

**RARITAN TOWNSHIP COMMITTEE REGULAR MEETING
RARITAN TOWNSHIP MUNICIPAL BUILDING
TUESDAY, DECEMBER 4, 2018**

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

ROLL CALL: The following were present: Mayor, Michael Mangin; Deputy Mayor, Karen Gilbert; Comm. Gary Hazard; Comm. Craig O'Brien (arrived at 6:31 p.m.); Comm. Louis Reiner

ABSENT: None

ALSO PRESENT: Administrator, Don Hutchins; Municipal Clerk, Lisa Fania; Township Attorney, Jeff Lehrer; Attorney, Ed Purcell; Acting Police Chief, Al Payne; Committee Member-Elect, Jeff Kuhl; Township Engineer, Tony Hajjar

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

Township Attorney, Jeff Lehrer, read Resolution #18-228 in full.

Mr. Lehrer advised of one additional item to the Closed Session Resolution: Pending Litigation – Affordable Housing Status.

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

ROLL CALL VOTE:

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

RESOLUTION #18-228

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: DPW Personnel
 - c) Attorney-Client Privilege:
 - d) Pending Litigation: Affordable Housing Status
3. It is anticipated that the minutes on the subject matter of the Executive Session will be made public upon conclusion of the matter under discussion; and in any event, when appropriate pursuant to N.J.S.A. 10:4-7 and 4-13.
4. The Committee will return to Regular Session and may take further action.
5. This Resolution shall take effect immediately.

CLOSED SESSION MINUTES WILL BE DONE IN A SEPARATE DOCUMENT

The regular meeting reconvened at 7:00 p.m.

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

AMEND/APPROVE THE AGENDA

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

ROLL CALL VOTE:

- AYES:** Gilbert, Hazard, O'Brien, Reiner, Mayor Mangin
NOES: None
ABSTAIN: None
ABSENT: None
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POLICE OFFICER SWEARING IN

Mayor Mangin read Resolution #18-235 by title.
Mayor Mangin asked for a motion to adopt Resolution #18-235.
Motion by Hazard, seconded by Gilbert

ROLL CALL VOTE:

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

Township Administrator, Donald Hutchins, administered the Oath of Office to Patrol Officer Alex Soh.

RESOLUTION # 18-235

**A RESOLUTION AUTHORIZING APPOINTMENT OF
ALEX M. SOH AS PROBATIONARY PATROL OFFICER**

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

WHEREAS, after interviews and review of applicants, Acting Chief of Police, Alfred Payne, recommends that Alex M. Soh be appointed as a Probationary Patrol Officer.

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

*Alex M. Soh
Appointed as Probationary Patrol Officer
Effective December 5, 2018*

ACKNOWLEDGEMENT OF RETIRING PERSONNEL

Mayor Mangin announced the retirement of Gary Galoppo in the Police Department and Kevin Tetterer in the Department of Public Works. Mayor Mangin highlighted both individuals' careers recognizing their years of service, accomplishments, and contributions to the community. Committee Members extended gratitude for their service and offered well wishes in future endeavors.

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 regarding board/committee meetings being held on the same day; inquired about attendance of members participating in the

Length of Service Awards Program (LOSAP); and asked about Michael Rasile's qualifications for serving on the Wildlife "killing" Committee.

During Public Comment, Mayor Mangin explained the thirty (30) percent active-duty requirement by a firefighter for participation in LOSAP. Attorney, Ed Purcell, explained that "LOSAP is a program created by State statute that towns could adopt." He continued that the Township does have LOSAP which allows payment to any active-duty firefighter and that the definition of the term "active-duty" firefighter is based on the By-laws of the fire company. Mr. Purcell advised that there had been some discussion as to whether the fire company wishes to amend its By-laws regarding the term "active-duty firefighter and that such amendment requires approval by the Township Committee.

Mayor Mangin commented that the only meeting conflict exists with the Environmental Commission (EC) and the Township Committee. He explained that the meeting night was changed due to the lack of a quorum among EC members. Deputy Mayor Gilbert added that Township Ordinance requires a Township employee to be appointed to the Wildlife Management Committee.

FINANCIAL ISSUES

Payment of Bills as listed for Raritan Township: **\$15,329,044.09**

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

At this time, Committee Member O'Brien commented on the \$7,000.00 in legal fees for the month, specifically on the \$1,000.00 fee for a memo about Roberts Rules, and the lack of authorization by the Township Committee to proceed with such. Committee Member O'Brien proceeded to cite comments from the September 18, 2018 meeting minutes including, "A committeeman who is not here....that our spending was up this year even though we lowered our taxes.....I noticed between \$700.00 and \$850.00 worth of legal bills that probably did not need to be spent at all and talks about details of those legal bills by OPRA'ing documents and getting information and finally comes up with it was uncontrolled spending." Committee Member O'Brien voiced the opinion that the \$1,000.00 "to settle a personal political difference is definitely uncontrolled spending."

Mr. Purcell advised that the memorandum was done at the request of the Mayor, who, under the Township-form of government, has the authority to do so. Mr. Purcell explained that the purpose of the memo was to clarify protocol of Township Committee meetings. Mr. Purcell commented, "it is not clear to me, the political aspect of this that you are raising."

Committee Member O'Brien further commented, "I would just say it's the process of the Committee that any research...be approved by the entire Committee. That was the policy set forth in the second meeting in January...." Committee Member O'Brien then cited a biblical verse.

Motion by Hazard, seconded by Gilbert

ROLL CALL VOTE:

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

REPORTS

The following reports were acknowledged by the Committee:

- *Public Works – Snow Removal November 15, November 16, 2018
- *Tax Collector – October 2018

At this time, Committee Member O'Brien pointed out inconsistencies in the figures in the Snow Removal report. Mayor Mangin requested that the report be corrected and reviewed at the next regular scheduled meeting.

LIAISON REPORTS

Karen Gilbert: Environmental Commission/Green Team; Finance; Historians; Open Space; Parks and Recreation; Planning Board (Class III Member)
No report.

Gary Hazard: Court/Police; RTMUA
Committee Member Hazard congratulated Acting Chief Payne regarding new hires in the Police Department and announced the retirement of Greg LaFerla, Chief Operator/Director of the Raritan Township Municipal Utilities Authority. Committee Member Hazard reported that efforts are underway to find a replacement.

Craig O'Brien: Open Space
Committee Member O'Brien reported that he had walked the Dayton Road property and that the trails are in good shape and offered to host a tour of such to any interested parties.

Louis Reiner: Agriculture Advisory Board; Fire/Rescue/OEM; Public Works; Wildlife Management Advisory Committee
Committee Member Reiner commended the Department of Public Works for their snow removal efforts during the past snow storm.

Michael Mangin: Board of Health; Finance; Personnel; Planning Board (Class I Member)
Mayor Mangin reported on a meeting of the Planning Board advising of the approval of the Harbor Freight application at the intersection of 202/31 and Raritan Avenue.

UNFINISHED BUSINESS

- a. **2019 Appointments** – Mayor Mangin reviewed additions to the list of proposed 2019 appointments including Township Auditor, Robert Swisher; Rose Sollena to the Local Historians Committee; and Jesse Allen to the Open Space Advisory Committee. There were no objections to the proposed appointments.

- b. **LOSAP (Length of Service Awards Program) Fire Company By-laws change update** – At this time, Mayor Mangin recused from the discussion due to a conflict as a member of the Raritan Township Fire Company.

Administrator, Don Hutchins, provided an update regarding the status of changes to the Raritan Township Fire Company's By-laws regarding the Length of Service Awards Program (LOSAP). Mr. Hutchins reported that the 2011 By-laws were never approved by the Township Committee and, therefore, the Fire Company is leaning towards remaining with the 2008 By-laws. Mr. Hutchins continued that the Fire Company will advise whether there will be any change as far as percentage, which will need to be approved by resolution by the Township Committee. He added that the Fire Company is in the process of reviewing those participants that may be entitled to LOSAP based on the 2008 By-laws beginning with 2017 and will advise accordingly.

NEW BUSINESS

- a. **Discussion regarding amending the R-9 Zoning District to permit accessory structures in the side yard** – Township Engineer, Tony Hajjar, reported that an issue has been discovered regarding the installation of accessory structures in the side-yard setback at the Walnut Brook development. He advised that the error was discovered with the recent denial of an application for the installation of a new generator. Mr. Hajjar explained that sometime in late 2012, 2013 the Zone was mistaken for an R-3 Zone which permits installation of accessory structures in the side-yard; however, the Walnut Brook development is in the R-9 Zone which does not. Mr. Hajjar suggested amending the ordinance to allow a five (5) foot side-yard setback, permitting the installation of such. He continued that twenty (20) of approximately fifty-five (55) units have generators and that there have been no complaints.

It was the consensus of the Committee to direct Mr. Hajjar to proceed with an ordinance amendment permitting accessory structures in the side-yard in the R-9 Zone for introduction at the second regular meeting in January.

ORDINANCES (FINAL ADOPTION/PUBLIC HEARING)

Mayor Mangin read by title Ordinance #18-35.

Mayor Mangin explained that the proposed ordinance establishes fees for fire prevention including non-life hazard inspections.

AN ORDINANCE OF THE TOWNSHIP OF RARITAN, COUNTY OF HUNTERDON, NEW JERSEY, AMENDING AND SUPPLEMENTING TITLE 8 ENTITLED "HEALTH AND SAFETY" BY REVISING SECTION 8.16.040 ENTITLED "LOCAL ENFORCING AGENCY; DUTIES," AND ADDING A NEW SECTION 8.16.110 ENTITLED "NON-LIFE SAFETY HAZARD USES; REQUIRED REGISTRATION, INSPECTIONS AND FEES"

Mayor Mangin asked for a motion to open public hearing.

Motion by Hazard, seconded by Gilbert

MOTION UNANIMOUSLY CARRIED

There was no public comment.

Mayor Mangin asked for a motion to close the public hearing and adopt Ordinance #18-35 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 November 27, 2018 The Courier News. Posted on municipal bulletin board as required by law.

During the Vote, Committee Member O'Brien commented, "I think inspections are great and I hope that you keep doing them. I think you have been doing them for awhile and they have a lot of value but this is a tax increase; a \$200,000.00 tax increase and we are doing it on the backs of businesses primarily. We shouldn't be doing that. We should be doing the inspections but not taxing. I vote no."

Mayor Mangin commented, "I think this is a fee for a service that is needed. We heard about all the hazards that are out there. It protects not only the people that are creating the hazard, the people next to them and the residents that go into that business. I say yes."

ORDINANCE #18-35

AN ORDINANCE OF THE TOWNSHIP OF RARITAN, COUNTY OF HUNTERDON, NEW JERSEY, AMENDING AND SUPPLEMENTING TITLE 8 ENTITLED "HEALTH AND SAFETY" BY REVISING SECTION 8.16.040 ENTITLED "LOCAL ENFORCING AGENCY; DUTIES," AND ADDING A NEW SECTION 8.16.110 ENTITLED "NON-LIFE SAFETY HAZARD USES; REQUIRED REGISTRATION, INSPECTIONS AND FEES"

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

Section 1. Section 8.16.040 entitled "Local Enforcing Agency; Duties" hereby amended as follows:

A. Duties. The Bureau of Fire Prevention shall enforce the New Jersey Uniform Fire Code (N.J.S.A. 52:27D-192 et seq.) in all buildings, structures and premises within the established boundaries of the Township, other than owner-occupied one and two-family dwellings and shall faithfully comply with the requirements of the New Jersey Uniform Fire Code.

B. Required Life Hazard Use Inspections; Fees. The Bureau of Fire Prevention shall carry out the cyclical [periodic] inspections of life hazard uses as required by the New Jersey Uniform Fire Code on behalf of the Commissioner of the Department of Community Affairs. The Bureau of Fire Prevention shall also carry out [periodic] inspections of [Non-Life Hazard] non-life hazard uses pursuant to Section 8.16.110 of the Revised General Ordinances of the Township of Raritan. [All fire safety uses as stated herein above shall be inspected biannually for compliance with the provisions of this chapter and the Uniform Fire Code.] When in the opinion of the Fire Marshal there exist conditions likely to cause fire, contribute to the spread of fire, interfere with firefighting operations, endanger life or violate the provisions or intent of this chapter, additional inspections may be made as often as necessary for the purpose of ascertaining these conditions and causing them to be corrected.

C. Fees. The Bureau of Fire Prevention shall also collect fees for permits, certificates of fire code compliance and certificates of smoke detector and carbon monoxide alarm compliance (CSDCMAC) as set forth in the New Jersey Uniform Fire Code and Section 8.16.40 (B[.]) as follows:

Type 1 permit.....	[\$42.00]	<u>\$55.00</u>
Type 2 permit.....	[\$166.00]	<u>\$215.00</u>
Type 3 permit.....	[\$331.00]	<u>\$430.00</u>
Type 4 permit.....	[\$497.00]	<u>\$ 645.00</u>
Type 5 permit.....		\$ Reserved

The application fee for a certificate of smoke detector and carbon monoxide alarm compliance shall be:

1. Requests for a CSDCMAC received more than 10 business days prior to the change of occupancy [~~\$35.00~~] \$50.00
2. Requests for a CSDCMAC received 4 to 10 business days prior to the change of occupancy [~~\$70.00~~] \$100.00
3. Requests for a CSDCMAC received fewer than 4 business days prior to the change of occupancy [~~\$125.00~~] \$160.00

A [~~\$35.00~~] \$50.00 re-inspection fee will be charged for all failed inspections.

Certificate of Code Compliance: \$65.00.

Section 2. Section 8.16.110 entitled “Non-life Hazard Uses; Registration, Inspections and Fees” is hereby added as follows:

A. Registration. Non-life-hazard uses shall be registered with the Raritan Township Bureau of Fire Prevention. Specifically, all non-life-hazard businesses and multiple-dwelling residential buildings in the Township of Raritan shall register with the Township on a form provided by the Fire Marshal. New businesses and multiple-dwelling residential buildings must be registered within 30 days of occupancy. Failure to register will subject the owner of the business or multiple-dwelling residential building to a penalty of \$250 issued by the Fire Marshal.

B. Inspections. Non-life-hazard uses shall be inspected through a cyclical program established by the Raritan Township Department of Fire Safety which shall be done on a biannual basis.

C. Registration fees. The operator of a non-life-hazard business or multiple-dwelling residential building shall pay to the Raritan Township Bureau of Fire Prevention a registration fee. This fee shall be assessed upon inspection. The fee shall be as follows (square footage is based upon gross floor area of all floors, including basements):

(1) As to business uses:

- (a) Occupancy under 2,000 square feet: \$65.00
- (b) Occupancy 2,001 to 3,999 square feet: \$75.00
- (c) Occupancy 4,000 to 5,999 square feet: \$125.00
- (d) Occupancy 6,000 to 7,999 square feet: \$175.00
- (e) Occupancy 8,000 to 9,999 square feet: \$225.00
- (f) Occupancy 10,000 to 11,999 square feet: \$275.00
- (g) Occupancy 12,000 to 13,999 square feet: \$325.00
- (h) Occupancy over 14,000 square feet: \$375.00
- (i) Retail or commercial common area: \$175.

(2) As to multiple-family residential dwellings:

- (a) Multiple-family dwelling:
 - i. 1 to 5 units: \$100.00
 - ii. 6 to 25 units: \$125.00
 - iii. Over 25 units: \$225.00

D. Failure to pay registration fees. It shall be unlawful to refuse to pay the registration fee after being given notice to do so as per the fee schedule established by this subsection. Any penalties assessed are in addition to others previously assessed. Full payment shall be made within 30 days of issuance of the notice by the Township for payment of the registration fee. If payment is not received in 30 days, the matter will be referred to the Township Attorney for summary collection pursuant to the Penalty Enforcement Law (N.J.S.A. 2A:58-10 et seq.). A minimum \$25.00 late penalty will be assessed.

Section 3. 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 4. The Ordinance shall take effect upon its adoption, passage and publication according to law.

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

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)

There were no ordinances.

Township Committee Regular Meeting Minutes

Mayor Mangin asked for a motion to approve the Regular Meeting Minutes of November 7, 2018.
Motion by Reiner, seconded by Gilbert

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 Regular Meeting Minutes of November 20, 2018.
Motion by Gilbert, seconded by Hazard

ROLL CALL VOTE:

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

Township Committee Executive Session Meeting Minutes

Mayor Mangin asked for a motion to approve the Executive Session Meeting Minutes #1 and #2 of November 7, 2018
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 November 20, 2018.
Motion by Reiner, seconded by Hazard

ROLL CALL VOTE:

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

Township Committee Special Meeting Minutes

Mayor Mangin asked for a motion to approve the Special Meeting Minutes of November 20, 2018.
Motion by Gilbert, seconded by Hazard

ROLL CALL VOTE:

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

Mayor Mangin read Resolution #18-229 by title.
Mayor Mangin asked for a motion to adopt Resolution #18-229.
Motion by Hazard, seconded by Gilbert

ROLL CALL VOTE:

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

RESOLUTION #18-229

**A RESOLUTION PROVIDING FOR THE INSERTION OF ANY SPECIAL ITEM
OF REVENUE IN THE BUDGET OF ANY COUNTY OR MUNICIPALITY
PURSUANT TO N.J.S.A. 40A:4-87 (CHAPTER 159, P.L. 1985) RADON
AWARENESS PROGRAM GRANT**

WHEREAS, N.J.S.A. 40A:4-87 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 the Bureau of Radiation Protection for Radon Test Kits and wishes to amend its 2018 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 2018 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:
2018 Radon Awareness Program – Test Kits

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:

2018 Radon Awareness Program – Test Kits
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.

Mayor Mangin read Resolution #18-230 by title.
Mayor Mangin asked for a motion to adopt Resolution #18-230.
Motion by Hazard, seconded by Gilbert

ROLL CALL VOTE:

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

RESOLUTION #18-230

**AUTHORIZING THE RENEWAL OF THE MUNICIPAL ALLIANCE APPLICATION
FOR GRANT YEAR: 2020 (JULY 1, 2019 TO JUNE 30, 2020)**

WHEREAS, the Governor's Council on Alcoholism and Drug Abuse established the Municipal Alliances for the Prevention of Alcoholism and Drug Abuse in 1989 to educate and engage residents, local government and law enforcement officials, schools, nonprofit organizations, the faith community, parents, youth and other allies in efforts to prevent alcoholism and drug abuse in communities throughout New Jersey.

WHEREAS, the Township Committee of the Township of Raritan, County of Hunterdon, State of New Jersey recognizes that the abuse of alcohol and drugs is a serious problem in our society amongst persons of all ages; and therefore, has an established Municipal Alliance Committee; and

WHEREAS, the Township Committee further recognizes that it is incumbent upon not only public officials but upon the entire community to take action to prevent such abuse in our community; and

WHEREAS, the Township Committee has applied for funding to the Governor's Council on Alcoholism and Drug Abuse through the County of Hunterdon.

NOW, THEREFORE, BE IT RESOLVED that the Township of Raritan, County of Hunterdon, State of New Jersey, hereby recognizes the following:

1. The Township Committee does hereby authorize submission of a strategic plan for the Central Hunterdon Municipal Alliance grant for fiscal year 2020 in the amount of:

DEDR:	\$31,844.00
Cash Match:	\$ 7,961.00
In-Kind:	\$23,883.00

2. The Township Committee acknowledges the terms and conditions for administering the Municipal Alliance grant, including the administrative compliance and audit requirements.

3. The Township Committee further acknowledges that the Hunterdon County Educational Services Commission shall act as Fiscal Agent to all Hunterdon County Municipal Alliance Consortiums to provide a streamlined process for the reimbursement of expenditures.

Mayor Mangin read Resolution #18-231 by title.
Mayor Mangin asked for a motion to adopt Resolution #18-231.
Motion by Reiner, seconded by Hazard

ROLL CALL VOTE:

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

RESOLUTION #18-231

**A RESOLUTION AUTHORIZING THE EMPLOYMENT OF
STEVEN STRICKLAND 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 Steven Strickland 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 Steven Strickland is hereby employed as Department of Public Works Personnel effective December 5, 2018 at the hourly rate of \$20.07 as set forth in the Teamsters Local 469 Contract pending the outcome of a pre-employment physical and drug screening.

Mayor Mangin read Resolution #18-232 by title.
Mayor Mangin asked for a motion to adopt Resolution #18-232.
Motion by Reiner, seconded by Hazard

ROLL CALL VOTE:

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

RESOLUTION #18-232

**A RESOLUTION AUTHORIZING THE EMPLOYMENT OF
CODY JACOB SWIFT 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 Cody Jacob Swift 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 Cody Jacob Swift is hereby employed as Department of Public Works Personnel effective December 5, 2018 at the hourly rate of \$20.07 as set forth in the Teamsters Local 469 Contract pending the outcome of a pre-employment physical and drug screening.

Mayor Mangin read Resolution #18-234 by title.

Mayor Mangin asked for a motion to adopt Resolution #18-234.

Motion by Hazard, seconded by Gilbert

ROLL CALL VOTE:

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

NOES: None

ABSTAIN: None

ABSENT: None

RESOLUTION #18-234

A RESOLUTION AUTHORIZING THE MAYOR AND TOWNSHIP CLERK TO EXECUTE: A) AN AGREEMENT FOR WASTEWATER TREATMENT CAPACITY FOR THE PROVISION OF AFFORDABLE HOUSING WITH THE RARITAN TOWNSHIP MUNICIPAL UTILITIES AUTHORITY AND; B) AN ASSIGNMENT AND ASSUMPTION AGREEMENT FOR WASTEWATER TREATMENT CAPACITY FOR THE PROVISION OF AFFORDABLE HOUSING WITH ENCLAVE AT RARITAN, LLC

WHEREAS, The Township of Raritan ("Township") has an obligation to meet certain affordable housing requirements as set forth in the Fair Housing Act, N.J.S.A. 52:27D-301, and by the New Jersey Supreme Court pursuant to Southern Burlington County N.A.A.C.P. v. Twp of Mount Laurel, 67 N.J. 151 (1975) ("Mount Laurel I") and its progeny; and

WHEREAS, the Township has filed a declaratory judgement action pursuant to the New Jersey Supreme Court's decision in IMO the Adoption of N.J.A.C. 5:96 and 5:97, 221 N.J. 1 (2015); and

WHEREAS, the Township is attempting to settle this matter on favorable terms, the result of which will be that affordable units will be developed within the sewer service area and will need to be served by the Raritan Township Municipal Utilities Authority ("RTMUA"); and

WHEREAS, in order to obtain such necessary wastewater treatment capacity, the Township must enter into an Agreement for Wastewater Treatment Capacity for the Provision of Affordable Housing with the RTMUA; and

WHEREAS, to ensure that said capacity is used for affordable housing purposes, the Township must also enter into an Assignment and Assumption Agreement for Wastewater Treatment Capacity for the Provision of Affordable Housing with Enclave at Raritan, LLC a developer of affordable housing in the Township.

NOW, THEREFORE BE IT RESOLVED, on this 4th day of December, 2018, by the Township Committee of the Township of Raritan, County of Hunterdon, State of New Jersey that:

1. The Mayor and Township Clerk are authorized to execute the Agreement for Wastewater Treatment Capacity for the Provision of Affordable Housing with the RTMUA, attached hereto as Exhibit "A."
2. The Mayor and Township Clerk are authorized to execute the Assignment and Assumption Agreement for Wastewater Treatment Capacity for the Provision of Affordable Housing, attached hereto as Exhibit "B."

Mayor Mangin read Resolution #18-236 by title.

At this time, Committee Member O'Brien commented that the Committee, in accordance with Township procedures, should have received a memo associated with each transfer explaining the nature of the emergency, what happened and how to fix it in the future.

Committee Member O'Brien stated, "I am very concerned about the \$35,000.00. When we did the budget back in March...I pointed out that there we were at least \$20,000.00 short of gas money. I don't think we are using any more, gas prices have gone up and we were short in that section at budget and it comes out of surplus when we do that..."

Mr. Hutchins commented, "So the reason that the utilities were actually only \$7,000... we realized last year what happens is that we don't get all of the utility bills from December until January. And, this year we paid those utilities that we incurred the cost in 2017...So, the reason that we are budgeting more, that we are transferring more, is to cover those costs that we expended from the previous year....But overall, when you look at a \$19 million budget, I think that \$50,000.00 is not a whole lot to be concerned about...I will say that the clerk salary and wages was unknown because we had all of the minutes that had to be taken care of so the clerk was authorized to work additional hours; the administration salary and wages was due to my raise that was given after the budget; the tax collection salary and wages was due to retirement of our previous tax collector. In order to ensure a smooth transition, we elected to have three (3) employees in that department.....; the Planning Board had additional hours due to a lot of extra, long meetings; the fire hydrants -- we received a rate increase that we were unaware of. So out of a \$19 million budget, we are looking at a \$35,000.00 transfer and of that \$17,000.00 that we might have known about....."

Mr. Purcell indicated that "Mr. Hutchins' oral report to the Township Committee as to the rationale behind the necessity of the fund transfers as a matter of emergency" was sufficient notification.

Mayor Mangin asked for a motion to adopt Resolution #18-236.
Motion by Reiner, seconded by Gilbert

ROLL CALL VOTE:

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

RESOLUTION #18-236

**A RESOLUTION AUTHORIZING 2018 BUDGET TRANSFER #2
(EMERGENCY)**

WHEREAS, N.J.S.A. 40A:4-58 of the Local Budget Law provides for the transfer of funds from appropriations deemed to have an excess, to appropriations where sufficient balances are not available to fulfill the purpose of the appropriation to the end of the fiscal year, providing that no transfers may be made to appropriations for contingent expenses or deferred charges, and no transfers may be made from appropriation for contingent expenses, deferred charges, cash deficit of the preceding year, reserve for uncollected taxes, down payments, capital improvements fund and debt service; and

WHEREAS, N.J.S.A. 40A:4-45a and 45.38 of the Budget Law restrict transfers from appropriations excluded from the Cap Law to appropriations within the Cap Law and also between appropriations excluded from the Cap Law except that transfers may be made to debt service;

NOW THEREFORE BE IT RESOLVED by the Mayor and Township Committee of the Township of Raritan that the following transfers are authorized between appropriations in the 2018 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/CFO.

<u>Transfer From</u>	<u>Transfer To</u>	<u>Amount</u>
Streets & Roads S&W	Township Clerk S&W	\$ 5,000.00
Streets & Roads S&W	Administration S&W	\$ 3,700.00
Streets & Roads S&W	Tax Collection S&W	\$ 1,700.00
Streets & Roads S&W	Planning Board	\$ 200.00
Streets & Roads S&W	Fire Hydrants	\$10,000.00
Police S&W	Utilities	\$35,300.00

Mayor Mangin read Resolution #18-237 by title.
Mayor Mangin asked for a motion to adopt Resolution #18-237.
Motion by Gilbert, seconded by Reiner

ROLL CALL VOTE:

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

RESOLUTION #18-237

**A RESOLUTION AUTHORIZING FOURTH 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 Corelogic receive a refund in the amount specified due to duplicate payments for Fourth Quarter, 2018 taxes.

<u>Taxpayer</u>	<u>Amount</u>	<u>Block</u>	<u>Lot</u>	<u>Qual</u>
CORELOGIC				
Gandra, Vinay B. Rao & Sabitha (24 Clearbrook Lane)	\$1,868.14	18.14	24	
Gonzalez, Edgar & Kristen N. (10 Summit Trail)	\$2,218.03	15	3.17	
Leu, Antoinette & Kristen K. (907 Yorkshire Drive)	\$635.73	72.23	1	C0907
Brown, Ryan & Sun Min Lee (13 Cedar Court)	\$1,358.70	72.11	10	
Total Refund to Corelogic:	\$6,080.60			

Mayor Mangin read Resolution #18-238 by title.
Mayor Mangin asked for a motion to adopt Resolution #18-238.
Motion by Gilbert, seconded by Hazard

ROLL CALL VOTE:

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

RESOLUTION #18-238

**APPOINTING JENNIFER TOTH, ESQUIRE
AS ACTING MUNICIPAL PUBLIC DEFENDER**

WHEREAS, the Township Code, Chapter 2.64 Pursuant to P.L. 1997 c.256 of the Township of Raritan stipulates that the Township Committee of the Township of Raritan shall appoint a Municipal Public Defender whose duty is to represent eligible, indigent defendants charged in a Court with a crime as specified in N.J.S.A. 2B:12-18 or if in the opinion of the Court there is a likelihood that the defendant, if convicted of any other offense, will be subject to imprisonment or other consequence of magnitude; and

WHEREAS, there exists a temporary vacancy for Municipal Public Defender for the Court beginning January 1, 2019 and terminating February 1, 2019; and

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

WHEREAS, Jennifer Toth, Esquire, Attorney at Law in the State of New Jersey, duly licensed and in good standing before the Supreme Court of New Jersey, has agreed to this temporary appointment.

NOW, THEREFORE BE IT RESOLVED that the Mayor and the Township Committee of the Township of Raritan, County of Hunterdon, State of New Jersey hereby appoints Jennifer Toth of Winegar, Wilhelm, Glynn and Roemersma, 305 Roseberry Street, Phillipsburg, New Jersey, 08865 as Acting Municipal Public Defender beginning January 1, 2019 and terminating February 1, 2019.

BE IT FURTHER RESOLVED that the Acting Municipal Public Defender shall be compensated at the rate of the Municipal Public Defender as established by Ordinance #18-6.

Mayor Mangin read Resolution #18-239 by title.

Mayor Mangin asked for a motion to adopt Resolution #18-239.

Motion by Reiner, seconded by Gilbert

ROLL CALL VOTE:

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

NOES: None

ABSTAIN: None

ABSENT: None

RESOLUTION #18-239

**A RESOLUTION AUTHORIZING \$250 TAX REFUND
DUE TO VETERAN DEDUCTION**

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.

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>
William Lampert (15 Honeyman Drive)	\$250.00	15	58.13
David Ames (3 Marys Court)	\$250.00	73	19.24

Mayor Mangin read Resolution #18-240 by title.
Mayor Mangin asked for a motion to adopt Resolution #18-240.
Motion by Reiner, seconded by Hazard

ROLL CALL VOTE:

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

RESOLUTION #18-240

A RESOLUTION AUTHORIZING THE APPOINTMENT OF ACTING MUNICIPAL PROSECUTOR FOR JANUARY 1, 2019 TO JANUARY 31, 2019

WHEREAS, in order to effectuate the proper operation of the Raritan Township Municipal Court it is necessary to have a Municipal Prosecutor appointed; and

WHEREAS, the Township Committee of the Township of Raritan has advertised a Request for Quote for Municipal Prosecutor; and

WHEREAS, there will not be sufficient time before December 31, 2018 for the Township Committee to review the Request for Quotes and conduct interviews, therefore, an Acting Municipal Prosecutor must be appointed for the time period beginning January 1, 2019 and terminating on January 31, 2019; and

WHEREAS, the Administrator has secured a replacement to serve and recommends that Michael O'Grodnick, Esquire of the firm Savo, Schalk, Gillespie, O'Grodnick and Fisher serve as the Acting Municipal Prosecutor for the time period beginning January 1, 2019 and terminating on January 31, 2019.

NOW, THEREFORE BE IT RESOLVED by the Mayor and Township Committee of the Township of Raritan, County of Hunterdon, State of New Jersey that Michael O'Grodnick, Esquire of the firm Savo, Schalk, Gillespie, O'Grodnick and Fisher, 77 North Bridge Street, Somerville, New Jersey 08876 is hereby appointed as Acting Municipal Prosecutor for the time period beginning January 1, 2019 and terminating on January 31, 2019.

Mayor Mangin read Resolution #18-241 by title.
Mayor Mangin asked for a motion to adopt Resolution #18-241.
Motion by Hazard, seconded by Gilbert

ROLL CALL VOTE:

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

RESOLUTION #18-241

**A RESOLUTION IN SUPPORT OF SEEKING RESOURCES
FROM GOVERNMENTAL AGENCIES TO COMBAT
EMERALD ASH BORER/INSECT INFESTATIONS**

WHEREAS, insect infestations are problematic and require extensive resources to combat; and

WHEREAS, there is a concern in the Township of Raritan and surrounding municipalities in Hunterdon County that the Emerald Ash Borer has the distinct probability of killing the vast majority of ash trees in our region; and

WHEREAS, the result will leave many dead and dying ash trees, posing a legitimate and serious threat to life and property; and

WHEREAS, the financial burden of removing these dead and dying ash trees will most certainly prove to be extensive.

NOW, THEREFORE BE IT RESOLVED that the Township of Raritan supports the County of Hunterdon in seeking financial support for the actions that must be undertaken to properly steward public properties in the Township of Raritan, the County of Hunterdon and all other municipalities located therein.

BE IT FURTHER RESOLVED that the Township of Raritan supports the County of Hunterdon to petition the following governmental agencies to consider the eligibility of resources at their disposal to help combat and remediate the damage and cost associated with preventative treatment of healthy ash trees and removal of those that are dead or dying:

- *New Jersey Department of Agriculture
- *New Jersey Department of Environmental Protection
- *New Jersey Department of Agriculture Protections, Division of Parks and Forestry
- *United States Department of Agriculture, Animal and Plant Health Inspection Services
- *United States Department of Agriculture, Forest Service
- *United States Department of Agriculture, National Resource Conservation Services
- *United States Department of Agriculture, National Resource Conservation Services,
New Jersey Office

BE IT FURTHER RESOLVED that a copy of this Resolution shall be shared with the Governor of the State of New Jersey, 16th District Legislative Representatives, Hunterdon County Municipalities and the New Jersey State League of Municipalities.

Mayor Mangin read Resolution #18-242 by title.
Mayor Mangin asked for a motion to adopt Resolution #18-242.
Motion by Gilbert, seconded by Hazard

ROLL CALL VOTE:

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

RESOLUTION #18-242

**A RESOLUTION AUTHORIZING THE RELEASE OF CASH PERFORMANCE
GUARANTEE (PADERO SOLAER – FISHER SOLAR FARM)**

WHEREAS, Padero Solaer USA, Inc. in February, 2017 posted a \$850,645.20 cash performance guarantee; and

WHEREAS, Padero Solaer USA, Inc. requested a reduction of its cash performance guarantee March 9, 2017 and April 12, 2017 in the amounts of \$177,312.10 and \$380,370.00 respectively; and

WHEREAS, Padero Solaer USA, Inc. was refunded a reduction of its cash performance guarantee in the amounts of \$177,312.10 and \$380,370.00 respectively; and

WHEREAS, the Township of Raritan had retained \$189,150.00; and

WHEREAS, Padero Solaer USA, Inc. was refunded a reduction of its cash performance guarantee in the amount of \$136,050 August 15, 2017; and

WHEREAS, the Township of Raritan had retained \$53,100.00; and

WHEREAS, Padero Solaer USA, Inc. has requested the return of its remaining cash performance guarantee on November 16, 2018; and

WHEREAS, Township Engineer, Antoine Hajjar, has performed a site inspection and recommends the return of the remaining cash performance guarantee in the amount of \$53,100.00 plus any accrued interest.

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 guarantee in the amount of \$53,100.00 plus any accrued interest is hereby returned.

Mayor Mangin read Resolution #18-243 by title.
Mayor Mangin asked for a motion to adopt Resolution #18-243.
Motion by Gilbert, seconded by Hazard

ROLL CALL VOTE:

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

RESOLUTION #18-243

**A RESOLUTION AUTHORIZING THE APPOINTMENT OF
ACTING MUNICIPAL PROSECUTOR FOR DECEMBER 19, 2018 COURT SESSION**

WHEREAS, in order to effectuate the proper operation of the Raritan Township Municipal Court it is necessary to have Acting Municipal Prosecutors appointed who may serve in the event of the absence of or conflict of the appointed prosecutor; and

WHEREAS, there will be a vacancy for Municipal Prosecutor for the December 19, 2018 Court session; and

WHEREAS, the Municipal Prosecutor has secured a replacement to serve on her behalf; and

WHEREAS, the Township Committee wishes to temporarily fill this vacancy.

NOW, THEREFORE BE IT RESOLVED by the Mayor and Township Committee that Phil George, Esquire is hereby appointed as Acting Prosecutor for the Court session on December 19, 2018.

Mayor Mangin read Resolution #18-244 by title.

Mayor Mangin asked for a motion to adopt Resolution #18-244.

Motion by Gilbert, seconded by Reiner

ROLL CALL VOTE:

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

NOES: None

ABSTAIN: None

ABSENT: None

RESOLUTION #18-244

**A RESOLUTION AUTHORIZING THE RETURN OF CERTAIN ESCROW MONEYS
AND AUTHORIZING THE MAYOR AND CLERK TO EXECUTE AN
INDEMNIFICATION AGREEMENT WITH AMBOY BANK**

WHEREAS, the Township of Raritan ("Township") is in possession of certain escrow moneys related to development in the Township; and

WHEREAS, more specifically the Township holds moneys in an escrow established by MRC of NJ as a developer's escrow in the amount of \$1,616.64 and by MRC at Savannah Ridge, LLC as an inspection escrow in the amount of \$1,383.83; and

WHEREAS, these moneys will not be used in the foreseeable future; and

WHEREAS, both M. Rieder Companies and Amboy Bank both separately requested that these moneys be returned to each entity; and

WHEREAS, the Township's counsel has reviewed documentation provided by Amboy Bank showing that MRC at Savannah Ridge, LLC assigned its escrow to Amboy Bank's designee, G.S. Realty Corp.; and

WHEREAS, a further review of the escrow records show that the moneys originally placed into escrow established by MRC of NJ were used by the Township and were replenished by Amboy Bank; and

WHEREAS, it is the opinion of counsel that the escrow moneys now within the escrow established by MRC at Savannah Ridge, LLC should be returned to G.S. Realty Corp. and that the moneys within the escrow established by MRC of NJ should be returned to Amboy Bank; and

WHEREAS, counsel advises that the Township should enter into indemnification agreements with Amboy Bank in relation to this matter.

NOW, THEREFORE BE IT RESOLVED, on this 4th day of December, 2018, by the Township Committee of the Township of Raritan, County of Hunterdon, State of New Jersey, that:

1. Moneys in the amount of \$1,616.64 held in escrow account 11377-MTD220000929186297-000000, established by MRC of NJ are hereby released to Amboy Bank, care of Daniel Incardone, 3590 U.S. Highway 9 S., Old Bridge, New Jersey 08857.
2. Moneys in the amount of \$1,383.83 held in escrow account 11527-MTD22000092918186207, established by MRC at Savannah Ridge, LLC are hereby released to G.S. Realty Corp., care of Daniel Incardone, 3590 U.S. Highway 9 S., Old Bridge, New Jersey 08857.
3. The Mayor and Township Clerk are authorized to execute the indemnification agreements, attached hereto as Exhibit "A" and Exhibit "B," between Amboy Bank and the Township.

Raritan Township Fire Company Application

Deputy Mayor Gilbert asked for a motion to approve the application for Dan Clerico.

Motion by Reiner, seconded by Hazard

ROLL CALL VOTE:

AYES: Gilbert, Hazard, O'Brien, Reiner

NOES: None

ABSTAIN: None

ABSENT: None

RECUSE: Mayor Mangin

CONSENT AGENDA

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

Mayor Mangin asked for a motion to approve the Consent Agenda.
Motion by Reiner, seconded by Gilbert

ROLL CALL VOTE:

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

RESOLUTION #18-233

**A RESOLUTION AUTHORIZING THE REFUND OF AN
ELECTRICAL AND MECHANICAL PERMIT FEE**

WHEREAS, Jon and Patricia Stelzmilller have requested the refund of a permit fee paid to the Construction Department; and

WHEREAS, Danielle Langreder, Assistant Supervisor of Accounts has submitted a memo dated November 26, 2018 recommending the return of the following electrical and mechanical permit fees:

Jon and Patricia Stelzmilller	Electric:	\$50.00
	Mechanical:	\$75.00
TOTAL:		\$125.00

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 electrical and mechanical permit fee paid by Jon and Patricia Stelzmilller in the amount of \$125.00 is hereby refunded.

PRIVILEGE OF THE FLOOR

There was no public comment.

At this time, Committee Member O'Brien acknowledged the passing of President, George H. W. Bush, highlighting career accomplishments and expressing deepest sympathy for our Nation's great loss.

Committee Member Reiner reiterated same condolences.

ADJOURNMENT

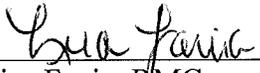
Mayor Mangin asked for a motion to adjourn.

Motion by Reiner, seconded by Gilbert

MOTION UNANIMOUSLY CARRIED

Meeting adjourned at 7:57 p.m.

Respectfully submitted,



Lisa Fania, RMC
Township Clerk