

*The Township Committee of the Township of Raritan met on October 6, 2015  
at the Municipal Building, One Municipal Drive, Flemington, New Jersey*

**MEETING  
CALLED**

Mayor O'Brien called the regular meeting to order at 7:00 p.m.

**ROLL CALL**

The following were present: Mayor Craig O'Brien, Deputy Mayor Karen Gilbert, Comm. Michael Mangin, Comm. Richard Chen and Comm. Louis Reiner. Also present was Adm. Jerry Giaimis and Township Attorney Albert E. Cruz.

**MEETING  
ADVERTISED**

Mayor O'Brien advised that the meeting was advertised in accordance with the Open Public Meetings Act in the January 15, 2015 issue of the Hunterdon County Democrat and was posted on the office bulletin board and the Township Website.

**PLEDGE OF ALLEGIANCE & MOMENT OF SILENCE**

**Mayor O'Brien 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.**

**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.

\*\*\* Barbara Sachau, 2 Glenway Drive, suggested that the Environmental Commission not meet on the same night as the Committee Meeting.

Mayor O'Brien informed her that the Environmental Commission will be meeting on Monday night instead of Tuesday night.

**AWARD OF BID FOR ENERGY AGGREGATION**

Mayor O'Brien said that about one year ago, the Township entered into a resolution to do energy aggregation which allows towns to bid, on behalf of the residents, for residential electric power. Five bids were received by Gabel Associates and the recommendation was to award the bid to TriEagle Energy for a 21-month term at an approximate savings of 14.7% on electric distribution.

**AWARD OF BID FOR ENERGY AGGREGATION: (Con't)**

\*\*\* Robert Childers, Gabel Associates, said that the Township has timed this very well because the market conditions have improved. The savings on the power supply portion of the bill will be almost 15%. It will be for a 21-month term in which the average customer will be able to save about \$270 per year or about \$13 per month. A resident can opt out of the program at any time.

**2016 APPOINTMENTS**

Mayor O'Brien said that there is a vacancy on the Board of Adjustment. Mr. Paul Higgins passed away earlier this year. Comm. Mangin said that, in the past, when there is a vacancy on a board, the alternate is moved up.

Appointments were made on the Board of Adjustment as follows:

Mayor O'Brien asked for a motion to appoint John Gudelis, from Alternate #1 to full membership to fill an unexpired term to December 31, 2016 and also appoint Alicia Dominquez from Alternate #2 to Alternate #1 until December 31, 2016.

Motion was made by Comm. Gilbert and seconded by Comm. Mangin.

Roll Call Vote:           Chen – yes  
                                  Gilbert – yes  
                                  Mangin – yes  
                                  Reiner – abstain  
                                  O'Brien – yes

Motion carried.

Mayor O'Brien asked for a motion to appoint Randy Block as Alternate #2 to fill an unexpired term to December 31, 2015.

Motion was made by Comm. Reiner and seconded by Comm. Gilbert.

Roll Call Vote:           Chen – yes  
                                  Gilbert – yes  
                                  Mangin – yes  
                                  Reiner – yes  
                                  O'Brien – yes

Motion carried.

Mayor O'Brien congratulated Randy Block and he will be sworn in by Clerk Sollena the next day. Comm. Reiner also congratulated Mr. Block and he believed that he will be a major asset to the Board of Adjustment.

**TOWNSHIP AUDITOR – UPDATE ON THE 2014 AUDIT**

Mayor O'Brien said that Mr. Robert Morrison, Township Auditor, had an emergency and could not be present at the meeting. Adm. Giaimis said that the final 2014 Budget was \$17,545,064. This represents a \$362,000 increase or a 2.1% increase from the final 2013 Budget. The 2014 Budget funded the Township at levels that are less than \$275,000 or 1.6% more than the budget of 2007. During this time, the Consumer Price Index for New York and New Jersey increased by 16.73%. That indicates that Raritan Township has been doing very well over the last several years. The single largest factor that determines the status of the Township's fund balance at year end is property tax which is a result of school, county and open space taxes. These taxes must be applied first. The average home in Raritan Township is assessed at \$396,884. The municipal portion is \$1,158.90. In 2010, the average home paid \$1,107.00 in municipal property taxes. From 2011 to 2014, the municipal taxes increased \$51.59 in total. As of December 31, 2007, the Township reported the debt to be \$28,000,000. At the end of December, 2014, the debt of the Township was \$17,969,000. In seven years, the Township's debt decreased over \$10,000,000 or 36% which is a remarkable achievement. Furthermore, 64% of that debt will be retired during the next five years.

Adm. Giaimis gave an overall review of the recommendations and corrective actions that will be taken by the Township.

**PROCLAMATION – DUTCH COUNTRY FARMER'S MARKET**

Mayor O'Brien said that this is the 25<sup>th</sup> Anniversary of the Dutch Country Farmer's Market. There will be a small presentation on Saturday, 10, 2015 at 11:00 a.m in which Mayor O'Brien will read a proclamation. Comm. Mangin said that Peter Kinsella will attend the presentation. He also mentioned that in 2008, the Fire Company collected between \$7,000 and \$8,000 to donate for the children that were killed in Lancaster, Pennsylvania.

**FINANCIAL  
ISSUES**

Payment of Bills as Listed for Raritan Township:    **\$ 778,372.26**

Attorney Cruz said Check #1116 made out to the DiFrancesco, Bateman firm is an escrow account for monies held for taxes for the Kengas property closing that are due from the sellers.

Motion was made by Comm. Mangin and seconded by Comm. Gilbert.

**FINANCIAL  
ISSUES  
(Con't)**

Roll Call Vote:       Chen – yes  
                              Gilbert – yes  
                              Mangin – yes  
                              Reiner – yes  
                              O'Brien – yes

Motion carried.

**REPORTS**

**LIAISON REPORTS**

Karen Gilbert – Joint Parks & Recreation, Open Space, Public Works  
Comm. Gilbert said that Parks and Recreation will meet next week. There is a scarecrow building contest to be held in the Flemington Borough. The Open Space Committee will meet next week. In the meantime, the Committee is looking for new properties for open space. The Open Space Committee is still pursuing the Francavilla property and others. These properties will have to meet the criteria of the Master Plan. Regarding the speed humps on Reading Road, the original study showed that there were over 3,000 vehicles per day. When a road is travelled by more than 3,000 vehicles per day, the speed humps must be removed. The residents would like to see the speed humps reinstalled after the reconstruction was done. Comm. Gilbert recommended that the speed humps be placed again on Reading Road after a new study is conducted. Eng. Hajjar informed Comm. Mangin that the original speed humps were placed in the wrong location. A new study will have to be completed before the speed humps are re-installed. The reconstruction to Reading Road and Yorkshire Drive has been completed. Comm. Gilbert mentioned that Healthquest is maintaining Morales Park.

Michael Mangin – Planning Board, RTMUA, Board of Health – Comm. Mangin said that there are two project that are ongoing at the Planning Board, which include Creekside and Eden Holdings. Also, there was a special Planning Board meeting on September 30, 2015 for all to present their projects. It was a great informational meeting. Monies were collected for the RTMUA during the 2014 Tax Sale. A total of \$46,000 + was collected and was turned over to the RTMUA. The RTMUA is in the process of approving a preliminary budget for 2016. The Committee will receive a copy of that budget. At the Board of Health, three positions will expire on December 31, 2015. All three people requested to remain on the Board of Health for three more years.

**REPORTS:  
(Con't)**

Richard Chen – Public Safety, Finance - Comm. Chen mentioned that October is Cancer Awareness Month. Logos for this are being placed on the side of each vehicle in the Township.

Louis Reiner – Flemington-Raritan Schools, Hunterdon Central High School, Environmental Commission, Local Historians Committee – Comm. Reiner said that he spoke with Peter Kinsella of the Local Historians Committee who said that they are moving forward with the restoration of the Oak Grove School. The historians received a slab from a white oak tree that was cut down by accident near the pump station on Dayton Road. The slab will be preserved and the rings will be used to mark significant events that occurred in the Township. Back in 1854, the United States Flag encompassed 32 stars. Scott Leventhal from Garden Homes has hired an architect, Chris Pickel, to do drawings for the historical preservation of the Oak Grove Schoolhouse. Comm. Reiner said that Peter Kinsella will be applying to the County for an Open Space Preservation Grant to make up the difference from the amount of money that Garden Homes is contributing. Eagle Scout, Steven Chaney, is doing a great job. No report on the Environmental Commission. He spoke with Chris Steffner, Superintendent of Hunterdon Central High School, who said that she is willing to give an overall presentation on the status of the high school. No report on Flemington-Raritan Schools.

Craig O'Brien – Administration, Personnel – Mayor O'Brien said that the Assistant Engineer and Secretary are both retiring at the end of the year. The Township is in the process of installing a new payroll system that will go live on January 1, 2016 with no cost to the Township. It is being managed through the bank. Adm. Giaimis said that the upgrade to the payroll system is a requirement as a result of the Affordable Care Act.

**UNFINISHED  
BUSINESS**

There was none.

**NEW  
BUSINESS**

**RETURN OF IN LIEU OF ROAD PAYMENT TO JOHN AND SUSAN SCHEIER - \$10,600 PLUS ALL ACCRUED INTEREST** – Adm. Giaimis said that \$10,600 was placed with the Township over ten years ago for payment in lieu of roads. William Pandos, CFO and Don Hutchins, Sup't of Public Works are recommending that this payment be returned. A resolution was adopted later in the meeting.

**NEW  
BUSINESS  
(Con't)**

**BLOCK 41.01, LOT 2 – 311 NJ STATE HIGHWAY 12 RE: DRAINAGE COMPLAINTS** – Adm. Giaimis said that the property owner made several complaints about run off on her property. Eng. Hajjar said there were some remedies that the Township should have taken. The property owner must sign a general release and agree to convey a drainage easement to the Township. There will be no cost for this remediation. An ordinance was introduced later in the meeting.

**SNOW REMOVAL FEE SCHEDULE FOR PRIVATE ROADS** – Adm. Giaimis said that the Township charges \$425 per hour to remove snow on private roads. There has been no change in this fee in the last several years. A resolution was adopted later in the meeting.

**APPROVAL FOR FIRE WORKS DISPLAY AT HUNTERDON CENTRAL REGIONAL HIGH SCHOOL ON MONDAY, OCTOBER 12, 2015** – Adm. Giaimis said that everything is in order including an insurance certificate naming Raritan Township as an additional insured.

**BEST PRACTICES INVENTORY** – Adm. Giaimis said that the Township has complied with the Best Practices Inventory and will receive 100% of its State Aid that is due. He mentioned that he and William Pandos, CFO are in the process of forming a surplus policy for how surplus is managed during the budget process.

**ASSISTANT ADMINISTRATOR AND ZONING OFFICER POSITIONS** – Adm. Giaimis said that the Zoning Officer position was placed on the League of Municipalities' web site. This is a part time position of about 20 – 30 hours per week. For the position of Assistant Administrator, this will be held off until the end of the year.

**2016 APPOINTMENTS** – Mayor O'Brien said that volunteers are needed for the various Boards and Committees. The article has been posted on the Township's Web Site and in the Hunterdon County Democrat. People are also invited to send in resumes for professional services. A meeting will be set up during October to discuss the various appointments.

**APPOINTMENT OF RANDY BLOCK TO THE BOARD OF ADJUSTMENT**  
This matter was discussed earlier in the meeting.

**WEATHERBURN COURT** – Adm. Giaimis said that this has been brought up by the residents several times to change the spelling of Weatherburn Court to Wetherburn Court. The majority of the households (16 out of 23) on this street are in favor of changing the spelling to Wetherburn Court. A new street sign will have to be erected and a notice to the emergency responders will have to be sent out. The residents are aware that they will have to change driver's licenses, banking information, stationary and any other documents that contain name and address. An ordinance to change the spelling will be introduced at the next meeting.

**ORDINANCES:**

**ORDINANCE #15-14**

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

*Meeting opened to the public.*

*Adm. Giaimis said that these are ranges for non-union employees consistent to reflect the positions. No raises were given to employees. .*

Mayor O'Brien asked for a motion to close the public hearing and adopt Ordinance #15-14 on final consideration, same to be published according to law.

Motion was made by Comm. Gilbert and seconded by Comm. Chen.

Roll Call Vote:       Chen – yes  
                              Gilbert – yes  
                              Mangin – yes  
                              Reiner – yes  
                              O'Brien – yes

Motion carried.

**ORDINANCE #15-15**

AN ORDINANCE OF THE TOWNSHIP OF RARITAN, COUNTY OF HUNTERDON, STATE OF NEW JERSEY ESTABLISHING A SALARY, WAGE AND COMPENSATION PLAN FOR THE YEAR 2015 FOR EMPLOYEES IN THE CWA LOCAL 1040 WHITE COLLAR BARGAINING UNIT AND PROVIDING FOR THE ADMINISTRATION THEREOF.

*Meeting opened to the public.*

*Adm. Giaimis said that this is the same as Ordinance #15-14 for employees in the CWA Local 1040 White Collar Bargaining Unit. There were some discrepancies in the ranges for the various positions. No change in salaries.*

Mayor O'Brien asked for a motion to close the public hearing and adopt Ordinance #15-15 on final consideration, same to be published according to law.

**ORDINANCES:** Motion was made by Comm. Gilbert and seconded by Comm. Chen.  
**(Con't)**

Roll Call Vote:                   Chen – yes  
  Gilbert – yes  
  Mangin – yes  
  Reiner – yes  
  O'Brien – yes

Motion carried.

**ORDINANCE #15-16**

AN ORDINANCE OF THE TOWNSHIP OF RARITAN, COUNTY OF HUNTERDON, STATE OF NEW JERSEY, TO ESTABLISH A SPEED LIMIT OF 30 MPH ON AUTUMN LEAF DRIVE BETWEEN ROUTE 12 AND BEAVER CREEK DRIVE IN THE TOWNSHIP OF RARITAN, COUNTY OF HUNTERDON, NEW JERSEY

*Meeting opened to the public.*

*Adm. Giaimis said that this was a recommendation by the Township Engineer.*

Mayor O'Brien asked for a motion to close the public hearing and adopt Ordinance #15-16 on final consideration, same to be published according to law.

Motion was made by Comm. Mangin and seconded by Comm. Gilbert.

Roll Call Vote:                   Chen – yes  
  Gilbert – yes  
  Mangin – yes  
  Reiner – yes  
  O'Brien – yes

Motion carried.

**ORDINANCE #15-17**

AN ORDINANCE ACCEPTING A DRAINAGE EASEMENT FROM MARIA L. YASENCHAK FOR LOT 2 IN BLOCK 41.01 AS SHOWN ON THE TAX MAP OF THE TOWNSHIP OF RARITAN.

*Adm. Giaimis said that there were some issues with drainage flow on the property. This has been reviewed by Engineer Antoinne Hajjar and the work will be done at no cost to the Township. Ms. Yasenachak signed over a general release to grant an easement to the Township.*

**ORDINANCES:** Mayor O'Brien asked for a motion to introduce Ordinance #15-17 on first consideration, same to be published according to law with a public hearing and final vote scheduled for the meeting of November 4, 2015 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.  
Motion was made by Comm. Gilbert and seconded by Comm. Chen.

Roll Call Vote:           Chen – yes  
                                  Gilbert – yes  
                                  Mangin – yes  
                                  Reiner – yes  
                                  O'Brien – yes

Motion carried.

**CORRESPONDENCE**

- a.     League of Municipalities: (All Information is on File in the Clerk's Office):  
Innovation in Governance Awards – 2015; The Attorney General's Directive on Body Worn Cameras Webinar; Maximize Community Development Block Grants; Sexual Harassment, Discrimination and Hostile Work Environment: What you Need to Know; New GASB Rule Requires Disclosure of Tax Abatements; Mayors Committee on Life Sciences; FEMA Again Extends Sandy Damage Claim Deadline to October 15<sup>th</sup>; Best Practices Checklist for CY Municipalities is due Friday, October 16<sup>th</sup>; Important Conference Sessions – Budget and Finance; Weekly Updates: Lagging State Pension Investment Returns County Mean Higher Bills in the Future; Federal Shutdown Deadline Looms; State Preemption of Local Authority over Bee Keeping; Bill to Require Release of "Bidder's List" on Governor's Desk; Seminars: Sexual Harassment, Discrimination and Hostile Work Environment: What You Need to Know; "Labor Negotiations: Understanding Collective Negotiations, the Impact of the Sunset of Chapter 78 and the "Cadillac Tax"; Grants; OPRA in Depth: Redactions, Personal Privacy, Security, ACD and Attorney-Client Privilege"; Managing Escrow Accounts for Land Development Applications; Federal Shutdown Postponed; EPA Storm Water Regulations; White House Broadband Plans; Transportation Funding Prospects;
- b.     HART Annual Report (On File in the Clerk's Office)
- c.     County of Hunterdon Purchasing Department re: Award of Contract to Atlantic Salt for Rock Salt and Calcium Chloride
- d.     JCP&L Public Notices – October 26<sup>th</sup> and October 28<sup>th</sup> – *Adm. Giaimis said that this is a notification that JCP&L are selling some of their assets.*



**CONSENT  
AGENDA  
(Con't)**

**Resolution #15-219 – Snow Removal Fee Schedule for Private Roads**

**Resolution #15-220 – Approval for Fireworks Display at Hunterdon  
Central Regional High School – October 12, 2015**

**Resolution #15-223 – Approving the Corrective Action Plan  
Recommended in the Annual Report of the Audit  
for 2014**

Mayor O'Brien asks for a motion to adopt the Consent Agenda.

Motion was made by Comm. Mangin and seconded by Comm. Gilbert.

Roll Call Vote:           Chen – yes  
                                  Gilbert – yes  
                                  Mangin – yes  
                                  Reiner – yes  
                                  O'Brien – yes

Motion carried.

**PRIVILEGE  
OF THE  
FLOOR**

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

\*\*\* Barbara Sachau, 2 Glenway Drive, asked about energy aggregation and if there is a guarantee that the residents will save \$270 per year.

Mayor O'Brien said that JCP&L charges approximately 10 cents per kilowatt hour. The rate that has been offered to the Township by Gabel Associates is 8.6 cents which is guaranteed for a period of 21 months, effective March, 2016. There is a savings of 14.7% over the JCP&L electric generation rate. This also will depend on how much electricity is used.

\*\*\* Mayor O'Brien said that Raritan Township is comprised of 16% of the population of Hunterdon County. One out of six people in the County live in Raritan Township. The Township's valuation of properties and businesses is \$4 billion. The County valuation is \$21 billion. The Township pays a higher portion of taxes because of the valuation.

\*\*\* Michael Ehasz, 48 Cherryville-Stanton Road, Environmental and Safety Engineer, asked about utility pole placements. On his road, there are eight poles that are too close to the road. There are certain clearance regulations for the placement of utility poles. He felt that because these poles are too close to the road, they pose a safety hazard to the residents and children.

**PRIVILEGE  
OF THE  
FLOOR  
(Con't)**

Mayor O'Brien said that this is a County road and the matter should be addressed to the County. Comm. Chen asked if these poles were always too close to the road.

\*\*\* Mr. Ehasz said that it has become worse with the expansion of the road. The speed limit on Cherryville-Stanton Road is 45 mph.

**Resolution #15-222 – CLOSED SESSION**

This resolution was not adopted.

**ADJOURN-  
MENT**

Mayor O'Brien asked for a motion to adjourn the meeting

Motion was made by Comm. Mangin and seconded by Comm. Gilbert.

Vote: 5 – 0 motion carried.

Meeting adjourned at: 8:25 p.m.

Respectfully submitted,

Rose Sollena, RMC/CMC  
Township Clerk