceable interest in such land.

Development - the division of a parcel of land into two (2) or more parcels, the construction, reconstruction, conversion, structural alteration, relocation or enlargement of any building or other structure, or of any mining, excavation or landfill, and any use or change in the use of any building or other structure or land or extension of use of land, for which permission may be required by the Township.

Development fees - money paid by an individual, person, partnership, association, company or corporation for the improvement of property as permitted by COAH rules.

Diameter at Breast Height - diameter of a tree measured four and one-half (4 1/2) feet (forestry method) above the ground level on the downhill side for existing trees. Diameter at Breast Height may appear as the abbreviation "DBH" (Diameter Breast Height). (Ord. 10-27)

District or zone - any portion of the territory of the Township of Raritan within which certain uniform regulations and requirements or various combinations thereof apply under the provisions of this title.

Disturbance - any activity involving the clearing, excavating, storing, grading, filling or transporting of soil or any other activity which causes soil to be exposed to the danger of erosion.

Diversion - a channel with or without a supporting ridge on the lower side constructed across or at the bottom of a slope.

Drainage - the removal of surface water or groundwater from land by drains, grading or other means, and includes control of runoff to minimize erosion sedimentation during and after construction or development, and means necessary for water supply preservation or prevention or alleviation of flooding.

Drip line - a limiting line established by a series of perpendicular drop points marking the maximum radius of the crown of an existing tree, but not less than six (6) feet from the trunk, whichever is greater; and within which no construction or disturbance shall occur. (Ord. 10-27)

Dwelling - any building or portion thereof designed or used primarily as the residence or sleeping place of one or more persons. A "dwelling" is not a mobile home, a hotel, motel, hospital, nursing home, dormitory, fraternity or sorority house, rooming house, boarding house, or similar structure under the terms of this title.

Dwelling, single-family - Single-family dwelling - a detached building or dwelling unit designed for or occupied exclusively by one or more persons living as a single, nonprofit housekeeping unit.

Dwelling, single-family semi-detached - Semi-detached single-family dwelling - a one-family dwelling attached to another one-family dwelling by a common vertical wall, with each dwelling located on a separate lot.

Dwelling, quadruplex - Quadruplex dwelling - four attached dwellings in one building in which each unit has two (2) open space exposures and shares one (1) or two (2) walls with an adjoining unit or units or shares a common garage wall with an adjoining unit.

Dwelling unit - one or more rooms, including cooking facilities, in a structure designed as a unit for occupancy by not more than one family for living and sleeping purposes.

ECHO unit - elder cottage housing opportunity unit, a separate living quarters, accessory to a primary residence on the premises, not exceeding seven hundred fifty (750) square feet of gross floor area for the use of and occupancy, by not more than two persons who are relatives by blood, marriage or adoption of

an owner/occupant of the primary residence on the premises. One of the ECHO unit occupants shall be sixty (60) years of age or older.

Embankment - a manmade deposit of soil, rock or other materials.

Encroachment - any obstruction within a delineated floodway.

Environmental Commission - the Raritan Township Environmental Commission.

Equalized assessed value - the value of a property determined by the Municipal Tax Assessor through a process designed to ensure that all property in the municipality is assessed at the same assessment ratio or ratios required by law. Estimates at the time of building permit may be obtained by the Tax Assessor utilizing estimates for construction cost. Final equalized assessed value will be determined at project completion by the Municipal Tax Assessor.

Erosion - the detachment and movement of soil or rock fragments by water, wind, ice and gravity.

Essential services - the erection, construction, alteration or maintenance, by public utilities or municipal or other governmental agencies, of underground or overhead gas, electrical, steam or water transmission or distribution systems, including electric substations, telephone dial center, towers, poles, wires, mains, drains, sewers, pipes, conduits, cables, fire alarm boxes, police call boxes, traffic signals, hydrants, and other similar equipment and accessories in connection therewith reasonably necessary for the furnishing of adequate service by such public utilities or municipal or other governmental agencies, or for the public health or safety or general welfare. "Essential services" shall include firehouses, first aid and emergency aid squads, whether provided by a municipal or nonprofit agency.

Excavation - See Cut.

Existing grade - the vertical location of the ground surface prior to cutting or filling.

Family - two or more persons related by blood or marriage or legal adoption, or up to four unrelated individuals living together as a single housekeeping unit in a dwelling.

Farm - a parcel or parcels of land comprised of or in aggregate total of five (5) or more acres, exclusive of a minimum of one acre used for a dwelling and any additional area covered by municipal, county or state roads. Said five (5) or more acres shall be devoted to either the production for sale or consumption by the owner of plants and animals generally accepted as useful to man, including but not limited to forages and crops; grain and feed crops; dairy animals and products, poultry and poultry products; livestock, including beef cattle, sheep, horses, ponies, mules, hogs, dairy cattle or goats, including the breeding and grazing of any and all such animals; bees and apiary products; fur-bearing animals; and trees and forest products; including the processing and sale of these products on the property where produced. Land shall be deemed a farm when devoted to the production of fruits of all kinds, including grapes, nuts and berries; vegetables; nursery, floral, ornamental and greenhouse products, including the processing of these products on the property where produced.

Farm product sales - the sale of seasonal products raised on the premises only and may be sold from a table or other similar portable display.

Farm stand - a structure designed for the display and sale of seasonal farm produce, fifty (50%) percent of which is raised on the premises and/or other farm parcel owned or cultivated by the farm stand operator. Such a use shall require a conditional use permit.

Farm structure - any structure used for the storage of agricultural equipment or farm produce, or housing livestock or poultry. All farm structures shall be considered accessory structures, whether or not a principal structure exists on the same lot.

Farmer's market - the seasonal selling or offering for sale at retail of vegetables or produce, flowers, or orchard products, occurring in a pre-designated area, where the vendors are individuals who have raised the vegetables or produce or have taken the same on consignment for retail sale. (Ord. 08-30 § I)

Fast-food restaurant - a retail food service operation in which a limited or specialized list of quickly prepared or pre-prepared food items is offered for on-premises and off-premises consumption; or where a drive-up window exists for ordering food items, or where vehicle food service or consumption of food within a vehicle exists on the premises.

Fence - an artificially constructed barrier of wood, masonry, stone, wire, metal or any other manufactured material or combination of materials.

Fill - sand, gravel, earth or other materials of any composition whatsoever placed or deposited by any person.

Final approval - the official action of the Planning Board taken on a preliminary approved major subdivision or site plan after all conditions, engineering plans and other requirements have been completed or fulfilled and the required improvements have been installed.

Finished grade - the final elevation of the ground surface conforming to the proposed design.

Fixture - the assembly that holds the lamp (bulb) in a lighting system. It includes the elements designed to give light output control, such as a reflector (mirror) or refractor (lens), the ballast, housing, and the attachment parts. (Ord. 02-21)

Flood light - a luminaire or bulb which projects light in a specific direction in a wide beam, typically 100 degrees or more. (Ord. 02-21)

Flood map means:

1. Map prepared by the Department of Housing and Urban Development, Federal Insurance Administration, No. H 01-12 dated July 26, 1974;
2. Natural Resource Inventory Floodplain/Soils Map for Raritan Township.

When no flood maps are available, the Township Engineer shall determine the extent of flooding in any particular area based on available data and information.

Floodplain - the 100-year floodplain as shown on the Federal Emergency Management, National Insurance Program, Flood Insurance Rate Maps. (Ord. 06-11)

Floodplain (500 year) - the 500-year floodplain as shown on the Federal Emergency Management, National Flood Insurance Program, Flood Insurance Rate Maps. (Ord. 06-11)

Floor area ratio - the quotient achieved by dividing the gross floor area by the net area of the lot.

Fly ash - particles of gas-borne matter, not including process material, arising from the combustion of solid fuel, such as coal or wood.

Footcandle (fc) - a unit of illuminance on a surface one-foot square in area onto which there is a uniform flux of one lumen. (Ord. 02-21)

Footlambert (fL) - a unit of luminance of a surface reflecting or emitting light at the rate of one lumen per square foot. The average luminance of any reflecting surface in footlamberts is the product of the illuminance in footcandles striking the surface times the reflectance of the surface. (Ord. 02-21)

Full-cutoff (fco) - a light fixture which cuts off all upward transmission of light. (Ord. 02-21)

Fully shielded - a fixture with housing or attachment thereto which prevents a line of sight to the bulb when viewed from another property and which prevents a line of sight to any part of the light source at or above a horizontal plane running through the lowest portion of the fixture. (Ord. 02-21)

Garage, private - Private garage - a detached or attached structure used only for the storage of vehicles owned or rented by the occupant of the principal structure or his or her family.

Garage, public - Public garage - any garage other than a private garage which is open to the public and used for the storage of motor vehicles.

Gasoline filling station and public and repair garage - a building or place of business where gasoline, oil and grease, batteries, tires and automobile accessories are supplied and dispensed directly to the motor vehicle trade, at retail, and/or where repair service and related vehicle services may be rendered. Carwash facilities are included in this definition as accessory uses.

Glare - the discomfort experienced by an observer with a direct line of sight to a light source which often results in annoyance, discomfort or loss of visual performance causing visual impairment. (Ord. 02-21)

Grading - any stripping, cutting, filling, stock-piling any combination thereof and shall include the land in its cut or filled condition.

Grading permit - a permit issued by the Township Engineer to authorize work to be performed under this title in situations not requiring subdivision approval or site plan approval.

Grassed waterway - a natural or constructed path, usually broad and shallow, covered with erosion-resistant grasses, used to conduct surface water from a field diversion or other feature.

Gross floor area - the sum of the gross horizontal area of the several stories of a building. Floor area shall not include cellar space or any floor space where the average floor-to-ceiling height is less than seven (7) feet.

Group homes - a community residence for the developmentally disabled or a shelter for victims of domestic violence, as defined by N.J. 40:55D-66.2, housing more than six (6) persons, excluding staff.

Hard surface - those surfaces which do not absorb water. All structures, surfaced parking areas, streets, driveways, sidewalks, and any areas in concrete, asphalt and packed stone shall be considered "hard surface" within this definition.

Hazardous materials - means and includes, but is not limited to, inorganic mineral acids of sulfur, fluorine, chlorine, nitrogen, chromium, phosphorous, selenium, and arsenic and their common salts; lead, nickel and mercury and their inorganic salts or metallo-organic derivatives; petroleum products and radioactive material; and coal tar acids, such as phenols and creosols, and their salts.

Helistop - an area that is used for the landing and takeoff of helicopters, but without any auxiliary facilities such as helicopter parking areas, waiting rooms, fueling or maintenance equipment.

Home business - a single business conducted from a portion of an existing single-family dwelling, or from another building on property on which there is an existing single-family dwelling. Home businesses shall be limited to retail specialty shops and activities, artisans' workshops and offices and shops, including antique, gift, book, bakery, bicycle and candy sales; galleries, photography and art studios, coin, stamp and beauty shops; cabinet making, tutoring, tailoring, professional occupations, shoe repairing, private and nursery schools, dog care, barber shops, caterers, hobby shops, fruit and vegetable markets, florists, real estate agencies, insurance brokers.

Home occupation - a physician, dentist, lawyer, optometrist, architect, engineer, planner, artist, accountant, real estate or insurance agent, where clients or patients visit the premises on which the "home occupation" is located. "Home occupations" require a conditional use permit and parking facilities.

Home office - an area of a residence not exceeding two hundred (200) square feet and used by an occupant of such residence for office or studio purposes only, provided that there is no exterior indication of such office or studio use, and provided that such use does not require parking, deliveries or other external traffic other than that normally required by the residential use. This definition includes the tutoring of not more than five (5) children and the traffic associated therewith.

Homeowners' association - an incorporated nonprofit organization operating in a development under recorded land agreements, through which each lot owner shall be a member, and each dwelling unit is subjected to a charge for a proportionate share of the expenses for the organization's activities and maintenance, including any maintenance costs levied against the association by the Township, and each owner and tenant has a right to use the common property.

Horizontal (or vertical) foot-candles - the amount of light striking a vertical or horizontal plane. (Ord. 02-21)

Hospital - any building containing beds for four or more patients, and used for the diagnosis, treatment or other care of human ailments and staffed by licensed physicians.

Hotel - a facility offering transient lodging accommodations, with no provision for cooking in any individual room or suite, to the general public, and providing additional services such as restaurants, meeting rooms, and recreational facilities.

Houses of worship - See Church.

IESNA - the Illuminating Engineering Society of North America, an organization that recommends standards for the lighting industry. (Ord. 02-21)

Inclusionary development - a development containing low and moderate-income units. This term includes, but is not necessarily limited to, new construction, conversion of a nonresidential structure to a residential structure, and the creation of new low and moderate-income units through the substantial rehabilitation of a vacant residential structure.

Inclusionary zoning - development regulations governing the use and development of land for low and moderate-income units.

Institution - a nonprofit or quasi-public use, such as a church, school, library or hospital or municipally owned or operated building, structure or land used for public or quasi-public purpose.

Interested party means:

1. In a criminal or quasi-criminal proceedings, any citizen of the state of New Jersey; and
2. In the case of a civil proceeding in any court or in an administrative proceeding before a Municipal Agency, any person, whether residing within or without the Township, whose right to use, acquire or enjoy property is or may be affected by any action taken under the provisions of this chapter, or whose rights to use, acquire or enjoy property is or may be affected by any action taken under the provisions of this chapter, or whose rights to use, acquire or enjoy property under this title or under any other law of this state or of the United States have been denied, violated or infringed by an action or a failure to act under this title.

Invasive species - the specific species which are not native to New Jersey and have been recognized to overwhelm species native to the area. (Ord. 10-27)

Junkyard - a yard, building, covered space or space kept, maintained or existing for the purpose of buying or selling, exchanging or storing of rags, old metals, old bottles and glassware, old paper, old plumbing fixtures, salvaged items, debris, dismantled vehicles or parts thereof, unlicensed vehicles, any other old material commonly called junk, and including dismantling operations of the above materials and items. A junkyard shall not include the storage of old material to be used by the person or firm storing the same for permitted on-site manufacturing purposes.

Kennel, commercial - Commercial kennel - an establishment, the principal function of which is the sale of dogs or services related to dogs. It shall include the establishment for the boarding, trimming, grooming, training and/or breeding of dogs for which a fee is charged.

Kennel, noncommercial - Noncommercial kennel - an accessory use of a single-family dwelling by a breeder or dog fancier who is a resident thereof, where six or more dogs of a licensable age are kept for the principal purpose of hunting, breeding for enhancement or perpetuation of a given breed, for practice tracking, for exhibition in dog shows, for field or obedience trails, or for guarding or protecting of the householder's property.

The surplus offspring of dogs bred by a hobby breeder may be sold, and such sales shall not be considered commercial breeding provided there are no more than two (2) litters per year, and provided further that the sale of the offspring is not the primary function of the kennel. There shall be no more than a total of twenty (20) dogs of licensable age; otherwise, the standards of a commercial kennel shall apply.

Land - any ground, soil or earth including marshes, swamps, drainways and areas not permanently covered by water.

Landfill - the filling of low areas, surface deposition or the raising of the surface of the ground by the dumping, depositing or placing of waste materials, vehicles, building materials, household waste, or junk, vegetated or developed.

Light industry - means a land use where the primary activity involved is one of the fabricating or assembling of standardized parts as contracted to a processing activity which would change the nature or character of the product or raw material.

Light source - the bulb and lens, diffuser, or reflective enclosure. (Ord. 02-21)

Light trespass - light projected onto a property from a fixture not located on that property. (Ord. 02-21)

Living area - the area within the wall exteriors above the main grade level, but excluding cellars, attics, garages or porches.

Lot - a parcel or portion of land separated from other parcels or portions by description and area as on a subdivision of record, or survey map, or by metes and bounds for purpose of sale, lease or separate use. A street passing through land shall be considered as having divided the land into lots. A building lot shall be one meeting the minimum area and dimension requirements as specified in the Township zoning ordinance, and fronting on an approved and improved street.

1. **Lot area** - the computed area contained within the lot lines, excluding any street rights-of-way.
2. **Lot, corner** - Corner lot means a lot abutting upon two (2) or more streets at their intersection or upon two (2) parts of the same street, which streets or parts of the same street form an interior angle of less than one hundred thirty-five (135) degrees. The point of intersection of the street lot lines is the corner.
3. **Lot depth** - the mean distance between the front and rear lot lines.
4. **Lot, Interior** - Interior lot means any lot not a corner lot.
5. **The property lines bounding the lot:**
 - a. **Lot line, front - Front lot line** means the dividing line between the lot and a street.
 - b. **Lot line, rear - Rear lot line** means the lot line opposite and most distant from the front lot line.
 - c. **Lot line, side - Side lot line** means the lot line other than a front or rear lot line. A side lot line separating a lot from a street is called a "side street lot line."
6. **Lot, through** - any lot, not a corner lot, which connects two (2) generally parallel streets. (Ord. 00-4)
7. **Lot width** - the distance between the two (2) side lot lines measured at the required setback line.

Lot averaging - the reduction in size of some lots in subdivision, and the corresponding increase in the size of other lots in the same subdivision, in order to achieve an improvement in lot layout without any change in overall development intensity.

Low income housing - affordable according to Federal Department of Housing and Urban Development or other recognized standards for home ownership and rental costs and occupied or reserved for occupancy by households with a gross income equal to fifty (50%) percent or less of the median gross household

income for households of the same size within the housing region in which the housing is located, and is subject to affordability controls.

Lumens - measure of brightness of the illumination exiting a bulb. (Ord. 02-21)

Maintenance guarantee - any security, other than cash, which may be accepted by the Township for the maintenance of any improvements required by this title.

Major site plan - a plan of major development of one or more lots on which is shown:

1. The existing and proposed conditions of the lot, including, but not necessarily limited to topography, vegetation, drainage, floodplains, marshes and waterways;
2. The location of all existing and proposed buildings, drives, parking spaces, walkways, means of ingress and egress, drainage facilities, utility services, landscaping, structures and signs, lighting, screening devices; and
3. Any other information that may be reasonably required in order to make an informed determination pursuant to this title requiring review and approval of site plans by the Planning Board.

Major subdivision - any subdivision not classified as a minor subdivision.

Master plan - a composite of the mapped and written proposals recommending the physical development of the Township, which shall have been duly adopted by the Planning Board.

Mature woodland - an area of mature deciduous and/or non-deciduous trees covering one (1) acre or more contributing of either thirty (30%) percent or more largely deciduous and/or non-deciduous canopy trees having a ten (10) inch or greater caliper or any grove of deciduous and/or non-deciduous trees consisting of eight (8) or more trees having an eighteen (18) inch or greater caliper. (Ord. 11-3)

Minimum required improvable acreage - the largest contiguous acreage of a lot excluding existing or proposed street rights of way, Freshwater Wetlands and their associated transition areas as determined and/or verified by the New Jersey Department of Environmental Protection, flood plain, storm water detention and/or retention facilities, existing easements precluding structures, buffer yards as required under Section 16.18.110 and State Open Waters.
(Ord. 01-9; Ord. 02-54)

Minimum required improvable area - the largest contiguous area of a lot excluding existing or proposed street rights of way, Freshwater Wetlands and their associated transition areas as determined and/or verified by the New Jersey Department of Environmental Protection, flood plain, storm water detention and/or retention facilities, existing easements precluding structures, buffer yards as required under Section 16, 18.110 and State Open Waters.
(Ord. 01-9; Ord. 02-54)

Minor development - expansions of twenty-five (25%) percent or less of the existing floor area and/or hard surface area; and/or change of use within the existing site and structures thereon; and/or new floor area up to and including five thousand (5,000) square feet; but not involving planned development, new streets or extensions of any off-tract improvements prorated pursuant to Section 30 (C.40:55D-42) of the Municipal Land Use Law.

Minor site plan - a development plan of one or more lots on which is shown: (1) the existing and proposed conditions of the lot, including but not limited to tracts proposed for development; location of existing and proposed structures, driveways and parking areas; existing structures, driveways and parking areas; existing streets, rights-of-way and easements; and information regarding surrounding properties; and (2) any other information that may be reasonably required in order to make an informed determination pursuant to this chapter requiring review and approval of site plans by the Planning Board.

Minor subdivision - any subdivision resulting in not more than two (2) lots, fronting upon an existing street not involving any new street, planned development, or the extension of any off-tract improvement. The remaining land shall not be considered as one of the two (2) lots.

Moderate income housing - housing affordable according to Federal Department of Housing and Urban Development or other recognized standards for home ownership and rental costs and occupied or reserved for occupancy by households with a gross household income equal to more than fifty (50%) percent but less than eighty (80%) percent of the median gross household income for households of the same size within the housing region in which the housing is located and is subject to affordability controls.

Motel - a series of attached dwelling structures, where each unit has convenient access to parking space for the use of the unit's occupant. The units, with the exception of the manager's or caretaker's, are designed to provide sleeping accommodations for automobile transients or overnight guests without the provision for cooking in any room or suite. A single-family home on the motel property, occupied by the owner/manager, is a permitted accessory use.

Mulching - the application of plant or other suitable materials on the soil surface to conserve moisture, hold soil in place, and aid in establishing plant cover.

Multiple-family dwelling - three (3) or more residences in a single structure.

Municipal Agency - the Township Planning Board or Board of Adjustment, or Governing Body when acting pursuant to this title.

Natural ground surface - the ground surface in its original state before any grading, excavating or filling.

Net acreage - the acreage of a lot, excluding the area of existing or planned street rights-of-way, and excluding the area of any easements which preclude the development of structures.

Net area of lot - See Net acreage.

New motor vehicle agencies - a business licensed by the state of New Jersey for the sale of new, or new and used vehicles.

Noncommercial accessory tower - any vertical structure accessory to, but not attached to, the principal structure on any residential lot.

Nonconforming lot - a lot the area, dimension or location of which was lawful prior to the adoption, revision or amendment of a zoning ordinance, but which fails to conform to the requirements of the zoning district in which it is located by reason of such adoption, revision or amendment.

Nonconforming structure - a structure, the size, dimension or location of which was lawful prior to the adoption, revision or amendment of a zoning ordinance, but which fails to conform to the requirements of the zoning district in which it is located by reason of such adoption, revision or amendment.

Nonconforming use - a use or activity which was lawful prior to the adoption, revision or amendment of a zoning ordinance, but which fails to conform to the requirements of the zoning district in which it is located by reason of such adoption, revision or amendment.

Nursery - a commercial operation engaged in growing plants and/or trees under intensive management practices for use in another location. (Ord. 10-27)

Obstruction - means and includes but is not limited to any structure, fill, excavation, channel modification, rock, gravel, refuse or matter in, along, across or projecting into any channel, watercourse or flood hazard area which may impede, retard or change the direction of the flow of water either in itself or by catching or collecting debris carried by such water, or that is placed where the flow of water might carry the same downstream to pose a danger to life or property.

Official Map - a map adopted in accordance with the Municipal Land Use Law, Chapter 291, Laws of 1975, N.J.S.A. 40:55D-2 et seq., or any prior act authorizing such adoption, and which map shall be deemed to be conclusive with respect to the location and width of streets, public parks and playgrounds, drainage rights-of-way, flood control basins, public areas and historic sites.

Off-site - not located on the property which is the subject of a development application nor in a contiguous portion of a street or right-of-way.

On-site - located on the lot in questions.

On-tract - located on the property which is the subject of a development application, or in a contiguous portion of a street or right-of-way.

Open space - any parcel or area of land or water essentially unimproved and set aside, dedicated, designated or reserved for public or private use or enjoyment, or for the use and enjoyment of owners and occupants of land adjoining or neighboring such open space. Such areas may be improved with only those buildings, structures, streets and off-street parking and other improvements that are designated to be incidental to the natural openness of the land.

Open space, common - **Common open space** means land within or related to a development, not individually owned or dedicated for public use, which is designed and intended for the common use or enjoyment of the residents of the development and may include such complementary structures and improvements as are necessary and appropriate.

Orchard - a commercial operation engaged in the cultivation of trees bearing fruit or nuts or providing other products such as, but not limited to, maple syrup. (Ord. 10-27)

Outside storage - the storage of goods, materials, equipment, etc., outside an enclosed building.

Owner - any individual, firm, association, syndicate, co-partnership, or corporation having sufficient proprietary interest in the land sought to be subdivided to commence and maintain proceedings to subdivide the same under this title. Such person may also be known as the developer.

Parking access - entrances and exits to parking areas.

Parking area - an open area, other than a street or public way, used for the parking of automobiles or other vehicles and available to the public, whether for a fee, free, or as an accommodation for clients or customers.

Parking space or stall - an off-street space available for the parking of a motor vehicle and which has an area of at least one hundred sixty-two (162) square feet, exclusive of passageways, driveways and access aisles appurtenant thereto and giving access thereto.

Party immediately concerned - for purposes of notice, means any applicant for development, the owners of the subject property, and all owners of property and governmental agencies entitled to notice under Section 16.08.050.

[Percolation] Permeability test - a test designed to determine the ability of ground to absorb water.

Performance guarantee - any security, which may be accepted by a municipality, including cash, provided that a municipality shall not require more than ten (10%) percent of the total performance guarantee in cash.

Permitted use - any use which shall be allowed subject to the provisions of this title.

Pesticide - any substance or mixture of substances labeled, designed, intended for or capable of use in preventing, destroying, repelling, sterilizing or mitigating any insects, rodents, nematodes, predatory animals, fungi, weeds and other forms of plant life or viruses, except viruses on or in living man or other animals. The term "pesticide" shall also include any substance or mixture of substances labeled, designed or intended for use as a defoliant desiccant, or plant regulator.

Photovoltaic energy - see Solar or photovoltaic energy. (Ord. 12-5)

Planned development - planned unit development, planned unit residential development, residential development, residential cluster, planned commercial or planned industrial development.

Planned residential development - an area developed as a single entity according to an approved plan and containing a variety of dwelling unit types, open space and recreation areas, and commercial and/or public and quasi-public uses, all primarily for the benefit of the residential development.

Planning Board - the Planning Board of the Township of Raritan.

Plat - the map of a subdivision or site plan.

Plat, final - Final plat means the final map of all or a portion of the subdivision which is presented to the Planning Board for final approval in accordance with the regulations and which, if approved, shall be filed with the County Clerk for recording in accordance with the law. A plat that received final approval shall have been prepared by a New Jersey licensed professional engineer or land surveyor in accordance with all of the provisions of Chapter 141, Laws of 1960, N.J.S.A. 46:26-9.9 et seq.

Plat, preliminary - Preliminary plat means a map of a major subdivision containing information required in this title and submitted in accordance with the procedures set forth in this title for the purpose of securing preliminary approval.

Plat, sketch - Sketch plat means the sketch map of a subdivision of sufficient accuracy to be used for the purpose of discussion and classification, and meeting the requirements of Chapter 16.18.

Preliminary approval - the conferral of certain rights prior to final approval after specific elements of a development plan have been agreed upon by the Planning Board and the applicant.

Preliminary floor plans and elevations - architectural drawings prepared during early and introductory stages of the design of a project illustrating in a schematic form its scope, scale and relationship to its site and immediate environs.

Principal use - the main purpose for which any lot and/or building is used.

Professional office - the office of a member of a recognized profession maintained for the conduct of his or her profession. Such professions shall be limited to those of medicine, law, planning, architecture, engineering, art, religion, music and other professions which require a similar degree of training and experience.

Prohibited use - any use which shall not be allowed under any circumstances.

Public areas - public parks, playgrounds, trails, paths and other recreation areas; other public open spaces; scenic and historic sites; and sites for schools and other public buildings and structures.

Public drainage ways - the land reserved or dedicated for the installation of stormwater sewers or drainage ditches, or required along a natural stream or watercourse for preserving the channel and providing for the flow of water to safeguard the public against flood damage, sedimentation and erosion.

Public open space - an open space area conveyed or otherwise dedicated to a municipality, Municipal Agency, Board of Education, state or county agency or other public body for recreational or conservational uses.

Public sewer - sanitary effluent from a building or structure carried in force mains, collectors, interceptors and trunks to a central sewage treatment facility owned and operated by the Raritan Township Municipal Utilities Authority.

Public use - any public building, structure or land used primarily for public, quasi-public or public franchise purposes.

Public water (public water supply system) - a water supply, storage and distribution system that is operated by the Township of Raritan, the borough of Flemington or the holder of a franchise water utility and consisting of a system of water mains bringing water into the Township, to storage facilities and to distribution lines for service and distribution to multiple users (as differentiated from a single home, single subdivision or commercial or industrial tract or user).

For the purpose of this title, the provision of public water to a development shall mean connection into the existing water supply and distribution system as above described or extension of such system as above described to the site of the development. Water supply primarily from groundwater via a well or wells specifically provided for a development whether on-site or off-tract shall not be considered public water irrespective of whether such well or wells are privately owned and operated or owned and/or operated by a franchise water utility.

Rainfall excess - the portion of rainfall which becomes direct surface runoff.

Recreational facility, commercial - Commercial recreational facility means recreation facilities operated as a business and open to the general public for a fee. This definition shall include Training Facilities as defined elsewhere in this chapter. (Ord. 02-53)

Recreation facility, private, noncommercial - Private noncommercial recreation facility means clubs or recreation facilities, operated by a nonprofit organization and open only to bona fide members of such nonprofit organizations.

Recreational facility, public - any use or structure owned and managed by a federal, state, or Municipal Agency, or its duly appointed agent for the purpose of active recreational activities. (Ord. 02-47)

Recreational training facility - a building or part thereof in which the training and education of person(s) in various forms of recreational activities is performed for gain or profit. Said use may include accessory retail sales of goods and services associated with the specific recreational activity conducted on the site. Examples shall include: karate/martial arts, swimming, scuba, tennis, batting, fencing, gymnastics, dancing, boxing, and wrestling. (Ord. 02-53)

Religious use - a church, mosque, synagogue, temple or other similar place of worship.

Replacement tree - a nursery-grown certified tree, properly balled, marked with a durable label indicating genus, species and variety, and satisfying the standards established for nursery stock and installation thereof, set forth by the American Association of Nurseryman. (Ord. 10-27)

Retail - establishments engaged in the selling of goods or merchandise to the general public for personal or household consumption in rendering services incidental to the sale of such goods.

Riding academies and boarding stables - uses and structures designed for the quartering of horses and/or for providing instruction in horsemanship.

Right-of-way line - that line determining the limit of the street rights of the public, either existing or contemplated.

Roofline - the highest continuous horizontal line of a roof. On a sloping roof, the roofline is the principal ridge line or the highest line common to one or more principal slope of the roof. On a flat roof, the roofline is the highest continuous line of the roof or parapet, whichever is higher.

School (private, public or parochial) - a facility having regular sessions of instruction conducted by regularly employed instructors and teachers who teach those subjects which are fundamental and essential in general education, and which provides education under the supervision of the New Jersey Department of Education or a lawfully constituted ecclesiastical Governing Body, or a corporation meeting the requirements of the New Jersey Department of Education.

School bus depot - a building and premises for the storage of buses used primarily for the purposes of transporting children to and from educational institutions, such as but not limited to elementary schools and high schools. Accessory uses may include the repair and maintenance of the buses that are stored on site, but shall not include the pick up or drop off of passengers. (Ord. 02-58)

Secretary - the person designated by the Planning Board as secretary to the board.

Sediment - solid material, both mineral and organic that is in suspension, is being transported, or has been moved from its site or origin by air, water or gravity as a product of erosion.

Sediment basin - a barrier or dam built across a waterway or at other suitable locations to retain rock, sand, gravel, or silt or other material.

Sediment pool - the reservoir space allotted to the accumulation of submerged sediment during the life of the structure.

Sedimentation - the deposition of soil that has been transported from its site of origin by water, ice, wind, gravity or other natural means as a product of erosion.

Selective cutting - the removal of larger trees on an individual basis while leaving trees of lesser size. (Ord. 10-27)

Senior citizen housing - multi-family dwelling units designed to meet the special needs of the elderly and located in developments generally characterized by higher densities and lower parking requirements other than multifamily housing developments.

Services - establishments providing services for entertainment as opposed to products to the general public, including eating and drinking places; finance; real estate; insurance; personal services; motion pictures; amusement and recreation services; health, educational and social services; museums and galleries.

Shop - a business totally contained within the building.

Shopping center - two (2) or more commercial establishments in excess of fifty thousand (50,000) square feet of gross floor area in one or more structures designed and operated as a coordinated integrated unit with respect to parking service, signs, etc. Uses may include retail and service establishments, offices and office structures, theaters, recreational facilities, motels and hotels and auto service stores where gasoline, oil and grease, batteries, tires and automobile accessories may be supplied and dispensed directly to the motor vehicle trade, and where minor repair service is rendered and uses accessory to all such permitted uses.

Sign (graphic) - any announcement, declaration, demonstration, billboard, display, illustration, bulletin board, letters, numbers, logos, models, statues, banners, flags, pennants, clocks, plants, thermometers, or lights or combination of lights used to promote or advertise the interest of any person, group of persons, corporation, place or product when the same is placed, erected, attached, painted, printed or grown so as to be visible to the general public.

A sign shall not include any display of official court or public office notices, any official traffic control device, nor shall it include the flag, emblem or insignia of a nation, state, county, municipality, school or religious group.

Sign terms.

1. Advertising sign - See Off-premises sign.
2. Advertising sign means:
 - a. Movement of a sign or any segment thereof, such as rotating, revolving, moving up or down, or any other type of action involving a change of position of a sign body or segment thereof, whether caused by mechanical, illusional or other means;
 - b. Lighted sign on an intermittent or flashing circuit or the movement of any light used in connection with any sign, such as blinking, traveling, flaring or changing degree of intensity or color.

3. Area of facade - the area of the wall of a building, not including roof areas of any type.
4. Banners and pennants - advertising devices affixed to poles, wires or ropes, and made of cloth or plastic materials, etc. Government flags are excluded from this definition.
5. Broken plane - discontinuous surfaces separated by air space.
6. Canopy sign - a sign attached to and suspended from an overhang or ceiling.
7. Cut-out letter or number - any figures cut out in the shape of a letter or number and supported independently on an awning or directly on a wall of a building. Any frame, artificial background support enclosing any letters excludes a letter from the classification of cut-out.
8. Graphic - any device used for visual communication.
9. Ground sign - a freestanding sign mounted on any support other than a structure in which people live, work or congregate.
10. Indirect lighting - the use of fluorescent (and other vapor light) or incandescent lighting set apart from, but directed towards, the surface of the sign.
11. Interior lighting - the use of fluorescent (and other vapor light) or incandescent lighting to illuminate a sign from behind the lettering or from inside the sign structure.
12. Kiosk - a small, many sided structure placed in a public area, upon which posters, signs, messages, etc., are affixed.
13. Landscape signs - signs placed on the ground created through the use of plant materials, ground forms, rocks and other natural materials.
14. Marquees, canopies or awnings - various forms of permanent, temporary or portable roof-like coverings for entrances, windows, etc.
15. Neighborhood identification sign - a sign identifying the entrance to a particular subdivision or other housing project which is recognized by a given name.
16. Off-premises sign - a sign which directs attention to a business, profession, commodity, service or entertainment conducted, sold or offered elsewhere than on the lot or premises where the sign is located.
17. On-premises sign - a sign which directs attention to a business, profession, commodity, service or entertainment conducted, sold or offered on the lot or premises where the sign is located or to which it is affixed.
18. Organization sign display - a sign which combines all of the civic, service, religious, etc., signs normally found scattered along the roadside into one well-designed graphic.
19. Political signs - graphics advertising candidates, for political office or involving a ballot issue.
20. Projecting sign - a graphic attached to a building or other structure, and extending from the building wall or structure.

21. Residential nameplate - a graphic permitted for the sole purpose of identifying the following: inhabitants residing therein, the house name or address.

Silviculture - the management of any wooded tract of land to insure its continued survival and welfare, whether for commercial or noncommercial purposes, pursuant to a plan approved by the New Jersey Bureau of Forestry. (Ord. 10-27)

Site plan - a development plan of one or more lots on which is shown:

1. The existing and proposed conditions of the lot including, but not necessarily limited to, topography, vegetation, drainage, floodplains, marshes and waterways;
2. The location of all existing and proposed buildings, drives, parking spaces, walkways, means of ingress and egress, drainage facilities, utility service, landscaping, structures and signs, lighting, screening devices; and
3. Any other information that may be reasonably required in order to make an informed determination pursuant to this chapter requiring review and approval of site plans by the Planning Board.

Slope - the degree of deviation of a surface from the horizontal, usually expressed in percent or degree.

Soil - an all unconsolidated mineral and organic material of whatever origin on the immediate surface of the earth that serves as a natural medium for the growth of terrestrial plants; it generally overlies bedrock and can be readily excavated.

Soil erosion and sediment control - a scheme which fully indicates necessary land treatment measures, including a time schedule for their installation, which shall effectively control soil erosion and sedimentation. Such measures shall be equivalent to or exceed standards promulgated by the State Soil Conservation Committee.

Solar or photovoltaic energy - the definition for solar or photovoltaic energy facility or structure shall mean a facility or structure for the purpose of supplying electrical energy produced from solar or photovoltaic technologies, whether such a facility or structure is a principal use, a part of the principal use, or an accessory use or structure. (Ord. 12-5)

Specimen and historic trees - any tree with a DBH of twenty-four (24) inches or greater. (Ord. 10-27)

Spotlight - a luminaire or bulb which projects light in a specific direction in a narrow beam, typically 45 degrees or less. (Ord. 02-21)

State Soil Conservation Committee - an agency of the state established in accordance with the provisions of N.J.S. 4:24-1 et seq.

Stormwater detention - any storm drainage technique which retards or detains runoff, such as a detention or retention basin, parking lot storage, rooftop storage, porous pavement, dry wells, or any combination thereof.

Story - that portion of a building included between the surface of any floor and the surface of the floor above it or, if there is no floor above it, then the space between the floor and the ceiling next to it.

Stream encroachment permit - a permit issued by the department under the provisions of N.J.S.A. 58:1-26.

Street - means any street, avenue, boulevard, road, parkway, viaduct, drive or other way which is an existing state, county or municipal roadway, or which is shown upon a plat heretofore approved pursuant to law, or which is approved by official action, or which is shown on a plat duly filed and recorded in the office of the County Recording Officer prior to the appointment of a Planning Board and the grant to such board of the power to review plats, and includes the land between the street lines, whether improved or unimproved, and may comprise pavement, shoulders, gutters, curbs, sidewalks, parking areas, and other areas within the street lines.

Street, arterial - Arterial street means interstate or state highways carrying the major portion of through traffic in the Township.

Street, collector - Collector street means a street which carries traffic from minor streets to the secondary, primary and arterial roads. They shall include the principal entrance street(s) of a residential development.

Street, internal or service - Internal or service street means minor ways used primarily for vehicular service access to the rear or side of properties otherwise abutting on a street.

Street, marginal access - Marginal access street means a street which is parallel to and adjacent to an arterial or primary road, and which provides access to abutting properties, protection from through-traffic, and does not impede traffic flow on the major road.

Street, minor - Minor street means a street which is used primarily for access to the abutting properties and not for through-traffic. Such a street is also known as a local street and includes cul-de-sacs.

Street, primary - Primary street means state and county roads carrying through-traffic and traffic from one part of the Township to another.

Street, secondary - Secondary street means county and local roads designed to move traffic originating in the Township to the primary and arterial highways.

Stripping means any activity which removes or disturbs the vegetation surface cover including clearing and grubbing operations.

Structure - any assembly of materials above or below the surface of land or water, including but not limited to buildings, paving, fences, dams, levees, bulkheads, dikes, jetties, embankments, wharves, piers, docks, landings, obstructions, pipeline, causeways, culverts, roads, railroads, bridges, and the facilities of any authority, utility, municipality, county, state or other governmental agency.

Subdivider - any person or other legal entity commencing proceedings under the provisions of this title to effect a subdivision of land hereunder for himself or herself or for another.

Subdivision - the division of a lot, tract or parcel of land into two (2) or more lots, tracts, parcels or other division of land for sale or development. The following shall not be considered subdivisions within the meaning of the chapter if no new streets are created:

1. Divisions of land found by the Planning Board or Subdivision Committee thereof appointed by the chairman to be for agricultural purposes where all resulting parcels are five (5) acres or larger in size;

2. Divisions of property by testamentary or intestate provisions;
3. Divisions of property upon court order, including but not limited to, judgements of foreclosure;
4. Consolidation of existing lots of deed or other recorded instrument; and
5. The conveyance of one or more adjoining lots, tracts, or parcels of land, owned by the same person or persons, and all of which are found and certified by the Administrative Officer to conform to the requirements of the Township zoning ordinance and are shown and designated as separate lots, tracts or parcels on the tax map of the Township. The term subdivision shall also include the term resubdivision.

Subdivision Committee - a committee of at least three (3) Planning Board members appointed by the Chairman of the Board for the purpose of reviewing this title and such duties relating to land subdivision which may be referred to this Committee by the Board.

Substantive certification - a determination by COAH approving a municipality's housing element and fair share plan in accordance with the provisions of the Fair Housing Act, N.J.S.A. 52:27D-301, et seq., and the regulations promulgated thereunder. A grant of substantive certification shall be valid for a period of six years in accordance with the terms and conditions contained therein.

Temporary protection - stabilization of erosive or sediment-producing areas.

Thinning - the removal of undesirable, competitive, diseased or damaged trees so as to cultivate and improve the development of remaining trees on the lot. (Ord. 10-27)

Townhouse - a one-family dwelling with two (2) common or party walls meeting fire wall construction standards separating it from adjacent units on both sides, or one party wall in the case of a building at the end of a group of attached dwellings.

Township Engineer - the Municipal Official designated by the Township Committee as the Township Engineer.

Transcript - a typed or printed verbatim record of the proceedings or reproduction thereof.

Tree - any self-supporting woody plant which reaches a typical mature height of twelve (12) feet or more at maturity and has a typical DBH of four (4) inches or greater. (Ord. 10-27)

Tree canopy - the top layer or crown of mature trees. (Ord. 10-27)

Tree farm - a commercial operation engaged in growing trees under intensive management practices for use in another location. (Ord. 10-27)

Tutoring - the teaching or instruction of academic subjects to not more than four (4) students simultaneously.

Two-family housing - two (2) units connected by a common wall but having separate, complete living accommodations including kitchen and bathroom.

Variance - permission to depart from the literal requirements of the provisions of this title pursuant to Section 16.04.030.

Vegetation protection - stabilization of erosive or sediment-producing areas by covering the soil with permanent seeding, producing long-term vegetative cover; short-term seeding, producing temporary vegetative cover, or sodding, producing areas covered with a turf or perennial sod-forming grass.

Warehouse - any building or structure in which the principal use involves the storage of goods and materials.

Watercourse - any natural or artificial, waterway stream, river, creek, ditch, channel, canal, conduit, culvert, drain, waterway, gully, ravine or wash in which water flows in a definite direction or course, either continuously or intermittently and which has a definite channel, bed and banks, and shall include any area adjacent thereto subject to inundation by reason of overflow of flood water.

Wholesale business - any building, premises or land in which or upon which the principal business, operation or industry involves any handling and resale of goods in comparatively large quantities to others, but not usually to the ultimate consumer of an individual item.

Yard - an open space which lies between the principal building or group of buildings and the nearest lot line, and which is unoccupied and unobstructed from the ground upward except as herein permitted.

1. **Yard, front** - Front yard means an open space extending the full width of the lot between a principal building and the front lot line, unoccupied and unobstructed from the ground upward except as may be specified elsewhere in this title.
2. **Yard, rear** - Rear yard means an open space extending the full width of the lot between a principal building and the rear lot line, unoccupied and unobstructed from the ground upward except as may be specified elsewhere in this title.
3. **Yard, side** - Side yard means an open space extending from the front lot line to the rear lot line between a principal building and the nearest lot line, unoccupied and unobstructed from the ground upward except as may be specified elsewhere in this title.

Zoning Board of Adjustment - the Zoning Board of Adjustment of the Township.

Zoning Officer - See Administrative Officer.

Zoning permit - a document signed by the Administrative Officer:

1. Which is required by ordinance as a condition precedent to the commencement of a use or the erection, construction, reconstruction, alteration, conversion or installation of a structure or building; and
2. Which acknowledges that such structure or building complies with the provisions of the municipal zoning ordinance or variance therefrom duly authorized by the appropriate Municipal Agency.

(Prior code § 15-1.3; Ord. 85-28 § 1; Ord. 87-27 § 3; Ord. 87-30 § 7; Ord. 91-13 § 1; Ord. 94-5 § 1; Ord. 95-2 § 1; Ord. 98-1 § 6; Ord. 98-47 § 5; Ord. 98-50 § 1; Ord. 01-9; Ord. 06-11 § 1; additional amendments noted where applicable)

Section 2. Section 16.18.090 "Plat Details" is hereby amended as follows:

A. General. All maps, plats and sketch plats required to be submitted by this title shall conform to one of the following size configurations: eight and one-half (8-1/2) by thirteen (13) inches, fifteen (15) by twenty-one (21) inches, or twenty-four (24) by thirty-six (36) inches.

B. Minor Subdivision. All plats shall be based on accurate information at a scale of not more than one-inch equals one hundred (1"=100') feet. The plat shall be designed in compliance with the provisions of Section 16.18.110 and shall show or be accompanied by the following information and information listed in Section 16.18.070, except that the Planning Board may waive any requirement or request additional information where it is clearly appropriate to the particular application. Failure to comply shall render such application incomplete.

1. Location and Key Map. The entire tract to be subdivided, giving the accurate location of all existing and proposed property and street lines, rights-of-way, and including a key map at a scale where one (1) inch equals not more than one thousand (1,000) feet showing the entire subdivision and its relation to all features shown on the official map and master plan and located within one-half mile of the extreme limits of the subdivision. The plat shall indicate that all boundary corners of the proposed lots have been set with iron pins and shall show their location. This requirement shall also apply to boundary adjustments.
2. Structures, Wooded Areas and Topography. The location of existing houses, buildings and other structures within the portion to be subdivided and two hundred (200) feet thereof, with accurate dimensions from all existing and proposed lot lines, wooded areas and isolated shade trees more than six (6) inches in diameter, breast high and two (2) inches in diameter, breast high for flowering and small trees sufficient elevations and contours at five (5) feet vertical intervals for slopes averaging ten (10%) percent or greater, and at two (2) foot vertical intervals for land of lesser slope to determine the general slope and natural drainage of the land, and the high and low points for the portion to be subdivided, and for a distance of two hundred (200) feet thereof. All elevation and contours shall be verified in the field to accurately represent the grade involved and shall be based upon U.S.C. and G.S. datum.

The location of existing houses, buildings and other structures within the portion to be subdivided and two hundred (200) feet thereof, with accurate dimensions from all existing and proposed lot lines, wooded areas and isolated trees in compliance with Section 16.20.040.D. (Ord. 10-27)

3. Owners. The name and address of the owner and/or subdivider, and the name of all adjoining property owners and those across existing or proposed streets as disclosed by the most recent municipal tax records.
4. Other Information. The tax map sheet, date of original preparation and revisions, block and lot numbers, zone district, old name if submitted under a different title, north arrow, written and graphic scales and acreage of the entire tract and those areas to be subdivided.
5. Streets, Easements, Watercourses and Rights-of-Way. The location of existing or proposed streets, roads, easements, public rights-of-way, streams, wetlands, wetland transition areas, state open waters, bridges, culverts, drainage ditches and natural water-courses in and within five hundred (500) feet of the subdivision.

6. Lots. The original and proposed lot layout, lot dimensions, all required setback lines, and lot area of each lot in square feet and acreage. Lots shall be designated by the official lot number designations from the Township Tax Assessor.
7. Endorsements and Certificates. Plats being submitted for minor subdivision approval shall be a boundary survey map drawn by a licensed New Jersey Land Surveyor and so certified on the plat, to be drawn from an actual boundary survey. The plat shall contain a four by five (4x5) inch blank box outlined, located adjacent to the title block, which shall be reserved for the Planning Board's review stamp. The specific purpose and restrictions of any easement or land reserved or dedicated for any use shall be indicated on the plat and shall be included in any deeds conveying title to the properties in question. Minor subdivisions requiring improvements shall contain the following certification:

"This is to certify that the engineering plans for all improvements are based upon topographical data that has been verified in the field by a N.J. licensed land surveyor."

Signature of N.J. Professional Engineer/Land Surveyor

8. Utility Information. Within the public water and sanitary sewer service areas, the plat shall include the location of existing and proposed lines and connections.
9. [Percolation] Permeability and Soil Logs. In the event public sewers are not available and individual septic systems are proposed, the plat shall show the following information:

For each proposed lot, and pursuant to N.J.A.C. 7:9A-5.2, at least two soil profile pits or one soil profile pit and a minimum of three soil borings in lieu of the second soil profile pit, provided that the soil horizons and substrata observed in the borings are not significantly different from those observed in the first profile pit.

At least two (2) passing [percolation] permeability tests and one acceptable soil log shall be conducted on each proposed lot. The [percolation] permeability tests and soil log shall be located at least twenty (20) feet from each other, but not more than forty (40) feet from each other, and within the area of the proposed septic field. "Proposed septic field" means that area so designated by the design engineer and located at a lower elevation than the proposed structure containing the waste water facilities and proposed well, and conforming to distances established by [N.J.S.A. 2A: 11-9 et seq.] state law and provisions of this Code. It is further intended that all septic systems shall be gravity systems unless undue hardship shall prevent same, as determined by the Planning Board.

10. Other Requirements.

- a. Minor subdivisions shall show the location and indicate the results of all passing, unsatisfactory and abandoned [percolation] permeability tests and soil log [tests]. The date the [percolation] permeability tests and soil logs were taken shall be indicated on the plats as well as the name of the Township witness.
- b. Where an existing dwelling is part of the subdivision, the plat shall indicate the exact location of the existing well and septic field. No [percolation] permeability test or soil log shall be required for the dwelling.

- c. No [percolation] permeability test or soil log shall be located closer than one hundred (100) feet of the highest elevation of seasonal surface water.
 - d. All [percolation] permeability tests and soil logs shall be performed at the applicant's expense by a person authorized by state law to undertake such tests and shall be witnessed by a representative of the Township Engineer's Office who shall be notified at least forty-eight (48) hours prior to the conducting of any tests.
 - e. A passing [percolation] permeability test shall be one which meets the requirement of [N.J.S.A. 2A. 11-9 et seq.] N.J.A.C. 7:9A-6.1, and where the water level does not drop faster than one (1) inch in one (1) minute.
 - f. Septic fields shall not be located on slopes greater than fifteen (15%) percent and on slopes six (6%) to fifteen (15%) percent, the fields shall be placed perpendicular to the slope.
11. Floodplain Delineations. Minor subdivisions shall indicate flood hazard area delineations for all permanent streams based upon State Department of Environmental Protection delineations or for the one hundred (100) year flood as directed by the Township Engineer.
 12. Steep Slope Calculations in accordance with Section 16.64.130.
 13. Plats shall meet the requirements of the Map Filing Law if plats rather than deeds are to be filed with the County Clerk.
 14. Tree Canopy, Historic and Specimen Trees. (Ord. 10-27)
 - a. No more than fifty-five (55%) percent of the existing tree mature woodland tree canopy within the property boundaries shall be removed (Not to be interpreted as 55% of the total lot area). The location of the remaining forty-five (45%) percent of the mature woodland tree canopy to be preserved shall be noted on the landscape plan. Steep slope limits of disturbance and maximum hard surface requirements under Table I shall supersede this section when appropriate. (Ord. 10-27; Ord. 11-3)
 - b. No tree that qualifies as a specimen and historic tree shall be removed unless the applicant replants trees in accordance with Section 16.20.040.T. (Ord. 10-27)
- C. Sketch Plats and Exempt Subdivision. All plats shall be based on accurate information at a scale of not more than one (1) inch equals one hundred (1"=100') feet. The plat shall be designed in compliance with the provisions of Section 16.18.110 and shall show or be accompanied by the following information and information listed in Section 16.18.070, except that the Planning Board may waive any requirement or request additional information where it is clearly appropriate to the particular application. Failure to comply shall render such application incomplete.
1. Location and Key Map. The entire tract to be subdivided, giving the accurate location of all existing and proposed property and street lines, rights-of-way, and including a key map at a scale where one (1) inch equals not more than one thousand (1,000) feet showing the entire subdivision and its relation to all features shown on the official map and master plan and located within one-half (1/2) mile of the extreme limits of the subdivision.

2. Structures, Wooded Areas and Topography. The location of existing houses, buildings and other structures within the portion to be subdivided and two hundred (200) feet thereof, with accurate dimensions from all existing and proposed lot lines, wooded areas and isolated shade trees more than six (6) inches in diameter, breast high and two (2) inches in diameter, breast high for flowering and small trees and topography within the portion to be subdivided and within two hundred (200) feet thereof shown at two (2) inches in diameter, breast high for flowering and small trees and topography within the portion to be subdivided and within two hundred (200) feet thereof shown at two (2) foot contours.

The location of existing houses, buildings and other structures within the portion to be subdivided and two hundred (200) feet thereof, with accurate dimensions from all existing and proposed lot lines, wooded areas and isolated trees in compliance with Section 16.20.040.D. (Ord. 10-27)

3. Owners. The name and address of the owner and/or subdivider, and the name of all adjoining property owners and those across existing or proposed streets as disclosed by the most recent municipal tax records.
4. Other Information. The tax map sheet, date of original preparation and revisions, block and lot numbers, zone district, old name if submitted under a different title, north arrow, written and graphic scales and acreage of the entire tract and those areas to be subdivided.
5. Streets, Easements, Watercourses and Rights-of-Way. The location of existing or proposed streets, roads, easements, public rights-of-way, streams, bridges, culverts, drainage ditches and natural water-courses in and within five hundred (500) feet of the subdivision.
6. Lots. The original and proposed lot layout, lot dimensions, all required setback lines, and lot area of each lot in square feet and acreage. Lots shall be designated by consecutive numbers for major subdivisions until given official lot number designations by the Township Tax Assessor.
7. Endorsements and Certificates. Plats being submitted for exempt subdivisions shall be a boundary survey map drawn by a licensed New Jersey Land Surveyor and so certified on the plat, to be drawn from an actual boundary survey. The plat shall contain a four by five inch (4 x 5) blank box outlined located adjacent to the title block, which shall be reserved for the Planning Board's review stamp. The specific purpose and restrictions of any easement or land reserved or dedicated for any use shall be indicated in the plat and shall be included in any deeds conveying title to the properties in question.
8. Utility Information. Where public water or public sewer connections are proposed, the sketch plat shall include the location of existing and proposed lines and connections.
9. [Percolation] Permeability and Soil Logs. In the event public sewers are not available and individual septic systems are proposed, the sketch plat shall show the following information:
 - a. For each proposed lot, and pursuant to N.J.A.C. 7:9A-5.2, at least two soil profile pits or one soil profile pit and a minimum of three soil borings in lieu of the second soil profile pit, provided that the soil horizons and substrata observed in the borings are not significantly different from those observed in the first profile pit.

- b. Sketch Plat Major Subdivisions. At least one (1) passing [percolation] permeability test and one (1) soil log shall be made for each five (5) acres to indicate the suitability of the area for individual septic systems.

10. Other Requirements.

- a. Sketch plats shall show the location and indicate the results of all passing, unsatisfactory and abandoned [percolation] permeability and soil log tests. The date the [percolation] permeability tests and soil logs were taken shall be indicated on the plats as well as the name of the Township witness.
- b. Where an existing dwelling is part of the subdivision, the sketch plat shall indicate the exact location of the existing well and septic field. No [percolation] permeability test or soil log shall be required for the dwelling.
- c. No [percolation] permeability test or soil log shall be located closer than one hundred (100) feet of the highest elevation of seasonal surface water.
- d. All [percolation] permeability tests and soil logs shall be performed at the applicant's expense by a person authorized by state law to undertake such tests and shall be witnessed by a representative of the Township Engineer's Office who shall be notified at least forty-eight (48) hours prior to the conducting of any tests.
- e. A passing [percolation] permeability test shall be one which meets the requirement of [N.J.S.A. 2A. 11-9 et seq.] N.J.A.C. 7:9A-6-1, and where the water level does not drop faster than one inch in one minute.
- f. Septic fields shall not be located on slopes greater than fifteen (15%) percent and on slopes six to fifteen (15%) percent, the fields shall be placed perpendicular to the slope.

11. Floodplain Delineations. Sketch plats for major subdivisions shall indicate flood hazard area delineations for all permanent streams based upon the most recent H.U.D. Flood Boundary Maps or Natural Resource Inventory Flood Plain/Soils Maps for Raritan Township, whichever places greater restrictions on the use of land. When more accurate information is available, it shall be utilized and indicated on the plat as to boundaries and source.

- D. Plat Submitted for Preliminary Approval. The preliminary plat shall be clearly and legibly drawn or reproduced at a scale of not less than one (1) inch equals one hundred (100) feet. Preliminary plats shall be drawn by a licensed New Jersey Professional Engineer or Land Surveyor. Construction sheets shall be drawn, signed and sealed by a licensed N.J. Professional Engineer. Contour maps and preliminary construction plans including road profiles and utility plans shall be submitted as part of the preliminary plat. Separate maps may be required by the Board for topography, utilities and road details. A soil erosion and sedimentation control plan, a grading plan and landscaping plan shall be included. The plat shall be designed in compliance with the provisions of Section 16.20.040 and shall show or be accompanied by the following information and information listed in Section 16.18.070, except that the Planning Board may waive any requirement or request additional information where it is clearly appropriate to the particular application. Failure to comply shall render such application incomplete.

Plans showing the location of proposed shade trees, detention basin landscaping and other landscaping, including preservation of existing vegetation and trees in compliance with Section 16.20.040.D. (Ord. 10-27)

1. Location and Key Map. The entire tract to be subdivided giving the accurate location of all existing and proposed property and street lines, and including a key map at a scale where one (1) inch equals not more than one thousand (1,000) feet showing the entire subdivision and its relation to all feature shown on the official map and master plan, and located within one-half (1/2) mile of the extreme limits of the subdivision, and the zoning classification of the proposed subdivision and of adjacent land.
2. Lots. Lot layout, lot dimensions, all required setback lines and dimensions, individual lot areas in square feet, minimum improvable lot area in sq. ft., and the acreage and square footage of right-of-way easements and dedications. Lots shall be designated by official block and lot numbers as obtained from Tax Assessor.
3. Other Contents. The tract name, tax map sheet and revision date, block and lot numbers, date of plat preparation and any revisions, reference meridian, written scale, graphic scale and the following names and addresses:
 - a. Record owner or owners of property to be subdivided; if other than an individual, the corporate officers or partners or other statutory agent;
 - b. Subdivider;
 - c. Person who prepared map, official seal and license numbers;
 - d. Owners of property within two hundred (200) feet of entire tract being subdivided.
4. Acreage. Acreage of entire tract and those portions to be subdivided to nearest hundredth of an acre.
5. Elevations and Contours. Sufficient elevations and contours at five (5)-foot vertical intervals for slopes averaging ten (10%) percent or greater, and at two (2)-foot vertical intervals for land of lesser slope, to determine the general slope and natural drainage of the land, and the high and low points for a distance of two hundred (200) feet around the entire tract boundary. All elevations shall be verified in the field to accurately represent the grades involved and shall be based upon U.S.C. and G.S. datum.
6. Existing and Proposed Locations.
 - a. Utilities and Roadways: The location and sizes, where appropriate, of existing and proposed property lines, streets, buildings, water-courses, railroads, bridges, culverts, drain pipes, sanitary sewers, water mains, gas mains, and power lines.
 - b. Natural features such as rock outcroppings, wooded areas, shade trees over eight (8) inches in diameter at breast height and two (2) inches in diameter at breast height for flowering and small trees, wetlands, wetland transition areas, streams, state open waters, lakes, ponds, or other significant natural features. This data may be determined by field and/or photogrammetric survey. In forest areas of intense growth, where no construction or clearing is proposed, the vegetative perimeter need only be indicated. Where more

detailed information is available and/or is required elsewhere in this title it shall be utilized.

7. Streets. Preliminary plans and profiles at a scale of not more than one (1) inch equals fifty (50) feet horizontally, and one (1) inch equals five (5) feet vertically including cross-sections every fifty (50) feet or as specified by the Township Engineer of all proposed streets, curbs and gutters within the subdivision and proposed connection with existing or future continuing streets. The distance and radii of all curves along all street lines shall be shown.
8. Gas, Telephone and Electric. Preliminary plans and profiles of proposed utility layouts shall be supplied to the Township at appropriate scales approved by the applicable utility for gas, telephone and electrical service showing connections to existing or proposed systems. All utilities shall be located underground.
9. Potable, Sanitary and Stormwater Management Plans.
 - a. Applicant shall submit potable water, sanitary sewer and stormwater management plans as part of the exhibits required for preliminary plat approval. Plans and profiles shall be at a scale of one (1) inch equals fifty (50) feet horizontally and one-inch equals five (5) feet vertically for all proposed and existing sanitary sewers, storm drains, drainage ditches, and streams within the subdivision, together with the location, sizes, elevations, grades and capacities of any existing sanitary sewer, storm drain, drainage ditch, stream or watercourse to which the proposed facility shall be connected.
 - b. The potable water plan shall be designed to provide each lot within the subdivision with an adequate and continuous supply of potable water. Where a property is located in the public water service area, all lots shall be connected thereto. In the event that the Planning Board determines that such a system is not reasonably accessible, individual wells shall be installed on each lot, but the subdivider may be required by the Planning Board to install within the subdivision a complete water distribution system including provisions for connection to each structure or provide performance bonds necessary to cover the future construction of the system. Until such time as the system is capable of becoming operable, it shall be capped.
 - c. The sanitary sewerage disposal plan shall be designed to convey sanitary waste from each lot through laterals and interceptors of sufficient size, material and capacity to collectors and then to trunk sewers to public treatment facilities. Where a development is located outside the sanitary sewer service area, approved individual septic systems shall be installed for each lot except as noted below. Where a public sanitary sewerage disposal system is not now reasonably accessible as determined by the Planning Board as per Section 16.18.100D.3., but is located within the sanitary sewer service area, the subdivider shall install within the subdivision a complete sewer pipe system including provisions for the connection thereto at each structure. Until such time as the public sanitary sewage disposal system is capable of becoming operable, individual septic systems or other appropriate and approved waste treatment facilities shall be required.
 - d. The stormwater management plan shall be designed in accordance with the standards found in Chapter 16.84. (Ord. 06-11)
10. [Percolation] Permeability Tests and Soil Logs. No subdivision or part thereof proposed to be serviced by individual sewage disposal systems shall be approved where results of

the [percolation] permeability tests do not meet with the established requirements of this section or other applicable ordinances or regulations, nor shall any subdivision or part thereof be considered where other physical characteristics of the land would cause septic conditions unsanitary to the public, or contrary to the requirements of this title or other applicable ordinances or regulations. Any remedy proposed to overcome such situations shall first be approved by the appropriate local and state health agency. The following requirements shall be met:

- a. For each proposed lot, and pursuant to N.J.A.C. 7:9A-5.2, at least two soil profile pits or one soil profile pit and a minimum of three soil borings in lieu of the second soil profile pit, provided that the soil horizons and substrata observed in the borings are not significantly different from those observed in the first profile pit.
- b. Two (2) passing [percolation] permeability tests and one (1) acceptable soil log shall be conducted on each proposed lot at the applicant's expense by a person authorized by state law to conduct such tests.
- c. The [percolation] permeability tests shall be witnessed by a representative of the Township Engineer who shall be notified at least forty-eight (48) hours prior to the conducting of any tests.
- d. The location and results of all passing, unsatisfactory and abandoned [percolation] permeability and soil log tests shall be indicated on the preliminary plat. The date the [percolation] permeability tests and soil logs were taken shall be indicated on the plats as well as the name of the Township witness.
- e. A passing test shall be one (1) meeting the standards set forth in [N.J.S.A. 2A:11-9, et seq.] N.J.A.C. 7:9A-6.1, as amended, and one (1) where the water level does not drop more than one (1) inch in one (1) minute.
- f. The [percolation] permeability tests and soil log shall be located at least twenty (20) feet from each other but within forty (40) feet of each other within the area of the proposed septic field. "Proposed septic field" shall mean that area so designated by the design engineer and located at a lower elevation than the proposed structure containing the waste water facilities and proposed well, and conforming to distances established by N.J.S.A. 2A:11-9 et seq., and provisions of this Code. It is further intended that all septic systems shall be gravity systems unless undue hardship shall prevent same as determined by the Planning Board.
- g. No [percolation] permeability test or soil log shall be located closer than two hundred (200) feet of the highest elevation of seasonal surface water.
- h. Septic fields shall not be placed on slopes greater than fifteen (15%) percent, and on slopes six to fifteen (15%) percent, the fields shall be placed perpendicular to the slope.
- i. In areas where on-site or on-tract recharge of stormwaters is proposed, additional [percolation] permeability tests may be required by the Township Engineer or Planning Board.

- j. In areas of questionable [percolation] permeability, the Township Health Officer may establish the conditions under which the [percolation] permeability tests may be undertaken, including the month of the year and location.
 - k. Where an existing dwelling is part of the proposed subdivision, the exact location of the well and septic field shall be shown. No [percolation] permeability tests or soil log shall be required for that dwelling.
 - l. The applicant and/or subdivider shall conduct all tests in accordance with Chapter 17 of the General Ordinances of Raritan Township.
11. Off-Tract Improvements. When the development of the subdivision or improvements within the subdivision are contingent upon improvements outside the boundaries of the subdivision, information shall be supplied by the subdivider prior to Planning Board consideration for preliminary approval that the improvements outside the subdivision are installed and shall be available to the subdivider, or that the provisions of Section 16.16.060 have been complied with.
12. Setback Lines. All front, rear and side yard setback lines shall be shown and dimensioned on all lots.
13. Open Space. Any open spaces proposed to be dedicated for public use or playgrounds or other public purpose, and the location and use of all such property, shall be shown on the plat. Any improvements proposed for the open space shall be shown on the plat along with the appropriate construction details related to those improvements.
14. Support Capability. When deemed necessary to determine the suitability of the soil to support new construction, the Planning Board shall require test holes or borings to be made by a New Jersey Licensed Engineer or an approved testing laboratory at the expense of the subdivider under the direction of the Township Engineer.
15. Conservation Plans. Plans showing measures designed to minimize soil erosion and sedimentation, such as berms, siltation ponds, sediment traps, detention and-retention basins, landscaping, natural cover, energy dissipaters, and riprap. Plans shall also include, where applicable:
 - a. A storm drainage schedule, including a description of all temporary and permanent structures and other techniques for the control of stormwaters, together with a timetable for the construction or installation of such structures, or other techniques;
 - b. A schedule containing the timing of and description of temporary and permanent soil stabilization measures, including tracking, scarification, serration of slopes, roughening, mulching, hilling, chemical binders and other suitable methods of soil stabilization;
 - c. The location and description of water interception and diversion measures, such as diversion ditches, dikes, barriers, and disposal structures such as flexible or sectional down drains, flumes, lineal spreaders and the like.
 - d. Lot Grading.

16. Landscaping Plans. Plans showing the location of proposed shade trees, detention basin landscaping and other landscaping, including preservation of existing vegetation. The provisions of Section 16.18.100.D.9. shall be complied with.
17. Easements and Dedications. The specific purpose and restrictions of any easement or land reserved or dedicated for any use shall be indicated on the plat and the proposed use of sites (other than residential) shall be noted.
18. Certifications. The following certifications shall appear on all preliminary plats:

“This is to certify that the engineering plans contained herein for all improvements are based upon topographical data has been verified in the field by a N.J. Licensed Land Surveyor.”

Signature of N.J. Professional Engineer/Land Surveyor

19. Floodplain Delineations. Preliminary plats for major subdivision shall indicate flood hazard area delineations for all permanent streams based upon State Department of Environmental Protection delineations or for the one hundred (100) year flood as directed by the Township Engineer.
 20. Fire Protection Systems. Plans shall show the location and construction details of proposed fire protection system in accordance with Section 16.18.100D.10.
 21. Steep slope calculations in accordance with Section 16.64.130.
 22. The plat shall contain a four (4) inch by five (5) inch blank box outlined, located adjacent to the title block which shall be reserved for the Planning Board review stamp.
 23. Sight, conservation and drainage easement shall be shown on the plat as required elsewhere in this chapter.
 24. Recycling Plan. The subdivision plat shall conform with the requirements of Section 8.36.070 for new developments of multi-family residential units, commercial, institutional, or industrial properties. (Ord. 10-20)
 25. Tree Canopy, Specimen and Historic Trees.
 - a. No more than fifty-five (55%) percent of the existing mature woodland tree canopy within the property boundaries shall be removed. (Not to be interpreted as 55% of the total lot area). The location of the remaining forty-five (45%) percent of the mature woodland tree canopy to be preserved shall be noted on the landscape plan. Steep slope limits of disturbance and maximum hard surface requirements under Table I shall supersede this section when appropriate. (Ord. 10-27; Ord. 11-3)
 - b. No tree that qualifies as a specimen and historic tree shall be removed unless the applicant replants trees in accordance with Section 16.20.040.T. (Ord. 10-27)
- E. Final Plat. The plat shall be drawn in compliance with the provisions of the State Map Filing Act, and shall show or be accompanied by the following information and information listed in Section 16.18.070, except that the Planning Board may waive any requirement or request additional

information where it is clearly appropriate to the particular application. Failure to comply shall render such application incomplete.

1. Identification. Date, name and key map of the subdivision, name of owner, written scale, graphic scale, and reference meridian. The final plat shall be drawn at a scale of not more than one (1) inch equals one hundred (100) feet.
2. Other Contents. Tract boundary lines, rights-of way, lines of streets, street names, easements and other rights-of-way, land to be reserved or dedicated to public use, all lot lines with accurate dimensions, bearings, distances, arc lengths, central angles, tangents, and radii of all curves, building setbacks and areas of each lot in square feet.
3. Easement and Dedications. The specific purpose and restrictions of any easement of land reserved or dedicated for any use shall be indicated, and the proposed use of sites other than residential shall be noted. Floodplain delineations for the flood hazard area shall be shown on the plat as indicated on the approved preliminary plat or as directed by the Township Engineer.
4. Block and Lots. All block, lot and house numbers shall be approved by the Township Engineer and the Tax Assessor, and shall be related to existing block and lot numbers as shown on the Official Tax Map of the Township.
5. Monuments. Location and description of all monuments shall be shown as per the Map Filing Law.
6. Consent of Owner. Certification that the applicant is agent of owner of the land, or that the owner has given consent to file the map.
7. Approval. When approval of a plat is required by an officer or body, whether municipal, county or state, approval shall be certified on the plat.
8. Certifications. The following certifications shall appear on the final plat:
 - a. "I hereby verify that this map and the survey have been made under my immediate supervision and comply with the provisions of the "Map Filing Law." (Include the following, if applicable).

I do further certify that the monuments as designated and shown herein have been set."

Licensed Land Surveyor (Affix Seal) Date

If monuments are to be set at a later date, the following endorsement shall be shown on the map:

"I certify that a bond has been given to the Township of Raritan guaranteeing the future setting of the monuments shown on this map and so designated."

Township Clerk

Date

- b. "I hereby certify that all of the requirements of the Raritan Township health ordinances have been complied with."

Health Officer

- c. I have carefully examined this map and find it conforms with the provisions of the "Map Filing Law" and the municipal ordinances and requirements applicable thereto.

Municipal Engineer (Affix Seal)

- d. This application No. _____ is approved by the Raritan Township Planning Board as a major subdivision.

Chairman

Secretary

9. The final plat shall contain a four by five (4 × 5) inch blank box, outlined, which shall be reserved for the County Planning Board review stamp.
10. Each final plat submission shall include a map clearly and legibly drawn at a scale of one (1) inch equals four hundred (1"=400') feet showing proposed street rights-of-way, tract boundary lines, easements, land to be reserved or dedicated to public use, and all lot lines for the area covered by the final plat. Such map at a scale of one (1) inch equals four hundred (1"=400') feet need not be filed with the Hunterdon County Recording Officer.

(Ord. 03-7 § 16.18.090)

Section 3: Section 16.64.020 "Permitted Modifications--- Cluster Residential Development" is hereby amended as follows:

Any major residential subdivision in zone districts R-1A, R-2, R-3, R-4, R-5 and R-6 meeting the requirements of this section may apply to the Planning Board for approval as a cluster subdivision under the provisions of this title and in accordance with the following requirements:

- A. Maximum Number of Lots. The maximum number of lots to be permitted shall be the fewer number of lots resulting from the following:
1. The maximum number of lots to be permitted shall be no greater than the number derived by preparation of a sketch plat of the subject property showing a development with conventional lot sizes. Such sketch plat shall be prepared at a scale of not less than one-inch equals one hundred feet. Such sketch plat and the resulting number of lots thereon shall be based upon and shall include: (1"=100').
 - a. Street layout with street right-of-way widths conforming to the master plan and the development ordinance;

- b. Steep slope analysis of topography shown on such sketch plat at intervals of at least ten (10) feet as required by Chapter 16.68;
 - c. Location of any one hundred (100) year floodplains;
 - d. Location of wetlands and wetland transition areas based upon a letter of interpretation from NJDEP;
 - e. Lot areas conforming to the zoning district requirements indicating lot area and lot width. A lot circle shall be inscribed in such lot the location and diameter of which shall conform to zoning ordinance requirements pertaining to the zoning district within which the property is located;
 - f. In addition, such sketch plat shall show all other information required by the checklist for sketch plats and Section 16.18.090 including where public sewers are not proposed the requirement of Section 16.19.090 B.9., which requires at least one passing [percolation] permeability test and soil log for each five (5) acres of such property. The location of all unsatisfactory and abandoned [percolation] permeability tests shall be indicated;
 - g. Where public water supply is not available, a well test report as required by Section 16.18.140 shall be submitted;
 - h. If public water supply is proposed, a letter from the water supplier shall be submitted stating that safe and adequate service to the anticipated number of units can be supplied;
 - i. If public sewers are to be provided, a written communication from RTMU shall be submitted stating that sewage treatment capacity for the number of units shown on the sketch plat has been reserved;
 - j. If public water supply and/or public sewers are proposed the route of extension of such to the property and the location of any required pumping station shall be indicated.
2. Preparation of a sketch plat of the subject property showing a development with conventional lot size without both utilities (public sewer and public water). Such sketch plat and the resulting number of lots thereon shall be based upon and shall include:
- a. A steep slope analysis;
 - b. Location of any one hundred (100) year floodplains;
 - c. Location of any wetlands as defined by the U.S. Fish and Wildlife Service;
 - d. Provisions of Section 16.64.090.

Such conventional lot sizes without both utilities (public sewer and public water) shall meet all minimum lot area and minimum lot width requirements for the district in which located.

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

Section 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, 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, County of Hunterdon, State of New Jersey at a meeting held on January 16, 2018 and the same was then ordered to be published according to law with a public hearing and a vote scheduled for the meeting of 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

**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 N.J.A.C. 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 (1)
 - iv. Fees for retaining walls shall be as follows:
 - (a) The fee for retaining wall with a surface area greater than 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 up 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 portion 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 portion 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, inergen 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%} of 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

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

ORDINANCE #18-11

ORDINANCE REAPPROPRIATING \$60,000.00 PROCEEDS OF OBLIGATIONS NOT NEEDED FOR THEIR ORIGINAL PURPOSE IN ORDER TO PROVIDE FOR THE ACQUISITION OF A SPORT UTILITY VEHICLE FOR THE POLICE DEPARTMENT IN AND BY THE TOWNSHIP OF RARITAN, IN THE COUNTY OF HUNTERDON, NEW JERSEY

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

Section 1. Pursuant to N.J.S.A. 40A:2-39, it is hereby determined that \$60,000.00 of the proceeds of obligations originally made available pursuant to the following bond ordinance of the Township of Raritan, in the County of Hunterdon, New Jersey (the "Township") are no longer necessary for the purpose for which the obligations previously were authorized:

Ordinance Number	Improvement Description and Date of Adoption	Amount to be Reappropriated
#16-10	Soil/environmental remediation in area of Police Department, finally adopted 7/19/2016	\$60,000.00

Section 2. \$60,000.00 described in Section 1 hereof and made available pursuant to N.J.S.A. 40A:2-39 is hereby reappropriated to provide for the acquisition of a sport utility vehicle for the Police Department.

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

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

**TOWNSHIP COMMITTEE OF THE
TOWNSHIP OF RARITAN**

ATTEST:

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, County of Hunterdon, State of New Jersey at a meeting held on March 20, 2018 and the same was then ordered to be published according to law with a public hearing and a vote scheduled for the meeting of April 3, 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.

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

ORDINANCE #18-12

**AN ORDINANCE AUTHORIZING THE VACATION OF A PORTION
OF THE FORMER PENNSYLVANIA AVENUE IN THE TOWNSHIP
OF RARITAN WHICH ABUTS LOT 100, BLOCK 27, LOTS 100 AND
42, BLOCK 27.02 AND LOT 21, BLOCK 36.02**

WHEREAS, there exists a Portion of the Former Pennsylvania Avenue Roadway in the Township of Raritan which abuts Lot 100, Block 27, Lots 100 and 42, Block 27.02 and Lot 21, Block 36.02, as shown on the Township of Raritan Tax Map (hereafter "Portion of the Former Pennsylvania Avenue Roadway"); and

WHEREAS, the Portion of the Former Pennsylvania Avenue Roadway is described in detail by a metes and bounds description entitled "Right-Of-Way Vacation Description" attached hereto as Exhibit "A" and consists of approximately 0.284 acres; and

WHEREAS, because the Portion of the Former Pennsylvania Avenue Roadway is not needed for street purposes, the Township Committee has decided to vacate same with certain conditions.

NOW, THEREFORE, BE IT ORDAINED, that the Township Committee of the Township of Raritan, County of Hunterdon, State of New Jersey, does hereby ordain the following:

1. The Portion of the Former Pennsylvania Avenue Roadway is not needed for street purposes and the public interest will be better served by the release of the declared lands.
2. The rights of the public and the Township of Raritan in and to the Former Pennsylvania Avenue Roadway are hereby released, extinguished and vacated.
3. Expressly reserved and excepted from this vacation Ordinance are all rights and privileges heretofore possessed by public utilities as defined in N.J.S.A. 48:2-13, any cable television company as defined in the "Cable Television Act," N.J.S.A. 48:5-1 et seq., and with the Township expressly reserving a utility easement through the vacated area. This utility easement includes, but is not limited to water, sewer, cable, telephone, gas and electric.
4. Subject to the reservations in this Ordinance, the Land being vacated shall accrue and revert back to Lot 100, Block 27, Lots 100 and 42, Block 27.02 and Lot 21, Block 36.02, as shown on the Township of Raritan Tax Map.
5. At least seven (7) days prior to the time fixed for the consideration of this Ordinance for final passage, a copy of this ordinance, together with a notice of its introduction and the time and place when and where the Ordinance will be further considered for final passage, shall be mailed to every person whose land may be affected by this Ordinance so far as

may be ascertained. Said notices shall be mailed by the Township Clerk in accordance with the provisions of N.J.S.A. 40:49-6 and published at least ten (10) days prior to the public hearing.

6. The Township clerk shall, within sixty (60) days of the effective date of this Ordinance, file a copy of this ordinance certified by her under the seal of the Township, to be a true copy thereof, together with the proof of publication thereof, in the office of the clerk of the County of Hunterdon, in accordance with the provisions of N.J.S.A. 40:67-21.
7. If any article, section, subsection, paragraph, phrase or sentence is, for any reason, held to be unconstitutional or invalid, said article, section, subsection, paragraph, phrase or sentence shall be deemed severable.
8. This Ordinance shall become effective upon final passage and publication according to law.

**TOWNSHIP COMMITTEE OF THE
ATTEST:**

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, County of Hunterdon, State of New Jersey at a meeting held on March 20, 2018 and the same was then ordered to be published according to law with a public hearing and a vote scheduled for the meeting of April 3, 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

Exhibit “A”

RARITAN TOWNSHIP ENGINEERING DEPARTMENT
1 MUNICIPAL DRIVE
FLEMINGTON, NEW JERSEY 08822
908-806-6100

Right-Of-Way Vacation Description – Schedule "A"

Portion of Pennsylvania Avenue
To be vacated
Raritan Township
Hunterdon County, New Jersey

All that certain tract or parcel of land located along Pennsylvania Avenue bounded and described as follows:

Beginning at a concrete monument found along the easterly right-of-way line of Pennsylvania Avenue, said beginning point marks the termination of Course number (5) as set forth in Deed Book 2128, Page 55 filed in the Hunterdon County Clerk's Office, and running; thence

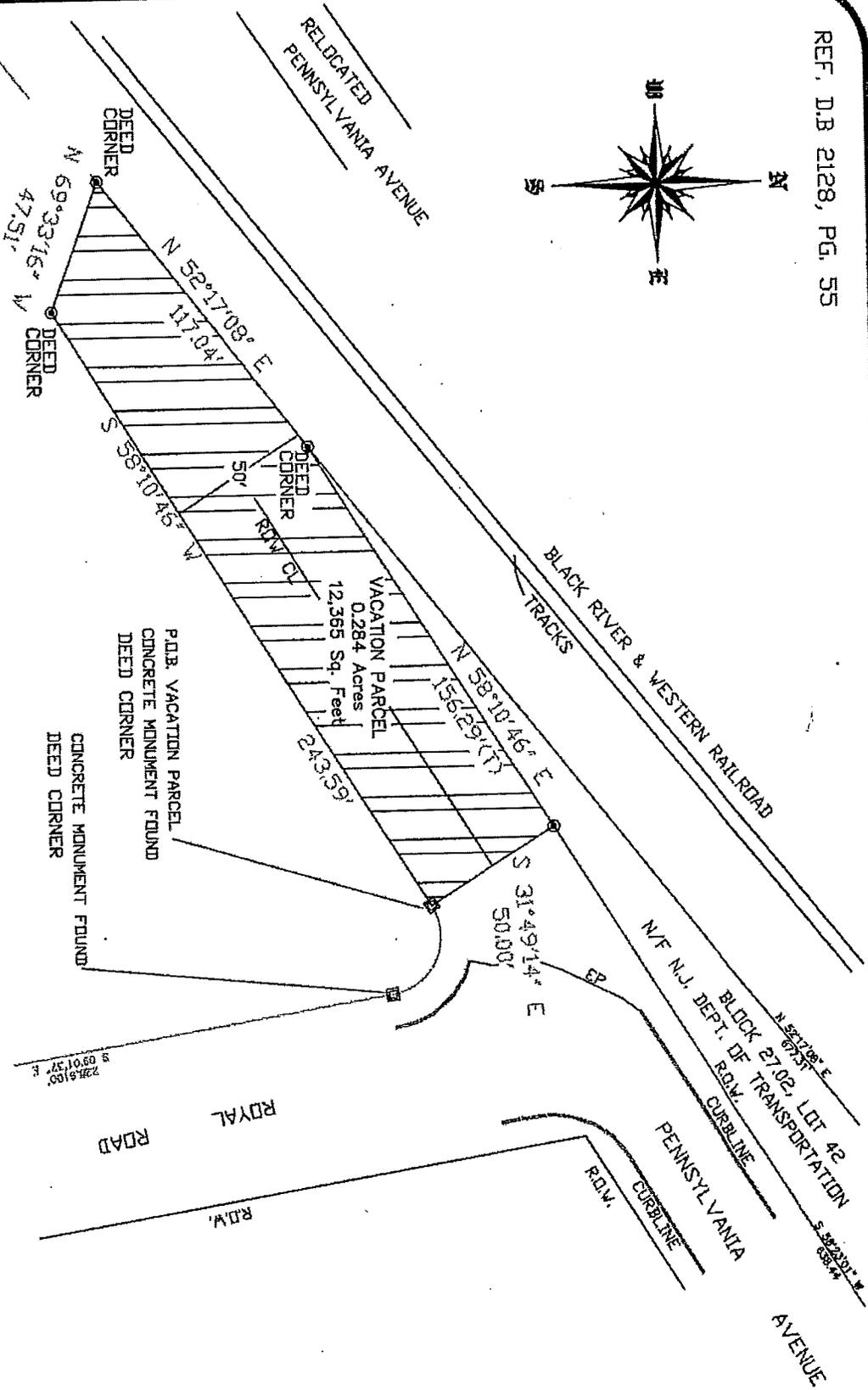
1. Along the old easterly right-of-way line of Pennsylvania Avenue, South $58^{\circ}10'46''$ West, a distance of two hundred forty-three and fifty-nine one-hundredths feet (243.59') to a corner; thence
2. Along the same, North $69^{\circ}33'16''$ West, a distance of forty-seven and fifty-one one-hundredths feet (47.51') to a corner along the same; thence
3. Along the same, North $52^{\circ}17'08''$ East, a distance of one hundred seventeen and four one-hundredths feet (117.04') to a corner along the same; thence
4. Along the same, North $58^{\circ}10'46''$ East, a distance of one hundred fifty-six and twenty-nine one hundredths feet (156.29') to a corner along the same; thence
5. Creating a new westerly line of Pennsylvania Avenue, South $31^{\circ}49'14''$ East, a distance of fifty and zero one-hundredths feet (50.00') to the point and place of beginning and containing 0.284 acres more or less as surveyed and described by the Raritan Township Engineering Department.

All bearings herein described refer to those as set forth in Deed Book 2128, Page 55 filed in the Hunterdon County Clerk's Office.

Description Prepared By:



Patrick H. Fatton, PLS
N.J. Lic. #35361
2/22/18



BLOCK 36.05, LOT 21
N/F BGA INDUSTRIES

Raritan Township Engineering Department
One Municipal Drive, Farmington, NJ 08822

Partial Vacation Plan

For
Pennsylvania Avenue

Raritan Township
Hunterdon County New Jersey

Antoine Hajjar, NJPE 42580
Raritan Township Engineer

Scale: 1"=50'	As Shown	Date: 2/27/18
Drawn By: J.P.T.	J.P.T.	RT-2018
Designed By: J.P.T.	J.P.T.	Pk. ARE WORKING
Checked By: A.H.	A.H.	Sheet 1 of 1

From: Margot Vandernoot [REDACTED]
Sent: Monday, March 5, 2018 6:23 AM
To: Mike Mangin
Subject: Thanks to Raritan Township OEM Personnel

16a.

Dear Mr. Mangin,

As were many residents of Hunterdon County, we were without power due to Tropical Storm Riley (and yet again - JCP&L's lack of prior ad proper preparation to quickly restore service). We also had no telephone service. Desperate for information regarding power restoration I drove to the OEM office late Saturday afternoon. There I was greeted by a friendly face - DJ Wright. He brought me up to date on the conditions in HC and told me that the OEM office was keeping on top of JCP&L's progress. He took my information and was sincerely concerned about our situation. Just having a real person (unlike the JCP&L recorded message) express an interest in trying to help made the situation more tolerable.

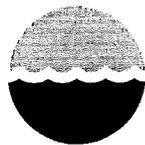
A few hours later Tony drove out to our house to check how we were doing and look for damage. He brought us up to date on what OEM knew of JCP&L's plans. This information was much appreciated. Later that night our power was restored and I truly believe that OEM, DJ, and Tony's contact with JCP&L made this happen sooner that it might otherwise have.

DJ and Tony exemplify the attributes of great volunteers. Their dedication and professionalism is much appreciated. I hope you thank them for their service and let them know how much we appreciated their help.

Sincerely,

Margot L. van der Noot
Raritan Township

16b.



Raritan
Headwaters

28th Annual Stream Cleanup Reminder

Dear Mayor and Town Clerks,

Raritan Headwaters' Annual Stream Cleanup will take place on **Saturday, April 14, 2018, from 9:00 am to 12:00 pm**. It is our 28th year for this environmentally critical event! This huge effort provides citizens with an opportunity to connect with their local streams to experience first-hand how cleanup efforts can improve water quality, and it eliminates a lot of pollutants from the water supply.

Please help us reach out to the citizens in your municipality by publicizing this family friendly event through:

- Your municipality's website calendar and community newsletter.
- Your Facebook page and other social media platforms.
- Your colleagues and friends.

Visit our website to find information to share for registration and flyers, press releases and photos for posting. www.raritanheadwaters.org

Thank you for your support in making conservation happen! We look forward to seeing you on the River on April 14th!

Thank you again,

Jody Marcus

Development Director

908-234-1852, xt. 320

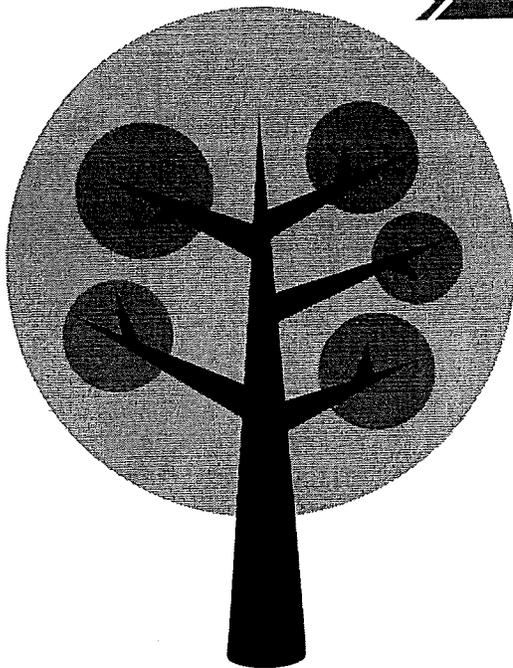
Walnut Brook, Raritan Twp Volunteer Tree Planting

Join Raritan Headwaters and Raritan Township as we restore the stream corridor along the Walnut Brook. Trees help keep streambanks from eroding, control flooding, provide habitat for wildlife, maintain cool temperatures for fish, and clean the water.

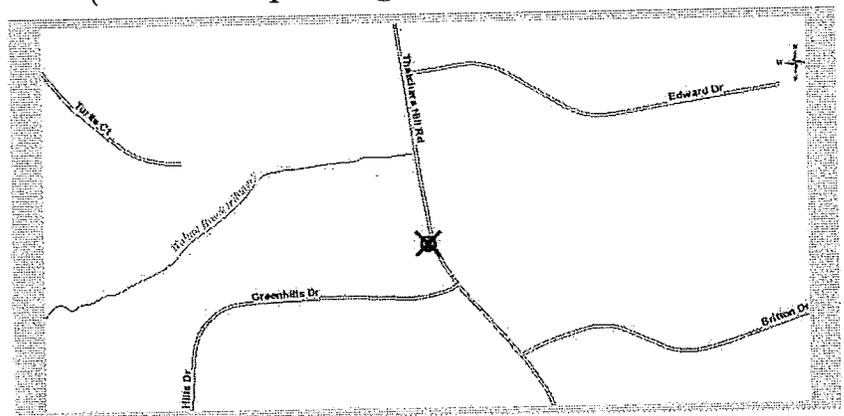
Friday & Saturday

April 27th & 28th

9am - 3pm



Meet at parking area located at
177 Thatchers Hill Rd, Flemington
(additional parking along Green Hills Dr.)



Bring Gloves & a Shovel

For more info. contact Mara Tippett at 908-234-1852 ext. 327

MTippett@raritanheadwaters.org

To learn more visit www.raritanheadwaters.org



February 27, 2018

Mr. Donald Hutchins
Administrator / CPWM
Raritan Township
One Municipal Drive
Flemington, New Jersey 08822-1799



Dear Don:

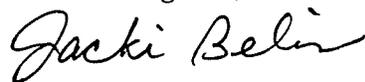
The RVCC Foundation gratefully acknowledges receiving a check for \$5,380 as the final payment for the three-pronged research project that Dr. Jay Kelly and his students engaged in to conduct deer density monitoring, deer exclosure assessment and design, and forestry maintenance in Raritan Township.

Thanks to this generous support, students enrolled in Dr. Kelly's field biology and environmental science classes had the extraordinary opportunity to gain in-the-field experience while earning internship stipends and providing a critical service to Raritan Township. I hope you and your colleagues found their final reports useful.

Your donation is supporting the next generation of scientists! It helps to advance RVCC's mission to expose students not only to the principles and practices of basic scientific research, but also to underscore the relevance of research methods and results as a way to solve real-world problems. These students have gained a deeper understanding of the values, roles, and responsibilities of science and scientists in matters of civic importance. Your investment is the gift that will keep giving.

Thank you again for partnering with Raritan Valley Community College.

Warmest regards,



Jacki Belin
Vice President for Strategic Programs and Development
Raritan Valley Community College

C: Dr. Jay Kelly, Professor of Environmental Studies, Raritan Valley Community College



Hunterdon County
Department of Public Safety
Division of Public Health Services



16e.

www.co.hunterdon.nj.us/health.html

March 1, 2018

Township of Raritan
Lisa Fania, Clerk
One Municipal Drive
Flemington, NJ 08822

Dear Ms. Fania:

As per requirements of the state Pesticide Control Regulations, N.J.A.C. Title 7 Chapter 30, enclosed please find an information packet regarding our mosquito control program.

The pesticide regulations require that I provide information that outlines the scope of our work should we be involved with area-wide mosquito control in your municipality.

I have included all municipalities in our mailing this year so that should the circumstances arise where we are conducting activities in your area, you will have some insight as to the nature of our work.

Any program updates can most easily be found on our website, the address of which is included in this packet.

Sincerely,

A handwritten signature in black ink, appearing to read "Tadhgh Rainey".

Tadhgh Rainey
Division Manager
Public Health Services

TR: jo

Enclosures

Municipal packet Raritan 2018

Physical Address: 314 State RT. 12, County Complex, Bldg. #1, 2nd Floor
Mailing Address: PO Box 2900, Flemington, NJ 08822-2900
Tel (908) 788-1351 Fax (908) 782-7510

Mosquitoes Question and Answer Sheet

**Distributed by:
Hunterdon County Mosquito and Vector Control Program**

Background

This Q&A sheet has been produced to help residents and local officials understand information pertaining to mosquito control in Hunterdon County. It was designed by personnel from the Hunterdon County Mosquito and Vector Control Program (HCMVCP) and was approved by the New Jersey Department of Environmental Protection, Pesticide Control Program as per the Pesticide Control Regulations (N.J.A.C. Title 7:30). Municipalities are encouraged to share this information with all residents in their community.

What is the life cycle of mosquitoes?

Details of the mosquito life cycle are described in the following pages. In summary, mosquitoes spend the immature stages of their lives in water. Some adult female mosquitoes require a blood meal for the production of eggs. Females lay their eggs in a variety of aquatic environments, including both transient and permanent bodies of water. Mosquitoes are extremely diverse insects; more than 32 species inhabit areas of Hunterdon County alone.

What diseases do mosquitoes cause?

In the eastern United States, mosquitoes transmit a variety of diseases including West Nile virus (WNV), eastern equine encephalitis (EEE), St. Louis encephalitis, LaCrosse virus, malaria and dog heartworm. WNV, a mosquito-borne virus causing encephalitis, was first recognized in New York City in 1999. WNV affects a variety of wildlife, horses and humans. The primary vector of WNV is a mosquito commonly found around homes. A WNV vaccine for horses was conditionally approved by the United States Department of Agriculture in 2001 and has been in use since.

What are the functions of the Hunterdon County Mosquito and Vector Control Program?

The HCMVCP was established in 2000 and conducts surveillance/control of mosquitoes, black flies and ticks. The focus of the program has been mosquito surveillance and control based on the statutory mandate (N.J.S.A. Title 26:9) "to perform all acts which in its opinion may be necessary for the elimination of mosquito breeding areas, or which will tend to exterminate mosquitoes within the county." The HCMVCP has incorporated tick and black fly surveillance in the past few years. The program's activities are guided through comprehensive surveillance, which includes trapping, collecting, etc. to evaluate populations of various species. Mosquitoes are controlled by source reduction, chemical, and biological control. Emphasis is placed on the control of mosquitoes when they are in the aquatic stages of their development.

What control efforts are utilized by the HCMVCP?

The HCMVCP uses an integrated pest management (IPM) approach to controlling mosquitoes. IPM incorporates various methods of control, including the use of biological and synthetic products when needed. With an IPM strategy, control efforts focus primarily on the immature, water-borne stages of the

mosquito. Larval control can be very effective because larvae are more concentrated and accessible than the adult mosquitoes, which disperse after emerging. Adult control can be effective and is used when larviciding is inappropriate. Larval control encompasses a variety of techniques and is not limited to synthetic chemicals. Most larval control in Hunterdon is conducted through the use of biologically derived agents. This includes bacterial products such as *Bacillus thuringiensis israelensis* (abbreviated "Bti") and *Bacillus sphaericus*, and through the use of live organisms such as the mosquito fish, *Gambusia affinis*. All products used by the HCMVCP are registered and licensed by the United States Environmental Protection Agency. They are registered for use by the New Jersey Department of Environmental Protection and are approved for use by the New Jersey Agricultural Experiment Station (NJAES). Biological agents, such as fungi and nematodes, that are not recommended by NJAES for mosquito control are not part of a proper IPM program and are not used by the HCMVCP. Additional information can be obtained by visiting the Hunterdon County website: <http://www.co.hunterdon.nj.us>.

What are the winter activities of the HCMVCP?

Field activities, such as tire cleanup, mapping of sites, laboratory analysis of mosquitoes, etc. are conducted year round. Control operations generally start in February with the hatching of woodland pool mosquito species and continue through November. Inspection routes and trapping sites are revised and analyzed during the winter months. Educational presentations are made for citizen groups, etc. on mosquitoes, black flies, bed bugs ticks and other insects as well during this time. Simply contact HCMVCP for further details on these programs.

What can homeowners do to help control mosquitoes?

- Homeowners can provide effective control by eliminating standing water on their property. Any container holding water is a potential source of mosquito production. Of particular concern are clogged gutters and scattered tires. Residents should keep gutters clean and remove or overturn containers if possible. Items such as birdbaths should be emptied and refilled at least once a week.
- Small depressions in the yard can be filled to prevent the collection of water. If larger wet areas exist on the property, residents should bring them to the attention of HCMVCP personnel.
- Keeping adult mosquitoes out of the home is an additional step residents can take. Window and door screens should be properly fitted and holes patched to prevent mosquitoes from entering the home.
- A variety of repellents are available to provide relief from mosquitoes and other insects. Historically, the most effective repellents are those containing the active ingredient DEET.

What do I do if there are mosquito problems around my home?

If mosquitoes present a problem in your area, contact the HCMVCP office at (908) 788-1351. The staff will investigate your call. Each area is inspected to verify the presence of mosquitoes. Adult mosquitoes are often collected for surveillance purposes and virus testing.

How do residents avoid exposure to pesticides?

Larvicides are most frequently applied in areas where there is no exposure to people. However, people should take the same precautions that are used when handling chemicals around the home to avoid exposure. Avoid consumption and direct exposure to any larvicide or adulticide. If residents are in a spray zone, windows can be closed to reduce drift into a home. Adulticide products are sprayed on a low rate basis. Exposure to outdoor products is therefore minimal and there is generally no need to move items

indoors. However, exposure can be avoided by covering outdoor items if needed. Higher risk individuals, particularly pregnant women, children and those who are chronically ill should avoid direct contact with pesticides. Exposure can be reduced by keeping a distance from application equipment and avoiding immediate and direct contact with habitat that has been treated. Treatment information is routinely updated during the field season on the Hunterdon County website: <http://www.co.hunterdon.nj.us>.

What are the symptoms of pesticide exposure?

Symptoms of exposure vary with each product and vary with the amount of exposure. Generally speaking, exposure to small doses may cause mild irritation to the skin and eyes. Because symptoms vary so greatly, and because symptoms of exposure can present themselves like many other illnesses, residents should contact a physician if they suspect they have been exposed to a pesticide. Residents should also contact the New Jersey Poison Information and Education System (1-800-222-1222) if they have been exposed to a pesticide. The Material Safety Data Sheets (MSDSs) provide useful first aid information for individuals who have been exposed to a concentrated material (for example, exposure during the mixing process). MSDSs for products used by the HCMVCP are available to residents upon request. Pesticide fact sheets, which are included in this packet, provide more detailed information on inadvertent and mild exposure to pesticides.

Where can I find more specific information on the activities of the mosquito program?

Current activities of the mosquito program can be found at the Hunterdon County website: <http://www.co.hunterdon.nj.us> or by calling the HCMVCP office at 908-788-1351. Information on the website changes on an as needed basis over the course of the season. Items included on the web page include maps of disease activity, announcements, information on products used in mosquito control, and information pertaining to mosquito spraying. Area-wide spraying notifications are also announced in newspaper advertisements (typically in the *Hunterdon Democrat*, *Courier News*, *Easton Express Times* or *Star Ledger*) over the course of the season. These announcements provide details on products used and appropriate contact information. An example of such an announcement is provided on the last page of this packet.

With whom do I correspond to attain more technical information on pesticide usage and exposure?

National Pesticide Information Center (for overall information 9:30 AM – 7:30 PM)
800-858-7378

New Jersey Poison and Information and Education System (for pesticide health information and exposure)
800-222-1222

NJDEP Pesticide Control Program (for NJ pesticide regulations and misuse complaints)
609-984-6057

US Environmental Protection Agency, Region 2 Office (for federal pesticide regulation)
732-321-6759

NJDEP Office of Mosquito Control Coordination (for State-wide mosquito control information)
609-292-3649

Hunterdon County Division of Health (for local mosquito control information)
908-788-1351

Hunterdon County Division of Health

In compliance with Section 9.10 of the New Jersey Pesticide Control Code (N.J.A.C. Title 7, Chapter 30) notice is hereby given that the Hunterdon County Division of Health, Route 12 County Complex Flemington, NJ 08822 will be applying insecticides for the control of larval black flies on an area wide basis in Hunterdon County (primarily in the South Branch of the Raritan River), as needed, during the period of April 20, 2012 through October 16, 2012. The Hunterdon County Division of Health will also be applying insecticides for the control of adult mosquitoes, on an area wide basis in Hunterdon County as needed, during the period of May 18, 2012 through November 20, 2012. The insecticide to be used for larval black flies [with active ingredient (a.i.) *Bacillus thuringiensis israelensis*] will be Vectobac 12AS (EPA reg #73049-38) applied according to product labeling. The products to be used in adult mosquito control could be Scourge 4+12 [a.i. resmethrin and piperonyl butoxide (PBO)] (EPA reg #432-716), Scourge 18+54 (a.i. resmethrin and PBO)(EPA reg #432-667), Atrapa VCP (a.i. malathion) (EPA reg #1812-407), Anvil 2+2 (a.i. sumithrin)(EPA reg #1021-1687-8329), and Zenivex E20 (a.i. etofenprox)(EPA reg #2724-791). All products will be applied with truck-mounted or handheld equipment (nothing by aircraft).

All persons interested in obtaining additional information regarding these activities may call the program coordinator, Mr. Tadhg Rainey (Pesticide License # 24344B) at (908) 788-1351, Rte 12 Complex, Flemington, NJ 08822 or by visiting the Hunterdon County Website: www.co.hunterdon.nj.us. "Upon request the pesticide applicator or applicator business shall provide a resident with notification at least 12 hours prior to the application, except for Quarantine and Disease Vector Control only, when conditions necessitate pesticide applications sooner than that time." In order for health department officials to correctly identify these areas, residents should indicate the name, street address and phone number at the residence, and should make such requests annually (no deadline is required) in writing or by email. For routine health inquiries or pesticide exposure information please contact the National Pesticide Information Center at 1-800-858-7378. For emergencies relating to pesticides contact the New Jersey Poison Information and Education System at 1-800-222-1222. Contact "this number for pesticide regulation information, pesticide complaints, and health referrals" 1-609-984-6507 (NJ Pesticide Control Program).

Hunterdon County Mosquito & Vector Control 2017 Fact Sheet

Anvil®

(Sumithrin-Containing Product Used for Adult Mosquito Control)

What is Anvil® and how is it used?

Sumithrin is the active ingredient in the product Anvil® and is produced for the control of adult mosquitoes. Sumithrin is used as an ultra low volume (ULV) spray following the product label and guidelines produced by the New Jersey Agricultural Experiment Station (NJAES). Sumithrin is a synthetic form of the pyrethrins, the naturally occurring compounds found in chrysanthemum flowers, and is included in a group of products collectively known as the “pyrethroids.” Piperonyl butoxide (also known as “PBO”) is a synergist that is contained in Anvil formulations. PBO, although not capable of effectively controlling mosquitoes by alone, increases the activity of sumithrin in mosquitoes by decreasing the ability of mosquitoes to detoxify sumithrin. The US Environmental Protection Agency’s current evaluation states that pyrethroids do not pose unreasonable health risks to people or unreasonable risks to wildlife and the environment when used properly.

How can exposure to these products be avoided?

Although risk to the general public from use of this of this product is minimal, avoiding exposure is always the safest course of action. Higher risk individuals, particularly pregnant women, children and those who are chronically ill, should avoid direct contact with Anvil. Exposure can be reduced by keeping a distance from application equipment and avoiding immediate and direct contact with habitat that has been treated. Treatment information is routinely updated during the field season on the Hunterdon County website: <http://www.co.hunterdon.nj.us>. In addition, notices containing information about the use of resmethrin are periodically placed in newspapers in the Hunterdon region throughout the season. Residents can avoid incidental contact with resmethrin by remaining indoors and keeping windows closed during sumithrin applications.

What are the symptoms of exposure to Anvil?

Direct exposure could cause mild eye and skin irritation. Eyes should be flushed with plenty of water upon exposure. The chance of experiencing symptoms by exposure to Anvil when properly used is low. Should symptoms exist, immediate medical attention is advised by either contacting a physician or by contacting the New Jersey Poison Information and Education System (NJPIES) at 1-800-222-1222.

How long does Anvil last in the environment?

Sumithrin tends to breakdown relatively quickly in the environment. Breakdown is highly dependent on temperature and sunlight. In direct sunlight, resmethrin will likely breakdown in hours; however, it could persist in the soil for several days if conditions are favorable. In practical terms, sumithrin used at ULV rates will only provide mosquito control within a couple of hours of use. PBO breakdown follows a similar pattern to sumithrin although probably shows slightly greater persistence in the soil.

Where can more information on sumithrin be found?

The following resources can be used to attain more information on sumithrin as it pertains to mosquito control in Hunterdon County:

- | | |
|--|---------------------|
| National Pesticide Information Center | 800-858-7378 |
| - For overall pesticide specific information
(9:30 AM – 7:30 PM) | |
| New Jersey Poison Information and Education System | 800-222-1222 |
| - For pesticide health information and possible
exposure (24 hours) | |
| NJ DEP Pesticide Control Program | 609-984-6057 |
| - For NJ pesticide regulation and misuse complaints | |
| US EPA Region 2 Office of Pesticide Programs | 732-321-6759 |
| - For federal pesticide regulation information | |
| Hunterdon County Division of Health | 908-788-1351 |
| - For pesticide information and information on
local mosquito control | |

Products Used in Larval Black Fly Control

Vectobac® 12AS

What is Vectobac® 12AS and how is it used?

Vectobac® 12AS is a liquid formulation that contains the active ingredient *Bacillus thuringiensis israelensis* (Bti). Bti stands for the name of the bacteria of which certain components of these bacteria effectively control black fly larvae. Proteins from the bacteria are pathogenic to filter feeding black flies and these proteins comprise the active ingredient of Vectobac. Vectobac is applied to black fly larval habitat (generally rivers and streams) in either a concentrated or diluted fashion (by the use of water). The US Environmental Protection Agency's current evaluation considers Bti containing products to be practically non-toxic when used according to label instructions. Method of application is either by hand or truck mounted equipment.

How can exposure to Vectobac be avoided?

Although risk to the general public from use of this of this product is minimal, avoiding exposure is always the safest course of action. Because of the physical and chemical properties of Vectobac, generally the only health concern is associated with an allergic reaction to the bacteria. Residents should therefore take precautions to avoid direct eye and skin contact with Bti. Areas of the body that have come in contact with Vectobac can be washed with water. There are no specific categories of individuals who are more susceptible to problems associated with Bti; however, residents who perceive themselves at a higher risk for exposure to other products should take extra care to avoid direct contact with Bti. Such residents might include those who have general allergic reactions to a variety of other products, young children, and chronically ill individuals. Exposure can be reduced by keeping a distance from application equipment and avoiding immediate and direct contact with habitat that has been treated. Treatment information is routinely updated during the field season on the Hunterdon County website: <http://www.co.hunterdon.nj.us>. In addition, notices containing information about the use of Vectobac are periodically placed in newspapers in the Hunterdon region throughout the season.

What are the symptoms of exposure to Vectobac?

Direct exposure could cause mild irritation from eye and skin contact. These conditions could be aggravated by pre-existing skin or eye lesions and hypersensitivity. The chance of experiencing symptoms with diluted material when properly used is low. First aid procedure includes flushing exposed areas with copious amounts of water and seeking medical attention if irritation persists. Should symptoms persist, immediate medical attention is advised by either contacting a physician or by contacting the New Jersey Poison Information and Education System (NJPIES) at 1-800-222-1222.

How long does Bti last in the environment?

Bti tends to breakdown quickly in the environment, primarily due to its susceptibility to heat and sunlight. Breakdown in water generally occurs within hours of use.

Where can more information on these products be found?

Numerous publications exist on the efficacy and environmental fate of Bti. Staff of the HCMVCP can provide examples of these upon request. The following resources can also be used to attain more information on Bti as it pertains to black fly control:

- | | |
|---|---------------------|
| National Pesticide Information Center | 800-858-7378 |
| - For overall pesticide specific information
(9:30 AM – 7:30 PM) | |
| New Jersey Poison Information and Education System | 800-222-1222 |
| - For pesticide health information and possible
exposure (24 hours) | |
| NJ DEP Pesticide Control Program | 609-984-6057 |
| - For NJ pesticide regulation and misuse complaints | |
| US EPA Region 2 Office of Pesticide Programs | 732-321-6759 |
| - For federal pesticide regulation information | |
| Hunterdon County Division of Health | 908-788-1351 |
| - For pesticide information and information
on local black fly control | |

RARITAN TOWNSHIP COMMITTEE MEETING
RARITAN TOWNSHIP MUNICIPAL BUILDING
TUESDAY, JUNE 20, 2017

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

ROLL CALL: The following were present: Comm. Richard Chen; Comm. Michael Mangin; Comm. Craig O'Brien; Comm. Lou Reiner; and Mayor Karen Gilbert. Also present were Administrator, Don Hutchins; Chief Financial Officer, William Pandos; Municipal Clerk, Lisa Fania; and Township Attorney, Jeff Lehrer.

MEETING ADVERTISED: Mayor Gilbert advised that the meeting was noticed on January 11, 2017 in accordance with the Open Public Meetings Act by providing notice to the Courier News, Star Ledger, Trenton Times, Express Times and Hunterdon County Democrat and was posted on the municipal bulletin board and the Township Website.

Mayor Gilbert read Resolution #17-160 by title.

Committee Member O'Brien asked for clarification of salary compensation for Ms. Fania. It was agreed by all Committee Members that compensation would be at her hourly rate.

Mayor Gilbert asked for a motion to adopt Resolution #17-160.

Motion by Reiner, seconded by Chen

ROLL CALL VOTE:

AYES: Chen, Mangin, O'Brien, Reiner, Deputy

NOES: None

ABSTAIN: None

ABSENT: None

RESOLUTION #17-160

WHEREAS, the present acting clerk, Rose Sollena and the Deputy Clerk Kristi Gano were unable to attend the June 20,2017 Township Committee Meeting of the Township of Raritan; and

WHEREAS, the Township of Raritan is therefore in need of filling the position of Acting Clerk for the Township Committee Meeting of June 20,2017; and

WHEREAS, the Township Committee of the Township of Raritan had appointed Lisa Fania, RMC as Clerk of the Township of Raritan commencing on June 26,2017; and

WHEREAS, Lisa Fania, RMC has agreed to fulfill the position of Acting Township Clerk for the meeting of June 20,2017.

NOW, THEREFORE BE IT RESOLVED by the Mayor and the Township Committee of the Township of Raritan, Hunterdon County, State of New Jersey that Lisa Fania, RMC is hereby appointed as Acting Clerk for Township Committee meeting of June 20,2017 and shall be compensated at an hourly rate of \$39.56 per hour.

Township Attorney Lehrer read Resolution #17-162 in full.

Mayor Gilbert asked for a motion to approve Closed Session Resolution.

Motion by Chen, seconded by Reiner

ROLL CALL VOTE:

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

NOES: None

ABSTAIN: None

ABSENT: None

RESOLUTION #17-162

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: Francavilla Property Purchase Block 43 Lot 2, Bowlby Block 72.07 Lot 81, Block 71 Lot 19.02 and Block 71 Lot 19; Ad Hoc Rec Committee
 - b) Personnel: Registrar Compliment
 - c) Attorney Client Privilege: Verizon Wireless Application to use Municipal Right-of-Way; Positive Pay Check Fraud Protection
 - d) Pending Litigation: Mid-American Salt LLC vs. Morris County Cooperative Pricing Council et al.

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 come back into Regular Session and may take further action.
4. This Resolution shall take effect immediately.
- 5.

CLOSED SESSION MINUTES ARE COMPLETED IN A SEPARATE DOCUMENT

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

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

APPROVE/AMEND AGENDA

Mayor Gilbert asked for a motion to approve the agenda.

Motion by Reiner, seconded by Mangin

ROLL CALL VOTE:

AYES: Chen, Mangin, O'Brien, Reiner, Deputy

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, referred to the Raritan Township Municipal Utilities Authority's (RTMUA) brochure requesting that the record reflect the following language on the brochure, "...In 2009, 2010, 2011, 2012 and 2013, the Township of Raritan exercised its right to appropriate five percent (5%) of the RTMUA operating budget to balance their budget for a total of \$996,860.10 for Township use." Ms. Sachau also commented on the health impacts of toxic chemicals and requested that the Township inform residents of the chemicals being sprayed at the parks. Lastly, Ms. Sachau commented on the lack of women on Township boards, committees and commissions; funding of kiosks on open space property; and expressed opposition to the proposed ordinance appropriating funds for deer fencing.

FINANCIAL ISSUES

Payment of Bills as listed for Raritan Township: **\$253,442,97.00**

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

ROLL CALL VOTE:

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

NOES: None

ABSTAIN: None

ABSENT: None

Payment of Bills as listed for Raritan Township Fire Company: **\$973.74**

Motion by Reiner, seconded by O'Brien to approve the bill list for Raritan Township.

ROLL CALL VOTE:

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

NOES: None

RECUSE: Mangin

ABSTAIN: None

ABSENT: None

At this time, Mayor Gilbert requested that the Committee deviate from the scheduled agenda and take action on Ordinance #17-22 Accepting an Amendment to Drainage Easement #1 from Healthquest of Central Jersey, LLC, for Lot 16 in Block 9 (now or about to be known as Lot 16.03 in Block 9) as shown on the Tax Map of the Township of Raritan, as interested parties were in attendance.

Mr. Lehrer explained that the proposed ordinance is a condition of Planning Board approval.

Mayor Gilbert read by title Ordinance #17-22.

AN ORDINANCE ACCEPTING AN AMENDMENT TO DRAINAGE EASEMENT NO. 1 FROM HEALTHQUEST OF CENTRAL JERSEY, L.L.C. FOR LOT 16 IN BLOCK 9 (NOW OR ABOUT TO BE KNOWN AS LOT 16.03 IN BLOCK 9) AS SHOWN ON THE TAX MAP OF THE TOWNSHIP OF RARITAN

Mayor Gilbert asked for a motion to introduce Ordinance #17-22 on first consideration.

Motion by Reiner, seconded by Chen

ROLL CALL VOTE:

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

NOES: None

ABSTAIN: None

ABSENT: None

ORDINANCE INTRODUCED

Second reading and public hearing date scheduled for July 18, 2017.

REPORTS

The following staff reports were acknowledged by the Township Committee:

* Animal Control

* Court

* DPW Crew Chief Position

* Administration Building New Recycling Program

During Report acknowledgements, Public Works Superintendent, Brion Fleming advised on the status of the interview process for the Public Works Crew Chief position informing Committee Members of his recommendation, John Brown.

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

Michael Mangin Planning Board (Class II, RTMUA)
Deputy Mayor Mangin reported on a meeting of the RTMUA including discussion of the need to determine a new count on capacity; and that the Planning Board had approved Ordinance #17-13 and it is before the Township Committee for approval.

Craig O'Brien: Open Space
No report.

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

Karen Gilbert: Historians, Finance, Planning Board (Class I)
Mayor Gilbert reported that she and Deputy Mayor Mangin attended a meeting of the business coalition for the purpose of introducing Don to the business leaders in the community. Mayor Gilbert also reported that she did not attend the meeting of the Local Historians Committee but that restoration of the Oak Grove Schoolhouse is underway.

UNFINISHED BUSINESS

a. Veterans Fee Exemption –Mr. Hutchins provided a draft ordinance with proposed fee exemptions for veterans for review by Committee Members.

Committee Member O'Brien explained that the Township had an ordinance waiving certain fees for first responders and now that is being extended to veterans, in addition to a more inclusive definition of veteran.

It was the consensus to review the proposed exemptions and provide all comments to Mr. Hutchins by the end of the week and carry action to the next regular meeting.

NEW BUSINESS

a. Board of Adjustment Vacancy – Mayor Gilbert explained that there is a vacancy on the Board of Adjustment due to Jeff Donaldson's resignation and that Roger Ahrens has expressed interest in serving the unexpired term. A brief discussion was held. It was decided to carry discussion to a future scheduled meeting as additional information regarding alternate members and terms was needed.

b. **Parks and Recreation Committee’s Request to Install Fitness Center at Mine Brook Park**
 – Mr. Hutchins advised that the Parks and Recreation Committee will be working with Public Works to install a senior fitness center at Mine Brook Park at no cost to the Township.

Committee Members raised questions and concerns regarding equipment maintenance and type of equipment. Mr. Hutchins explained that the equipment will be utilized for exercise, required low maintenance and will be maintained by the Township.

c. **Healthquest relocation of drainage easement** – Mayor Gilbert announced that this item had been addressed earlier in the meeting agenda, as interested parties were in attendance.

ORDINANCES (FINAL ADOPTION, PUBLIC HEARING)

Mayor Gilbert read by title Ordinance #17-13.

AN ORDINANCE AMENDING A "REDEVELOPMENT PLAN" FOR BLOCK 16.02/LOT 41 AND AMENDMENTS AND SUPPLEMENTS TO TITLE 16 OF THE "REVISED GENERAL ORDINANCES OF THE TOWNSHIP OF RARITAN" WITH SPECIFIC REFERENCES TO EXISTING SECTION 16.22.010, "ESTABLISHMENT OF ZONES," TO EXISTING SECTION 16.22.020, "ZONING MAP", AND TO A NEW SECTION 16.28C WHICH INCLUDES ZONING PROVISIONS FOR A NEW "RJR" RARITAN JUNCTION REDEVELOPMENT DISTRICT GOVERNING THE DEVELOPMENT OF A "RARITAN JUNCTION REDEVELOPMENT PLAN"

Mr. Lehrer explained that the following two ordinances advance affordable housing for the third round and demonstrates to the State and Fair Share Housing intent to move forward. Mr. Lehrer continued both ordinances have undergone extensive review by Mr. Lehrer, Mr. Belardo and the Planning Board and it is his recommendation to proceed.

Mayor Gilbert added that the referenced parcel is the area located by Costco for which more retail/office space was originally intended.

Mayor Gilbert asked for a motion to open public hearing.

Motion by Mangin, seconded by Chen

MOTION UNANIMOUSLY CARRIED

No public comment.

Mayor Gilbert asked for a motion to close the public hearing and adopt Ordinance #17-13 on final consideration, same to be published according to law.

Motion by Mangin, seconded by Chen

ROLL CALL VOTE:

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

NOES: None

ABSTAIN: None

ABSENT: None

ORDINANCE ADOPTED

Ordinance advertised June 10, 2017, The Courier News. Posted on municipal bulletin board as required by law.

Mayor Gilbert read by title Ordinance #17-14

AN ORDINANCE OF THE TOWNSHIP OF RARITAN, COUNTY OF HUNTERDON, STATE OF NEW JERSEY, TO AMEND AN ORDINANCE ENTITLED REVISED GENERAL ORDINANCES OF THE TOWNSHIP OF RARITAN, AND MORE SPECIFICALLY TO AMEND CHAPTER 16.02 PURPOSE, ADMINISTRATION, AND DEFINITIONS, CHAPTER 16.22 ZONING DISTRICTS ESTABLISHED, CHAPTER 16.64 GENERAL DESIGN AND USE REGULATIONS, CHAPTER 16.68 CONDITIONAL USES, AND SECTION 16.26F PLANNED COMMERCIAL-OFFICE-SERVICE DISTRICT

Mayor Gilbert announced this parcel refers to Raritan Town Square – Walmart and Lowes.

Mayor Gilbert asked for a motion to open public hearing.

Motion by Chen, seconded by Mangin

MOTION UNANIMOUSLY CARRIED

No public comment.

Mayor Gilbert asked for a motion to close the public hearing and adopt Ordinance #17-14 on final consideration, same to be published according to law.

Motion by Chen, seconded by Reiner

ROLL CALL VOTE:

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

NOES: None

ABSTAIN: None

ABSENT: None

ORDINANCE ADOPTED

Ordinance advertised June 9, 2017, The Courier News. Posted on municipal bulletin board as required by law.

ORDINANCES (INTRODUCTION, FIRST READING)

Mayor Gilbert read by title Ordinance #17-16.

AN ORDINANCE OF THE TOWNSHIP OF RARITAN, COUNTY OF HUNTERDON, STATE OF NEW JERSEY ESTABLISHING A SALARY, WAGE AND COMPENSATION PLAN FOR THE YEAR 2017-2019 FOR EMPLOYEES IN THE CWA LOCAL 1040 WHITE COLLAR BARGAINING UNIT AND PROVIDING FOR THE ADMINISTRATION THEREOF

Committee Member O'Brien asked for clarification of language in Section 5, "any ordinance or part of any ordinance inconsistent with this ordinance is hereby repealed" and added that the negotiated contract takes precedence.

Mr. Lehrer recommended the amending language, "any ordinance or part of any ordinance inconsistent with the underlying contract is hereby repealed," be included for all ordinances relative to bargaining agreements including #17-17; #17-18; #17-19; and #17-21.

Mayor Gilbert asked for a motion to introduce Ordinance #17-16 on first consideration as amended.
Motion by Mangin, seconded by O'Brien

ROLL CALL VOTE:

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

NOES: None

ABSTAIN: None

ABSENT: None

ORDINANCE INTRODUCED

Second reading and public hearing date scheduled for July 18, 2017.

Mayor Gilbert read by title Ordinance #17-17.

AN ORDINANCE OF THE TOWNSHIP OF RARITAN, COUNTY OF HUNTERDON, STATE OF NEW JERSEY ESTABLISHING A SALARY AND WAGE PLAN FOR EMPLOYEES REPRESENTED BY TEAMSTERS LOCAL 469 FOR THE YEARS 2017-2019 AND PROVIDING FOR THE ADMINISTRATION THEREOF

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

ROLL CALL VOTE:

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

NOES: None

ABSTAIN: None

ABSENT: None

ORDINANCE INTRODUCED

Second reading and public hearing date scheduled for July 18, 2017.

Mayor Gilbert read by title Ordinance #17-18.

AN ORDINANCE OF THE TOWNSHIP OF RARITAN, COUNTY OF HUNTERDON, STATE OF NEW JERSEY ESTABLISHING A SALARY AND WAGE PLAN FOR EMPLOYEES REPRESENTED BY THE SUPERIOR OFFICERS ASSOCIATION OF PBA LOCAL 337A FOR THE YEARS 2017-2019 AND PROVIDING FOR THE ADMINISTRATION THEREOF

Mayor Gilbert asked for a motion to introduce Ordinance #17-20 on first consideration as amended.

Motion by Mangin, seconded by Chen

ROLL CALL VOTE:

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

NOES: None

ABSTAIN: None

ABSENT: None

ORDINANCE INTRODUCED

Second reading and public hearing date scheduled for July 18, 2017.

Mayor Gilbert read by title Ordinance #17-19.

AN ORDINANCE OF THE TOWNSHIP OF RARITAN, COUNTY OF HUNTERDON, STATE OF NEW JERSEY ESTABLISHING A SALARY AND WAGE PLAN FOR EMPLOYEES REPRESENTED BY PBA LOCAL 337 FOR THE YEARS 2017-2019 AND PROVIDING FOR THE ADMINISTRATION THEREOF

Mayor Gilbert asked for a motion to introduce Ordinance #17-19 on first consideration as amended.

Motion by Mangin, seconded by Reiner

ROLL CALL VOTE:

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

NOES: None

ABSTAIN: None

ABSENT: None

ORDINANCE INTRODUCED

Second reading and public hearing date scheduled for July 18, 2017.

Mayor Gilbert read by title Ordinance #17-20.

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

Mr. Lehrer advised that the amending language is not necessary for this ordinance, as employees are not covered by a bargaining agreement.

Mayor Gilbert asked for a motion to introduce Ordinance #17-20 on first consideration.

Motion by Reiner, seconded by Chen

ROLL CALL VOTE:

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

NOES: None

ABSTAIN: None

ABSENT: None

ORDINANCE INTRODUCED

Second reading and public hearing date scheduled for July 18, 2017.

Mayor Gilbert read by title Ordinance #17-21.

AN ORDINANCE OF THE TOWNSHIP OF RARITAN, COUNTY OF HUNTERDON, STATE OF NEW JERSEY ESTABLISHING A SALARY AND WAGE PLAN FOR EMPLOYEES IN CWA LOCAL 1040 SUPERVISOR AND HIGHER LEVEL SUPERVISOR BARGAINING UNITS FOR THE YEARS 2017-2019

Committee Member O'Brien requested that reference to longevity and combination titles for employees in the construction department be removed.

Mayor Gilbert suggested tabling and carrying to next regular meeting due to requested amendments.

Mayor Gilbert asked for a motion to table Ordinance #17-21.

Motion by O'Brien, seconded by Reiner

MOTION UNANIMOUSLY CARRIED

CORRESPONDENCE

- a. NJ American Water
- b. 2017 Governors Environmental Excellence Awards

NON-CONSENT AGENDA

Mayor Gilbert read Resolution #17-161 by title.

Mayor Gilbert asked for a motion to adopt Resolution #17-161.

Motion by Chen, seconded by Mangin

ROLL CALL VOTE:

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

NOES: None

ABSTAIN: None

ABSENT: None

RESOLUTION #17-161

AUTHORIZING THE AWARD OF A NON-FAIR AND OPEN CONTRACT FOR THE ADMINISTRATION OF AFFORDABLE HOUSING

WHEREAS, there exists a need for professional services for the Township of Raritan for a non-fair and open contract for the administration of affordable housing pursuant to the provisions of N.J.S.A. 19:44A-20.5; and

WHEREAS, the Township Committee has determined that Central Jersey Housing Resource Center (CJHRC) should be awarded a contract for the administration of affordable housing; and

WHEREAS, 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, Central Jersey Housing Resource Center (CJHRC) 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 committee or candidate for committee of 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 2016, 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 Certificate of Funds from the C.F.O. appended hereto certifies that municipal funds are available for same;

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

1. Central Jersey Housing Resource Center (CJHRC) is hereby awarded a contract for the administration of affordable housing for a term beginning on July 1, 2017 and terminating on June 30, 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. Central Jersey Housing Resource Center (CJHRC) will be compensated in the amount of \$3,755.50 per month for a one- year total of \$45,066.00 as specified in the contract.
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.

Mayor Gilbert read Resolution #17-163 by title.

Mayor Gilbert invited veteran, Kevin Cahalan to the dais.

Mr. Cahalan, Commander of Chapter 700 of the Military Order of the Purple Heart, appeared before the Committee to request that Raritan Township become a purple heart community reaffirming that it stands by the principles our country was founded on and supporting the government. Mr. Cahalan also announced that August 7 is National Purple Heart Day.

Mayor Gilbert informed Mr. Cahalan that the Township would like to attend the August 7 ceremony and present a proclamation. Mayor Gilbert also advised that the Township will be placing signs in prominent places throughout the Township proclaiming the municipality as a Purple Heart Community.

Mayor Gilbert asked for a motion to adopt Resolution #17-163.

Motion by O'Brien, seconded by Reiner

ROLL CALL VOTE:

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

NOES: None

ABSTAIN: None

ABSENT: None

RESOLUTION #17-163

RECOGNITION AND HONOR OF PURPLE HEART RECIPIENTS

WHEREAS, this Country was built and endures as the symbol of freedom due to the sacrifices made in every generation by courageous Americans who have answered the call to duty; and

WHEREAS, these courageous individuals embody the very best of the American spirit, values and freedoms we as Americans cherish, and preserve the life and liberties, peace and security in these United States as well as around the world; and

WHEREAS, the Purple Heart is awarded in the name of the President of the United States to any member of the Armed Forces of these United States who while serving under competent authority, in any capacity has been wounded or has given the ultimate sacrifice; and

WHEREAS, the Military Order of the Purple Heart was Chartered by Congress in 1958 and is composed of military men and women who have been awarded the Purple Heart Medal; and

WHEREAS, the Mayor and the Township Committee of the Township of Raritan supports the mission of the Military Order of the Purple Heart to honor and support these courageous individuals.

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 in honor of the sacrifices made by these courageous individuals who have been bestowed the Purple Heart, and by all veterans and active Military men and women, it is with great pride and gratitude the Township of Raritan be recognized as a **PURPLE HEART COMMUNITY**.

CONSENT AGENDA

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

At this time, Committee Member O'Brien requested that all Township Committee Meeting Minutes be removed as he must abstain from the vote; as well as Item 13i. Resolution #17-165 A Resolution to Rescind Resolution #17-122 Authorizing the Appointment of Scott Williamson to full-time Deputy Fire Marshal due to further discussion.

Mayor Gilbert read the following resolutions by title.
 Mayor Gilbert asked for a motion to adopt the Consent Agenda as amended.
 Motion by Mangin, seconded by O'Brien

ROLL CALL VOTE:

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

RESOLUTION #17-152

WHEREAS, an application, municipal fee and Tax Clearance Certificate have been received by the Acting Township Clerk of the Township of Raritan for the renewal of a previous liquor license issued by the Mayor and Township Committee of the Township of Raritan; and

WHEREAS, notice of the renewal of the license has been published under the direction of the Director of Alcohol and Beverage Control and no objections to the renewal of this license has been received by the Clerk; and

WHEREAS, this renewal application has been reviewed by the Acting Clerk of the Township of Raritan and the Police Department and, since no objections were received, recommends the renewal of the liquor license.

NOW THEREFORE BE IT RESOLVED by the Mayor and Township Committee of the Township of Raritan that the following liquor license be renewed for one year beginning July 1, 2017 to June 30, 2018:

*Flemington Lodge 1928 Elks Club House
 t/a Flemington Lodge 1928 BPO Elks Club House
 PO Box 261
 Route 31
 Flemington, NJ 08822*

*License # 1021-31-007-002
 License Fee \$188.00*

BE IT FURTHER RESOLVED, that the Acting Clerk of the Township of Raritan, Rose Sollena, shall sign, issue and deliver such certificates of license to the above licensee on behalf of the Township of Raritan.

BE IT FURTHER RESOLVED, that the Acting Clerk of the Township of Raritan, Rose Sollena, shall forward a copy of this resolution to the Division of Alcohol Beverage Control.

RESOLUTION #17-153

WHEREAS, N.J.S. 40A4-87 provides that the Director of the Division of Local Government Services may approve the insertion of any special item of revenue in the budget of any county or municipality when such item shall have been made available by law and the amount thereof was not determined at the time of the adoption of the budget; and

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

WHEREAS, the Township of Raritan has been awarded \$61,541.88 from the Department of Environmental Commission and wishes to amend its 2017 Budget to include this amount as a revenue.

NOW THEREFORE BE IT RESOLVED that the Township Committee of the Township of Raritan, County of Hunterdon, State of New Jersey hereby requests the Director of the Division of Local Government Services to approve the insertion of an item of revenue in the budget of the year 2017 in the sum of \$61,541.88 which is available as a revenue from:

Miscellaneous Revenues

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

Public and Private Revenues Off-Set with
Appropriations:

2017 Clean Communities Grant

BE IT FURTHER RESOLVED that a like sum of \$61,541.88 is hereby appropriated under the caption of:

General Appropriations

(a) Operations Excluded from Caps
Public and Private Programs Off-Set by
Revenues:

2017 Clean Communities Grant

Other Expenses

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

RESOLUTION #17-154

WHEREAS, N.J.S. 40A4-87 provides that the Director of the Division of Local Government Services may approve the insertion of any special item of revenue in the budget of any county or municipality when such item shall have been made available by law and the amount thereof was not determined at the time of the adoption of the budget; and

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

WHEREAS, the Township of Raritan has been awarded \$1,000.00 from Walmart and wishes to amend its 2017 Budget to include this amount as a revenue.

NOW THEREFORE BE IT RESOLVED that the Township Committee of the Township of Raritan, County of Hunterdon, State of New Jersey hereby requests the Director of the Division of Local Government Services to approve the insertion of an item of revenue in the budget of the year 2017 in the sum of \$1,000.00 which is available as a revenue from:

Miscellaneous Revenues

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

Public and Private Revenues Off-Set with
Appropriations:

Law Enforcement Officers Training and Equipment

BE IT FURTHER RESOLVED that a like sum of \$1,000.00 is hereby appropriated under the caption of:

General Appropriations

(a) Operations Excluded from Caps
Public and Private Programs Off-Set by
Revenues:

Law Enforcement Officers Training and Equipment
Other Expenses

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

RESOLUTION #17-155

WHEREAS, an application, municipal fee and Tax Clearance Certificate have been received by the Acting Township Clerk of the Township of Raritan for the renewal of a previous liquor license issued by the Mayor and Township Committee of the Township of Raritan; and

WHEREAS, notice of the renewal of the license has been published under the direction of the Director of Alcohol Beverage Control and no objections to the renewal of this license have been received by the Clerk; and

WHEREAS, this renewal application has been reviewed by the Acting Township Clerk and the Police Department and since no objections were received, recommends the renewal of the liquor license.

NOW THEREFORE BE IT RESOLVED by the Mayor and Township Committee of the Township of Raritan that the following liquor license be renewed for one year beginning July 1, 2017 to June 30, 2018:

*The Rock of Raritan, LLC
t/a Bourbon Street Wine and Spirits
326 Route 31 North
Flemington, New Jersey 08822*

*License #1021-44-012-003
License Fee: \$2,500.00*

BE IT FURTHER RESOLVED that the following condition shall be imposed and made a part of this license:

“In the event of a transfer or move, said license shall be restricted to, and shall not be moved out of that section of the Township that is north of the intersection of Route 31 and County Route 523 - Junction Road.”

BE IT FURTHER RESOLVED, that the Acting Clerk of the Township of Raritan, Rose Sollena, shall sign, issue and deliver such certificates of license to the above licensee on behalf of the Township of Raritan.

BE IT FURTHER RESOLVED, that the Acting Clerk of the Township of Raritan, Rose Sollena, shall forward a copy of this resolution to the Division of Alcohol Beverage Control.

RESOLUTION #17-156

WHEREAS, an application, municipal fee and Tax Clearance Certificate have been received by the Township Clerk of the Township of Raritan for the renewal of a previous liquor license issued by the Mayor and Township Committee of the Township of Raritan; and

WHEREAS, notice of the renewal of the license has been published under the direction of the Director of Alcohol and Beverage Control and no objections to the renewal of this license has been received by the Clerk; and

WHEREAS, this renewal application has been reviewed by the Clerk of the Township of Raritan and the Police Department and, since no objections were received, recommends the renewal of the liquor license.

NOW THEREFORE BE IT RESOLVED by the Mayor and Township Committee of the Township of Raritan that the following liquor license be renewed for one year beginning July 1, 2017 to June 30, 2018:

Loyal Order of Moose Lodge #1829

PO Box 326

Barley Sheaf Road

Flemington, NJ 08822

License #1021-31-008-002

License Fee: \$188.00

BE IT FURTHER RESOLVED that the following condition shall be imposed and made a part of this license:

“This licensee shall not permit the consumption, service, sale or otherwise of any alcoholic beverage, Monday through Friday, between the hours of 2:00 a.m. and 4:00 p.m. on those days when the Barley Sheaf Elementary School is in session. All other hours of operation shall be in accordance with the Municipal Ordinances of the Township of Raritan.”

BE IT FURTHER RESOLVED that the Acting Clerk of the Township of Raritan, Rose Sollena, shall sign, issue and deliver such certificates of license to the above licensee on behalf of the Township of Raritan.

BE IT FURTHER RESOLVED that the Acting Clerk of the Township of Raritan, Rose Sollena, shall forward a copy of this resolution to the Division of Alcohol Beverage Control.

RESOLUTION #17-157

WHEREAS, an application has been filed with the Clerk of the Township of Raritan for a place-to-place expansion transfer of Distribution License #1021-44-010-005, issued to Penns Raritan, Inc., t/a Raritan Wine & Spirits for the premises located at 14 Commerce Street, Flemington, New Jersey; and

WHEREAS, legal notice of the application was published twice in the Courier News and an affidavit of publication was provided to the Township Clerk; and

WHEREAS, the Clerk of the Township of Raritan has received no objections to the place-to-place expansion transfer; and

WHEREAS, Penns Raritan, Inc., t/a Raritan Wine & Spirits has paid the transfer fees and the license has been properly renewed for the current license term effective July 1, 2017 through June 30, 2018; and

WHEREAS, the liquor license number will be changed to reflect the new generation number 006.

NOW THEREFORE BE IT RESOLVED by the Township Committee of the Township of Raritan that the Place-to-Place expansion transfer be granted to:

License #1021-44-010-006

Penns Raritan, Inc.

t/a Raritan Wine & Spirits

14 Commerce Street

Flemington, New Jersey 08822

BE IT FURTHER RESOLVED by the Township Committee of the Township of Raritan that the Clerk is directed to forward a certified copy of this resolution to the State Director of the Division of Alcoholic Beverage Control.

RESOLUTION #17-158

WHEREAS, Padero Solaer USA, Inc. in February, 2017 posted a \$850,645.20 Cash Performance Bond; and

WHEREAS, Padero Solaer USA, Inc. has requested a reduction its cash bond; and

WHEREAS, Township Engineer, Antoine Hajjar, has performed a site inspection and recommends the reduction the Cash Performance Bond be reduced in the amount of \$103,812.60 and:

WHEREAS, the Township of Raritan will retain \$189,150.00

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 Cash Performance Bond posted by Raritan Junction, LLC be reduced in the amount of \$103,812.60.

RESOLUTION #17-159

WHEREAS, on January 3, 2017 Lori and Dan Boni Sr. made a Payment In lieu of Roads in the amount of \$8,016.50 in connection with a new home construction project on Plum Brook Road; and

WHEREAS, the Township of Raritan has decided to cease the collection of these contributions and to refund all unused funds; and

WHEREAS, Lori and Dan Boni Sr. has requested the return of their Payment In lieu of Roads plus any accrued interest; and

WHEREAS, Township Administrator Donald Hutchins, recommends the return of the Payment In lieu of Roads to Lori and Dan Boni Sr.

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 by Lori and Dan Boni Sr. in the amount of \$8,016.50 plus any accrued interest is hereby returned.

Mayor Gilbert asked for a motion to adopt the Regular and Executive Session Meeting Minutes of May 16, 2017.

Motion by Mangin, seconded by Chen

ROLL CALL VOTE:

AYES: Chen, Mangin, Reiner, Mayor Gilbert

NOES: None

ABSTAIN: O'Brien

ABSENT: None

PRIVILEGE OF THE FLOOR

There was no public comment.

Mayor Gilbert asked for a motion to adjourn and reconvene Closed Session.

Motion by Mangin, seconded by Chen

MOTION UNANIMOUSLY CARRIED

Meeting adjourned at 8:23 p.m.

CLOSED SESSION MINUTES #2 ARE COMPLETED IN A SEPARATE DOCUMENT

Regular meeting reconvened at 9:41 p.m.

Mayor Gilbert read Resolution #17-165 by title.

Mayor Gilbert asked for a motion to adopt Resolution #165.

Motion by Mangin, seconded by Chen

ROLL CALL VOTE:

AYES: Chen, Mangin, Reiner, Mayor Gilbert

NOES: None

ABSTAIN: O'Brien

ABSENT: None

RESOLUTION #17-165

RESOLUTION TO RESCIND RESOLUTION 17-122 AUTHORIZING THE APPOINTMENT OF SCOTT WILLIAMSON TO FULL-TIME DEPUTY FIRE MARSHAL

WHEREAS, the Township Committee of the Township of Raritan did resolve to appoint Scott Williamson as full time Deputy Fire Marshal at a regularly scheduled meeting of the Township Committee on May 16,2017; and

WHEREAS, Scott Williamson did request in writing to decline this appointment after Resolution 17-122 was resolved and before the effective date of Resolution 17-122; and

WHEREAS, the Township Committee of the Township of Raritan accepts the letter of declination from Scott Williamson.

NOW, THEREFORE BE IT RESOLVED by the Mayor and the Township Committee of the Township of Raritan, Hunterdon County, State of New Jersey that Resolution 17-122 is hereby rescinded.

Mayor Gilbert read Resolution #17-166 by title.

Committee Member O'Brien requested that language be added to include present salary at \$42.00 per hour.

Mayor Gilbert asked for a motion to adopt Resolution #166 as amended.
Motion by Mangin, seconded by Chen

ROLL CALL VOTE:

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

RESOLUTION #17-166

**RESOLUTION APPOINTING SCOTT WILLIAMSON
AS ACTING FIRE PREVENTION OFFICIAL**

WHEREAS, the Township of Raritan is in need of a Fire Prevention Official; and
WHEREAS, Scott Williamson is currently appointed as the Deputy Fire Prevention Official;

and

WHEREAS, the Township Committee of the Township of Raritan wishes to appoint Scott Williamson as the Acting Fire Prevention Official.

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Raritan, in the County of Hunterdon, State of New Jersey, that Scott Williamson is hereby appointed as Acting Fire Prevention Official for the Township of Raritan effective immediately for a period of 60 days at an hourly rate of \$42.00 per hour.

Mayor Gilbert acknowledged and commended Township Registrar of Vital Statistics, Lisa Krieger, for going above and beyond in her duties as she was recognized by a resident for outstanding service.

ADJOURNMENT

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

Meeting adjourned at 9:46 p.m.

Respectfully submitted,

Lisa Fania, RMC
Township Clerk

**RARITAN TOWNSHIP COMMITTEE MEETING
RARITAN TOWNSHIP MUNICIPAL BUILDING
TUESDAY, JULY 18, 2017**

MEETING CALLED: Mayor Gilbert called the regular meeting to order at 6:00 p.m.

ROLL CALL: The following were present: Comm. Richard Chen; Comm. Michael Mangin; Comm. Craig O'Brien (arrived at 6:10 p.m.); Comm. Louis Reiner; and Mayor Karen Gilbert. Also present were Administrator, Don Hutchins; Municipal Clerk, Lisa Fania; and Township Attorney, Jeff Lehrer; Attorney, Ed Purcell.

MEETING ADVERTISED: Mayor Gilbert advised that the meeting was noticed on January 11, 2017 in accordance with the Open Public Meetings Act by providing notice to the Courier News, Star Ledger, Trenton Times, Express Times and Hunterdon County Democrat and was posted on the municipal bulletin board and the Township Website.

Township Attorney Lehrer read Resolution #17-184 in full.

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

ROLL CALL VOTE:

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

RESOLUTION #17-184

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: Bowlby Appraisal, Block 72.07, Lot 81; Block 71, Lot 19.02; Block 71, Lot 19
 - b) Personnel: Tax Collector; Deputy Clerk; Volunteer Firefighter; Fire Official
 - c) Attorney-Client Privilege: Check Fraud 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 come back into Regular Session and may take further action.
4. This Resolution shall take effect immediately.

CLOSED SESSION MINUTES #1 ARE COMPLETED IN A SEPARATE DOCUMENT

The Regular meeting reconvened at 7:13 p.m.

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

APPROVE/AMEND AGENDA

Mayor Gilbert asked for any amendments to the agenda.

Mayor Gilbert advised that there are two additional items to the Non-Consent Agenda, a resolution authorizing the employment of a Fire Official; and a resolution Confirming the Termination of a Volunteer Member of the Raritan Township Fire Company.

Mayor Gilbert asked for a motion to approve the agenda as amended.
Motion by Reiner, seconded by Mangin

ROLL CALL VOTE:

AYES: Chen, Mangin, O'Brien, Reiner, Mayor Gilbert
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 on longevity compensation and part-time wage rates; expressed opposition to Resolution #17-167 Dedication by Rider for Wildlife Management Trust Fund; commented on the Raritan Township resident deer survey and spoke about actions of the NJ Division of Wildlife regarding the killing of various species of wildlife in New Jersey.

FINANCIAL ISSUES

Payment of Bills as listed for Raritan Township: **\$4,688,257.06**

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

ROLL CALL VOTE:

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

Payment of Bills as listed for Raritan Township Fire Company: **\$3,980.00**

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

ROLL CALL VOTE:

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

REPORTS

The following staff reports were acknowledged by the Township Committee:

- *Tax Collector
 - *Animal Control
 - *Planning/Engineering Escrow Accounts
-

LIAISON REPORTS

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

Michael Mangin Planning Board (Class II, RTMUA)
Deputy Mayor Mangin announced that the WAWA application was defeated at the last Planning Board meeting; and announced the upcoming meeting date (July 20) of the Raritan Township Municipal Utilities Authority (RTMUA). Deputy Mayor Mangin invited Raritan Township Police Chief, Glenn Tabasko to the dais.

At this time, Chief Tabasko read a letter into the record from a County resident commending the admirable actions of Patrol Officer Michael Podlaski in assisting his autistic son with a flat tire.

Committee Members congratulated and thanked Chief Tabasko, Officer Podlaski, and the entire Police Department for their outstanding efforts.

Craig O'Brien:

Open Space

Committee Member O'Brien advised that the farmland preservation plan is out and commented that it is one of the things that the Committee needs to approve before the Township is eligible for State Agriculture Development funds. He also advised that the Open Space Plan requires Township Committee approval as well.

Committee Member O'Brien reported on a meeting of the Open Space Advisory Committee advising that Open Space Committee Members concurred to partner with the County Freeholders to identify or acquire a parcel or develop an existing parcel for multi-purpose sports fields.

Committee Member O'Brien thanked Curtis Leeds and Don Hutchins for outreach efforts regarding the Township's programs for veterans.

Louis Reiner:

Environmental Commission, Green Team, Fire/Rescue/OEM

No report.

Karen Gilbert:

Historians, Finance, Planning Board (Class I)

Mayor Gilbert announced the upcoming date and activities for Community Day, October 7, 2017; and thanked Curtis Leeds for publishing the press release on same.

UNFINISHED BUSINESS

- a. **Auto Dealership Overflow Parking Ordinance** – Mayor Gilbert provided an update on the status of the overflow parking for auto dealerships, advising that the Planning Board Technical Review Committee (PBTRC) will be meeting July 19 to discuss a proposed ordinance.

A brief discussion was held clarifying the purpose of the PBTRC. Mayor Gilbert explained that the committee provides an opportunity for applicants to obtain preliminary plan review prior to going before the Planning Board. Mr. Lehrer added that such committee streamlines the approval process saving time and money for applicants.

NEW BUSINESS

- a. **2016 Audit Report** – At this time, Mr. Hutchins requested that the Committee hold action regarding the presentation of the 2016 Audit to later in the scheduled agenda, as the Auditor was delayed due to traffic. All concurred.

- b. **Private Deer Management Information** – Mr. Hutchins explained that information regarding deer management on private property will be disseminated to residents in the tax bills, available on the

Township website and in the Clerk's office to assist residents in managing the deer population on their respective properties.

c. Referendum for Fire Truck and Ambulance – Mayor Gilbert advised that tonight's discussion is to decide whether the Township will hold a referendum seeking voter support regarding the acquisition of a fire truck for the fire company and an ambulance for the rescue squad. Mr. Lehrer advised that the authorization of a referendum is by resolution and must be submitted to the County Clerk not later than 81 days (August 18, 2017) prior to the November 2017 General Election.

Sean Fatooh, member of the Raritan Township Fire Company, appeared before the Committee advising that the Fire Company is seeking to acquire a new command vehicle to replace the current Chief's vehicle which is a 10-year old Suburban. Mr. Fatooh provided a summary of the vehicle specifications.

Mayor Gilbert advised that Raritan Township Fire Chief, Doug Day, had provided an estimated cost for a command vehicle of \$125,000.00.

Attila Huebscher, president of the Flemington-Raritan Rescue Squad, appeared before the Committee and presented details for the acquisition of a new ambulance including cost of approximately \$232,711.00 Mr. Huebner commented that the squad does not expect the town to pay for everything and offered to contribute \$60,000.00 toward the cost of the ambulance.

Committee Members raised questions and concerns regarding what purchase was originally included in 2017 budget discussions for the fire company; if the referendum is binding; and why the need to hold a referendum for such purchases.

During the discussion, Mayor Gilbert explained that original discussions with the fire company were for the purchase of another engine, however, after needs were assessed it was determined that the department was more in need of a command vehicle. Mr. Lehrer also clarified that binding referendums are not permitted under this form of government. Deputy Mayor Mangin added that this is a non-binding referendum.

Debate continued regarding past practice of major purchases.

Mayor Gilbert asked for a voice vote to direct Mr. Lehrer to proceed with the preparation of two resolutions, one authorizing a referendum for the purchase of a fire command vehicle and one for the purchase of an ambulance. It was the consensus to proceed.

ORDINANCES (FINAL ADOPTION, PUBLIC HEARING)

Mayor Gilbert read by title Ordinance #17-16.

AN ORDINANCE OF THE TOWNSHIP OF RARITAN, COUNTY OF HUNTERDON, STATE OF NEW JERSEY ESTABLISHING A SALARY, WAGE AND COMPENSATION PLAN FOR THE YEAR 2017-2019 FOR EMPLOYEES IN THE CWA LOCAL 1040 WHITE COLLAR BARGAINING UNIT AND PROVIDING FOR THE ADMINISTRATION THEREOF

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

Mayor Gilbert asked for a motion to close the public hearing and adopt Ordinance #17-16 on final consideration, same to be published according to law.
Motion by O'Brien, seconded by Mangin

ROLL CALL VOTE:

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

ORDINANCE ADOPTED

Ordinance advertised July 5, 2017, The Courier News. Posted on municipal bulletin board as required by law.

ORDINANCE #17-16

AN ORDINANCE OF THE TOWNSHIP OF RARITAN, COUNTY OF HUNTERDON, STATE OF NEW JERSEY ESTABLISHING A SALARY, WAGE AND COMPENSATION PLAN FOR THE YEAR 2017-2019 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 2017 - 2019 shall be as follows:

	Minimum	Maximum
<u>Group 1</u> Clerk Typist	22,000	28,000
<u>Group 2</u> Civilian Police Desk Operator Tax Clerk	25,000	38,250
<u>Group 3</u> Administrative Secretary Administrative Secretary/Deputy Registrar Assessing Clerk Construction Control Person Construction Office Coordinator/Secretary Deputy Court Administrator Violations Clerk	28,000	45,950

<u>Group 4</u>	31,000	61,500
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		
 <u>Group 5</u>	 40,000	 67,000
Fire Prevention Inspector		
Assistant Tax Assessor		
 <u>Group 6</u>	 46,000	 85,000
Uniform Construction Code Inspectors		
Senior Engineering Assistant		

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

Section III. LONGEVITY

All full-time employees (min. 35 hours) hired prior to January 1, 2006 shall be entitled to longevity 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

Section IV. ATTENDANCE AT BOARD MEETING 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.



Mayor Gilbert read by title Ordinance #17-17.

AN ORDINANCE OF THE TOWNSHIP OF RARITAN, COUNTY OF HUNTERDON, STATE OF NEW JERSEY ESTABLISHING A SALARY AND WAGE PLAN FOR EMPLOYEES REPRESENTED BY TEAMSTERS LOCAL 469 FOR THE YEARS 2017-2019 AND PROVIDING FOR THE ADMINISTRATION THEREOF

Mayor Gilbert asked for a motion to open public hearing.

Motion by Mangin, seconded by Chen

MOTION UNANIMOUSLY CARRIED

No public comment.

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

Motion by Mangin, seconded by Chen

ROLL CALL VOTE:

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

NOES: None

ABSTAIN: None

ABSENT: None

ORDINANCE ADOPTED

Ordinance advertised July 1, 2017, The Courier News. Posted on municipal bulletin board as required by law.

ORDINANCE #17-17

AN ORDINANCE OF THE TOWNSHIP OF RARITAN, COUNTY OF HUNTERDON, STATE OF NEW JERSEY ESTABLISHING A SALARY AND WAGE PLAN FOR EMPLOYEES REPRESENTED BY TEAMSTERS LOCAL 469 FOR THE YEARS 2017-2019 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 Teamsters Local 469 shall be as follows:

Hourly Rates of Pay:

A. Employees hired before January 1, 2000:

	<u>1/1/17</u>	<u>1/1/18</u>	<u>1/1/19</u>
Probationary	27.58	28.12	28.67
After 3 months	30.94	31.54	32.16
After 6 months	34.68	35.36	36.05
After 1 Year	38.09	38.83	39.59
After 5 Years	39.62	40.39	41.18
After 8 Years	40.00	40.78	41.58

After 10 Years	40.37	41.16	41.96
After 13 Years	40.76	41.55	42.36
After 15 Years	41.14	41.94	42.76

B. Employees hired from January 1, 2000 through the signing of the Agreement:

	<u>1/1/17</u>	<u>1/1/18</u>	<u>1/1/19</u>
Probationary	27.58	28.12	28.67
After 3 months	30.20	30.79	31.39
After 6 months	32.83	33.47	34.12
After 1 Year	35.48	36.17	36.88
After 2 Years	38.09	38.83	39.59
After 8 Years	38.87	39.63	40.40
After 10 Years	39.11	39.87	40.65
After 13 Years	39.36	40.13	40.91
After 15 Years	39.62	40.39	41.18

C. Employees Hired After signing of the Agreement:

<u>For the Years</u>	<u>2017</u>	<u>2018</u>	<u>2019</u>
Probationary	19.69	20.07	20.47
After 1 Year	20.73	21.13	21.54
After 2 Years	21.76	22.19	22.62
After 3 Years	22.80	23.24	23.70
After 4 Years	23.84	24.30	24.77
After 5 Years	24.87	25.36	25.85
After 6 Years	25.91	26.41	26.93
After 7 Years	26.94	27.47	28.01
After 8 Years	27.98	28.53	29.08
After 9 Years	29.02	29.58	30.16
After 10 Years	30.05	30.64	31.24

The hourly amount of employees within the steps shall be increased by the agreed upon percentages of the agreement covering 2017-2019. (1.8%, 1.95% & 1.95%). (As reflected above)

Section II.

Any and all matters not contained in this ordinance shall be in accordance with the provisions contained in the contract in the Teamsters Local 469 Blue Collar Union contract for the years 2016-2019.

Section III.

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

Section IV.

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

Mayor Gilbert read by title Ordinance #17-18.

AN ORDINANCE OF THE TOWNSHIP OF RARITAN, COUNTY OF HUNTERDON, STATE OF NEW JERSEY ESTABLISHING A SALARY AND WAGE PLAN FOR EMPLOYEES REPRESENTED BY THE SUPERIOR OFFICERS ASSOCIATION OF PBA. LOCAL 337A FOR THE YEARS 2017-2019 AND PROVIDING FOR THE ADMINISTRATION THEREOF

Mr. Hutchins advised that the proposed ordinance needs to be tabled and public hearing carried to the next regular meeting as the Courier News failed to publish notice.

Motion by Gilbert, seconded by Chen to table Ordinance #17-18.

MOTION UNANIMOUSLY CARRIED
ORDINANCE TABLED

Mayor Gilbert read by title Ordinance #17-19.

AN ORDINANCE OF THE TOWNSHIP OF RARITAN, COUNTY OF HUNTERDON, STATE OF NEW JERSEY ESTABLISHING A SALARY AND WAGE PLAN FOR EMPLOYEES REPRESENTED BY PBA LOCAL 337 FOR THE YEARS 2017-2019 AND PROVIDING FOR THE ADMINISTRATION THEREOF

Mayor Gilbert asked for a motion to open public hearing.

Motion by Reiner, seconded by Mangin

MOTION UNANIMOUSLY CARRIED

No public comment.

Mayor Gilbert asked for a motion to close the public hearing and adopt Ordinance #17-19 on final consideration, same to be published according to law.

Motion by Mangin, seconded by Chen

ROLL CALL VOTE:

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

NOES: None

ABSTAIN: None

ABSENT: None

ORDINANCE ADOPTED

Ordinance advertised July 1, 2017, The Courier News. Posted on municipal bulletin board as required by law.

ORDINANCE #17-19

AN ORDINANCE OF THE TOWNSHIP OF RARITAN, COUNTY OF HUNTERDON, STATE OF NEW JERSEY ESTABLISHING A SALARY AND WAGE PLAN FOR EMPLOYEES REPRESENTED BY P.B.A. LOCAL 337 FOR THE YEARS 2017-2019 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 P.B.A. Local 337 shall be as follows:

A. Salary Schedule for Patrolman Hired Prior to 1/1/97:

<u>Year of Service</u>	<u>2017</u>	<u>2018</u>	<u>2019</u>
After 15 Years	115,563	117,817	120,114
After 20 Years	116,643	118,918	121,237

B. Salary Schedule for Patrolman Hired From 1/1/97 To 12/31/12:

<u>Year of Service</u>	<u>2017</u>	<u>2018</u>	<u>2019</u>
After 5 Years	112,323	114,513	116,746
After 10 Years	113,403	115,615	117,869
After 15 Years	114,483	116,716	118,992
After 20 Years	115,563	117,817	120,114
After 24 Years	116,643	118,918	121,237

C. Salary Schedule for Patrolman Hired After 12/31/12:

<u>Year of Service</u>	<u>2017</u>	<u>2018</u>	<u>2019</u>
Start	41,453	42,261	43,085
After 1 Year	49,230	50,190	51,169
After 2 Years	57,008	58,120	59,253
After 3 Years	64,786	66,049	67,337
After 4 Years	72,563	73,978	75,421
After 5 Years	84,079	85,718	87,390
After 6 Years	92,219	94,017	95,850
After 9 Years	100,359	102,316	104,311
After 14 Years	108,498	110,614	112,771
After 19 Years	116,643	118,918	121,237

Section II Any and all matters not contained in this ordinance shall be in accordance with the provisions contained in the P.B.A. Local 337 Union contract for the years 2016-2019.

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

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

Mayor Gilbert read by title Ordinance #17-20.

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

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

Mayor Gilbert asked for a motion to close the public hearing and adopt Ordinance #17-20 on final consideration, same to be published according to law.

Motion by Reiner, seconded by Chen

ROLL CALL VOTE:

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

NOES: None

ABSTAIN: None

ABSENT: None

ORDINANCE ADOPTED

Ordinance advertised July 5, 2017, The Courier News. Posted on municipal bulletin board as required by law.

ORDINANCE #17-20

AN ORDINANCE OF THE TOWNSHIP OF RARITAN, COUNTY OF HUNTERDON, STATE OF NEW JERSEY ESTABLISHING A SALARY AND WAGE PLAN 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 2017 for employees not covered by a bargaining agreement shall be as follows:

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

<u>B. FULL-TIME POSITIONS</u>	<u>MIN.</u>	<u>MAX</u>
<u>GROUP 1</u> Administrative Secretary Deputy Township Clerk/Clerical Assistant	28,000	45,000
<u>GROUP 2</u> Administrator's Assistant/Purchasing Coordinator	40,000	59,750
<u>GROUP 3</u> Township Clerk Tax Assessor	62,000	100,500
<u>GROUP 4</u> 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 2017 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 be entitled to longevity 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

Section V. MILEAGE AND CAR ALLOWANCES

1. 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.
2. 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 2017 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.

Mayor Gilbert read by title Ordinance #17-21.

AN ORDINANCE OF THE TOWNSHIP OF RARITAN, COUNTY OF HUNTERDON, STATE OF NEW JERSEY ESTABLISHING A SALARY AND WAGE PLAN FOR EMPLOYEES IN CWA LOCAL 1040 SUPERVISOR AND HIGHER-LEVEL SUPERVISOR BARGAINING UNITS FOR THE YEARS 2017-2019

Mayor Gilbert asked for a motion to open public hearing.

Motion by Reiner, seconded by Chen

MOTION UNANIMOUSLY CARRIED

No public comment.

Mayor Gilbert asked for a motion to close the public hearing and adopt Ordinance #17-21 on final consideration, same to be published according to law.

Motion by Mayor Gilbert, seconded by Reiner

ROLL CALL VOTE:

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

NOES: None

ABSTAIN: None

ABSENT: None

ORDINANCE ADOPTED

Ordinance advertised July 5, 2017, The Courier News. Posted on municipal bulletin board as required by law.

ORDINANCE #17-21

AN ORDINANCE OF THE TOWNSHIP OF RARITAN, COUNTY OF HUNTERDON, STATE OF NEW JERSEY ESTABLISHING A SALARY AND WAGE PLAN FOR EMPLOYEES IN CWA LOCAL 1040 SUPERVISOR AND HIGHER-LEVEL SUPERVISOR BARGAINING UNITS FOR THE YEARS 2017-2019

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

Section I. The Salary and Wage Plan for the years 2017-19 for employees whose positions are represented by CWA Local 1040 Supervisor and Higher Level Supervisor bargaining units shall be as follows:

	<u>Minimum</u>	<u>Maximum</u>
<u>GROUP 1</u>		
Supervisor of Accounts	40,000	57,000
<u>GROUP 2</u>	50,000	98,000
Assistant Township Engineer		
Building Subcode Official		
Electrical Subcode Official		
Fire Official		
Fire Subcode Official		
Municipal Court Administrator		
Plumbing Subcode Official		
Public Works Foreman		
Tax Collector		
<u>GROUP 3</u>	62,000	108,500
Construction Official		
Planner		
Superintendent of Public Works		
<u>GROUP 4</u>	97,000	163,000
Township Engineer		

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

The rates of compensation for temporary, seasonal and part-time employees shall be in accordance with the respective ranges for said titles in this ordinance.

Section IV. 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 2017 Budget and with such other policies, rules and regulations as may be adopted from time to time by the Township Committee.

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 final adoption and publication in accordance with the law.

Mayor Gilbert read by title Ordinance #17-22.

AN ORDINANCE ACCEPTING AN AMENDMENT TO DRAINAGE EASEMENT NO. 1 FROM HEALTHQUEST OF CENTRAL JERSEY, L.L.C. FOR LOT 16 IN BLOCK 9 (NOW OR ABOUT TO BE KNOWN AS LOT 16.03 IN BLOCK 9) AS SHOWN ON THE TAX MAP OF THE TOWNSHIP OF RARITAN

Mr. Hutchins advised that it has been determined that additional information is required and requested that the ordinance be tabled.

Mayor Gilbert asked for a motion to table Ordinance #17-22.

Motion by Mangin, seconded by Reiner
MOTION UNANIMOUSLY CARRIED
ORDINANCE TABLED

Mayor Gilbert read by title Ordinance #17-23.

AN ORDINANCE AUTHORIZING ACCEPTANCE OF A CONSERVATION EASEMENT AND FIRE TANK ACCESS AND MAINTENANCE EASEMENT APPLICABLE TO BLOCK 27, LOT 24, FROM HONEY PROPERTIES, L.L.C., AND NJR CLEAN ENERGY VENTURES II CORPORATION

Mr. Lehrer explained that the proposed ordinance authorizes compliance of conditions set forth by Planning Board approval and must be authorized by the Township Committee.

Mayor Gilbert asked for a motion to introduce Ordinance #17-23 on first consideration.

Motion by Reiner, seconded by Mangin

ROLL CALL VOTE:

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

NOES: None

ABSTAIN: None

ABSENT: None

ORDINANCE INTRODUCED

Second reading and public hearing date scheduled for August 15, 2017.

Mayor Gilbert read by title Ordinance #17-24.

AN ORDINANCE OF THE TOWNSHIP OF RARITAN, COUNTY OF HUNTERDON, NEW JERSEY, AMENDING TITLE 3 ENTITLED "REVENUE AND FINANCE" OF THE REVISED GENERAL ORDINANCES OF THE TOWNSHIP OF RARITAN TO INCLUDE CERTAIN FEE EXEMPTIONS FOR VETERANS

Committee Member O'Brien requested discussion regarding the language defining a veteran and proof of documentation. Committee Member O'Brien expressed concern regarding the requirement of the DD-214 form explaining that not all veterans possess such form as it depends on the type of service.

Mr. Hutchins commented that he was advised by the Veterans Service Offices (VSO) of Somerset County that the DD-214 form is the only form of identification the Township should accept. Mr. Hutchins advised that he contacted the VSO per Committee Member O'Brien's specific request to find out what form of identification that entity would want the Township to use.

Discussion was held regarding proposed language.

Mr. Lehrer proposed the following language amendments to the ordinance:

Paragraph 1: "exempt resident of Raritan Township shall mean a person whose primary place of residence is located within Raritan Township and who through proper documentation can demonstrate that he or she is an active voluntary member"

Paragraph 3: "US veteran shall be defined as an individual who through the possession of a DD-214 form or other form of documentation can demonstrate the he or she satisfies any one or more of the following criteria"

The addition of d.: "or a veteran as defined by the State of New Jersey"

Mayor Gilbert asked for a motion to introduce Ordinance #17-24 on first consideration as amended.

Motion by O'Brien, seconded by Reiner

ROLL CALL VOTE:

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

NOES: None

ABSTAIN: None

ABSENT: None

ORDINANCE INTRODUCED

Second reading and public hearing date scheduled for August 15, 2017.

CORRESPONDENCE

*County-wide paid fire department

*Borough of Hampton Resolution regarding Appointment of Peter Fico as Municipal Court Judge

*Three Bridges Volunteer Fire Company 5 Mile Run Fundraiser

*Resident Letter regarding Sunny Hills Section II
*League of Municipalities Update

NON-CONSENT AGENDA

Mayor Gilbert read Resolution #17-167 by title.

Mayor Gilbert asked for a motion to adopt Resolution #17-167.
Motion by Chen, seconded by Mayor Gilbert

ROLL CALL VOTE:

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

RESOLUTION #17-167

A RESOLUTION REQUESTING PERMISSION FOR THE DEDICATION BY RIDER FOR WILDLIFE MANAGEMENT TRUST FUND REQUIRED BY N.J.S.A. 40A:5-29

WHEREAS, permission is required of the Director of the Division of Local Government Services for approval as a dedication by rider of revenues received by a municipality when the revenue is not subject to reasonably accurate estimates in advance; and

WHEREAS, N.J.S.A. 40A:5-29 provides for receipt of Wildlife Management fees by the municipality to provide for the operating costs to administer this act; and

WHEREAS, N.J.S.A. 40A:4-39 provides the dedicated revenues anticipated from the Wildlife Management Fees are hereby anticipated as revenue and are hereby appropriated for the purpose to which said revenue is dedicated by statute or other legal requirement.

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 Township Committee does hereby request permission of the Director of the Division of Local Government Services to pay expenditures of the Wildlife Management Trust Fund according to N.J.S.A. 40A:5-29.

2. The Township Clerk of the Township of Raritan, County of Hunterdon is hereby directed to forward two certified copies of this Resolution to the Director of the Division of Local Government Services.

PRESENTATION – 2016 AUDIT

Township Auditor, Heidi Wohlleb of Nisivoccia LLC joined the meeting at this time.

Ms. Wohlleb provided a summary of the comments and recommendations presented in the 2016 Audit Report that included the following:

*Segregation of duties

Improvement in monthly bank reconciliation for most accounts, except payroll
Escrow accounts not fully reconciled with supporting cash in General Ledger
Certain receipts and disbursements not always correctly recorded in General Ledger
Tax receipts not reconciled in the General Ledger

Assign custody of the Mayor's signature stamp to someone other than the Supervisor of Accounts

*Discontinue use of credit cards as the Division of Local Government Services (DLGS) does not permit use of credit cards by municipalities, counties or school boards

*Update amounts and custodians for petty cash and change funds (by resolution)

*Small over expenditure (\$2800) in the 2015 appropriation services

*No annual salary resolution or ordinance for non-union employees

*Assign responsibility to Payroll Agency Account for tracking different deductions

*Provide a listing of sick and vacation time due each employee

*Incorrect calculations for employee prescription benefit withholdings

*Dedication by Rider resolutions for trust funds to be completed

*Complete "Tickets Issued" report – discovered a large number of outstanding tickets assigned but not issued

*Separate cash boxes for each Court employee

*Periodic review of Capital Ordinances and Federal and State grant funds to be cancelled

*Cyber security in place

*Information available to employees regarding deferred compensation plans

Ms. Wohlleb further commented that recommendations from the prior year's Audit were resolved and the Chief Financial Officer's office had successfully established a General Ledger system and fixed asset accounting and reporting system.

Chief Financial Officer, William Pandos, explained that no General Ledger had previously existed and the finance department had not been following the New Jersey Flexible Chart of Accounts. He continued that establishment of the new accounting system required the creation of a new account for every single line item. He added that there are now controls in place to prevent over expenditures.

Committee Members raised questions and concerns regarding bonding of Court employees; the over extension of appropriation reserves; other actions implemented based on recommendations and comments; interfunds; overall debt service; achieving a Triple A (AAA) bond rating; and adequate surplus.

During the presentation, Ms. Wohlleb provided an explanation of interfunds and the importance of replenishing surplus. Ms. Wohlleb commented that \$3 million could be considered a healthy surplus amount. Mr. Pandos explained that time is an important factor in achieving a AAA rating and added that last year the Township went from an AA to AA+ after a tremendous effort.

Committee Members commended and extended gratitude to Mr. Pandos and his staff for the achievements accomplished in the Audit.

Mayor Gilbert read Resolution #17-174 by title.
Mayor Gilbert asked for a motion to adopt Resolution #17-174.
Motion by Reiner, seconded by Mangin

ROLL CALL VOTE:

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

RESOLUTION #17-174

CERTIFICATION OF REVIEW OF THE 2016 AUDIT

WHEREAS, N.J.S.A. 40A:5-4 requires the governing body of every local unit to have made an annual audit of its books, accounts and financial transactions, and

WHEREAS, the Annual Report of Audit for the year 2016 has been filed by a Registered Municipal Accountant with the Municipal Clerk pursuant to N.J.S.A. 40A:5-6, and a copy has been received by each member of the governing body; and,

WHEREAS, R.S. 52:27BB-34 authorizes the Local Finance Board of the State of New Jersey to prescribe reports pertaining to the local fiscal affairs; and,

WHEREAS, the Local Finance Board has promulgated N.J.A.C. 5:30-6.5, a regulation requiring that the governing body of each municipality shall by resolution certify to the Local Finance Board of the State of New Jersey that all members of the governing body have reviewed, as a minimum, the sections of the annual audit entitled "Comments and Recommendations; and,

WHEREAS, the members of the governing body have personally reviewed as a minimum the Annual Report of Audit, and specifically the sections of the Annual Audit entitled "Comments and Recommendations, as evidenced by the group affidavit form of the governing body attached hereto; and,

WHEREAS, such resolution of certification shall be adopted by the Governing Body no later than forty-five days after the receipt of the annual audit, pursuant to N.J.A.C. 5:30-6.5; and,

WHEREAS, all members of the governing body have received and have familiarized themselves with, at least, the minimum requirements of the Local Finance Board of the State of New Jersey, as stated aforesaid and have subscribed to the affidavit, as provided by the Local Finance Board; and

WHEREAS, failure to comply with the regulations of the Local Finance Board of the State of New Jersey may subject the members of the local governing body to the penalty provisions of R.S. 52:27BB-52, to wit:

R.S. 52:27BB-52: A local officer or member of a local governing body who, after a date fixed for compliance, fails or refuses to obey an order of the director (Director of Local Government Services), under the provisions of this Article, shall be guilty of a misdemeanor and, upon conviction, may be fined not more than one thousand dollars (\$1,000.00) or imprisoned for not more than one year, or both, in addition shall forfeit his office.

NOW, THEREFORE BE IT RESOLVED, that the Mayor and Township Committee of the Township of Raritan, hereby states that it has complied with N.J.A.C. 5:30-6.5 and does hereby submit a certified copy of this resolution and the required affidavit to said Board to show evidence of said compliance.

At this time, Mr. Pandos requested that Resolution #17-188 Approving the Corrective Action Plan Recommended in the Annual Report for the Audit of 2016 be tabled as the Court recommendations were not included.

Mayor Gilbert asked for a motion to table Resolution #17-188.

Motion by O'Brien, seconded by Mangin

MOTION UNANIMOUSLY CARRIED

Mayor Gilbert read Resolution #17-178 by title.

Mayor Gilbert asked for a motion to adopt Resolution #17-178.

Motion by Reiner, seconded by O'Brien

ROLL CALL VOTE:

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

NOES: None

ABSTAIN: None

ABSENT: None

RESOLUTION #17-178

AUTHORIZING THE FULL-TIME EMPLOYMENT OF NICHOLAS DANESE IN THE PUBLIC WORKS DEPARTMENT

WHEREAS, there exists a vacancy in the Department of Public Works for the position of Public Works Personnel; and

WHEREAS, Superintendent of Public Works, Brion Fleming, has interviewed prospective candidates and made a recommendation to Administrator, Donald Hutchins; and

WHEREAS, Administrator, Donald Hutchins, recommends Nicholas Danese for the position of Department of Public Works Personnel.

NOW, THEREFORE, BE IT RESOLVED, by the Mayor and Township Committee of the Township of Raritan, County of Hunterdon, State of New Jersey that Nicholas Danese is hereby employed as Department of Public Works Personnel effective July 24, 2017 at the hourly rate of \$19.69 as set forth in the Teamsters Local 469 Contract.

Mayor Gilbert read Resolution #17-179 by title.

Mayor Gilbert asked for a motion to adopt Resolution #17-179.

Motion by Mangin, seconded by Reiner

ROLL CALL VOTE:

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

NOES: None

ABSTAIN: None

ABSENT: None

RESOLUTION #17-179

AUTHORIZING THE EMPLOYMENT OF BARRIE EBERSTEIN AS A PERMANENT PART-TIME PUBLIC WORKS EMPLOYEE

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

WHEREAS, The Mayor and Township Committee desires to fill these positions; and

WHEREAS, the Superintendent of Public Works has interviewed and recommends Barrie Eberstein be employed as part-time Department of Public Works employee.

NOW, THEREFORE, BE IT RESOLVED, by the Mayor and Township Committee of the Township of Raritan, County of Hunterdon, State of New Jersey, that Barrie Eberstein is hereby employed as part-time Department of Public Works employee effective July 31, 2017 at an hourly rate of \$15.00 as set forth in the Teamsters Local 469 Contract, not to exceed on average 24 hours per week.

Mayor Gilbert read Resolution #17-180 by title.

Mayor Gilbert asked for a motion to adopt Resolution #17-180.

Motion by Reiner, seconded by Chen

ROLL CALL VOTE:

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

NOES: None

ABSTAIN: None

ABSENT: None

RESOLUTION #17-180

AUTHORIZING THE EMPLOYMENT OF STEVEN BARRETT AS A PERMANENT PART-TIME PUBLIC WORKS EMPLOYEE

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

WHEREAS, The Mayor and Township Committee desires to fill these positions; and

WHEREAS, the Superintendent of Public Works has interviewed and recommends Steven Barrett be employed as part-time Department of Public Works employee.

NOW, THEREFORE, BE IT RESOLVED, by the Mayor and Township Committee of the Township of Raritan, County of Hunterdon, State of New Jersey, that Steven Barrett is hereby employed as part-time Department of Public Works employee effective July 24, 2017 at an hourly rate of \$15.00 as set forth in Teamsters Local 469 Contract, not to exceed on average 24 hours per week.

Mayor Gilbert read Resolution #17-182 by title.

Mayor Gilbert asked for a motion to adopt Resolution #17-182.

Motion by Reiner, seconded by Mangin

ROLL CALL VOTE:

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

NOES: None

ABSTAIN: None

ABSENT: None

RESOLUTION #17- 182

**AUTHORIZING BRION FLEMING AS
PRINCIPAL PUBLIC WORKS MANAGER**

WHEREAS, Brion Fleming was appointed as Superintendent of Public works by the Mayor and Township Committee at a regular meeting on May 2, 2017 and effective April 18, 2017; and

WHEREAS, Brion Fleming has since received his Certified Public Works Manager Certification; and

WHEREAS, each Municipality must have a Principal Public Works Manager in accordance with N.J.S.A. 401A:9-154.6g.

NOW, THEREFORE BE IT RESOLVED by the Mayor and Township Committee of the Township of Raritan, County of Hunterdon, State of New Jersey that Brion Fleming shall serve as the Principal Public Works Manager for the Township of Raritan in accordance with N.J.S.A. 401A:9-154.6g.

Mayor Gilbert read Resolution #17-185 by title.

Mayor Gilbert asked for a motion to adopt Resolution #17-185.

Motion by Mangin, seconded by Chen

ROLL CALL VOTE:

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

NOES: None

ABSTAIN: None

ABSENT: None

RESOLUTION #17-185

**RESOLUTION APPOINTING STEPHANIE HAVER
AS PART-TIME DEPUTY TOWNSHIP CLERK**

WHEREAS, there exists a vacancy in the Township Clerk's Office for the position of part-time Deputy Township Clerk; and

WHEREAS, interviews have been conducted with several applicants interested in this position; and

WHEREAS, the Township Administrator recommends Stephanie Haver for the position of part-time Deputy Township Clerk.

NOW, THEREFORE, BE IT RESOLVED, by the Township Committee of the Township of Raritan, County of Hunterdon, State of New Jersey that Stephanie Haver is hereby appointed as part-time Deputy Township Clerk at a rate of \$19.00 per hour for twenty-five hours per week, effective July 24, 2017.

Mayor Gilbert read Resolution #17-189 by title.

Mayor Gilbert asked for a motion to adopt Resolution #17-189.

Motion by Chen, seconded by Mangin

ROLL CALL VOTE:

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

NOES: None

ABSTAIN: None

ABSENT: None

RESOLUTION #17-189

APPOINTMENT OF STEVE FARSIOU TO UNEXPIRED TERM ON THE ZONING BOARD OF ADJUSTMENT

WHEREAS, there exists a vacancy on the Zoning Board of Adjustment for a regular member, for an unexpired term, terminating December 31, 2020; and

WHEREAS, the Mayor and Township Committee of the Township of Raritan desires to fill this position.

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 following appointment is approved:

STEVE FARSIOU – REGULAR MEMBER
ZONING BOARD OF ADJUSTMENT
7/18/2017 TO 12/31/2020

Mayor Gilbert read Resolution #17-192 by title.

Mayor Gilbert asked for a motion to adopt Resolution #17-192.

Motion by Reiner, seconded by Mayor Gilbert

ROLL CALL VOTE:

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

NOES: None

ABSTAIN: None

ABSENT: None

RESOLUTION #17-192

**APPOINTMENT OF ROGER G. AHRENS TO UNEXPIRED TERM ON THE
ZONING BOARD OF ADJUSTMENT**

WHEREAS, there exists a vacancy on the Zoning Board of Adjustment for Alternate #1 member, for an unexpired term, terminating December 31, 2018; and

WHEREAS, the Mayor and Township Committee of the Township of Raritan desires to fill this position.

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 following appointment is approved:

ROGER G. AHRENS – ALTERNATE #1
ZONING BOARD OF ADJUSTMENT
7/18/2017 TO 12/31/2018

Mayor Gilbert read Resolution #17-193 by title.

Mayor Gilbert asked for a motion to adopt Resolution #17-193.

Motion by Mangin seconded by Chen

ROLL CALL VOTE:

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

NOES: None

ABSTAIN: None

ABSENT: None

RESOLUTION #17-193

**APPOINTMENT OF JAMES F. FERRARO III TO UNEXPIRED TERM ON
THE ZONING BOARD OF ADJUSTMENT**

WHEREAS, there exists a vacancy on the Zoning Board of Adjustment for Alternate #2 member, for an unexpired term, terminating December 31, 2017; and

WHEREAS, the Mayor and Township Committee of the Township of Raritan desires to fill this position.

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 following appointment is approved:

JAMES F. FERRARO, III – ALTERNATE #2
ZONING BOARD OF ADJUSTMENT
7/18/2017 TO 12/31/2017

Mayor Gilbert read Resolution #17-190 by title.
Mayor Gilbert asked for a motion to adopt Resolution #17-190.
Motion by Reiner, seconded by Mangin

ROLL CALL VOTE:

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

RESOLUTION #17-190

**RESOLUTION APPOINTING SCOTT WALLIS AS
PART-TIME FIRE SUBCODE OFFICIAL**

WHEREAS, there is a vacancy in the position of part-time Fire Subcode Official; and
WHEREAS, the Mayor and Township Committee of the Township of Raritan desires to fill this position; and

WHEREAS, the Township Administrator has interviewed and recommends the appointment of Scott Wallis as part-time Fire Subcode Official.

NOW, THEREFORE, BE IT RESOLVED, by the Mayor and Township Committee of the Township of Raritan, County of Hunterdon, State of New Jersey, that Scott Wallis is hereby appointed to the position of part-time Fire Subcode Official effective July 19, 2017 on a part-time basis at a salary of \$ 40.00 per hour, for an average of 25 hours per week, for a term of four (4) years in accordance with N.J.S.A. 52:27D-126.

Mayor Gilbert read Resolution #17-171 by title.

Mr. Hutchins explained that the proposed resolution authorizes the extension of the due date for the third quarter 2017 tax payment resulting from a delay at the State in receiving the established tax rate. Mr. Hutchins requested that language be amended to include the due date of September 1, 2017. Chief Financial Officer, William Pandos, clarified that there will be no financial implications to the Township.

Mayor Gilbert asked for a motion to adopt Resolution #17-171 as amended.
Motion by Reiner, seconded by Chen

ROLL CALL VOTE:

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

RESOLUTION #17-171

AUTHORIZING EXTENSION OF DUE DATE FOR THIRD QUARTER, 2017 TAXES

WHEREAS, tax bills for 2017-2018 will not be mailed in sufficient time to enable the payment of Third Quarter, 2017 taxes without interest being charged.

NOW, THEREFORE, BE IT RESOLVED, by the Township Committee of the Township of Raritan, County of Hunterdon, State of New Jersey, that the Grace Period for the payment of third quarter 2017 taxes without accruing interest charges is hereby extended to September 1, 2017.

BE IT FURTHER RESOLVED, that payments for third quarter 2017 taxes received after September 1, 2017, shall accrue interest from August 1, 2017 in accordance with the provisions of State Law regarding the calculation of interest on delinquent taxes.

Mayor Gilbert read Resolution #17-194 by title.

Mayor Gilbert asked for a motion to adopt Resolution #17-194.

Motion by Reiner, seconded by Chen

ROLL CALL VOTE:

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

NOES: None

ABSTAIN: None

ABSENT: None

RECUSE: Mangin

RESOLUTION #17-194

RESOLUTION CONFIRMING THE TERMINATION OF MARK BISHOP AS A VOLUNTEER MEMBER OF THE RARITAN TOWNSHIP FIRE COMPANY

WHEREAS, N.J.S.A. 34:15-43 provides in part that "every member of a volunteer fire company shall be deemed to be doing public duty under the control or supervision of...[the] governing body...if the fire company of which he is a member receives contributions from, or a substantial part of its expenses or equipment are paid for by, the municipality..."

WHEREAS, the Township of Raritan has, over the years, made sizeable contributions to the Raritan Township Fire Company pursuant to N.J.S.A. 40A:14-33 and N.J.S.A. 40A:14-34; and

WHEREAS, N.J.S.A. 40A:14-68 grants municipalities full authority to recognize and regulate volunteer fire companies; and

WHEREAS, Mark Bishop, is a volunteer member of the Raritan Township Fire Company; and

WHEREAS, Mark Bishop has engaged in certain conduct which undermines the orderly operations of the Raritan Township Fire Company.

NOW, THEREFORE, BE IT RESOLVED, by the Township Committee of the Township of Raritan, County of Hunterdon, State of New Jersey that it does hereby terminate Mark Bishop as a volunteer member of the Raritan Township Fire Company.

Mayor Gilbert read Resolution #17-195 by title.

Mayor Gilbert asked for a motion to adopt Resolution #17-195.

Motion by Chen, seconded by Reiner

ROLL CALL VOTE:

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

NOES: None

ABSTAIN: None

ABSENT: None

RESOLUTION #17-195

**RESOLUTION AUTHORIZING THE EMPLOYMENT OF
DENNIS CONCANNON II AS FIRE OFFICIAL**

WHEREAS, there is a vacancy in the position of Fire Official; and

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

WHEREAS, the Township Administrator has conducted interviews and recommends that Dennis Concannon II be employed as Raritan Township Fire Official.

NOW, THEREFORE, BE IT RESOLVED, by the Mayor and Township Committee of the Township of Raritan, County of Hunterdon, State of New Jersey, that Dennis Concannon II is hereby employed as Raritan Township Fire Official at a salary of \$82,000 effective August 7, 2017 and that he shall receive a \$1,000 stipend upon attaining his Fire Subcode license.

CONSENT AGENDA

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

At this time, Committee Member O'Brien requested that Resolution #17-186 Authorizing Tax-Exempt Status for 100% Disabled Veteran Jose Burgos and Refund in the Amount of \$432.45; and Resolution #17-187 Cancellation of Third and Fourth Quarter 2017 Taxes Due to 100% Disabled Veteran Status be removed from the Consent Agenda for further consideration.

Mayor Gilbert read the following resolutions by title.

Mayor Gilbert asked for a motion to adopt the Consent Agenda as amended with the removal of Resolutions #17-186 and Resolution #17-187.

Motion by Reiner, seconded by Chen

ROLL CALL VOTE:

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

NOES: None

ABSTAIN: None

ABSENT: None

RESOLUTION #17-169

AUTHORIZING THE REFUND OF A ZONING PERMIT FEE

WHEREAS, Robert J. Heyducek has requested a refund of his Zoning permit fee; and

WHEREAS, Danielle Langreder, Assistant Supervisor of Accounts, has submitted a memo dated June 21, 2017 and recommended the refund of the Zoning permit fee in the amount of \$10.00.

NOW, THEREFORE BE IT RESOLVED, by the Mayor and Township Committee of the Township of Raritan that the Zoning Permit fee paid by Robert J. Heyducek in the amount of \$10.00 is hereby refunded.

RESOLUTION #17-172

AUTHORIZING THE REFUND OF A FIRE INSPECTION PERMIT FEE

WHEREAS, Debbie Grill McInerney has requested a refund of a Fire inspection permit fee; and

WHEREAS, Danielle Langreder, Assistant Supervisor of Accounts, has submitted a memo dated July 5, 2017 and recommended the refund of the Fire inspection permit fee in the amount of \$35.00

NOW, THEREFORE, BE IT RESOLVED, by the Mayor and Township Committee of the Township of Raritan that the Fire inspection permit fee in the amount of \$35.00 paid by Debbie Grill McInerney is hereby refunded.

RESOLUTION #17-173

AUTHORIZING THE REFUND OF A FIRE INSPECTION PERMIT FEE

WHEREAS, Bartosz Kowalski has requested a refund of a Fire inspection permit fee; and

WHEREAS, Danielle Langreder, Assistant Supervisor of Accounts, has submitted a memo dated July 5, 2017 and recommended the refund of the fire inspection permit fee in the amount of \$35.00.

NOW, THEREFORE, BE IT RESOLVED, by the Mayor and Township Committee of the Township of Raritan that the Fire inspection permit fee in the amount of \$35.00 paid by Bartosz Kowalski is hereby refunded.

RESOLUTION #17-175

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

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

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

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

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

NOW, THEREFORE, BE IT RESOLVED, by the Mayor and Township Committee of the Township of Raritan, County of Hunterdon, State of New Jersey that the procurement of concrete vertical curb replacement be awarded to D&L Paving Contractors, Inc. of Nutley, NJ through the Morris County Cooperative Pricing System.

RESOLUTION #17-176

WHEREAS, the Township of Raritan is in need of road resurfacing on a township road; and
WHEREAS, the Township of Raritan is a member of the Morris County Cooperative Pricing System; and

WHEREAS, Tilcon New York, Inc. of Parsippany, NJ has been awarded contract #6 Road Resurfacing Categories A and 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 by Ordinance #16-10 in the amount of \$189,736.70; and

WHEREAS, the Chief Financial Officer has certified that funds are available through Certificate of Availability of Funds #17-12 for road resurfacing.

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 job of road resurfacing be awarded to Tilcon New York, Inc. of Parsippany, NJ through the Morris County Cooperative Pricing System.

RESOLUTION #17-177

WHEREAS, the Township of Raritan is in need of line striping and traffic markings on its roadways; and

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

WHEREAS, Denville Line Painting, Inc. of Rockaway, New Jersey has been awarded Contract #36 for traffic striping on roadways 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 Council and appropriated by Ordinance #16-10 for the amount of \$9,372.30 and by Line Item 01-201-44-907-299 for the amount of \$ 15,000.00; and

WHEREAS, the Chief Financial Officer has certified that funds are available through Certificate of Availability of Funds #17-13 for line traffic striping and markings.

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 installation of line striping and traffic markings be awarded to Denville Line Painting, Inc., 2 Green Pond Road, Rockaway, New Jersey 07866 through the Morris County Cooperative Pricing Council.

RESOLUTION #17-181

AUTHORIZING A TAX REFUND

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

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

NOW, THEREFORE, BE IT RESOLVED, by the Mayor and Township Committee of the Township of Raritan, County of Hunterdon, State of New Jersey, that the following receive a refund in the amount specified.

<u>Taxpayer</u>	<u>Amount</u>	<u>Block</u>	<u>Lot</u>	<u>Qual</u>
Mr. & Mrs. Culberson 2 nd Qtr. 2017 Taxes 2017 Homestead Rebate	\$543.74	79	46	

RESOLUTION #17-183

**AUTHORIZING THE WAVIER OF REQUIREMENTS FOR COMMUNITY DAY
REGARDING FOOD TRUCKS AND ICE CREAM SALES**

WHEREAS, the Revised General Ordinance of Raritan Township Title 5, Chapter 5.24, sections 5.24.130 and 5.24.140 does not allow for the sale of goods and services from a temporary location in any other zone except for B-2, B-3 and B-4 zones and does not allow for the sale of ice cream in Township parks and athletic fields; and

WHEREAS, the Township Committee of the Township of Raritan is sponsoring a Community Day event at Lenape Park on October 7, 2017, rain date October 8, 2017; and

WHEREAS, the Township Committee of the Township of Raritan desires to make available temporary food trucks and ice cream sales at the Community Day event for the enjoyment of the residents attending.

NOW, THEREFORE BE IT RESOLVED by the Mayor and Township Committee of the Township of Raritan, County of Hunterdon, State of New Jersey hereby waive the requirements of Title 5, Chapter 5.24, Sections 5.24.130 and 5.24.140 for Saturday October 7, 2017 and Sunday October 8, 2017 in observance of Raritan Township Community Day.

RESOLUTION #17-191

**AUTHORIZING THE RELEASE OF CASH PERFORMANCE GUARANTEE AND SURETY
BOND (HONEY PROPERTIES, LLC)**

WHEREAS, Honey Properties, LLC, has requested the release of its Cash Performance Guarantee and Surety Bond No. 1141072; and

WHEREAS, Township Engineer, Antoine Hajjar, has performed a site inspection and recommends the release of the Cash Performance Guarantee in the amount of \$1,596.00 plus any accrued interest and the return of Lexon Insurance Company Surety Bond No. 1141072 in the amount of \$14,364.00.

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 \$1,596.00 plus any accrued interest and Lexon Insurance Company Surety Bond No. 1141072 in the amount of \$14,364.00 are hereby returned.

At this time, Committee Member O'Brien voiced concern regarding the time period for which the municipality will grant retroactive tax relief for one hundred percent (100%) disabled veteran status. Committee Member O'Brien expressed support for the resolution, however commented that retroactive tax relief was not past practice of the Township. He continued that we don't want someone to request retroactive tax relief for six months or one year or two years. Committee Member O'Brien commented that the Committee needs to have some sort of understanding of a reasonable time frame.

Committee Member O'Brien recapped that the requestor received a one-hundred percent (100%) disability rating on June 16 and applied to the Township on July 7 and has the right to ask for retroactive exemption, however, that has not been Township past practice. Committee Member O'Brien again stated that the Township needs to clearly articulate what it's doing and why regarding retroactive tax relief. Committee Member O'Brien voiced full support of the resolution.

Committee Member Reiner commented that consideration should be on a case by case basis.

Mayor Gilbert stated that the resolution cites N.J.A.C. 18:28-2.11 and read into the record, "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 claim is filed with the Assessor." Mayor Gilbert added that it seems the Township is in compliance as the requestor has followed required procedures.

Mr. Lehrer advised the proposed request is reasonable.

Mayor Gilbert read Resolution #17-186 by title.

Mayor Gilbert asked for a motion to adopt Resolution #17-186.

Motion by O'Brien, seconded by Reiner

ROLL CALL VOTE:

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

NOES: None

ABSTAIN: None

ABSENT: None

RESOLUTION #17-186

AUTHORIZING TAX-EXEMPT STATUS FOR 100 PERCENT DISABLED VETERAN, JOSE BURGOS AND REFUND FOR A PORTION OF SECOND QUARTER, 2017 TAXES

WHEREAS, on July 11, 2017 Jose M. Burgos, who resides at 3 Shelton Road, Block 79.05, Lot 10, 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 June 16, 2017; and

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

WHEREAS, Mr. Burgos received a letter from the Raritan Township Tax Collector stating that his tax exemption will be granted as of July 7, 2017, however, the actual date he was officially assigned 100 percent disability was June 16, 2017; 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. Burgos is seeking that the exemption date and refund be retroactive to June 16, 2017, the date he was granted 100 percent disability by the Department of Veterans Affairs.

NOW, THEREFORE BE IT RESOLVED, by the Township Committee of the Township of Raritan that property tax exemption be retroactive from June 16, 2017 and a refund in the amount of \$432.45 for a portion of second quarter 2017 property taxes is hereby granted to Jose M. Burgos.

Mayor Gilbert read Resolution #17-187 by title.

Mayor Gilbert asked for a motion to adopt Resolution #17-187

Motion by O'Brien, seconded by Reiner

ROLL CALL VOTE:

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

NOES: None

ABSTAIN: None

ABSENT: None

RESOLUTION #17-187

**AUTHORIZING THE CANCELLATION OF THIRD AND FOURTH QUARTER, 2017
TAXES DUE TO 100 PERCENT DISABLED VETERAN STATUS**

WHEREAS, Jose M. Burgos, who resides at 3 Shelton Road, Block 79.05, Lot 10, has been granted property tax exemption due to 100% disabled veteran status; and

WHEREAS, there exists on the books of Raritan Township third and fourth Quarter, 2017 taxes for said property; and

WHEREAS, the Township Tax Collector, Sharon Brown, has recommended the cancellation of the third and fourth Quarter, 2017 taxes.

NOW, THEREFORE, BE IT RESOLVED, by the Township Committee of the Township of Raritan that the Tax Collector is authorized and directed to cancel the third and fourth Quarter, 2017 taxes for Block 79.05, Lot 10 due to disabled veteran status.

PRIVILEGE OF THE FLOOR

The following members of the public spoke during Public Comment:

Patrick and Danielle Hardy, Delaware Township residents, owners of Hero-In Coffee appeared before the Committee and explained that Township Engineer, Tony Hajjar, had recently shut their business down. Mr. Hardy commented that all procedures and laws to operate in Raritan Township were complied with.

Mr. Lehrer asked Mr. Hardy to explain compliance and identify his counsel of record. Mr. Hardy replied that he would make no comment at this time.

Mr. Lehrer explained that he had visited the location of the Coffee Bar and that the business owners were in violation of a series of Township codes including lack of parking, lighting, electrical permits and site plan approval. He continued that a Zoning or Planning Board application may be required.

Mr. Hardy thanked Mr. Lehrer for his comments and reiterated the record to reflect, "we followed the correct process and we were issued our license and did everything in our power and the Township has really enjoyed it and we have gotten a lot of positive feedback. We are here to improve the Township and hopefully open a second location like we have incubated many businesses in Flemington Borough."

Mr. Lehrer expressed appreciation for Mr. Hardy's presence and comments and advised that he work with the Township Administrator and professionals to achieve compliance with land use laws for continued operations.

Mr. Hutchins commented that the business was not shut down and such information can be verified by the property owners.

A brief discussion was held regarding the action on the part of the Township.

Mayor Gilbert commented that it is the responsibility of Township professionals to enforce ordinances in an effort to maintain business operations in a safe and compliant manner.

Raritan Township Police Chief, Glenn Tabasko, thanked Committee Members and the Public Works Department for their efforts in completing the blue line on Municipal Drive.

ADJOURNMENT

Mayor Gilbert asked for a motion to adjourn and reconvene Closed Session.

Motion by Mangin, seconded by Chen
MOTION UNANIMOUSLY CARRIED

CLOSED SESSION MINUTES #2 ARE COMPLETED IN A SEPARATE DOCUMENT

Meeting adjourned at 9:06 p.m.

Respectfully submitted,

Lisa Fania, RMC
Township Clerk

**RARITAN TOWNSHIP COMMITTEE REGULAR MEETING
RARITAN TOWNSHIP MUNICIPAL BUILDING
TUESDAY, MARCH 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 (arrived at 6:32 p.m.); Comm. Craig O'Brien; Comm. Louis Reiner

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

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.

Attorney Purcell read Resolution #18-54 in full.

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

ROLL CALL VOTE:

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

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: Construction Code Official; Auditor Appointment; Judge Appointment; Police Chief 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.

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

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 O'Brien requested that discussion of Hampton Corner Road be authorized to take place during the first public comment, as interested parties were in attendance.

Motion by O'Brien, seconded by Reiner to approve the agenda as amended.

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:

Theodore Landers, a resident of 35 Phipps Court, appeared before the Committee requesting reconsideration of the Township's decision regarding his retroactive tax relief due to one hundred (100%) disabled veteran status.

Administrator, Don Hutchins advised that the purpose of tonight's discussion was to determine whether the Township Committee desires to refund property taxes in the amount of \$21,659.38 to Mr. Landers retroactive to May 28, 2015.

It was the consensus of the Committee to grant Mr. Landers a property tax refund in the amount of \$21,659.38 due to 100% disabled veteran status retroactive to May, 2015 by resolution at the March 20, 2018 meeting.

At this time, Mayor Mangin requested the Committee deviate from the scheduled agenda and take action on Resolution #18-67 Authorizing the Cancellation of Second Quarter 2018 Taxes due to 100% Disabled Veteran Status, as Mr. Landers was in attendance.

Mayor Mangin read Resolution #18-67 by title.

Mayor Mangin asked for a motion to adopt Resolution #18-67

Motion by O'Brien, seconded by Hazard

ROLL CALL VOTE:

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

NOES: None

ABSTAIN: None

ABSENT: None

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.

Public comment continued.

Karen Sammer, a resident of 18 Hampton Corner Road, commented on the importance of completing the repairs to Hampton Corner Road and expressed concerns regarding emergency response for the elderly residents and children in the neighborhood. Ms. Sammer urged Committee Members to consider including such funding in the budget so the project can be completed.

Peter McHale, a resident of 31 Hampton Corner Road, spoke about his health conditions including the time he had experienced a stroke and heart attack during favorable weather conditions but expressed great health and safety concerns regarding the flooding issue in this area; and asked the Committee to consider funding the remainder of the study.

William Smith, a resident of 30 Hampton Corner Road, reiterated Mr. McHale's concerns commenting on the times he could not get home when his wife was alone; multiple flooding per year; and stated that emergency vehicles do not go through elevated water levels.

Raritan Township Police Chief, Glenn Tabasko, informed Committee Members of the life-saving heroic efforts of Patrol Officers Lawrence and Garbolino in resuscitating a six-month old baby at a local diner Sunday morning. Chief Tabasko added that he only found out about the incident because he had stopped for breakfast and was advised of the action of the two officers by diner employees. Chief Tabasko and the Township Committee commended both officers for such heroic action.

FINANCIAL ISSUES

Payment of Bills as listed for **Raritan Township: \$981,129.11**

Motion by Gilbert, seconded by Reiner 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: \$325.00**

Motion by Reiner, seconded by Hazard 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

Mayor Mangin commended the efforts of OEM/Public Safety, Fire, Rescue, Police, Administration, and Public Works regarding this last storm.

Mayor Mangin invited Raritan Township Office of Emergency Management Coordinator, Chris Phelan to the dais.

Mr. Phelan commended the efforts of all of the volunteers and agencies that have been tirelessly assisting with recovery efforts from this past storm around the clock. Mr. Phelan reported that as of Saturday 70+ roads were impacted and that the Public Works department cleared the lion's share of the them. He continued that there are currently 12 roads impacted that are wire related. Mr. Phelan advised that the Township Office of Emergency Management has been in constant communication with Jersey Central Power & Light (JCP&L) and that the power company has established an active staging site at the 3M facility. He continued that Rescue will continue to check on residents designated on the County list and that reverse 911 messaging is in effect for notification of shelter and water options. Mr. Phelan reminded all that power is out of the control of the Township but his office will remain in continuous communication with the power company and advise accordingly.

Mr. Phelan advised that preparation efforts are underway regarding the forecasted storm including Public Works' road clearing plan; fire company staffing beginning at 10:00 p.m.; additional staffing at the rescue squad; and continued recovery operations. He added that the Township had declared a State of Emergency at 6:30 p.m. in connection with the potential storm.

Chief Tabasko commended the efforts of the Office of Emergency Management, fire company, rescue squad and all volunteers.

LIAISON REPORTS

Mayor Mangin advised that Liaison Reports would be kept to emergent issues only.

UNFINISHED BUSINESS

a. Procedures for adding items to the agenda – Deputy Mayor Gilbert commented on the topic of open government in the press and other outlets. Deputy Mayor Gilbert continued that Raritan Township is very mindful of open government and procedures were put in place last year to ensure that last minute additions to the agenda were essential in nature and reiterated that this is not a new idea.

b. Meeting Minutes – Mr. Hutchins reported that he had queried the Division of Local Government Services (DLGS) regarding the current status of Township minutes being behind and the probability of litigation.

Committee Member O'Brien remarked about legal risk to the Township from other organizations for not promptly releasing minutes. Committee Member O'Brien continued to state that there are numerous lawsuits in Burlington, Swedesboro and other places regarding such. He added that such towns have been told by judges to hold their meetings more frequently for compliance.

Discussion continued regarding the status of 2016 and 2017 minutes. Mayor Mangin requested additional research be compiled as to the status of minutes in question by the Clerk and Administrator and discussion carried to the next regular meeting.

Deputy Mayor Gilbert asked for clarification regarding legal risk to the Township per the DLGS.

Mr. Hutchins commented that the State advised that in such instances if minutes are requested that have not yet been approved, the Clerk will complete in a reasonable time frame and schedule for approval at the soonest meeting date.

Mr. Purcell commented that from a legal perspective, it is his opinion that the Township is on solid footing.

NEW BUSINESS

a. Request for use of Lenape Park by Flemington VFW Post 7856 for Annual Easter Egg Hunt, Saturday, March 24, 2018 at noon; rain date, Sunday, March 25 – Committee Members concurred to approve the Flemington VFW Post 7856's request for use of Lenape Park for the annual Easter Egg Hunt, Saturday March 24; rain date March 25. Mr. Hutchins acknowledged receipt of DPW approval and Certificate of Liability Insurance. Public Works Superintendent, Brion Fleming to advise Post 7856 as to field usage.

ORDINANCES (FINAL ADOPTION/PUBLIC HEARING)

Mayor Gilbert 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 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 #18-6 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 #18-6

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

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

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

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

Section II. ATTENDANCE AT BOARD MEETINGS OR COURT SESSIONS

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

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

Minimum compensation	\$30.00
Hourly rate	\$17.00

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

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

Section IV. LONGEVITY

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

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

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

Section V. MILEAGE AND CAR ALLOWANCES

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

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

Chief of Police \$3,780.00

Section VI. CLOTHING ALLOWANCES

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

Chief of Police \$1,200.00

Section VII. ADMINISTRATION

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

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

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

Mayor Mangin read by title Ordinance #18-7.

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 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 #18-7 on final consideration, same to be published according to law.

Motion by Reiner, 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 #18-7

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

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

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

	<u>Minimum</u>	<u>Maximum</u>
<u>Group 1</u> Clerk Typist	\$22,000	\$28,000
<u>Group 2</u> Civilian Police Desk Operator Tax Clerk	\$25,000	\$38,250
<u>Group 3</u> Administrative Secretary Administrative Secretary/Deputy Registrar Assessing Clerk Construction Control Person Construction Office Coordinator/Secretary Deputy Court Administrator Violations Clerk	\$28,000	\$45,950
<u>Group 4</u> Assistant Tax Collector Assistant Supervisor of Accounts Engineering Aide/Inspector Executive Secretary Office Manager (Police) Planner/Planning Board Secretary Property Code/Zoning Inspector Registrar of Vital Statistics	\$31,000	\$61,500
<u>Group 5</u> Fire Prevention Inspector Assistant Tax Assessor	\$40,000	\$67,000
<u>Group 6</u> 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.

Mayor Mangin read by title Ordinance #18-8.

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"

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

Mayor Mangin asked for a motion to close the public hearing and adopt Ordinance #18-8 on final consideration, same to be published according to law.
Motion by Gilbert, seconded by Hazard

ROLL CALL VOTE:

AYES: Gilbert, Hazard, Reiner, Mayor Mangin

NOES: O'Brien

ABSTAIN: None

ABSENT: None

ORDINANCE ADOPTED

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

ORDINANCE #18-8

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

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

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

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

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

A. Sick Leave.

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

2. At other separation of employment, except in the case of firing, employees shall be paid twenty-five (25%) percent of the daily rate of pay in effect and for the number of days accumulated on the effective date of [this] Ordinance No. 11-7 for each accumulated day up to a maximum of two hundred (200) days.
- B. Vacation Leave. At separation of employment, employees shall receive payment for accumulated vacation leave. The calculation for the current year will be prorated based upon the number of months worked in the year and the allotment for that year.
- C. Personal Leave. At separation of employment, employees shall receive payment for accumulated personal leave. The calculation for the current year will be prorated based upon the number of months worked in the year and the allotment for that year.
- D. Compensatory Leave. At separation of employment, employees may receive payment for accumulated compensatory leave and/or use accumulated compensatory leave until the date of separation. Only the following titles shall accrue compensatory time and at the limits established by separate agreements or by other policies established by the Township Committee: Chief of Police, Superintendent of Public Works, Assistant Superintendent of Public Works, Township Engineer and Public Works Foreman. The use of accumulated compensatory leave at separation shall be at the discretion of the Township Committee in accordance with the personnel needs of the Township.
- E. Statutory Limit on Compensation. Payment for accumulated sick and vacation leave shall not exceed the statutory amounts set forth in N.J.S.A. 40A:9-10.2 and N.J.S.A. 40A:9-10.3

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

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

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

- C. Personal Leave. Personal leave shall be used in the year in which it is accrued and may not be carried to the succeeding year.
- D. Compensatory Leave. Only the following employees shall accrue compensatory time and at the limits established by separate agreements or by other policies established by the Township Committee: Chief of Police, Superintendent of Public Works, Assistant Superintendent of Public Works, Township Engineer and Public Works Foreman. The use of accumulated compensatory leave at separation shall be at the discretion of the Township Committee in accordance with the personnel needs of the Township.
- E. Statutory Limit on Compensation. Payment for accumulated sick and vacation leave shall not exceed the statutory amounts set forth in N.J.S.A. 40A:9-10.2 and N.J.S.A. 40A:9-10.3

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

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

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

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

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

Mayor Mangin read by title Ordinance #18-9

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"

Mr. Purcell asked that the record reflect that Lisa has provided a memo justifying the \$200.00 application fee.

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 #18-9 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 27, 2018 The Courier News. Posted on municipal bulletin board as required by law.

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 not 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.

ORDINANCES (INTRODUCTION, FIRST READING)

Mayor Mangin read by title 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"

Mayor Mangin asked for a motion to introduce Ordinance #18-10 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 20, 2018.

CORRESPONDENCE

a. Thank you letter from Immaculata High School to John Tully, Raritan Township Assistant Engineer, for career shadowing opportunity – Committee Members acknowledged and commended the efforts of John Tully and extended gratitude.

NON-CONSENT AGENDA

Township Committee Regular Meeting Minutes

Mayor Mangin asked for a motion to approve the Regular Meeting Minutes of February 6 and 20, 2018.

Motion by Reiner, seconded by Gilbert.

ROLL CALL VOTE:

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

Township Committee Executive Meeting Minutes

Mayor Mangin asked for a motion to approve the Executive Session Meeting Minutes of October 3, 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 Executive Session Meeting Minutes of February 6 (2) and February 20, 2018 (2).

Motion by Reiner, seconded by Gilbert.

ROLL CALL VOTE:

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

Mayor Mangin read Resolution #18-55 by title.
Mayor Mangin asked for a motion to adopt Resolution #18-55.
Motion by Gilbert, seconded by Hazard

ROLL CALL VOTE:

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

RESOLUTION #18-55

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.

Mayor Mangin read Resolution #18-59 by title.
Mayor Mangin asked for a motion to adopt Resolution #18-59.
Motion by Gilbert, seconded by Reiner

ROLL CALL VOTE:

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

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.

Mayor Mangin read Resolution #18-63 by title.

Mayor Mangin asked for a motion to adopt Resolution #18-63.

Motion by Gilbert, seconded by Reiner

ROLL CALL VOTE:

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

NOES: None

ABSTAIN: None

ABSENT: None

RESOLUTION #18-63

**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

Mayor Mangin read Resolution #18-68 by title.
Mayor Mangin asked for a motion to adopt Resolution #18-68.
Motion by Gilbert, seconded by Hazard

ROLL CALL VOTE:

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

RESOLUTION #18-68

**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

Mayor Mangin read Resolution #18-69 by title.
Mayor Mangin asked for a motion to adopt Resolution #18-69.
Motion by Reiner, seconded by Gilbert

ROLL CALL VOTE:

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

RESOLUTION #18-69

**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.

<u>Transfer From</u>	<u>Transfer To</u>	<u>Amount</u>
Police S&W	NJDEP Stormwater General Permit	\$24,050.00
	TOTAL:	\$24,050.00

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.

Committee Member O'Brien requested that Resolution #18-53 Ratifying and Confirming the Appointment of John Kendzulak as RTMUA Commissioner; Resolution #18-61 Authorizing the Appointment of a Municipal Court Judge; and Resolution #18-62 Authorizing the Award of a Non-fair and Open Contract for Township Auditor be removed for further consideration.

Mayor Mangin stated that Resolution #18-67 was acted on earlier in the Agenda, as interested parties were in attendance.

Mayor Mangin asked for a motion to adopt the Consent Agenda as amended with the removal of Resolutions #18-53, #18-61, #18-62, #18-67.

Motion by Gilbert, seconded by Hazard

ROLL CALL VOTE:

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

NOES: None

ABSTAIN: None

ABSENT: None

RESOLUTION #18-56

**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.

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.

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.

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.

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.

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.

<u>Taxpayer</u>	<u>Amount</u>	<u>Block</u>	<u>Lot</u>
CORELOGIC			
Gabel, John H Jr. & Lesley Radcliffe (6 Tanager Drive)	\$3,908.37	100	6

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.

Mayor Mangin read Resolution #18-53 by title.

Mayor Mangin asked for a motion to adopt Resolution #18-53

Committee Member O'Brien commented that resolutions regarding the appointment or hiring of individuals be considered separately on the agenda.

Motion by Gilbert, seconded by Hazard

ROLL CALL VOTE:

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

NOES: None

ABSTAIN: None

ABSENT: None

RESOLUTION #18-53

**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*

Mayor Mangin read Resolution #18-61 by title.
Mayor Mangin asked for a motion to adopt Resolution #18-61.
Motion by Reiner, seconded by Hazard

ROLL CALL VOTE:

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

RESOLUTION #18-61

**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 Judge William Mennen 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 Judge William Mennen 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.

Mayor Mangin read Resolution #18-62 by title.
Mayor Mangin asked for a motion to adopt Resolution #18-62.
Motion by Gilbert, seconded by Hazard

ROLL CALL VOTE:

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

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 Robert Swisher 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, Suplee, Clooney and Company and Robert Swisher 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 #18-06 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. Robert Swisher 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.

PRIVILEGE OF THE FLOOR

The following members of the public spoke during public comment.

Barbara Sachau, a resident of 2 Glenway Drive, commented on the poor quality of the sound system; and inquired as to the frequency of the cost referenced to Ordinance #18-6 regarding longevity compensation.

Robert Ahrens, a resident of 42 Fairview Drive and volunteer firefighter, advised that he was still without power and expressed frustration regarding restoration efforts on behalf of JCP&L.

During Privilege of the Floor, Mayor Mangin advised that the cost in reference to longevity compensation was per year.

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

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

Meeting adjourned at 8:19 p.m.

Respectfully submitted,

Lisa Fania, RMC
Township Clerk

**RARITAN TOWNSHIP COMMITTEE SPECIAL MEETING
RARITAN TOWNSHIP MUNICIPAL BUILDING
THURSDAY, JUNE 29, 2017**

MEETING CALLED: Mayor Gilbert called the special meeting to order at 8:01 a.m.

ROLL CALL: The following were present: Comm. Richard Chen; Comm. Michael Mangin; Comm. Craig O'Brien; Comm. Lou Reiner; and Mayor Karen Gilbert. Also present were Administrator, Don Hutchins; Chief Financial Officer, William Pandos; Municipal Clerk, Lisa Fania; and Township Attorney, Jeff Lehrer.

MEETING ADVERTISED: Mayor Gilbert advised that the meeting was noticed on June 22, 2017 in accordance with the Open Public Meetings Act by providing notice to the Courier News, Star Ledger, Trenton Times, Express Times and Hunterdon County Democrat and was posted on the municipal bulletin board and the Township Website.

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

AMEND/APPROVE THE AGENDA

Mayor Gilbert asked for any amendments to the Agenda.

Committee Member Chen requested the removal of New Business Item 17b. Resident Deer Survey and the addition of a liaison report after public comment.

Mayor Gilbert asked for a motion to approve the Agenda as amended with the removal of the resident deer survey and addition of a liaison report by Committee Member Chen.

Motion by Reiner, seconded by O'Brien to approve the Agenda as amended.

ROLL CALL VOTE:

AYES: Chen, Mangin, O'Brien, Reiner, Mayor Gilbert
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, expressed opposition to proposed ordinance #17-15 authorizing the reappropriation of \$20,000 for the acquisition of and installation of fencing on open space property; and commented on the proposed resident deer survey and actions of the New Jersey Division of Fish and Wildlife with respect to deer killing.

LIAISON REPORTS

Committee Member Chen clarified that the reappropriation of funds authorized in Ordinance #17-15 is the first step to establishing a nature preserve on one of the Township's open space properties. Mr. Chen continued to explain that he would like to model after the New Jersey Great Swamp's nature preserve where fencing has been installed for 35 acres used for environmental and educational programs.

Committee Member Chen added that he would also like to pursue getting Dr. Jay Kelly of the Raritan Valley Community College (RVCC) Foundation as the Township's land steward. Committee Member Chen continued to explain that RVCC partners with Rutgers ecology and evolution departments and perhaps the Township could develop ecological projects for high school juniors, scouts and senior residents.

Mayor Gilbert reported that Deputy Mayor Mangin and she attended the Planning Board meeting and advised that the WAWA application for a new store and fueling station on 202 was unanimously denied as Township ordinance does not permit 24-hour operation in locations adjacent to residential zones.

UNFINISHED BUSINESS

a. Resolution #17-168 – Appointment of Roger Ahrens as Board of Adjustment Alternate #2 Member for an Unexpired Term to 12/31/2017

Mayor Gilbert recapped that at the previous Township Committee meeting, the appointment of Mr. Ahrens to fill an unexpired vacancy was discussed but carried as additional information was required regarding terms. Mayor Gilbert clarified that Mr. Ahrens is being appointed as Alternate #2 Member, replacing Jeff Donaldson for the unexpired term through the end of the year.

Mayor Gilbert read Resolution #17-168 by title.

Mayor Gilbert asked for a motion to adopt Resolution #17-168.
Motion by Reiner, seconded by O'Brien

ROLL CALL VOTE:

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

RESOLUTION #17-168

WHEREAS, there exists a vacancy on the Zoning Board of Adjustment for Alternate # 2 for an unexpired term terminating December 31, 2018; and

WHEREAS, the Mayor and Township Committee of the Township of Raritan desire to fill this position.

NOW, THEREFORE BE IT RESOLVED by the Mayor and Township Committee of the Township of Raritan, in the County of Hunterdon, State of New Jersey, that the following appointment is approved:

Roger G. Ahrens
Alternate #2 Member
Zoning Board of Adjustment
6/29/2017 to 12/31/2018

NEW BUSINESS

- a. **Interview Committee for Fire Prevention Official** – Mayor Gilbert advised that the Fire Marshal had resigned and that she and Deputy Mayor Mangin would like to participate in the interview process along with Administrator, Don Hutchins. Mayor Gilbert continued that recommendations will be submitted to the Township Committee for final review and decision.
- b.
-

ORDINANCES (FINAL ADOPTION, PUBLIC HEARING)

Mayor Gilbert read by title Ordinance #17-10.

BOND ORDINANCE PROVIDING FOR VARIOUS CAPITAL IMPROVEMENTS IN AND BY THE TOWNSHIP OF RARITAN, IN THE COUNTY OF HUNTERDON, NEW JERSEY, APPROPRIATING \$456,361.16 THEREFOR AND AUTHORIZING THE ISSUANCE OF \$432,623.10 BONDS OR NOTES OF THE TOWNSHIP TO FINANCE PART OF THE COST THEREOF

Mayor Gilbert asked for a motion to open public hearing.

Motion by Mangin, seconded by Chen

MOTION UNANIMOUSLY CARRIED

No public comment.

Mayor Gilbert asked for a motion to close the public hearing and adopt Ordinance #17-10 on final consideration, same to be published according to law.

Motion by O'Brien, seconded by Mangin

ROLL CALL VOTE:

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

NOES: O'Brien, Reiner

ABSTAIN: None

ABSENT: None

ORDINANCE DEFEATED

Mayor Gilbert read by title Ordinance #17-12.

BOND ORDINANCE PROVIDING FOR VARIOUS CAPITAL IMPROVEMENTS IN AND BY THE TOWNSHIP OF RARITAN, IN THE COUNTY OF HUNTERDON, NEW JERSEY, APPROPRIATING \$527,000.00 THEREFOR AND AUTHORIZING THE ISSUANCE OF \$501,570.00 BONDS OR NOTES OF THE TOWNSHIP TO FINANCE PART OF THE COST THEREOF.

Mayor Gilbert asked for a motion to open public hearing.

Motion by Chen, seconded by O'Brien

MOTION UNANIMOUSLY CARRIED

No public comment.

Mayor Gilbert asked for a motion to close the public hearing and adopt Ordinance #17-12 on final consideration, same to be published according to law.

Motion by Reiner, seconded by Chen

ROLL CALL VOTE:

AYES: Chen, Mangin, Mayor Gilbert

NOES: O'Brien, Reiner

ABSTAIN: None

ABSENT: None

ORDINANCE DEFEATED

During the vote, Committee Member Chen commented in favor of the Township appropriating a minimum of \$500,000 for road construction annually. Committee Member Chen continued that Township roads are in disarray, not enough funding is allocated, and there are many resident complaints.

Deputy Mayor Mangin also commented in favor of the proposed bond ordinances.

Mayor Gilbert read by title Ordinance #17-15.

ORDINANCE REAPPROPRIATING \$20,000.00 PROCEEDS OF OBLIGATIONS NOT NEEDED FOR THEIR ORIGINAL PURPOSE IN ORDER TO PROVIDE FOR THE ACQUISITION OF AND INSTALLATION OF FENCING ON OPEN SPACE PROPERTY IN AND BY THE TOWNSHIP OF RARITAN, IN THE COUNTY OF HUNTERDON, NEW JERSEY

Mayor Gilbert asked for a motion to open public hearing.

Motion by Chen, seconded by O'Brien

MOTION UNANIMOUSLY CARRIED

No public comment.

Mayor Gilbert asked for a motion to close the public hearing and adopt Ordinance #17-15 on final consideration, same to be published according to law.

Motion by Chen, seconded by O'Brien

ROLL CALL VOTE:

AYES: Chen, Mangin, Mayor Gilbert

NOES: O'Brien, Reiner

ABSTAIN: None

ABSENT: None

ORDINANCE DEFEATED

ORDINANCES (INTRODUCTION, FIRST READING)

Mayor Gilbert read by title Ordinance #17-21.

AN ORDINANCE OF THE TOWNSHIP OF RARITAN, COUNTY OF HUNTERDON, STATE OF NEW JERSEY ESTABLISHING A SALARY AND WAGE PLAN FOR EMPLOYEES IN CWA LOCAL 1040 SUPERVISOR AND HIGHER-LEVEL SUPERVISOR BARGAINING UNITS FOR THE YEARS 2017-2019

Mayor Gilbert asked for a motion to introduce Ordinance #17-21 on first consideration.

Motion by Reiner, seconded by O'Brien

ROLL CALL VOTE:

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

NOES: None

ABSTAIN: None

ABSENT: None

ORDINANCE INTRODUCED

Second reading and public hearing date scheduled for July 18, 2017.

Mayor Gilbert read by title Ordinance #17-16.

AN ORDINANCE OF THE TOWNSHIP OF RARITAN, COUNTY OF HUNTERDON, STATE OF NEW JERSEY ESTABLISHING A SALARY, WAGE AND COMPENSATION PLAN FOR THE YEAR 2017-2019 FOR EMPLOYEES IN THE CWA LOCAL 1040 WHITE COLLAR BARGAINING UNIT AND PROVIDING FOR THE ADMINISTRATION THEREOF

Mr. Lehrer explained that Ordinance #17-16 and #17-20 were introduced at the previous meeting, however in an abundance of caution due to changes in each, Mr. Lehrer asked Mr. Hutchins to re-introduce them.

Mayor Gilbert asked for a motion to introduce Ordinance #17-16 on first consideration.

Motion by Mangin, seconded by O'Brien

ROLL CALL VOTE:

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

NOES: None

ABSTAIN: None

ABSENT: None

ORDINANCE INTRODUCED

Second reading and public hearing date scheduled for July 18, 2017.

Mayor Gilbert read by title Ordinance #17-20.

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

Mayor Gilbert asked for a motion reintroduce Ordinance #17-20 on first consideration.

Motion by Reiner, seconded by Chen

ROLL CALL VOTE:

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

NOES: None

ABSTAIN: None

ABSENT: None

ORDINANCE INTRODUCED

Second reading and public hearing date scheduled for July 18, 2017.

NON-CONSENT AGENDA

Raritan Township Fire Company Applications

Deputy Mayor Gilbert asked for a motion to approve the application for Justin Brown.

Motion by Reiner, seconded by Chen

ROLL CALL VOTE:

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

NOES: None

ABSTAIN: None

ABSENT: None

RECUSE: Mangin

Deputy Mayor Gilbert asked for a motion to approve the application for Michael Carman.

Motion by Reiner, seconded by O'Brien

ROLL CALL VOTE:

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

NOES: None

ABSTAIN: None

ABSENT: None

RECUSE: Mangin

Deputy Mayor Gilbert asked for a motion to approve the application for Jeremy Hacker.

Motion by Reiner, seconded by O'Brien

ROLL CALL VOTE:

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

NOES: None

ABSTAIN: None

ABSENT: None

RECUSE: Mangin

Deputy Mayor Gilbert asked for a motion to approve the application for Katherine Wetter.

Motion by Reiner, seconded by O'Brien

ROLL CALL VOTE:

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

NOES: None

ABSTAIN: None

ABSENT: None

RECUSE: Mangin

Mayor Gilbert read Resolution #17-167 by title.

Mr. Hutchins requested that the word “Acting” be removed from the third Whereas paragraph.

Committee Member Reiner asked for clarification of dedication by rider and use of funds.

Committee Member O’Brien also inquired about fund usage.

Mr. Hutchins addressed Committee Member Reiner’s query explaining that the Township must request permission from the State to dedicate funds from deer management license/hunting fees to a certain account. Mr. Lehrer continued that State statute requires a separate fund dedicated to a specific objective or category if money is not being put in the General Fund; and this dedication by rider must be done by resolution.

Mr. Hutchins stated that this resolution was originally adopted in November, however, it was not followed through in the Clerk’s office so, therefore, it died and is now being reintroduced to move forward.

Mayor Gilbert suggested tabling the resolution and carrying to a future scheduled meeting as additional information is necessary regarding anticipated revenue and a charter for fund usage.

Mayor Gilbert asked for a motion to table Resolution #17-167.

Motion by Mangin, seconded by O’Brien

MOTION UNANIMOUSLY CARRIED

Mayor Gilbert read Resolution #17-170 by title.

Mayor Gilbert asked for a motion to adopt Resolution #17-170.

Motion by Reiner, seconded by Mangin

ROLL CALL VOTE:

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

NOES: None

ABSTAIN: None

ABSENT: None

RESOLUTION #17-170

WHEREAS, an application, municipal fee and Tax Clearance Certificate have been received by the Township Clerk of the Township of Raritan for the renewal of a previous liquor license issued by the Mayor and Township Committee of the Township of Raritan; and

WHEREAS, notice of the renewal of the license has been published under the direction of the Director of Alcohol Beverage Control and no objections to the renewal of this license have been received by the Clerk; and

WHEREAS, this renewal application has been reviewed by the Township Clerk and the Police Department and since no objections were received, recommends the renewal of the liquor license.

NOW THEREFORE BE IT RESOLVED by the Mayor and Township Committee of the Township of Raritan that the following liquor license be renewed for one year beginning July 1, 2017 to June 30, 2018:

***Elmil Corporation
t/a Mangia Bene
250 Route 202/31 North
Flemington, New Jersey 08822***

***License # 1021-36-011-005
License Renewal Fee: \$2,500.00***

BE IT FURTHER RESOLVED, that the Acting Clerk of the Township of Raritan, Lisa Fania, shall sign, issue and deliver such certificates of license to the above licensee on behalf of the Township of Raritan.

BE IT FURTHER RESOLVED, that the Acting Clerk of the Township of Raritan, Lisa Fania, shall send a copy of this resolution to the Division of Alcohol Beverage Control

PRIVILEGE OF THE FLOOR

The following members of the public spoke during public comment:

Raritan Township, Police Chief, Glenn Tabasko, expressed dissatisfaction regarding the defeated bond ordinances.

Raritan Township Superintendent of Public Works, Brion Fleming, reiterated Chief Tabasko's dissatisfaction. Mr. Fleming advised that the guard rail on Pennsylvania Avenue is life-threatening.

Mayor Gilbert echoed sentiments of the previous speakers.

Barbara Sachau, a resident of 2 Glenway Drive, commented on the public's feeling about the high property taxes in New Jersey; Committee Member Chen's articulation and the difficulty in understanding him; and better dissemination of information on projects like the proposed nature preservation idea.

ADJOURNMENT

Mayor Gilbert asked for a motion to adjourn the meeting.

Motion by Mangin, seconded by Reiner

MOTION UNANIMOUSLY CARRIED

Meeting adjourned at 8:39 a.m.

Respectfully submitted,

Lisa Fania, RMC
Township Clerk

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

RESOLUTION #18-71

**A RESOLUTION AUTHORIZING A TAX REFUND FOR THE FIRST QUARTER OF
2018, FOR YEARS 2017, 2016 AND THE FIRST THREE QUARTERS OF 2015
DUE TO 100% DISABLED VETERAN STATUS**

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

WHEREAS, the property owner listed below has received such designation by the US Veterans Administration and has subsequently applied and been approved for such an exemption from the Tax Assessor of the Township of Raritan; and

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

WHEREAS, the Township Tax Collector, as a result of recently approved 100 percent (100%) disabled veteran status, recommends the refunding of the tax overpayments listed below.

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

The Tax Collector is directed to process a tax refund as follows:

<u>Taxpayer</u>	<u>Amount</u>	<u>Block</u>	<u>Lot</u>
Theodore C. Landers Sr. (35 Phipps Court)		71.20	37
<i>1st Quarter 2018</i>	<u>\$1,937.95</u>		
2018 Total:	\$1,937.95		
<i>1st Quarter 2017</i>	\$1,903.15		
<i>2nd Quarter 2017</i>	\$1,903.14		
<i>3rd Quarter 2017</i>	\$1,972.76		
<i>4th Quarter 2017</i>	<u>\$1,972.75</u>		
2017 Total:	\$7,751.80		

1 st Quarter 2016	\$1,854.91
2 nd Quarter 2016	\$1,854.89
3 rd Quarter 2016	\$1,951.39
4 th Quarter 2016	\$1,951.39
2016 Total:	\$7,612.58

2 nd Quarter 2015	\$231.36
3 rd Quarter 2015	\$668.25
4 th Quarter 2015	\$3,457.44
2015 Total:	\$4,357.05

TOTAL: **\$21,659.38**

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 20, 2018.

Lisa Fania, RMC
Township Clerk

OFFICE OF TAX COLLECTOR
TOWNSHIP OF RARITAN

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

February 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	2 nd Qtr. 2015	\$ 231.36
				3 rd Qtr. 2015	\$ 668.25
				4 th Qtr. 2015	<u>\$3,457.44</u>
				Total 2015	\$4,357.05
				1 st Qtr. 2016	\$1,854.91
				2 nd Qtr. 2016	\$1,854.89
				3 rd Qtr. 2016	\$1,951.39
				4 th Qtr. 2016	<u>\$1,951.39</u>
				Total 2016	\$7,612.58
				1 st Qtr. 2017	\$1,903.15
				2 nd Qtr. 2017	\$1,903.14
				3 rd Qtr. 2017	\$1,972.76
				4 th Qtr. 2017	<u>\$1,972.75</u>
				Total 2017	\$7,751.80
				1 st Qtr. 2018	\$1,937.95
				TOTAL	\$21,659.38

Thanks!

Sharon

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

RESOLUTION #18-72

**A RESOLUTION APPOINTING JEFFREY KLEIN
AS CONSTRUCTION OFFICIAL**

WHEREAS, a vacancy exists in the Construction Code Office for the position of permanent Construction Official; and

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

WHEREAS, the position was advertised, interviews conducted and the Administrator recommends that Jeffrey F. Klein be appointed as permanent Construction Official.

NOW, THEREFORE BE IT RESOLVED, by the Mayor and Township Committee of the Township of Raritan, County of Hunterdon, State of New Jersey that Jeffrey F. Klein is hereby appointed to the position of Construction Official, effective March 20, 2018 for a term of four (4) years in accordance with N.J.S.A. 52:27D-126 at an annual salary of \$58,000.00, Part-Time at an average of 20 hours per week, and in accordance with the CWA Higher-Level Supervisor Bargaining Agreement.

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 20, 2018.

Lisa Fania, RMC
Township Clerk

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

RESOLUTION #18-73

**RESOLUTION PURSUANT TO N.J.S.A. 40A:11-4.3 AUTHORIZING THE
USE OF COMPETITIVE CONTRACTING FOR THE PROCUREMENT
OF EMPLOYEE BENEFITS CONSULTANT**

WHEREAS, the Township of Raritan ("Township") desires to contract with a vendor to provide Employee Benefits Consultant Services; and

WHEREAS, pursuant to N.J.S.A. 40A:11-4.1 et seq., the Township may use competitive contracting in lieu of public bidding for procurement of specialized goods and services, the price of which exceeds the bid threshold; and

WHEREAS, N.J.S.A. 40A:11-4.1(b)(3) permits the use of competitive contracting for the use of an Employee Benefits Consultant; and

WHEREAS, N.J.S.A. 40A:11-4.3(b) permits the Township Administrator to administer the process for the purchase pursuant to the rules governing the competitive contracting process; and

WHEREAS, under the competitive contracting process, the contract for Employee Benefits Consultant Services will be awarded to that entity submitting a proposal that, when evaluated, most successfully meets the stated criteria and, therefore, achieves the highest ranking, rather than based solely on the lowest price; and

WHEREAS, the Township desires to conduct the bidding process for the aforesaid goods and services pursuant to the competitive contracting process as set forth by N.J.S.A. 40A:11-4.1 et seq.

NOW, THEREFORE BE IT RESOLVED, by the Township Committee of the Township of Raritan, in the County of Hunterdon, State of New Jersey, that the Township Administrator is hereby authorized to utilize and administer the competitive contracting process as set forth in N.J.S.A. 40A:11-4.1 et seq., to procure a contract with a vendor to provide Employee Benefits Consultant Services, pursuant to the rules governing the competitive contracting process.

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 20, 2018.

Lisa Fania, RMC
Township Clerk

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

RESOLUTION #18-74

**A RESOLUTION AUTHORIZING EMERGENCY
TEMPORARY APPROPRIATION #4**

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:

Township Administrator S&W	\$ 20,000.00
Township Admininstrator OE	\$ 15,000.00
Postage & Photocopying	\$ 10,000.00
Township Clerk S&W	\$ 10,000.00
Township Clerk OE	\$ 7,000.00
Financial Administration S&W	\$ 20,000.00
Financial Administration OE	\$ 3,000.00
Data Processing Services	\$ 32,500.00
Auditing Services	\$ 23,000.00
Tax Collector S&W	\$ 11,000.00
Tax Collector OE	\$ 2,000.00
Tax Assessor S&W	\$ 18,500.00
Tax Assessor OE	\$ 5,000.00
Legal Services OE	\$ 15,000.00
Group Health Insurance	\$163,551.50
Engineering Services S&W	\$ 10,000.00
Engineering Services OE	\$ 7,500.00
Planning Board S&W	\$ 3,000.00
Planning Board OE	\$ 6,000.00
Zoning Board S&W	\$ 4,000.00
Zoning Board OE	\$ 4,000.00
Construction Official S&W	\$ 46,000.00
Construction Official OE	\$ 12,500.00
Police S&W	\$387,442.00
Emergency Management S&W	\$ 2,000.00
Emergency Management OE	\$ 4,000.00
Fire Hydrants	\$ 60,000.00

Fire Official S&W	\$ 26,000.00
Fire Official OE	\$ 5,000.00
Prosecutor S&W	\$ 4,000.00
Road Repair & Maintenance S&W	\$140,000.00
Road Repair & Maintenance OE	\$ 12,500.00
Snow Removal S&W	\$ 40,000.00
Snow Removal OE	\$ 25,500.00
P.E.O.S.H.A. Roads OE	\$ 2,000.00
Public Property (B&G) S&W	\$ 15,000.00
Public Property (B&G) OE	\$ 15,000.00
Vehicle Maintenance S&W	\$ 30,000.00
Vehicle Maintenance OE	\$ 20,000.00
Board of Health S&W	\$ 8,000.00
Park Maintenance S&W	\$ 32,500.00
Park Maintenance OE	\$ 10,000.00
Utilities	\$ 25,500.00
Solid Waste	\$ 12,000.00
Municipal Court S&W	\$ 22,000.00
Municipal Court OE	\$ 4,000.00
Public Defender	(\$ 2,000.00)
Defined Contribution Plan	\$ 2,000.00

TOTAL: \$1,350,993.50

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 20, 2018.

Lisa Fania, RMC
Township Clerk

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

RESOLUTION #18-75

APPROVING COST SHARE FOR THE MICHISK FARM (BLOCK 12, LOT 8)

WHEREAS, there are certain properties within the Township of Raritan for which the owners have filed applications to place their properties within the farmland preservation program; and

WHEREAS, the Hunterdon County Agriculture Development Board informed the Township that the Hunterdon County Agriculture Development Board has received a farmland preservation application from Robert Michisk (owner) for the preservation of Block 12, Lot 8 located at approximately 95 Rake Road within the Township of Raritan, (also known as the Michisk Farm), which property is contained in Raritan Township’s Municipal Planning Incentive Grant List of Farms; and

WHEREAS, the State Agricultural Development Committee (SADC) certified fair market value of the development easement pursuant to N.J.A.C. 2:76-7.14 at \$7,900.00 per acre on February 27, 2018; and

WHEREAS, the landowner accepted the SADC’s Certified Market Value offer of \$7,900.00 per acre. The estimated cost sharing breakdown for the acquisition of the development easement is as follows (based on an estimated 48 acres), subject to:

- (a) The actual acreage to be covered by the development easement per the final survey which conforms to the farmland preservation program requirements.
- (b) Any additional adjustments pursuant to State statute, rule, regulation or policy:

State Agricultural Development Committee (\$4,850.00/acre; 60% of total estimated cost)	\$232,800.00
Hunterdon County (\$1,525.00/acre; 20% of total estimated cost)	\$73,200.00
Franklin Township (\$1,525.00/acre; 20% of total estimated cost within Township)	\$66,337.00
Raritan Township (\$1,525.00/acre; 20% of total estimated cost within Township)	\$6,863.00
TOTAL:	\$379,200.00

WHEREAS, the application states that Block 12, Lot 8 consists of approximately 4.5 gross acres subject to the final surveyed acreage, which are proposed to be preserved; and

WHEREAS, the Township Committee of the Township of Raritan desires to adopt this Resolution to approve of said preservation and to agree to cost share with the State Agricultural Development Committee and the Hunterdon County Development Board for the purchase of a farmland preservation easement on approximately 4.5 +/- ac portion of Block 12, Lot 8.

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 Township of Raritan approves of the application for a farmland preservation easement on approximately 4.5 +/- ac portion of Block 12, Lot 8 as proposed by the owner within the Township of Raritan, and further agrees to cost share with the County of Hunterdon and the New Jersey SADC for the purchase of the same, subject to the Owner entering into a contract with the County of Hunterdon for the sale of the development easement, and both the County's and the SADC's approval of the cost share for the same, at the purchase price determined by the Certified Market Value.
2. A copy of this Resolution shall be forwarded to the County Agriculture Development Board for its information and records.

BE IT FURTHER RESOLVED, that this Resolution shall take effect immediately.

ATTEST:

**TOWNSHIP COMMITTEE OF THE
TOWNSHIP OF RARITAN**

Lisa Fania, RMC
Township Clerk

Michael Mangin
Mayor

CERTIFICATION

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

Lisa Fania, RMC
Township Clerk

From: Sharon Brown
Sent: Wednesday, March 14, 2018 9:44 AM
To: Lisa Fania <lisa.fania@raritantwpnj.gov>
Subject: 2 Resolution Requests

17f.

March 14, 2018

To: Township Clerk

Re: Cancellation of Taxes and Refunds

Lisa,

Attached you will find 2 requests for resolutions for the next Committee meeting.

These resolutions are due to the parcels being deleted. These parcels were then sub-divided into multiple new properties with unique block, lots and qualifiers.

Please let me know if you should have any questions or need additional information.

Sharon E. Brown, CTC
Tax Collector
Raritan Township
1 Municipal Dr.
Flemington, NJ 08822
Phone: (908)806-6100 x2268
Fax: (908) 806-0008
Sharon.brown@raritantwpnj.gov

OFFICE OF TAX COLLECTOR
TOWNSHIP OF RARITAN

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

March 14, 2018

Lisa,

Please prepare a resolution for the next committee meeting to **cancel** the below taxes for the below properties due to the parcels being deleted. These parcels were then sub-divided into multiple new properties.

<u>Taxpayer</u>	<u>Qtr.</u>	<u>Amount</u>	<u>Block</u>	<u>Lot</u>	<u>Qualifier</u>
Linque Flemington II & III, LLC (658 Pennsylvania Ave.)	1 st - 2018	\$2,864.05	36	17	
	2 nd - 2018	\$2,864.05	36	17	
Linque Flemington II & III, LLC (218 Pennsylvania Ave.)	1 st - 2018	\$153.13	36	17	Q0268
	2 nd - 2018	\$153.12	36	17	Q0268
Baldacchino, Pasquale & Angelo (412 Case Blvd)	1 st - 2018	\$765.63	36.04	76.02	
	2 nd - 2018	\$765.62	36.04	76.02	
Baldacchino, Pasquale & Angelo (408 Case Blvd)	1 st - 2018	\$704.38	36.04	76.03	
	2 nd - 2018	\$704.37	36.04	76.03	

Thanks!

Sharon

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

RESOLUTION #18-76

**AUTHORIZING THE CANCELLATION OF FIRST AND SECOND
QUARTER, 2018 TAXES (LINQUE AND BALDACCHINO)**

WHEREAS, there exists on the books of Raritan Township First and Second Quarter, 2018 taxes for the properties listed below; and

WHEREAS, the Township Tax Collector, Sharon Brown, has recommended the cancellation of the First and Second Quarter, 2018 taxes for the properties listed below due to the deletion of parcels and subdivision of new parcels.

NOW, THEREFORE, BE IT RESOLVED, by the Mayor and Township Committee of the Township of Raritan, County of Hunterdon, State of New Jersey that the Tax Collector is hereby authorized and directed to cancel the First and Second Quarter, 2018 taxes for the following parcels:

<u>Taxpayer</u>	<u>Qtr.</u>	<u>Amount</u>	<u>Block</u>	<u>Lot</u>	<u>Qualifier</u>
Linque Flemington II & III, LLC (658 Pennsylvania Ave.)	1 st – 2018	\$2,864.05	36	17	
	2 nd – 2018	\$2,864.05	36	17	
TOTAL:		\$5,728.10			
Linque Flemington II & III, LLC (218 Pennsylvania Ave.)	1 st – 2018	\$153.13	36	17	Q0268
	2 nd – 2018	\$153.12	36	17	Q0268
TOTAL:		\$306.25			
Baldacchino, Pasquale & Angelo (412 Case Blvd.)	1 st – 2018	\$765.63	36.04	76.02	
	2 nd – 2018	\$765.62	36.04	76.02	
TOTAL:		\$1,531.25			
Baldacchino, Pasquale & Angelo (408 Case Blvd.)	1 st – 2018	\$704.38	36.04	76.03	
	2 nd – 2018	\$704.37	36.04	76.03	
TOTAL:		\$1,408.75			

**TOWNSHIP COMMITTEE OF THE
TOWNSHIP OF RARITAN**

ATTEST:

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 20, 2018.

Lisa Fania, RMC
Township Clerk

From: Sharon Brown
Sent: Wednesday, March 14, 2018 9:44 AM
To: Lisa Fania <lisa.fania@raritantwpnj.gov>
Subject: 2 Resolution Requests

179.

March 14, 2018

To: Township Clerk

Re: Cancellation of Taxes and Refunds

Lisa,

Attached you will find 2 requests for resolutions for the next Committee meeting.

These resolutions are due to the parcels being deleted. These parcels were then sub-divided into multiple new properties with unique block, lots and qualifiers.

Please let me know if you should have any questions or need additional information.

Sharon E. Brown, CTC
Tax Collector
Raritan Township
1 Municipal Dr.
Flemington, NJ 08822
Phone: (908)806-6100 x2268
Fax: (908) 806-0008
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OFFICE OF TAX COLLECTOR
TOWNSHIP OF RARITAN

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

March 14, 2018

Lisa,

Please prepare a resolution for the next committee meeting to **refund** the below taxes for the below properties due to the parcels being deleted. These parcels were then sub-divided into multiple new properties.

<u>Taxpayer</u>	<u>Qtr.</u>	<u>Amount</u>	<u>Block</u>	<u>Lot</u>	<u>Qualifier</u>
Linque Flemington II & III, LLC (658 Pennsylvania Ave.)	1 st – 2018	\$2,864.05	36	17	
Linque Flemington II & III, LLC (218 Pennsylvania Ave.)	1 st – 2018	\$153.13	36	17	Q0268

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

RESOLUTION #18-77

**AUTHORIZING THE REFUND OF
FIRST QUARTER, 2018 TAXES (LINQUE)**

WHEREAS, there exists on the books of Raritan Township First Quarter, 2018 taxes for the properties listed below; and

WHEREAS, the Township Tax Collector, Sharon Brown, has recommended the refund of First Quarter, 2018 taxes for the properties listed below as the parcels were deleted and subdivided into multiple new parcels.

NOW, THEREFORE, BE IT RESOLVED, by the Mayor and Township Committee of the Township of Raritan, County of Hunterdon, State of New Jersey that the Tax Collector is hereby authorized and directed to refund the First Quarter, 2018 taxes for the following parcels:

<u>Taxpayer</u>	<u>Qtr.</u>	<u>Amount</u>	<u>Block</u>	<u>Lot</u>	<u>Qualifier</u>
Linque Flemington II & III, LLC (658 Pennsylvania Ave.)	1 st – 2018	\$2,864.05	36	17	
Linque Flemington II & III, LLC (218 Pennsylvania Ave.)	1 st – 2018	\$153.13	36	17	Q0268

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 20, 2018.

Lisa Fania, RMC
Township Clerk

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

RESOLUTION #18-78

**AUTHORIZING THE 2018 APPOINTMENT OF MEMBERS TO
THE COMMUNITY EMERGENCY RESPONSE TEAM (CERT)**

WHEREAS, the Township of Raritan is required to have an Emergency Operations Plan to provide for actions to be taken to mitigate, prepare for, respond to and recover from the effects of an emergency; and

WHEREAS, the members of the Community Emergency Response Team (CERT) must be appointed by resolution of the governing body.

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 individuals are hereby appointed as members of the Raritan Township CERT for a one-year term, effective March 20, 2018:

- Ed Jakubowski
- John B. Smith III
- Rudy Ress
- Jim Hager
- Randy Block
- Jane Block
- Lenny Hutchins
- Craig Proctor
- Paul Hutchins
- Robert Collumb
- Jim Swain
- Aimee Swain

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 20, 2018.

Lisa Fania, RMC
Township Clerk

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

RESOLUTION #18-79

**AUTHORIZING THE 2018 APPOINTMENT OF MEMBERS TO
THE EMERGENCY MANAGEMENT PLANNING COUNCIL**

WHEREAS, the Township of Raritan is required to have an Emergency Operations Plan to provide for actions to be taken to mitigate, prepare for, respond to and recover from the effects of an emergency; and

WHEREAS, the members of the Emergency Management Planning Council must be appointed by resolution of the governing body.

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 individuals are hereby appointed as members of the Emergency Management Planning Council for a one-year term, effective March 20, 2018:

Chris Phelan	OEM Coordinator or his designee
Frank Veneziale	Deputy OEM Coordinator
Ed Jakubowski	CERT Coordinator
Glenn Tabasko	Chief of Police or his designee
Doug Day	Fire Chief or his designee
Justin Dorflinger	EMS Rescue Chief or his designee
Chris Hunt	Hunterdon Medical Center or his designee
Brion Fleming	Public Works Superintendent or his designee
Dennis Concannon	Fire Marshal or his designee
Don Hutchins	Township Administrator
Mary Melfi	Flemington Borough Emergency Management Coordinator

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 20, 2018.

Lisa Fania, RMC
Township Clerk