

**BOROUGH OF RARITAN  
AGENDA-WORKSHOP MEETING**

The Agenda-Workshop Meeting of the Borough of Raritan Council was held on August 14, 2012 in the Municipal Building, 22 First Street, Raritan, New Jersey 08869 at 7:00 pm.

**STATEMENT OF PUBLIC NOTICE**

Mayor Jo-Ann Liptak read the following notice: This Meeting was called in compliance with the provisions of the “Open Public Meetings Act” of the State of New Jersey. Notices of this meeting were sent to The Courier News and The Star Ledger. In addition, copies of notices were posted on the bulletin board in the Municipal Building, on the Raritan Borough website and filed in the Office of the Borough Clerk on aforementioned date. Notices on the bulletin board have remained continuously posted. Proper notice having been given, the Borough Clerk is directed to include this statement in the minutes of this meeting.

**ROLL CALL**

Present: Denise Carra, Stefanie Gara, Paul Giraldi, Greg Lobell, Anthony Soriano and Donald Tozzi

Absent: None

Also Present: Mayor Jo-Ann Liptak; Daniel Jaxel, Borough Administrator; Stanley J. Schrek, Borough Engineer; Mark Anderson, Borough Attorney; Jolanta Maziarz, Alternate Borough Attorney and Rayna E. Harris, Borough Clerk

**FLAG SALUTE**

Mayor Jo-Ann Liptak led the flag salute.

**MINUTES**

Council Member Lobell made a motion to approve the Minutes listed below with corrections/additions and was seconded by Council President Gara. Motion carried on the following roll call vote.

- May 25, 2010 Agenda Meeting
- May 25, 2010 Regular Meeting
- July 20, 2010 Agenda Meeting
- July 20, 2010 Regular Meeting

MOTION	SECOND	NAME	YEAS	NAYS	ABSTAIN	ABSENT
		Carra	X			
	X	Gara	X			
		Giraldi			X	
X		Lobell	X			
		Soriano			X	
		Tozzi			X	

Council Member Lobell made a motion to approve the Minutes listed below with corrections/additions and was seconded by Council President Gara. Motion carried on the following roll call vote.

- February 14, 2012 Agenda-Workshop
- February 14, 2012 Executive Session
- March 13, 2012 Agenda-Workshop

March 13, 2012 Executive Session  
 April 9, 2012 Agenda-Workshop  
 April 9, 2012 Executive Session  
 April 24, 2012 Regular Meeting  
 April 24, 2012 Executive Session  
 May 8, 2012 Agenda-Workshop  
 May 8, 2012 Executive Session  
 June 12, 2012 Special Meeting  
 June 12, 2012 Executive Session I  
 June 12, 2012 Agenda-Workshop  
 June 12, 2012 Executive Session II  
 June 20, 2012 Special Meeting  
 June 20, 2012 Executive Session  
 June 26, 2012 Special Meeting  
 June 26, 2012 Executive Session I  
 June 26, 2012 Regular Meeting  
 June 26, 2012 Executive Session II  
 July 10, 2012 Agenda-Workshop  
 July 10, 2012 Executive Session  
 July 24, 2012 Regular Meeting  
 July 24, 2012 Executive Session

MOTION	SECOND	NAME	YEAS	NAYS	ABSTAIN	ABSENT
		Carra	X			
	X	Gara	X			
		Giraldi	X			
X		Lobell	X			
		Soriano	X			
		Tozzi	X			

Council Member Lobell made a motion to approve the Minutes listed below with corrections/additions and was seconded by Council President Gara. Motion carried on the following roll call vote.

March 27, 2012 Regular Meeting  
 March 27, 2012 Executive Session  
 May 22, 2012 Regular Meeting  
 May 22, 2012 Executive Session

MOTION	SECOND	NAME	YEAS	NAYS	ABSTAIN	ABSENT
		Carra	X			
	X	Gara	X			
		Giraldi	X			
X		Lobell	X			
		Soriano			X	
		Tozzi	X			

**RESOLUTIONS**

**RESOLUTION 2012-08-111**

Council President Gara moved to approve the following Resolution 2012-08-111 and was seconded by Council Member Soriano. Motion carried by the following roll call vote.

**RESOLUTION AUTHORIZING CONSENT TO TREATMENT WORKS APPROVAL ROUTE 28 ASSOCIATES, LLC LOT 23, BLOCK 400, BRIDGEWATER TOWNSHIP**

**WHEREAS**, on or about April 19, 2012, Route 28 Associates, LLC (the “Applicant”) submitted to the office of the Raritan Borough Engineer an Application Form TWA-1 and supporting documentation with a request to approve the connection of the Applicant’s development to be constructed on Lot 23, Block 400, Bridgewater Township (the “Project”) to the Raritan Borough sewer system; and

**WHEREAS**, notwithstanding procedural irregularities in the submission of the request, the Borough Council discussed the application at various times, including its regular meeting of July 24, 2012; and

**WHEREAS**, the Borough Engineer has advised that there is sufficient capacity in the Borough’s sewer line to which the Applicant proposes to connect the Project; and

**WHEREAS**, the Borough Engineer has advised that certain down-stream pump station improvements will be required to be constructed or reconstructed, in part because of projected flow from the Project; and

**WHEREAS**, the Applicant has acknowledged its responsibility to pay a proportional share of the cost of the down-stream pump station improvements;

**NOW, THEREFORE, BE IT RESOLVED** by the Borough Council of the Borough of Raritan that connection of the Project to the Borough’s sewer system is hereby approved, subject to the Applicant paying its proportional share of the down-stream pump station improvements; and

**BE IT FURTHER RESOLVED** that Stanley Schrek, P.E., Borough Engineer, is hereby authorized to sign a Statement of Consent to the Application Form TWA-1 for the Project.

MOTION	SECOND	NAME	YEAS	NAYS	ABSTAIN	ABSENT
		Carra	X			
X		Gara	X			
		Giraldi	X			
		Lobell	X			
	X	Soriano	X			
		Tozzi	X			

**RESOLUTION 2012-08-112**

Council President Gara moved to approve the following Resolution 2012-08-112 and was seconded by Council Member Giraldi. Motion carried by the following roll call vote.

**RESOLUTION AUTHORIZING THE BOROUGH OF RARITAN TO SUBMIT A GRANT APPLICATION TO THE SOMERSET COUNTY PLANNING BOARD FOR THE MUNICIPAL PLANNING PARTNERSHIP PROGRAM – FISCAL YEAR 2013**

**WHEREAS** the Borough of Raritan has entered into an Inter-municipal Policy Agreement with the Somerset County Planning Board and various other governing bodies in Somerset County setting forth a Memorandum of Understanding Regarding Projects of Regional Significance on March 28, 2000; and

**WHEREAS** Somerset County has created and funded the Municipal Planning Partnership Grant program to provide funds to municipalities seeking to conduct new planning projects designed to promote inter-municipal planning and cooperation, smart growth and regional planning initiatives; and

**WHEREAS** the Borough of Raritan is seeking funding from the County of Somerset to undertake Improvements to Basilone Memorial Park; and

**WHEREAS** this project will be a benefit to the community and region; *and*

**WHEREAS**, it has been determined that the cost of completing this project will be \$300,000;

**NOW THEREFORE**, be it resolved by the Mayor and Council of Borough of Raritan that Borough Engineer is hereby authorized to file an application to the Somerset County Municipal Planning Grant Program for the Fiscal Year 2013 for a grant in the amount of \$20,000 for the purpose of completing the design of improvements to Basilone Memorial Park.

**BE IT FURTHER RESOLVED**, that the Borough Council of the Borough of Raritan hereby directs the Clerk to forward a copy of this resolution to the Somerset County Planning Board.

MOTION	SECOND	NAME	YEAS	NAYS	ABSTAIN	ABSENT
		Carra	X			
X		Gara	X			
	X	Giraldi	X			
		Lobell	X			
		Soriano	X			
		Tozzi	X			

**RESOLUTION 2012-08-113**

Council Member Lobell moved to approve the following Resolution 2012-08-113 and was seconded by Council Member Tozzi. Motion carried by the following roll call vote.

**RESOLUTION AWARDDING THE SALE OF A PARCEL OF LAND OWNED BY THE BOROUGH OF RARITAN LOCATED IN LOT 26, BLOCK 116.01 NO LONGER NEEDED FOR PUBLIC USE**

**WHEREAS**, the Borough of Raritan is the owner of a parcel of real property located in Lot 26, Block 116.01 in the Borough of Raritan (the “Parcel”); and

**WHEREAS**, the Borough Council found and declared that the Parcel is no longer needed for any public purpose and should be sold; and

**WHEREAS**, a resolution identified as Resolution 2012-06-090, authorizing the sale of the Parcel, required pursuant to N.J.S.A. 40A:12-13 and 13.1, was adopted by the Borough Council on June 26, 2012 (“Resolution”); and

**WHEREAS**, as authorized by the Resolution, the Borough Council accepted bids by public auction for the sale of the Parcel on July 24, 2012; and

**WHEREAS**, one conforming bid was received before noon on July 24, 2012 as required by the Resolution; and

**WHEREAS**, after receipt of the bid the Borough Council wishes to award the bid to the highest and only bidder, Raritan 26 Corp., subject to the terms and conditions contained in the Resolution.

**NOW, THEREFORE, BE IT RESOLVED** by the Borough Council of the Borough of Raritan in the County of Somerset that the bid is awarded and the Parcel will be sold to Raritan 26 Corp., represented by Berger and Bornstein, Counsellors at Law, 237 South Street, Morristown, New Jersey 07962, on its bid of \$100.00 subject to the terms and conditions contained in the Resolution; and

**BE IT FURTHER RESOLVED**, that the Mayor, Borough Clerk, Borough Attorney and any other necessary Borough Officials are hereby authorized and directed to execute and deliver the Deed and all other documents and undertake all actions reasonably necessary to effectuate the sale of the Parcel authorized herein.

MOTION	SECOND	NAME	YEAS	NAYS	ABSTAIN	ABSENT
		Carra	X			
		Gara	X			
		Giraldi	X			
X		Lobell	X			
		Soriano	X			
	X	Tozzi	X			

**RESOLUTION 2012-08-114**

Council President Gara moved to approve the following Resolution 2012-08-114 and was seconded by Council Member Giraldi. Motion carried by the following roll call vote.

**CHAPTER 159: LAND USE PLANNING 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 items of revenue in the budget of any county or municipality when such items shall have been made available by law and the amounts were not determined at the time of the adoption of the budget; and

**WHEREAS**, the Director may also approve the insertion of any items of appropriation for an equal amount; and

**NOW, THEREFORE, BE IT RESOLVED** that the Borough of Raritan, County of Somerset, 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 Calendar Year 2012 Municipal Budget in the sum of \$2,000.00 which is now available from the 2012 Sustainable Land Use Planning Grant

**BE IT FURTHER RESOLVED** that the like sum of \$2,000.00 is hereby appropriated under the caption 2012 Sustainable Land Use Planning Grant.

MOTION	SECOND	NAME	YEAS	NAYS	ABSTAIN	ABSENT
		Carra	X			
X		Gara	X			
	X	Giraldi	X			
		Lobell	X			
		Soriano	X			
		Tozzi	X			

**RESOLUTION 2012-08-115**

Council Member Carra moved to approve the following Resolution 2012-08-115 and was seconded by Council Member Soriano. Motion carried by the following roll call vote.

**CHAPTER 159:  
NEW JERSEY TRANSPORTATION TRUST GRANT AWARD**

**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 items of revenue in the budget of any county or municipality when such items shall have been made available by law and the amounts were not determined at the time of the adoption of the budget; and

**WHEREAS**, the Director may also approve the insertion of any items of appropriation for an equal amount;

**NOW, THEREFORE, BE IT RESOLVED** that the Borough of Raritan in the County of Somerset, 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 2012 in the sum of \$51,800 which is now available from the New Jersey Transportation Trust Program Grant.

**BE IT FURTHER RESOLVED** that the like sum of \$51,800 is hereby appropriated under the caption New Jersey Trust Program Grant.

MOTION	SECOND	NAME	YEAS	NAYS	ABSTAIN	ABSENT
X		Carra	X			
		Gara	X			
		Giraldi	X			
		Lobell	X			
	X	Soriano	X			
		Tozzi	X			

**RESOLUTION 2012-08-116**

Council Member Lobell moved to approve the following Resolution 2012-08-116 and was seconded by Council Member Tozzi. Motion carried by the following roll call vote

**DISPOSITION OF EQUIPMENT**

**WHEREAS**, the Borough Administrator has deemed certain property not needed for public use; and

**WHEREAS**, N.J.S.A. 40:11-36 provides that any contracting unit by resolution of its Governing Body may authorized the disposition of its personal property; and

**WHEREAS**, certain property specifically the items listed below:

1. Celeron computer, Inventory Tag no. 611, including keyboard and mouse.
2. Dell Dimension XPST500 computer, serial no. 93WW8, Inventory Tag no. 686, including keyboard and mouse.
3. C3C, serial no. J380732026, 7Elr color monitor
4. Acer LCD monitor, PIN no. ET 1717B M008

**NOW, THEREFORE, BE IT RESOLVED** by the Borough Council of the Borough of Raritan the aforesaid property be and is hereby deemed no long needed for public use.

**BE IT FURTHER RESOLVED** that the Public Works Manager may arrange for disposition of said property.

MOTION	SECOND	NAME	YEAS	NAYS	ABSTAIN	ABSENT
		Carra	X			
		Gara	X			
		Giraldi	X			
X		Lobell	X			
		Soriano	X			
	X	Tozzi	X			

**RESOLUTION 2012-08-117**

Council Member Lobell moved to approve the following Resolution 2012-08-117 and was seconded by Council Member Soriano. Motion carried by the following roll call vote

**RENEWAL OF PLENARY RETAIL CONSUMPTION LICENSE**

**WHEREAS**, the Plenary Retail Consumption Liquor License Renewal Application from Pirlamarla, Narayana is complete in all respects; and

**WHEREAS**, the special ruling to permit renewal of inactive license to pursuant to N.J.S.A. 33:1-12.39 has been issued; and

**WHEREAS**, the applicant is qualified to be licensed according to all statutory, regulatory and local governmental Alcoholic Beverage Control laws and regulations; and

**NOW, THEREFORE, BE IT RESOLVED**, by the Mayor and Council of the Borough of Raritan, County of Somerset, that the Plenary Retail Consumption Liquor License of Pirlamarla, Narayana License No. 1816-33-012-009 is renewed for the year beginning July 1, 2012 through June 30, 2013; and

**BE IT FURTHER RESOLVED**, that the Borough Clerk is hereby authorized to issue and deliver such renewal license, upon proper receipt therefore.

**BE IT FURTHER RESOLVED**, that the Borough Clerk is hereby directed to transmit a certified true copy of this resolution to the Director of the New Jersey Division of Alcoholic Beverage Control.

MOTION	SECOND	NAME	YEAS	NAYS	ABSTAIN	ABSENT
		Carra	X			
		Gara	X			
		Giraldi	X			
X		Lobell	X			
	X	Soriano	X			
		Tozzi	X			

**PURCHASE ORDER REQUEST**

Police Department: Atlantic Tactical in the amount of \$3,553.66

Council Member Giraldi made a motion to approve the above purchase order request and the motion to approve was seconded by Council Member Tozzi. Motion was carried by the following roll call vote.

MOTION	SECOND	NAME	YEAS	NAYS	ABSTAIN	ABSENT
		Carra	X			
		Gara	X			
	X	Giraldi	X			
X		Lobell	X			
		Soriano	X			
		Tozzi	X			

**DISCUSSION**

**Ed Danberry/Basilone Parade Proposal**

Mayor Liptak introduced Mr. Danberry.

Mr. Danberry presented his proposal to the Governing Body.

**County Electronics Recycling**

Council President Gara stated that Somerset County would no longer accept electronic recycling.

**Engineer’s Report**

Stanley J. Schrek offered the Engineer’s Report below:

**Johnson Drive Improvements**

The bonding company and their attorney have sent us, finally, a request for documents which we are assembling now.

**Orlando Drive Improvements**

The plans and specifications have been approved by NJDOT. We have forwarded the Traffic Control Plan to the County Engineer for review and comment and are awaiting a response. With the County approval of the TCP, we will advertise for bid.

**Route 28 Pump Station**

We are presently working on an alternate design to reduce the cost of the reconstructed pump station.

**2012 County Planning Grant**

This grant application is due in August. As earlier discussed, we will be applying for funding to enable the design, and preparation of construction documents, for the relocation of the Basilone Statue. A Resolution, authorizing the grant submission, should be on the work-shop agenda.

**2011 Sanitary Sewer Project**

We are completing plans and specifications for video inspection and grouting of sanitary sewers in the vicinity of Orlando Drive. The project will include installation of backflow preventers to properties subject surcharge. This project is funded through a 2011 Community Development grant. This project will be advertised for bid later this week.

Discussion on the above Engineer’s report followed.

Code Adoption

Raritan Municipal Alliance Representatives

Solid Waste Advisory Committee representatives  
Parking Ordinance  
The 97th Annual League of Municipalities Conference  
Sewer Charge Ordinance Draft  
70<sup>th</sup> Anniversary of the Basilone Medal of Honor  
Raritan and Millstone Rivers Flood Control Commission  
COAH  
Public Works Radios  
Park Equipment Removal and Re-installation  
Library 2011 Audit/Surplus

**CORRESPONDENCE DISCUSSION**

**PUBLIC COMMENTS**

At this point the Borough Council welcomes comments from any member of the public. To help facilitate an orderly meeting and to permit the opportunity for anyone who wishes to be heard, speakers are asked to limit their comments to 5 minutes. If reading from a prepared statement, please provide a written copy and email a copy to the Borough Clerk’s Office after making your comments.

**EXECUTIVE SESSION**

In public, Mayor Liptak read the following resolution to enter an Executive Session.

**RESOLUTION 2012-08-118**

Council President Gara moved to approve the following Resolution 2012-08-118 and was seconded by Council Member Lobell. Motion carried by the following roll call vote.

**EXECUTIVE SESSION**

**WHEREAS**, the Open Public Meetings Act, N.J.S.A. 10:4-7, et seq., commonly known as the “Sunshine Law”, requires that Borough Council meetings be open to the public except for the discussion of certain subjects; and

**WHEREAS**, the “Sunshine Law” requires that a closed session be authorized by resolution;

**NOW, THEREFORE, BE IT RESOLVED** by the Council of the Borough of Raritan that the following portion of this meeting shall be closed to the public; and

**BE IT FURTHER RESOLVED** that the meeting shall be resumed at the end of closed session; and

**BE IT FURTHER RESOLVED** that the subjects to be discussed and the time of public release of the minutes of the closed session are indicated below:

**SUBJECT MATTER**

1. Personnel – Municipal Court and Public Works
2. Contract Negotiation
3. Attorney-Client Privilege

**TIME WHEN AND THE CIRCUMSTANCES UNDER WHICH THE SUBJECT MATTER CAN BE DISCLOSED:**

Upon authorization by the Borough Attorney

MOTION	SECOND	NAME	YEAS	NAYS	ABSTAIN	ABSENT
		Carra	X			
X		Gara	X			
		Giraldi	X			
	X	Lobell	X			
		Soriano	X			
		Tozzi	X			

Council Member Tozzi motioned to adjourn the Executive Session and to return to the normal order of business; the motion was seconded by Council Member Giraldi. Motion carried.

**ADJOURNMENT**

Council Member Giraldi made a motion to adjourn the meeting and the motion was seconded by Council Member Lobell. Motion was carried at 10:45 p.m.

Respectfully submitted,

Rayna E. Harris, Borough Clerk