

**RARITAN TOWNSHIP COMMITTEE
TUESDAY, SEPTEMBER 19, 2017
MEETING BEGINS AT 6:30 P.M.**

AGENDA TO THE EXTENT KNOWN

Please Note: A Special Agenda Adding Late Items to the Open or Closed Sessions which Require the Consideration of the Township Committee may be Issued when Necessary

1. **MEETING CALLED**

Meeting called to order at: _____

2. **ROLL CALL**

Roll Call	Present	Absent
Richard Chen, Committee Member		
Michael Mangin, Deputy Mayor		
Craig O'Brien, Committee Member		
Lou Reiner, Committee Member		
Karen Gilbert, Mayor		

3. **MEETING ADVERTISED**

Mayor Gilbert advised that the meeting was advertised in the January 11, 2017 issue of the Courier News in accordance with the Open Public Meetings Act and posted on the office bulletin board and the Township Web Site.

4. **Resolution #17-222 – CLOSED SESSION**

- a. **Contract Negotiations –**
- b. **Personnel – Part-time Fire Inspector;
Planning/Zoning Board Secretary**
- c. **Attorney-Client-Privilege – Fire Company Proposal**
- d. **Pending Litigation -**

Roll Call	Moved	Seconded	Ayes	Nays
Richard Chen, Committee Member				
Michael Mangin, Deputy Mayor				
Craig O'Brien, Committee Member				
Lou Reiner, Committee Member				
Karen Gilbert, Mayor				

5. **PLEDGE OF ALLEGIANCE & MOMENT OF SILENCE**

Mayor Gilbert asks all to join in reciting the Pledge of Allegiance to our Flag and 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.

6. **AMEND/APPROVE AGENDA**

Mayor Gilbert asks the Committee for a motion to amend and/or approve the Agenda.

Roll Call	Moved	Seconded	Ayes	Nays
Richard Chen, Committee Member				
Michael Mangin, Deputy Mayor				
Craig O'Brien, Committee Member				
Lou Reiner, Committee Member				
Karen Gilbert, Mayor				

7. **PUBLIC COMMENT**

It is the policy of the Township Committee that public comment is limited to three (3) 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.

8. **FINANCIAL ISSUES**

PAYMENT OF BILLS:

- a. Payment of Bills as Listed for Raritan Township: **\$5,052,549.09**

Mayor Gilbert asks for a motion to approve the Bill List for Raritan Township.

Roll Call	Moved	Seconded	Ayes	Nays
Richard Chen, Committee Member				
Michael Mangin, Deputy Mayor				
Craig O'Brien, Committee Member				
Lou Reiner, Committee Member				
Karen Gilbert, Mayor				

- b. Payment of Bills as Listed for Raritan Township Fire Company: **\$6,163.86**

Mayor Gilbert asks for a motion to approve the Bill List for Raritan Township Fire Company.

Roll Call	Moved	Seconded	Ayes	Nays
Richard Chen, Committee Member				
Michael Mangin, Deputy Mayor				
Craig O'Brien, Committee Member				
Lou Reiner, Committee Member				
Karen Gilbert, Mayor				

9. **REPORTS**

- a. Tax Collector
- b. Court
- c. Animal Control
- d. 2016 Audit Report – Parks and Recreation
- e. Tax Attorney Billing Report
- f. Code Enforcement

LIAISON REPORTS

- Karen Gilbert – Historians, Finance, Personnel, Planning Board (Class I – Mayor)
- Richard Chen – Finance, Open Space, Parks & Recreation
- Michael Mangin – Planning Board (Class II – Governing Body), RTMUA
- Louis Reiner – Environmental Commission/Green Team, Fire/Rescue/OEM
- Craig O'Brien – Open Space

10. **UNFINISHED BUSINESS**

- a. Discussion – Bond Ordinances

11. **NEW BUSINESS**

- a. Pet Licensing Fees, Expenses and Policies
- b. Fire Company Command Vehicle Recommendation
- c. Dr. Kelly proposals: Deer Exclosure Assessment; Baseline Forest Monitoring; and Deer Density Monitoring

12. **ORDINANCES: (PUBLIC HEARING/FINAL ADOPTION)**

a. **ORDINANCE #17-28**

ORDINANCE APPROPRIATING \$90,000 FROM THE CAPITAL SURPLUS FUND FOR THE ACQUISITION OF A FOUR-WHEEL DRIVE VEHICLE FOR THE POLICE DEPARTMENT AND THE GUIDE RAIL REPLACEMENT PROGRAM IN AND BY THE TOWNSHIP OF RARITAN, IN THE COUNTY OF HUNTERDON, NEW JERSEY

Meeting opened to the public.

Mayor Gilbert asks for a motion to close the public hearing and adopt Ordinance #17-28 on final consideration, same to be published according to law.

Roll Call	Moved	Seconded	Ayes	Nays
Richard Chen, Committee Member				
Michael Mangin, Deputy Mayor				
Craig O'Brien, Committee Member				
Lou Reiner, Committee Member				
Karen Gilbert, Mayor				

13. **ORDINANCES: (INTRODUCTION)**

a. **ORDINANCE #17-29**

ORDINANCE ACCEPTING A SIGHT TRIANGLE EASEMENT FROM BEDFORD FALLS, LLC FOR LOT 31.02 IN BLOCK 63.14 AS SHOWN ON THE TAX MAP OF THE TOWNSHIP OF RARITAN

Mayor Gilbert asks for a motion to introduce Ordinance #17-29 on first consideration same to be published according to law with a public hearing and a final vote scheduled for the meeting of October 3, 2017 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.

Roll Call	Moved	Seconded	Ayes	Nays
Richard Chen, Committee Member				
Michael Mangin, Deputy Mayor				
Craig O'Brien, Committee Member				
Lou Reiner, Committee Member				
Karen Gilbert, Mayor				

13. **ORDINANCES: (INTRODUCTION) CONT.**

b. ORDINANCE #17-30

ORDINANCE REAPPROPRIATING \$6,000.00 PROCEEDS OF OBLIGATIONS NOT NEEDED FOR THEIR ORIGINAL PURPOSE IN ORDER TO PROVIDE FOR THE MAJOR REPAIR OF THE 911 CLOCK AT THE MUNICIPAL BUILDING IN AND BY THE TOWNSHIP OF RARITAN, IN THE COUNTY OF HUNTERDON, NEW JERSEY

Mayor Gilbert asks for a motion to introduce Ordinance #17-30 on first consideration same to be published according to law with a public hearing and a final vote scheduled for the meeting of October 3, 2017 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.

Roll Call	Moved	Seconded	Ayes	Nays
Richard Chen, Committee Member				
Michael Mangin, Deputy Mayor				
Craig O'Brien, Committee Member				
Lou Reiner, Committee Member				
Karen Gilbert, Mayor				

c. ORDINANCE #17-31

AN ORDINANCE AUTHORIZING ACCEPTANCE OF CONSERVATION EASEMENTS, LAND MAINTENANCE COVENANT AND TEMPORARY RESTRICTIVE COVENANT APPLICABLE TO BLOCK 86, LOT 10.01 FROM LANDMARK INFRASTRUCTURE HOLDING COMPANY LLC; CONSERVATION EASEMENTS APPLICABLE TO BLOCK 86, LOT 26 FROM LANDMARK INFRASTRUCTURE HOLDING COMPANY LLC AND ESTATE OF BRUCE A. BLUMBERG; CONSERVATION EASEMENTS, FIRE SUPPRESSION EASEMENT AND ACCESS EASEMENT APPLICABLE TO BLOCK 86, LOT 26.02 FROM LANDMARK INFRASTRUCTURE HOLDING COMPANY LLC AND ESTATE OF BRUCE A. BLUMBERG; AND CONSERVATION EASEMENTS AND TEMPORARY RESTRICTIVE COVENANT APPLICABLE TO BLOCK 86, LOTS 100.01 AND 100.02 FROM LANDMARK INFRASTRUCTURE HOLDING COMPANY LLC AND BURENGA FAMILY PARTNERSHIP, L.P.

Mayor Gilbert asks for a motion to introduce Ordinance #17-31 on first consideration same to be published according to law with a public hearing and a final vote scheduled for the meeting of October 3, 2017 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.

13. **ORDINANCES: (INTRODUCTION) CONT.**

Roll Call	Moved	Seconded	Ayes	Nays
Richard Chen, Committee Member				
Michael Mangin, Deputy Mayor				
Craig O'Brien, Committee Member				
Lou Reiner, Committee Member				
Karen Gilbert, Mayor				

14. **CORRESPONDENCE**

- a. New Jersey League of Municipalities Updates
- b. Thank you letter from Raritan Headwaters regarding the Township's Donation

15. **NON-CONSENT AGENDA**

- a. **Resolution #17-220 – Canceling Funded and Unfunded Balances in Capital Ordinances of the Township of Raritan**

Mayor Gilbert asks for a motion to adopt Resolution #17-220.

Roll Call	Moved		Seconded	Ayes	Nays
Richard Chen, Committee Member					
Michael Mangin, Deputy Mayor					
Craig O'Brien, Committee Member					
Lou Reiner, Committee Member					
Karen Gilbert, Mayor					

- b. **Resolution #17-210 – Authorizing an Emergency Appropriation for the Purchase of a Four-Wheel Drive Sports Utility Vehicle for the Police Department**

Mayor Gilbert asks for a motion to adopt Resolution #17-210.

Roll Call	Moved	Seconded	Ayes	Nays
Richard Chen, Committee Member				
Michael Mangin, Deputy Mayor				
Craig O'Brien, Committee Member				
Lou Reiner, Committee Member				
Karen Gilbert, Mayor				

15. **NON-CONSENT AGENDA (CONT.)**

c. **Resolution #17-212 – Authorizing an Emergency Appropriation for Guiderail Replacement**

Mayor Gilbert asks for a motion to adopt Resolution #17-212.

Roll Call	Moved	Seconded	Ayes	Nays
Richard Chen, Committee Member				
Michael Mangin, Deputy Mayor				
Craig O'Brien, Committee Member				
Lou Reiner, Committee Member				
Karen Gilbert, Mayor				

d. **Resolution #17-226 – Awarding a Contract to AWT Environmental Services, Inc., for Refueling Area Remediation at the Police Department**

Mayor Gilbert asks for a motion to adopt Resolution #17-226.

Roll Call	Moved	Seconded	Ayes	Nays
Richard Chen, Committee Member				
Michael Mangin, Deputy Mayor				
Craig O'Brien, Committee Member				
Lou Reiner, Committee Member				
Karen Gilbert, Mayor				

e. **Resolution #17-227 – Authorizing the Employment of Adam Cesario as Part-time Fire Prevention Inspector**

Mayor Gilbert asks for a motion to adopt Resolution #17-227.

Roll Call	Moved	Seconded	Ayes	Nays
Richard Chen, Committee Member				
Michael Mangin, Deputy Mayor				
Craig O'Brien, Committee Member				
Lou Reiner, Committee Member				
Karen Gilbert, Mayor				

15. **NON-CONSENT AGENDA (CONT.)**

f. **Resolution #17-228 – Increasing the Monetary Amount in the Petty Cash Fund For the Department of Public Works**

Mayor Gilbert asks for a motion to adopt Resolution #17-228.

Roll Call	Moved	Seconded	Ayes	Nays
Richard Chen, Committee Member				
Michael Mangin, Deputy Mayor				
Craig O'Brien, Committee Member				
Lou Reiner, Committee Member				
Karen Gilbert, Mayor				

g. **Resolution #17-229 – Increasing the Monetary Amount in the Petty Cash Fund for the Building Department**

Mayor Gilbert asks for a motion to adopt Resolution #17-228.

Roll Call	Moved	Seconded	Ayes	Nays
Richard Chen, Committee Member				
Michael Mangin, Deputy Mayor				
Craig O'Brien, Committee Member				
Lou Reiner, Committee Member				
Karen Gilbert, Mayor				

h. **Resolution #17-230 – Increasing the Monetary Amount in the Petty Cash Fund for the Police Department**

Mayor Gilbert asks for a motion to adopt Resolution #17-230.

Roll Call	Moved	Seconded	Ayes	Nays
Richard Chen, Committee Member				
Michael Mangin, Deputy Mayor				
Craig O'Brien, Committee Member				
Lou Reiner, Committee Member				
Karen Gilbert, Mayor				

15. **NON-CONSENT AGENDA (CONT.)**

i. **Resolution #17-231 – Increasing the Monetary Amount in the Petty Cash Fund for the Finance Department**

Mayor Gilbert asks for a motion to adopt Resolution #17-231.

Roll Call	Moved	Seconded	Ayes	Nays
Richard Chen, Committee Member				
Michael Mangin, Deputy Mayor				
Craig O'Brien, Committee Member				
Lou Reiner, Committee Member				
Karen Gilbert, Mayor				

j. **Resolution #17-232 – Rescinding the Petty Cash Fund for the Planning Department**

Mayor Gilbert asks for a motion to adopt Resolution #17-232.

Roll Call	Moved	Seconded	Ayes	Nays
Richard Chen, Committee Member				
Michael Mangin, Deputy Mayor				
Craig O'Brien, Committee Member				
Lou Reiner, Committee Member				
Karen Gilbert, Mayor				

k. **Resolution #17-233 – Authorizing a Change in Custodian of the Petty Cash Fund for the Department of Public Works**

Mayor Gilbert asks for a motion to adopt Resolution #17-233.

Roll Call	Moved	Seconded	Ayes	Nays
Richard Chen, Committee Member				
Michael Mangin, Deputy Mayor				
Craig O'Brien, Committee Member				
Lou Reiner, Committee Member				
Karen Gilbert, Mayor				

15. **NON-CONSENT AGENDA (CONT.)**

l. **Resolution #17-234 - Authorizing a Change in Custodian of the Petty Cash Fund for the Building Department**

Mayor Gilbert asks for a motion to adopt Resolution #17-234.

Roll Call	Moved	Seconded	Ayes	Nays
Richard Chen, Committee Member				
Michael Mangin, Deputy Mayor				
Craig O'Brien, Committee Member				
Lou Reiner, Committee Member				
Karen Gilbert, Mayor				

m. **Resolution #17-235 - Authorizing a Change in Custodian of the Petty Cash Fund for the Police Department**

Mayor Gilbert asks for a motion to adopt Resolution #17-235.

Roll Call	Moved	Seconded	Ayes	Nays
Richard Chen, Committee Member				
Michael Mangin, Deputy Mayor				
Craig O'Brien, Committee Member				
Lou Reiner, Committee Member				
Karen Gilbert, Mayor				

n. **Resolution #17-236 - Authorizing a Change in Custodian of the Petty Cash Fund for the Finance Department**

Mayor Gilbert asks for a motion to adopt Resolution #17-236.

Roll Call	Moved	Seconded	Ayes	Nays
Richard Chen, Committee Member				
Michael Mangin, Deputy Mayor				
Craig O'Brien, Committee Member				
Lou Reiner, Committee Member				
Karen Gilbert, Mayor				

15. **NON-CONSENT AGENDA (CONT.)**

o. **Resolution #17-237 – Establishing a Petty Cash Fund for the Engineering/ Planning/Zoning Department**

Mayor Gilbert asks for a motion to adopt Resolution #17-237.

Roll Call	Moved	Seconded	Ayes	Nays
Richard Chen, Committee Member				
Michael Mangin, Deputy Mayor				
Craig O'Brien, Committee Member				
Lou Reiner, Committee Member				
Karen Gilbert, Mayor				

p. **Resolution #17-238 – Establishing a Petty Cash Fund for the Municipal Clerk's Office**

Mayor Gilbert asks for a motion to adopt Resolution #17-238.

Roll Call	Moved	Seconded	Ayes	Nays
Richard Chen, Committee Member				
Michael Mangin, Deputy Mayor				
Craig O'Brien, Committee Member				
Lou Reiner, Committee Member				
Karen Gilbert, Mayor				

q. **Resolution #17-239 – Establishing a Petty Cash Fund for the Fire Prevention Department**

Mayor Gilbert asks for a motion to adopt Resolution #17-239.

Roll Call	Moved	Seconded	Ayes	Nays
Richard Chen, Committee Member				
Michael Mangin, Deputy Mayor				
Craig O'Brien, Committee Member				
Lou Reiner, Committee Member				
Karen Gilbert, Mayor				

15. **NON-CONSENT AGENDA (CONT.)**

- r. **Resolution #17-242 - Authorizing the Employment of Amy Fleming as Engineering and Planning/Zoning Boards Secretary**

Mayor Gilbert asks for a motion to adopt Resolution #17-242.

Roll Call	Moved	Seconded	Ayes	Nays
Richard Chen, Committee Member				
Michael Mangin, Deputy Mayor				
Craig O'Brien, Committee Member				
Lou Reiner, Committee Member				
Karen Gilbert, Mayor				

16. **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.

Resolutions:

- a. **Resolution #17-221 – Authorizing a Towing Application Fee Refund (Hineline’s Mobile)**
- b. **Resolution #17- 224 – Authorizing a Reduction of Cash and Surety Performance Bonds (Mountainview at Hunterdon FKA Hilltop – Toll Brothers)**
- c. **Resolution #17-225 – Authorizing Third Quarter, 2017 Tax Refunds**
- d. **Resolution #17-240 – Authorizing Sewer Refunds from 2016 Tax Sale**
- e. **Resolution #17-241 – Authorizing Water Refunds from 2016 Tax Sale**
- f. **Resolution #17-243 – Authorizing the Return of Developer’s Escrow (Hunterdon Orthopaedic Institute)**

16. **CONSENT AGENDA (CONT.)**

Mayor Gilbert asks for a motion to adopt Consent Agenda.

Roll Call	Moved	Seconded	Ayes	Nays
Richard Chen, Committee Member				
Michael Mangin, Deputy Mayor				
Craig O'Brien, Committee Member				
Lou Reiner, Committee Member				
Karen Gilbert, Mayor				

17. **PRIVILEGE OF THE FLOOR**

Anyone may address the Committee on any issue for three (3) minutes.

18. **CLOSED SESSION**

19. **OPEN SESSION**

20. **FURTHER ACTION**

21. **ADJOURNMENT**

Mayor Gilbert asks for a motion to adjourn the meeting.

Roll Call	Moved	Seconded	Ayes	Nays
Richard Chen, Committee Member				
Michael Mangin, Deputy Mayor				
Craig O'Brien, Committee Member				
Lou Reiner, Committee Member				
Karen Gilbert, Mayor				

Meeting adjourned at: _____