

**RARITAN TOWNSHIP COMMITTEE REORGANIZATION MEETING  
RARITAN TOWNSHIP MUNICIPAL BUILDING  
FRIDAY, JANUARY 3, 2020**

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**MEETING CALLED:** Administrator, Donald Hutchins, called the regular meeting to order at 5:07 p.m.

**MEETING ADVERTISED:** Mr. Hutchins advised that the meeting was advertised December 6, 2019 in the Courier News and noticed to the Hunterdon County Democrat, Star Ledger, TapInto, Express Times and posted on the municipal bulletin board and the Township website in accordance with the Open Public Meetings Act, Chapter 231, P.L. 1975.

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

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**OATH OF OFFICE OF ELECTED TOWNSHIP COMMITTEE MEMBER**

Senator Thomas Kean, Jr. administered the oath of office to elected Township Committee Member Scott MacDade.

**ROLL CALL** – the 2020 Township Committee answered the roll call of Municipal Clerk, Lisa Fania:

**COMMITTEE MEMBERS PRESENT:** Gilbert, Hazard, Kuhl, MacDade, Reiner  
**ABSENT:** None

**STAFF PRESENT:** Administrator, Donald Hutchins; Township Attorney, Jeff Lehrer; Township Attorney, Ed Purcell; Municipal Clerk, Lisa Fania

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**NOMINATIONS AND ELECTION OF MAYOR FOR THE YEAR 2020**

Municipal Clerk Fania called for the nominations for the Office of Mayor for the year 2020. Committee Member Reiner nominated Committee Member Kuhl for Mayor for the year 2020, seconded by Committee Member Gilbert. Ms. Fania noted for the record that Committee Member Kuhl was nominated and called for further nominations for the Office of Mayor. There were no further nominations from the floor and the nominations were closed.

Ms. Fania called for a vote on the nomination of Committee Member Kuhl for Mayor.  
Motion by Gilbert, seconded by Hazard

**ROLL CALL VOTE:**

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

Ms. Fania noted for the record that Committee Member Kuhl was duly elected Mayor for the year 2020.

**OATH OF OFFICE OF MAYOR** – Senator Kip Bateman administered the Oath of Office to Mayor Kuhl.

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### **NOMINATIONS AND ELECTION OF DEPUTY MAYOR FOR THE YEAR 2020**

Ms. Fania called for nominations for the Office of Deputy Mayor for the year 2020. Committee Member Hazard nominated Committee Member Gilbert for Deputy Mayor for the year 2020, seconded by Mayor Kuhl. Ms. Fania noted for the record that Committee Member Gilbert was nominated and called for further nominations for the Office of Deputy Mayor. There were no further nominations from the floor and the nominations were closed.

Ms. Fania called for a vote on the nomination of Committee Member Gilbert for Deputy Mayor.  
Motion by Reiner, seconded by Mayor Kuhl

**ROLL CALL VOTE:**

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

**NOES:** None

**ABSTAIN:** None

**ABSENT:** None

Ms. Fania noted for the record that Committee Member Gilbert was duly elected Deputy Mayor for the year 2020.

**OATH OF OFFICE OF DEPUTY MAYOR** – Senator Kip Bateman administered the Oath of Office to Deputy Mayor Gilbert.

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### **AMEND/APPROVE AGENDA**

At this time, Mayor Kuhl advised of one additional item to the meeting agenda, Resolution #20-26 approving a month to month agreement with the Borough of Hampton for shared Court Services.

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

Motion by Reiner, seconded by Gilbert

**ROLL CALL VOTE:**

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

**NOES:** None

**ABSTAIN:** None

**ABSENT:** None

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Mayor Kuhl read Resolution #20-26 by title.

Mayor Kuhl asked for a motion to adopt Resolution #20-26.

Motion by Gilbert, seconded by Hazard

**ROLL CALL VOTE:**

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

**NOES:** None

**ABSTAIN:** None

**ABSENT:** None

**RESOLUTION #20-26**

**A RESOLUTION APPROVING A MONTH TO MONTH AGREEMENT WITH THE  
BOROUGH OF HAMPTON FOR SHARED COURT SERVICES**

**WHEREAS**, pursuant to N.J.S.A. 40A:65-1, et seq., any municipality of the State of New Jersey may contract with any other municipality or municipalities for the joint provision within their several jurisdictions of any service that any party to the agreement is empowered to provide within its own jurisdiction; and

**WHEREAS**, pursuant to N.J.S.A. 2B:12-1(c), two (2) or more municipalities, by ordinance or resolution, may agree to jointly share services for courtrooms, chambers, equipment, supplies, and employees for their municipal courts and agree to appoint the same employees including, but not limited to, municipal judges, court administrators, prosecutors, public defenders and security personnel without establishing a joint municipal court; and

**WHEREAS**, the Township of Raritan ("Township") and the Borough of Hampton ("Hampton") previously entered into a Shared Services Agreement to establish all obligations in connection with the use of shared court facilities and court staff, provide for shared court sessions and the performance of all Borough court functions which expired on December 31, 2019; and

**WHEREAS**, the Borough and Township now wish to enter into a short term, month to month agreement beginning on January 1, 2020.

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

1. The foregoing recitals are incorporated herein as if set forth in full.
  2. The Mayor and Township Clerk are hereby authorized to execute two (2) copies of the shared services agreement in the form attached hereto as Exhibit "A."
  3. The Township Clerk is hereby directed to forward executed copies of the agreement to the clerk of the Borough of Hampton.
  4. The Township Clerk shall send an informational copy of the executed agreement and this resolution to the Director of the Division of Local Government Services in the Department of Community Affairs.
  5. This Resolution shall take effect immediately.
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**FINANCIAL ISSUES**

Payment of Bills as listed for Raritan Township as of December 31, 2019: **\$1,151,459.36**

Mayor Kuhl asked for a motion to approve the bill list for Raritan Township.  
Motion by Hazard, seconded by Gilbert

**ROLL CALL VOTE:**

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

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Payment of Bills as listed for the Raritan Township Fire Company as of December 31, 2019: **\$15,190.41**

Mayor Kuhl asked for a motion to approve the bill list for the Raritan Township Fire Company.  
Motion by Hazard, seconded by Gilbert

**ROLL CALL VOTE:**

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

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**2020 MAYORAL APPOINTMENTS**

Mayor Kuhl announced the following 2020 Mayoral appointments to the Environmental Commission and Planning Board:

**Environmental Commission:**

Kathleen Hale	Regular Member	3-year term	12/31/2022
Amy Greene	Regular Member	3-year term	12/31/2022
Mohammad Rezaul Karim	Regular Member	3-year term	12/31/2022
Raymond Simonds	Alternate #1 Member	2-year term	12/31/2021

**Planning Board:**

Michael Mangin	Alternate #2 Member	2-year	12/31/2020 (unexpired)
Lisa Fania	Class II Member (Municipal Official)	1-year	12/31/2020
Jeff Kuhl	Class I Member (Mayor)	1-year	12/31/2020

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**NON-CONSENT AGENDA**

Mayor Kuhl read Resolution #20-15 by title.

Mayor Kuhl asked for a motion to adopt Resolution #20-15.

Motion by Hazard, seconded by Gilbert

**ROLL CALL VOTE:**

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

**NOES:** None

**ABSTAIN:** None

**ABSENT:** None

**RESOLUTION #20-15**

**A RESOLUTION AUTHORIZING CHANGE ORDER #1  
WITH ASSUNCAO BROTHERS, INC. FOR ROAD RECONSTRUCTION  
OF SUNNY HILLS SECTION II**

**WHEREAS**, a contract was awarded on June 18, 2019 for the road reconstruction of Sunny Hills Section II; and

**WHEREAS**, the project was awarded to Assuncao Brothers, Inc., Edison, New Jersey in the amount of \$1,203,470.00; and

**WHEREAS**, the Township Engineer recommends Change Order #1, which increases the total contract amount by \$45,520.00, be approved by the Township Committee for the reasons outlined in the memorandum dated November 25, 2019.

**NOW, THEREFORE, BE IT RESOLVED** on this 3<sup>rd</sup> day of January 2020 by the Township Committee of the Township of Raritan, County of Hunterdon, State of New Jersey:

1. That Change Order #1 representing an increase in the amount of \$45,520.00 be and is hereby approved with respect to the contract for road reconstruction of Sunny Hills Section II.
2. That the amount of Change Order #1 be a 3.78 percent increase to the total contract amount for a new contract amount with Assuncao Brothers, Inc. of \$1,248,990.00.

**BE IT FURTHER RESOLVED** that a copy of this Change Order shall be affixed and made part of this resolution and that a certified copy be sent to Assuncao Brothers, Inc. Edison, New Jersey.

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Mayor Kuhl read Resolution #20-16 by title.

Mayor Kuhl asked for a motion to adopt Resolution #20-16.

Motion by Gilbert, seconded by Hazard

**ROLL CALL VOTE:**

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

**NOES:** None

**ABSTAIN:** None

**ABSENT:** None

**RESOLUTION #20-16****A RESOLUTION AMENDING RESOLUTION #19-251 AUTHORIZING  
THE RELEASE OF PERFORMANCE GUARANTEES  
TOLL NJ, LLP  
(BLOCK 44, LOTS 24 AND 24.45 MOUNTAINVIEW AT HUNTERDON)**

**WHEREAS**, on November 6, 2019 by Resolution #19-251 the Township Committee approved a reduction of surety and cash performance guarantees for Toll NJ, LLP Phases 1 and II, Mountainview at Hunterdon, subject to the completion of existing conditions; and

**WHEREAS**, the completion of certain items identified as 2, 3, 9 and 15 in a memo dated December 18, 2019 from Township Engineer, Antoine Hajjar, Appendix "A" attached herewith, are not completed to the Township Engineering Department's satisfaction; and

**WHEREAS**, due to weather constraints, Township Engineer, Antoine Hajjar, recommends the delay of the completion of items 2, 3, 9 and 15 until the Spring of 2020 and that funds in the amount of \$51,000.00 to be retained per Resolution #19-251 be increased by an additional \$10,000.00 for a total of \$61,000.00; and

**WHEREAS**, prior to the release of the \$61,000.00 cash performance bond, the developer shall replenish its inspection escrow so that there is at least \$5,000.00 in the account in order for the Township to perform engineering and landscaping inspections during the two-year maintenance period and also inspect remedial work for any deficiencies; and

**WHEREAS**, Township Engineer, Antoine Hajjar, recommends the release of the above referenced cash performance bond retained in the amount of \$61,000.00, without additional approval from the Township Committee upon completion and approval of the above referenced items by the Township Engineer.

**NOW, THEREFORE, BE IT RESOLVED**, by the Mayor and Township Committee of the Township of Raritan, County of Hunterdon, State of New Jersey, that Resolution #19-251 is amended to authorize the completion of items 2, 3, 9 and 15 in the Spring of 2020.

**BE IT FURTHER RESOLVED** that the cash performance bond to be retained is increased by \$10,000.00 for a total of \$61,000.00.

**BE IT FURTHER RESOLVED** that all conditions subject to Township approval pursuant to Resolution #19-251 remain in effect.

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**CONSENT AGENDA**

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

At this time, Mayor Kuhl advised that Resolution #20-01, 2020 Appointments, reflects a change of the Township and Board of Health attorney and that the Township Committee Member appointment to the Planning Board will be Committee Member Gilbert.

Mayor Kuhl asked for a motion to adopt the Consent Agenda.  
 Motion by Reiner, seconded by Hazard

**ROLL CALL VOTE:**

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

**RESOLUTION #20-01**

**A RESOLUTION AUTHORIZING 2020 APPOINTMENTS**

**BE IT RESOLVED**, that the following appointments be made and I request that they be confirmed by my fellow Committee Members:

**One-Year (expiring 12/31/2020)**

TOWNSHIP ATTORNEY  
 TOWNSHIP AUDITOR  
 MUNICIPAL PROSECUTOR

Jeffrey Lehrer  
 Robert Swisher  
 Michael O’Grodnick and  
 the firm, Savo, Schalk,  
 Gillespie, O’Grodnick and  
 Fisher, P.A.

CONFLICT PROSECUTOR  
 MUNICIPAL PUBLIC DEFENDER

**TO BE DETERMINED**  
 Jennifer Toth and the firm,  
 Winegar, Wilhelm, Glynn  
 and Roemersma

BOND COUNSEL  
 TAX ATTORNEY  
 CONFLICT TAX ATTORNEY  
 LABOR COUNSEL  
 PLANNING BOARD ATTORNEY  
 SPECIAL COUNSEL ON AFFORDABLE HOUSING  
 TOWNSHIP PHYSICIAN  
 BOARD OF HEALTH ATTORNEY  
 LOCAL HISTORIAN  
 PUBLIC AGENCY COMPLIANCE OFFICER  
 HUNTERDON COUNTY SENIOR SERVICES

Andrea Kahn  
 Harry Haushalter  
 Richard Conley  
 Richard P. Flaum  
 John Belardo  
 John Belardo  
 Marc L. Shaber  
 Jeffrey Lehrer  
 Richard Stothoff  
 Carol Barbati

MUNICIPAL COORDINATOR  
 SENIOR PROTECTED TENANCY  
 SOMERSET COUNTY JOINT INSURANCE FUND  
 COMMISSIONER

Jayne Gilbert  
 Jayne Gilbert

SOMERSET COUNTY JOINT INSURANCE FUND  
 DEPUTY COMMISSIONER

Donald Hutchins

SOLID WASTE ADVISORY COUNCIL  
 SOLID WASTE ADVISORY COUNCIL, ALTERNATE  
 MEMBER

Carol Barbati  
 Ray Simonds

ZONING BOARD OF ADJUSTMENT ATTORNEY

Kayla Hulcher  
 Jonathan Drill

**AGRICULTURE ADVISORY BOARD (1-year, expiring 12/31/2020)**

Oliver Elbert	Resident/Farmer Member
John Micek	Resident/Farmer Member
David Moutner	Resident Member
Diane Tracy	Resident Member and Liaison to the Hunterdon County Agriculture Advisory Board
Tom Watkinson	Resident/Farmer Member

**BOARD OF HEALTH (3-year, expiring 12/31/2022) TO BE DETERMINED IN 2020**

Vacancy (regular Member)

**GREEN TEAM (1-year, expiring 12/31/2020)**

Antoine Hajjar (Township Engineer)  
 Michelle Cavalchire (Environmental Commission representative)  
 Oliver Elbert  
 Mohammad Rezaul Karim  
 Tom Smith  
 Jeff Vaccarella

**LOCAL HISTORIANS COMMITTEE (3-year, expiring 12/31/2022)**

Susan Miller  
 Planning Board Member  
 Township Committee Member

**OPEN SPACE ADVISORY COMMITTEE (3-year, expiring 12/31/2022)**

Amy Greene (Environmental Commission Member)  
 James Miller (Planning Board Member)  
 Ray Simonds (unexpired term to 12/31/21)  
 (2) Township Committee Members (1-year) 12/31/20  
 Antoine Hajjar (Township Planner) (1-year) 12/31/20

**PLANNING BOARD (1-year, expiring 12/31/2020)**

Karen Gilbert (Class III Member)

**WILDLIFE MANAGEMENT COMMITTEE (3-year)**

John Giotis (resident member)	12/31/22
Vacancy (resident member)	
Township Committee Member	

**ZONING BOARD OF ADJUSTMENT**

Jeff Anclien, Alternate #2 Member (2-year)

12/31/21

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**RESOLUTION #20-2**

**A RESOLUTION ESTABLISHING TOWNSHIP COMMITTEE  
MEETING DATES FOR THE YEAR 2020**

**WHEREAS**, Section 13 of the Open Public Meetings Act requires the posting of annual meetings together with notification of said meetings to the official newspapers of the Township, and submission of the same to those persons requesting copies of said notice; and

**WHEREAS**, the Township Committee of the Township of Raritan desires to set forth a schedule of public meetings for the year 2020.

**NOW, THEREFORE BE IT RESOLVED**, by the Township Committee of the Township of Raritan, County of Hunterdon, State of New Jersey that the Township Committee shall hold Executive Sessions beginning at 6:30 p.m., followed by the Regular Session at 7:00 p.m. at the Municipal Building, One Municipal Drive, Flemington, New Jersey, on the 1<sup>st</sup> and 3<sup>rd</sup> Tuesday of each month, except when that Tuesday is on a Primary and General Election day, then the meeting will be held the Wednesday evening after.

**BE IT FURTHER RESOLVED** that meeting days are as follows:

JANUARY 21	JULY 21
FEBRUARY 4	AUGUST 18
FEBRUARY 18	SEPTEMBER 1
MARCH 3	SEPTEMBER 15
MARCH 17	OCTOBER 6
APRIL 7	OCTOBER 20
APRIL 21	NOVEMBER 4
MAY 5	NOVEMBER 17
MAY 19	DECEMBER 1
JUNE 3	DECEMBER 15
JUNE 16	

**BE IT FURTHER RESOLVED** that copies of this Resolution be posted and maintained posted throughout the year in accordance with the statutes; and

**BE IT FURTHER RESOLVED** that copies of this Resolution and schedule be forwarded to the official newspapers.

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**RESOLUTION #20-3**

**A RESOLUTION DESIGNATING OFFICIAL NEWSPAPERS**

**BE IT RESOLVED**, that the Courier News, the Hunterdon County Democrat, the Express-Times and the Star Ledger are hereby designated as the official newspapers of the Township of Raritan for the year 2020.

**BE IT FURTHER RESOLVED**, that NJ.com is hereby designated as the electronic news source for the year 2020.

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**RESOLUTION #20-4**

**A RESOLUTION DESIGNATING STATE APPROVED PUBLIC DEPOSITORIES AS OFFICIAL DEPOSITORIES OF THE TOWNSHIP OF RARITAN**

**BE IT RESOLVED** by the Township Committee of the Township of Raritan, County of Hunterdon, State of New Jersey, that the following banks and any banks as may be designated at a later date by the Township Committee are hereby designated as the depositories for the monies of the Township of Raritan for the year 2020:

TD Bank, N.A  
State of New Jersey Cash Management Fund  
Bank of New York Mellon Trust Company

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**RESOLUTION #20-5**

**A RESOLUTION AUTHORIZING THE TAX COLLECTOR TO CONDUCT A 2020 TAX SALE**

**BE IT RESOLVED** by the Mayor and Township Committee of the Township of Raritan that the Tax Collector is hereby authorized to conduct a tax sale for all prior year's delinquent taxes pursuant to New Jersey Law, Chapter 99.

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**RESOLUTION #20-6**

**A RESOLUTION ESTABLISHING INTEREST RATES FOR DELINQUENT TAXES**

**WHEREAS**, N.J.S.A. 54:5-67 permits the governing body of each municipality to fix the rate of interest to be charged for non-payment of taxes or assessments; and

**WHEREAS**, N.J.S.A. 54:5-67 has been amended to permit the fixing of said rate at 8% per annum on the first \$1,500.00 of the delinquency and 18% per annum of any amount in excess of

\$1,500.00 and allows an additional penalty of a flat 6% to be collected against a delinquency in excess of \$10,000.00 on properties that fail to pay the delinquency prior to the end of the calendar year.

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

That the Tax Collector is hereby authorized and directed to charge 8% per annum on the first \$1,500.00 of taxes or other municipal charges becoming delinquent after due date and 18% per annum on any amount of taxes or other municipal charges in excess of \$1,500.00 becoming delinquent after due date, and if a delinquency (including interest) is in excess of \$10,000.00 and remains in arrears after December 31, an additional flat penalty of 6% shall be charged against the delinquency.

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### **RESOLUTION #20-7**

#### **A RESOLUTION APPOINTING SEARCH OFFICERS**

**WHEREAS**, R.S. 54:5-11 provides for the appointment of a search officer for unpaid liens; and

**WHEREAS**, R.S. 54:5-18.1 provides for the appointment of an official to make searches for municipal improvements authorized by ordinance but not assessed.

**NOW, THEREFORE BE IT RESOLVED**, by the Township Committee of the Township of Raritan, County of Hunterdon, State of New Jersey that:

1. Ann Marie Silvia, Tax Collector, be appointed to make searches for the municipal liens; and
2. Lisa Fania, Municipal Clerk, be appointed to make searches and issue certificates as to liability for assessment for municipal improvements; and
3. All fees collected shall be turned over to the Township Treasurer.

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### **RESOLUTION #20-8**

#### **A RESOLUTION DESIGNATING OFFICIALS AUTHORIZED TO SIGN CHECKS**

**BE IT RESOLVED** that the following officials of the Township of Raritan are hereby authorized to sign checks for the Township of Raritan, County of Hunterdon as follows:

1. **PAYROLL**

CFO/Assistant Supervisor of Accounts

2. **DEVELOPER'S PERFORMANCE TRUST ACCOUNTS**

Clerk or Deputy Clerk

3. **GENERAL, CAPITAL and GRANT ACCOUNTS**

Administrator and CFO/Assistant Supervisor of Accounts

4. **TAX COLLECTOR'S CURRENT & LIEN ACCOUNT**

Tax Collector, CFO/Assistant Supervisor of Accounts

5. **HOUSING TRUST FUND**

Administrator and CFO/Assistant Supervisor of Accounts

6. **ALL OTHER ACCOUNTS**

Administrator and CFO/Assistant Supervisor of Accounts

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**RESOLUTION #20-9**

**A RESOLUTION AUTHORIZING THE CANCELLATION  
OF TAXES IN AMOUNTS LESS THAN \$10.00**

**WHEREAS**, 40A:5-17 allows for the cancellation of property tax refunds or delinquent amounts of less than \$10.00; and

**WHEREAS**, the governing body may authorize a municipal employee chosen by said body to process, without further action on their part, any cancellation of property tax refunds or delinquencies of less than \$10.00.

**NOW, THEREFORE BE IT RESOLVED** by the Mayor and Township Committee of the Township of Raritan, County of Hunterdon, State of New Jersey, that authorization is hereby given to the Tax Collector to cancel said tax amounts as deemed necessary.

**BE IT FURTHER RESOLVED** that a certified copy of the resolution be forwarded to the Tax Collector and Township Auditor.

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**RESOLUTION #20-10**

**A RESOLUTION AUTHORIZING TOWNSHIP ENGINEER TO  
SIGN TEMPORARY RIGHT-OF-WAY EASEMENTS**

**WHEREAS**, the Township of Raritan, as part of its municipal responsibilities, may find it necessary to encroach upon private property in the discharge of its duties for the construction and reconstruction of roads and other public works projects in the public interest or to sign street light agreements with Jersey Central Power & Light (JCP&L) when ordering new street lights for developments; and

**WHEREAS**, when such a situation arises it is necessary for the Township of Raritan to receive permission from property owners by way of a right-of-access permit and temporary construction easement to expedite these projects or to execute certain agreements so that street lighting can be installed in a timely and cost-effective manner in new developments.

**NOW, THEREFORE BE IT RESOLVED**, that the Township Committee of the Township of Raritan does hereby grant authority to Antoine Hajjar, Raritan Township Engineer, to sign and execute all right-of-access permits, temporary construction easements and street light agreements with JCP&L on behalf of the Township of Raritan.

**BE IT FURTHER RESOLVED** that Township Engineer, Antoine Hajjar, is authorized to sign all stream encroachment and wetlands permits for NJDEP applications on behalf of the Township of Raritan.

**BE IT FURTHER RESOLVED** that Township Engineer, Antoine Hajjar will keep the Township Committee informed of all right-of-access permits and temporary construction easements acquired by the Township and all street light agreements executed.

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**RESOLUTION #20-11**

**A RESOLUTION ADOPTING A 2020 TEMPORARY BUDGET**

**WHEREAS**, N.J.S.A. 40A:4-19 of the Local Budget Law provides that if any contracts, commitments or payments are to be made prior to the adoption of the budget, the governing body shall, by resolution adopted prior to January 31 of the fiscal year, make temporary appropriations to provide for the period between the beginning of the fiscal year and the adoption of the budget. The total of the appropriations so made shall not exceed 26.25% of the total appropriations made for all purposes in the budget for the preceding year excluding, in both instances, appropriations made for debt service, capital improvements, and public assistance/state aid; and

**WHEREAS**, the total of all appropriations in the 2019 budget excluding debt service, capital improvements, and public assistance/state aid is \$16,968,651.00; and

**WHEREAS**, 26.25% of \$16,968,651.00 allows for 2019 temporary appropriations in the amount of \$4,454,271.00 excluding appropriations for debt service, capital improvements, and public assistance/state aid.

**NOW, THEREFORE BE IT RESOLVED** that the following 2020 temporary appropriations be made and that a certified copy of this resolution be transmitted to the Chief Finance Officer of the Township of Raritan.

<u>APPROPRIATIONS WITHIN 26.25%</u> <u>EXPENSES</u>	<u>SAL. &amp; WAGES</u>	<u>OTHER</u>
Governing Body	\$9,025	\$2,000
Township Clerk	\$37,500	\$7,500
Postage & Photocopying		\$23,000
Administration	\$65,000	\$9,000
Data Processing Services		\$55,000
Group Health Insurance		\$625,000
Other Insurance		\$147,591
Workers Compensation Insurance		\$163,258
Legal Services		\$50,000
Financial Administration	\$68,000	\$5,000
Tax Assessor	\$48,000	\$3,500
Collection of Taxes	\$30,750	\$1,200
Engineering	\$78,250	\$2,000
Planning Board	\$17,000	\$2,000
Board of Adjustment	\$18,000	\$2,500
Environmental Commission		\$500
Police	\$1,029,747	\$45,000
Prosecutor	\$7,750	

Public Defender	\$2,000	
Municipal Court	\$62,500	\$4,000
Fire Official	\$75,000	\$4,000
Fire Hydrants		\$90,000
Fire Company		\$30,000
PEOSHA - Fire Company		\$1,500
Construction Official	\$189,000	\$6,000
Emergency Management	\$1,600	\$6,000
Street/Road Repair & Maintenance	\$407,500	\$40,000
Snow Removal	\$60,000	\$130,000
Vehicle Maintenance	\$90,500	\$60,000
Recycling Program	\$25,000	
PEOSHA- Roads		\$2,000
Utilities		\$120,000
Solid Waste		\$15,000
Public Bldg. & Grounds	\$37,500	\$45,000
Park Maintenance	\$80,000	\$15,000
Board of Health	\$18,500	\$10,000
F.I.C.A.		\$196,000
Unemployment Compensation		\$18,250
Defined Contribution Retirement System		\$4,000
Recycling Tax		\$1,300
Storm Water General Permit		\$4,050
Recreation Department	\$20,000	\$30,000
<b>TOTAL:</b>	<b>\$2,478,122</b>	<b>\$1,976,149</b>

TOTAL WITHIN 26.25%: \$4,454,271

**APPROPRIATIONS EXCLUDED FROM 26.25%**

Municipal Debt Service	\$2,054,267
Capital Improvements	\$ 218,965

TOTAL EXCLUDED FROM 26.25% \$2,273,232

**GRAND TOTAL \$6,727,503**

**RESOLUTION #20-12**

**A RESOLUTION AUTHORIZING THE FINANCE DEPARTMENT TO RE-OPEN ITS PETTY CASH FUND FOR 2020 IN THE AMOUNT OF \$100.00; POLICE DEPARTMENT TO RE-OPEN ITS PETTY CASH FUND IN THE AMOUNT OF \$100.00; BUILDING DEPARTMENT TO RE-OPEN ITS PETTY CASH FUND IN THE AMOUNT OF \$100.00; PUBLIC WORKS DEPARTMENT TO RE-OPEN ITS PETTY CASH FUND IN THE AMOUNT OF \$150.00; FIRE PREVENTION DEPARTMENT TO RE-OPEN ITS PETTY CASH FUND IN THE AMOUNT OF \$100.00; ENGINEERING, PLANNING AND ZONING DEPARTMENT TO RE-OPEN ITS PETTY CASH FUND IN THE AMOUNT OF \$100.00; AND THE CLERK'S OFFICE TO RE-OPEN ITS PETTY CASH FUND IN THE AMOUNT OF \$100.00**

**WHEREAS**, N.J.S.A. 40A:5-21 authorizes the establishment of Petty Cash funds for Finance; Police; Building; Public Works; Fire Prevention; Engineering, Planning and Zoning Departments and the Clerk's Office; and

**WHEREAS**, said petty cash funds were established by resolution dated September 19, 2017 by the Township Committee of the Township of Raritan; and

**WHEREAS**, it is the desire of the Township Committee that said funds be continued under the direction of Finance; Police; Building; Public Works; Fire Prevention; Engineering, Planning and Zoning, and Clerk's Office, respectively.

**NOW, THEREFORE BE IT RESOLVED**, on this 3<sup>rd</sup> day of January, 2020, by the Township Committee of the Township of Raritan, County of Hunterdon, State of New Jersey, that effective January 1, 2020, the Finance, Police, Building, Fire Prevention; Engineering, Planning and Zoning Departments and the Clerk's Office be and hereby are authorized and permitted to re-open petty cash funds in the amount of \$100.00 respectively, and Public Works in the amount of \$150.00 pursuant to the provisions of N.J.S.A. 40A:5-21. Said Petty Cash funds will be used by such office or department to pay claims for small miscellaneous expenses.

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#### **RESOLUTION #20-13**

#### **A RESOLUTION AUTHORIZING THE TAX ASSESSOR TO ACT AS AGENT FOR RARITAN TOWNSHIP FOR THE PURPOSE OF FILING AND SETTLING TAX APPEALS ON BEHALF OF THE TAXING DISTRICT FOR THE TAX YEAR 2020**

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

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

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

**NOW, THEREFORE BE IT RESOLVED**, by the Mayor and Township Committee of the Township of Raritan, County of Hunterdon, State of New Jersey that the Tax Assessor is hereby authorized to act as agent for the Taxing District without further Township Committee approval to

1. Determine when tax appeals, cross appeals, complaints and counter-claims should be filed on behalf of the Taxing District with regard to any property located in the Township of Raritan and accordingly direct the Township Tax Attorney to file such documents with either the County Tax Board or Tax Court of New Jersey, as deemed appropriate; and
  2. Resolve and settle, with the consent of the Township Tax Attorney, tax appeals pending before the County Tax Board, Tax Court or Appellate Court for any tax year and authorize the Township Tax Attorney to formalize such settlements in the appropriate Courts and/or County Tax Board.
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**RESOLUTION #20-14**

**A RESOLUTION AUTHORIZING THE 2020 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 January 1, 2020.

- Jane Block
- Randy Block
- Linda Bush
- Raymond Demarco
- Carmen Garfole
- Jim Hager
- Raymond Hartung
- Paul Hutchins
- Ed Jakubowski
- Rudy Ress
- John Smith

**RESOLUTION #20-17**

**A RESOLUTION AUTHORIZING THE PERMANENT APPOINTMENT OF  
THOMAS CAMPOREALE TO THE RANK OF CAPTAIN**

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

**WHEREAS**, after interviews and reviews of applicants, Chief of Police, Alfred C. Payne III, has recommended that Acting Captain Thomas Camporeale be promoted and appointed permanently to the rank of Captain.

**NOW, THEREFORE, BE IT RESOLVED** by the Mayor and Township Committee of the Township of Raritan, County of Hunterdon, State of New Jersey that the following officer is hereby appointed:

*Thomas Camporeale*  
*Permanent Appointment to Captain*  
*Effective January 3, 2020*

**RESOLUTION #20-18**

**A RESOLUTION AUTHORIZING THE PERMANENT APPOINTMENT OF  
SCOTT NELSON TO THE RANK OF LIEUTENANT**

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

**WHEREAS**, after interviews and reviews of applicants, Chief of Police, Alfred C. Payne III, has recommended that Acting Lieutenant Scott Nelson be promoted and appointed permanently to the rank of Lieutenant.

**NOW, THEREFORE, BE IT RESOLVED** by the Mayor and Township Committee of the Township of Raritan, County of Hunterdon, State of New Jersey that the following officer is hereby appointed:

*Scott Nelson*  
*Permanent Appointment to Lieutenant*  
*Effective January 3, 2020*

**RESOLUTION #20-19**

**A RESOLUTION AUTHORIZING THE PERMANENT APPOINTMENT OF  
CHRISTOPHER VALLAT TO THE RANK OF SERGEANT**

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

**WHEREAS**, after interviews and reviews of applicants, Chief of Police, Alfred C. Payne III, has recommended that Acting Sergeant Christopher Vallat be promoted and appointed permanently to the rank of Sergeant.

**NOW, THEREFORE BE IT RESOLVED** by the Mayor and Township Committee of the Township of Raritan, County of Hunterdon, State of New Jersey that the following officer is hereby appointed:

*Christopher Vallat*  
*Permanent Appointment to Sergeant*  
*Effective January 3, 2020*

**RESOLUTION #20-20**

**A RESOLUTION AUTHORIZING THE PERMANENT APPOINTMENT OF  
MICHAEL DENDIS TO THE RANK OF SERGEANT**

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

**WHEREAS**, after interviews and reviews of applicants, Chief of Police, Alfred C. Payne III, has recommended that Acting Sergeant Michael Dendis be promoted and appointed permanently to the rank of Sergeant.

**NOW, THEREFORE BE IT RESOLVED** by the Mayor and Township Committee of the Township of Raritan, County of Hunterdon, State of New Jersey that the following officer is hereby appointed:

*Michael Dendis*  
*Permanent Appointment to Sergeant*  
*Effective January 3, 2020*

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**RESOLUTION #20-21**

**A RESOLUTION AUTHORIZING THE APPOINTMENT OF  
TIMOTHY NEMETH TO THE RANK OF CORPORAL**

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

**WHEREAS**, after interviews and reviews of applicants, Chief of Police, Alfred C. Payne III, has recommended that Officer Timothy Nemeth be promoted and appointed to the rank of Corporal.

**NOW, THEREFORE BE IT RESOLVED** by the Mayor and Township Committee of the Township of Raritan, County of Hunterdon, State of New Jersey that the following officer is hereby appointed:

*Timothy Nemeth*  
*Appointment to Corporal*  
*Effective January 3, 2020*

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**RESOLUTION #20-22**

**A RESOLUTION AUTHORIZING THE APPOINTMENT OF  
AARON ROTH TO THE RANK OF CORPORAL**

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

**WHEREAS**, after interviews and reviews of applicants, Chief of Police, Alfred C. Payne III, has recommended that Officer Aaron Roth be promoted and appointed to the rank of Corporal.

**NOW, THEREFORE BE IT RESOLVED** by the Mayor and Township Committee of the Township of Raritan, County of Hunterdon, State of New Jersey that the following officer is hereby appointed:

*Aaron Roth*  
*Appointment to Corporal*  
*Effective January 3, 2020*

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**RESOLUTION #20-23**

**A RESOLUTION AUTHORIZING THE APPOINTMENT OF  
GEOFFREY BENZ TO THE RANK OF CORPORAL**

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

**WHEREAS**, after interviews and reviews of applicants, Chief of Police, Alfred C. Payne III, has recommended that Officer Geoffrey Benz be promoted and appointed to the rank of Corporal.

**NOW, THEREFORE BE IT RESOLVED** by the Mayor and Township Committee of the Township of Raritan, County of Hunterdon, State of New Jersey that the following officer is hereby appointed:

*Geoffrey Benz  
Appointment to Corporal  
Effective January 3, 2020*

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**RESOLUTION #20-24**

**A RESOLUTION AUTHORIZING THE PERMANENT APPOINTMENT  
OF RICHARD SCHENCK AS PATROL OFFICER**

**WHEREAS**, Patrol Officer Richard Schenck has completed his probationary period; and

**WHEREAS**, Chief Alfred C. Payne is recommending that Patrol Officer, Richard Schenck be appointed as permanent Patrol Officer.

**NOW, THEREFORE, BE IT RESOLVED** by the Mayor and Township Committee that the following officer is hereby permanently appointed:

*Richard Schenck  
Appointed as Permanent Patrol Officer  
Effective January 3, 2020*

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**RESOLUTION #20-25**

**A RESOLUTION AUTHORIZING THE 2020 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 January 1, 2020:

Chris Phelan	OEM Coordinator or his designee
Tony Venezia	Deputy OEM Coordinator
Frank Venezia	Deputy OEM Coordinator
Ed Jakubowski	CERT Coordinator
Alfred Payne	Chief of Police or his designee

Keith Paradiso	Fire Chief or his designee
Tom Hoffman	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 or her designee
Brayden Fahey	Hunterdon County OEM or his designee

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### **OATH OF OFFICE TO 2020 POLICE DEPARTMENT APPOINTEES**

Township Administrator, Donald Hutchins administered the Oath of Office to Captain, Thomas Camporeale.

Committee Member Hazard administered the Oath of Office to Lieutenant Scott Nelson and Sergeant Christopher Vallat.

Committee Member Reiner administered the Oath of Office to Sergeant Michael Dendis and Corporal Aaron Roth.

Deputy Mayor Gilbert administered the Oath of Office to Corporal Timothy Nemeth and Corporal Geoffrey Benz.

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### **OATH OF OFFICE TO THE 2020 OFFICERS OF THE RARITAN TOWNSHIP FIRE COMPANY**

Mayor Kuhl administered the Oath of Office to Fire Chief, Keith Paradiso; Deputy Chief, Christopher Wilt; and Assistant Chief, Dana Blasberg.

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### **OATH OF OFFICE TO 2020 APPOINTEES**

Municipal Clerk, Lisa Fania administered the Oath of Office to the 2020 Appointees to Township boards, committees and commissions that were in attendance.

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### **PRIVILEGE OF THE FLOOR**

There was no public comment.

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**ADJOURNMENT**

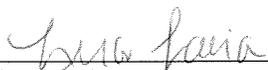
Mayor Kuhl asked for a motion to adjourn.

Motion by Reiner, seconded by Hazard

**MOTION UNANIMOUSLY CARRIED**

Meeting adjourned at 5:38 p.m.

Respectfully submitted,

  
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Lisa Fania, RMC  
Township Clerk