

**BOROUGH OF RARITAN
REGULAR MEETING
JANUARY 22, 2013 ~ 7:00 PM**

The Regular Meeting of the Borough of Raritan Council was held January 22, 2013 in the Municipal Building, 22 First Street, Raritan, New Jersey 08869 at 7:00pm.

STATEMENT OF PUBLIC NOTICE

Mayor Jo-Ann Liptak presided and stated: This Meeting of the Mayor and Borough Council was called pursuant to the provisions of the Open Public Meetings Law. 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. 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 Administer; Stanley Schrek, Borough Engineer; Mark Anderson, Borough Attorney; Jolanta Maziarz, Alternate Borough Attorney, and Rayna E. Harris, Borough Clerk

FLAG SALUTE AND INVOCATION

Council Member Denise Carra led the flag salute and invocation

PUBLIC COMMENTS

Mayor Liptak read the following:

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 e-mail a copy to the Borough Clerk's Office after making your comments.

No one spoke

PROCLAMATIONS

Cervical Cancer Awareness Month

Proclamation

Read Across America

WHEREAS, Cancer strikes in many forms, and has touched most New Jersey residents' lives in some way; and

WHEREAS, While it remains one of our deadliest illnesses, new prevention methods, tests, and treatments have greatly reduced the incidence of some forms of cancer, including cervical cancer; and

WHEREAS, Cervical cancer used to be one of the leading causes of cancer death among women in the United States; and

WHEREAS, However, thanks in large part to the advent of the Pap test; the death rate has dropped by nearly 70% since the 1950's; and

WHEREAS, with the more recent development of a vaccine against the cancer-causing human papillomavirus (HPV), we have even more powerful tools to prevent this cancer and save even more lives; and

WHEREAS, While we celebrate these successes, every year in the United States, approximately 25,000 men and women develop cancers caused by HPV; and

WHEREAS, Cervical cancer is one of the most common cancers in women, killing about 300,000 every year, worldwide; and

WHEREAS, because cervical cancer is nearly symptom-free, early detection through regular screenings is key to treatment; and

WHEREAS, I encourage all women in New Jersey to learn about the risks of cervical cancer and the prevention and screening options available to them;

NOW, THEREFORE, BE IT PROCLAIMED that I, Jo-Ann Liptak, as Mayor of the Borough of Raritan do hereby proclaim January 2013 as Cervical Cancer Awareness Month in Raritan. I urge everyone to make sure that they have timely screenings and to receive the recommended HPV immunization. Being up-to-date protects them and our community.

DATED: January 22, 2013

APPOINTMENTS

APPOINTMENTS BY THE MAYOR**Planning Board**

Ron Rispoli	Alternate No. 4	1/1/13 to 12/31/13
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Emergency Management Council

JoAnn Liptak	Mayor
Robert Lisa	O.E.M. Coordinator
Lt. Kenneth J. McCormick III	Deputy O.E.M. Coordinator
Mark D. Ciesla	Chief of Police
William Mener	Fire Chief
James Barry	EMS Chief Somerville Rescue Squad
Daniel Jaxel	Borough Administrator
Paul L. Masaba, MD	Somerset County Director of Health
Stanley J. Schrek	Borough Engineer
Daniel LaVerde	Public Works Superintendent
Reporter	Star Ledger Newspaper
Representative	Private Sector Organization

River Fest Ad Hoc Committee

Donald Tozzi,	Council President
Stefanie Gara,	Council Member
Representative	Steeple Chase Cancer Center
William Mener	Fire Chief
Rick Zack	Member
John Ruffi	Member
Don Christiansen	Member

Recreation Committee

John Delosh	Member	1/1/11 to 12/31/13
Frank Loschiavo	Member	1/1/09 to 12/31/13
Nicole Patente	Member	1/1/11 to 12/31/15
Albert Bartocci	Member	1/1/11 to 12/31/15
Jason Andreychak	Member	1/1/11 to 12/31/15
Smriti Agrawal	Member	1/1/12 to 12/31/16
Alex Windrem	Member	1/1/12 to 12/31/16
Lisa Snyder	Member	1/1/12 to 12/31/16

APPOINTMENTS BY THE MAYOR WITH CONSENT OF THE BOROUGH COUNCIL

Mayor Liptak made the following appointment:

Municipal Wastewater Management Committee

Tom Granahan	Planning Board Chair	1/1/13 to 12/31/13
Stanley J. Schrek	Borough Engineer	1/1/13 to 12/31/13

Edward Machala RVSA Member 1/1/13 to 12/31/13
 Robert Fulminante Recycling Coordinator 1/1/13 to 12/31/13

Library Board of Trustees

Donald Tozzi 1/1/13 to 12/31/17
 Paul Giraldi 1/1/10 to 12/31/14 (Unexpired term)
 Ron Rispoli 1/1/09 to 12/31/13 (Unexpired term)

Community Development Committee

Daniel Jaxel 1/1/13 to 12/31/13
 John Orecchio 1/1/13 to 12/31/13

Council Member Gara motioned to approve the above Appointments made by Mayor Liptak seconded by Council President Tozzi, Motion carried by the following roll call vote.

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

INTRODUCTION OF ORDINANCES

Ordinance 2013-01

Council Member Gara motioned to Introduce **Ordinance 2013-01** seconded by Council President Tozzi. Motion carried by the following roll call vote.

An Ordinance Amending the Raritan Borough Code by Adding a New Appendix Chapter A420 Entitled "Telecommunications Companies"

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

RESOLUTIONS 2013-01-021

Council Member Gara motioned to approve **Resolution 2013-01-021** seconded by Council Member Soriano. Motion carried by the following roll call vote.

SUPPORTING THE NEED TO IMPLEMENT ONE SEAT RIDE SERVICE ON THE RARITAN VALLEY LINE

WHEREAS, the Raritan Valley Coalition Board of Trustees presented an invitation to municipal, county state officials, economic development representatives, private non and not for profit representatives, public sector representatives and private citizens to attend a meeting on December 17, 2012; and

WHEREAS, NJ Transit is currently testing dual powered locomotives that would offer the Raritan Valley and other rail lines a one seat ride option into Manhattan indicating an economic benefit to towns;

NOW, THEREFORE, BE IT RESOLVED by the Council of the Borough of Raritan that this resolution acknowledges support of the one seat ride service being implemented on the Raritan Valley line which would help the municipality retain existing businesses and economic development while attracting new economic, business and housing development.

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

RESOLUTION 2013-01-022

Council Member Gara motioned to approve Resolution 2013-01-022 seconded by Council President Tozzi. Motion carried by the following roll call vote.

RELEASE OF FOUND MONEY

WHEREAS, on June 29, 2012 \$3,675.00 was found on LaGrange Street in Raritan Borough and turned over to the Police Department; and

WHEREAS, per NJSA40A:14-15b states that “Whenever any money or tangible personal property other than a motor vehicle is found or discovered by any person other than by a member of a municipal police department acting in the line of duty, and the finder shall have given or shall give custody of the found money or tangible personal property to the municipal police department for the purpose of assisting the police to find the owner thereof, the police department shall retain custody of said money or tangible property for a period of 6 months. If the money or tangible personal property is unclaimed during the 6 month period by the person entitled thereto, the money or property shall be returned by the police department to the finder, who shall be deemed the sole owner thereof”; and

WHEREAS, the six months have passed and no one has claimed the money and the finder has requested that the money be released to him;

NOW, THEREFORE, BE IT RESOLVED by the Borough Council of the Borough of Raritan in the County of Somerset that the Chief Financial Officer is directed to release funds in the amount of \$3,675.00 to Alex Windrem, 8 La Grange Street, Raritan, NJ 08869.

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

RESOLUTION 2013-01-023

Council Member Lobell motioned to approve **Resolution 2013-01-023** seconded by Council Member Carra. Motion carried by the following roll call vote.

BUDGET TRANSFER

WHEREAS, the Local Budget Law, N.J.S.A.40A:4 provides for the transfer of funds between current year budget appropriations, should it be deemed necessary, from November 1 of the prior year through the first three months of the current year; and

WHEREAS, it has become necessary for one such transfer to be made at this time;

NOW, THEREFORE, BE IT RESOLVED by the Borough Council of the Borough of Raritan that the Chief Financial Officer is hereby authorized and directed to transfer the amounts below, to and from the appropriations listed hereafter.

<u>From Account</u>	<u>Account No</u>	<u>Amount</u>
Building & Grounds, OE	2-01-26-310-001-292	\$5,000.00
Natural Gas, OE	2-01-31-446-001-292	\$4,000.00

<u>To Account</u>	<u>Account No</u>	<u>Amount</u>
Gasoline, OE	2-01-31-460-001-205	\$4,000.00
Fire, OE	2-01-31-265-001-292	\$5,000.00

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

RESOLUTION 2013-01-024

Council Member Gara motioned to approve **Resolution 2012-01-024** seconded by Council Member Lobell. Motion carried by the following roll call vote.

TRANSPORTATION OF CERTAIN PUPILS TO REGIONAL SCHOOLS

WHEREAS, the Borough of Raritan has a need to provide transportation to and from certain regional schools for some of its Borough pupils; and

WHEREAS, such transportation shall be provided at the expense of the Borough and payable in the following fiscal year after it is provided by the Bridgewater-Raritan Regional School District; and

WHEREAS, the Bridgewater-Raritan Regional School District has provided the Borough with a listing of students/streets and miles supporting costs; and

WHEREAS, the Bridgewater-Raritan Regional School District has provided a formula for determining costs associated with the Hazardous Busing Agreement;

NOW, THEREFORE, BE IT RESOLVED by the Borough Council of the Borough of Raritan that it enter into the agreement with the Bridgewater-Raritan Regional School District for the school year 2012-2013, payable after July 1, 2013, for \$54,203.00.

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

RESOLUTION 2013-01-025

Council Member Giraldi motioned to approve **Resolution 2013-01-025** seconded by Council Member Gara. Motion carried by the following roll call vote.

DISPOSITION OF EQUIPMENT BY THE RARITAN PUBLIC LIBRARY

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 unneeded Library computer towers are the items listed below:

1. Dell Optiplex 360; Asset #410
2. Dell Optiplex GX240; Asset #696
3. Dell Optiplex 170L; Asset #0815
4. Dell Optiplex GX60; Asset #677
5. Dell Optiplex GX240; Asset #678
6. Dell Optiplex GX60; Asset #7
7. Dell Optiplex GX60; Asset # 709
8. Dell PowerEdge T105; Asset #468
9. Dell Optiplex 210L; Asset #452

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 Library Director may arrange for disposition of said property.

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

RESOLUTION 2013-01-026

Council Member Gara motioned to approve **Resolution 2013-01-026** seconded by Council President Tozzi. Motion carried by the following roll call vote.

MUNICIPAL PROSECUTOR

WHEREAS, the Mayor of the Borough of Raritan has nominated Jeffrey S. Ziegelheim of Eric M. Bernstein & Associates, LLC, 34 Mountain Blvd., Building A, Warren, NJ 07059 to serve as the Municipal Prosecutor;

NOW, THEREFORE, BE IT RESOLVED by the Borough Council of the Borough of Raritan that Jeffrey S. Ziegelheim of Eric M. Bernstein & Associates, LLC shall serve as the Municipal Prosecutor for a term of one year, commencing January 1, 2013 and terminating December 31, 2013 at an annual retainer fee of \$7,843.00 per year.

BE IT RESOLVED that it is agreed that Jeffrey S. Ziegelheim of Eric M. Bernstein & Associates, LLC shall be responsible to prosecute any and all cases wherein the complainant is the Borough of Raritan, but that he shall not be responsible to prosecute cases wherein the complainant is the New Jersey State Police or a private citizen.

BE IT RESOLVED that the Borough of Raritan have entered into an agreement with Eric M. Bernstein & Associates, LLC pertaining to compensation of fees without competitive bidding.

BE IT FURTHER RESOLVED that The Mayor and Clerk of the Borough of the Raritan are hereby authorized and directed to execute said agreement on behalf of the Borough of Raritan. The Clerk is hereby directed to publish notice of this appointment within ten (10) days of the adoption of this resolution as required by law.

BE IT FURTHER RESOLVED that Borough of Raritan Resolution 2013-01-003 is hereby repealed.

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

RESOLUTION 2013-01-027

Council Member Lobell motioned to approve **Resolution 2013-01-027** seconded by Council Member Carra. Motion carried by the following roll call vote.

AUTHORIZING AN AGREEMENT WITH THE COUNTY OF SOMERSET FOR THE PROVISION OF PUBLIC HEALTH SERVICES

WHEREAS, the Somerset County Board of Chosen Freeholders has offered to provide public health services pursuant to an Agreement attached hereto; and

WHEREAS, the Borough of Raritan has a need for public health services and desires to retain the services of the County Health Department pursuant to the Agreement; and

WHEREAS, the Borough of Raritan Board of Health has reviewed, accepted and authorized the Agreement pursuant to Borough of Raritan Board of Health Resolution 2013-03; and

WHEREAS, the Chief Financial Officer has certified that funds will be available for payments due under the Agreement;

NOW, THEREFORE, BE IT RESOLVED by the Borough Council of the Borough of Raritan hereby authorized the Agreement on behalf of the Borough for said services for the time period commencing on January 1, 2013 and terminating on December 31, 2015.

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

RESOLUTION 2013-01-028

Council Member Carra motioned to approve Resolution 2013-01-028 seconded by Council Member Lobell. Motion carried by the following roll call vote.

AUTHORIZING AN AGREEMENT WITH COMMUNITY VISITING NURSE ASSOCIATION FOR NURSING SERVICES

WHEREAS, the Borough of Raritan has a need for nursing services providing blood pressure screening for the residents of the Borough for public health services and desires to retain the services of the Community Visiting Nurse Association pursuant to the Agreement; and

WHEREAS, the Borough of Raritan Board of Health has reviewed, accepted and authorized the Agreement pursuant to Borough of Raritan Board of Health Resolution 2013-01; and

WHEREAS, the Chief Financial Officer has certified that funds will be available for payments due under the Agreement;

NOW, THEREFORE, BE IT RESOLVED by the Borough Council of the Borough of Raritan hereby authorized the Agreement on behalf of the Borough for said services for the time period commencing on January 1, 2013 and terminating on December 31, 2013 at a rate of \$50.00 per hour not to exceed \$500.00.

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

RESOLUTION 2013-01-029

Council President Tozzi motioned to approve **Resolution 2013-01-029** seconded by Council Member Carra. Motion carried by the following roll call vote.

**A RESOLUTION ESTABLISHING THE JOB DESCRIPTION OF THE PUBLIC WORKS
SUPERINTENDENT**

NOW, THEREFORE, BE IT RESOLVED by the Borough Council of the Borough of Raritan, County of Somerset and State of New Jersey that the job description of the Public Works Superintendent is hereby established and shall become effective immediately upon passage of this resolution as follows:

DEFINITION:

Under direction of the Governing Body and the Borough Administrator, performs administrative and supervisory duties in planning and organizing the installation, maintenance, and repair of various public works facilities; shall have responsibility for the maintenance and operation of the borough's utility systems and the maintenance and repair of the borough's streets, including curbs, gutters, paved surfaces and storm sewer systems. It shall also be the duty and responsibility of the Public Works Superintendent to operate the borough's solid waste collection system and to provide general supervision of the maintenance and repair of all borough-owned buildings and grounds, including parks, parking lots and such other public property designated by the governing body.

REQUIREMENTS:

1. Ability to read, write, speak, understand, and communicate in English sufficiently to perform the duties of this position
2. Must have obtained a certificate or diploma, issued after at least four years of study in an approved secondary school (high school) or have received an academic education considered as fully equivalent (GED)
3. Must hold a valid public works manager certificate issued by the State of New Jersey, or obtain the same within two (2) years of initial appointment, in accordance with N.J.S.A. 40A:9-154.6g, unless otherwise exempted by statute; and must maintain the certification in good standing for the length of employment with the Borough
4. Must have a minimum of five years of supervisory experience in the construction, maintenance and repair of street, sewer, water, sanitation or other public works facilities or similar heavy construction or maintenance work
5. Good health and freedom from disabling physical and mental defects which would impair the proper performance of the required duties or which might endanger the health and safety of oneself or others
6. Appointee will be required to possess a basic automobile driver's license valid in New Jersey
7. Appointee will be required to possess a commercial driver's license valid in New Jersey with specific endorsements for the operation of a public works vehicle

DUTIES:

1. The Superintendent shall perform the administrative and supervisory duties in planning and organizing, installation, maintenance and repair of various public works facilities and shall be responsible for:
 - a. The requisition of all Department purchases through the appropriate purchasing authority.
 - b. The preparation of the Department's annual budget.
 - c. The execution of plans for the effective utilization of available funds.

- d. The taking of proper safety precautions by employees at work.
 - e. Preparing and submitting annual inventory.
 - f. Maintenance of time cards and attendance records of the Department employees
 - g. Function in the capacity of positions below Public Works Superintendent in emergencies or as otherwise required
 - h. Performs other public works functions, as directed
2. The following shall be examples of the scope of the Superintendent's duties:
- a. Draft or assist the engineer in operating specifications for all Public Works Department bidding.
 - b. Check work performed by private contractors on public works projects to determine compliance with contract specifications.
 - c. Draft standards for use of all equipment and materials by Department personnel.
 - d. Establish work programs for each Department function.
 - e. Establish suitable assignments, instruct and supervise Department employees engaged in all Department work programs (including but not limited to street and sewer repair, servicing of water equipment, street cleaning, etc.).
 - f. Recommend to superiors disciplinary measures for, promotions of and appointment of Department employees.
 - g. Investigate and resolve complaints of needed repairs and effect repairs.
 - h. In conjunction with the Municipal Engineer, plan, design and recommend to the Governing Body new public works facilities to meet future community needs.
 - i. Evaluate all employees annually and probationary employees where required in accordance with evaluation procedures.
 - j. Maintains a cooperative relationship with neighboring municipalities' Public Works Departments

KNOWLEDGE AND ABILITIES:

- 1. Thorough knowledge of the proper procedures used in making routine and complex repairs to water and sewage lines and equipment and in the construction, maintenance and repair of streets
- 2. Ability to keep a daily log of work performed and to submit monthly reports of activities to the Governing Body and Borough Administrator
- 3. Knowledge of procedures used in making routine and complex repairs to water and sewer equipment and in the construction, maintenance, and repair of streets
- 4. Ability to organize assigned work
- 5. Ability to give assignments and instructions to groups and individuals
- 6. Ability to provide necessary follow-up to the inspection of assigned tasks and projects
- 7. Skilled in the proper usage of safety precautions as they pertain to public works equipment and vehicles
- 8. Thorough knowledge in the proper procedures as set forth by the Borough for the budgeting and purchasing of supplies, materials and equipment of the Department
- 9. Ability to prepare a detailed capital budget plan and capital budget appropriation recommendations
- 10. Ability to prepare various types of reports to agencies outside of the Borough including, but not limited to the Federal, State and County government entities
- 11. Ability to keep essential records and files

12. Ability to learn to utilize various types of electronic and/or manual recording and information systems used by the Department

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

RESOLUTION 2013-01-030

Council Member Gara motioned to approve **Resolution 2013-01-030** seconded Council President Tozzi. Motion carried by the following roll call vote

SOCIAL AFFAIR PERMIT

WHEREAS, a Social Affair Permit application has been filed for a St. Ann Fiesta to be held on the St. Ann Church and School grounds at 45 Anderson Street, Raritan, NJ 08869 on June 11-15, 2013, from 5:00 pm - 11:30 pm to serve alcoholic beverages; and

WHEREAS, that the Chief of Police has no objections to the filing of said application; and

WHEREAS, the Borough Clerk has certified that not more than 25 Social Permits have been authorized for these premises during this calendar year and the appropriate fee has been paid;

NOW, THEREFORE BE IT RESOLVED by the Borough Council of the Borough of Raritan that the Borough Clerk be authorized to sign said application and forward same to the Department of Law & Public Safety, Division of Alcoholic Beverage Control, Trenton, New Jersey.

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

APPROVAL OF BILLS LIST

Council Member Carra motioned to approve the Bills List seconded by Council Member Lobell. Motion carried by the following roll call vote.

APPROVAL OF BILLS LIST

BE IT RESOLVED that claims in the amount of \$822,872.34 having been listed on the Bill List and recorded in the files of the Borough Hall, and are hereby approved to be paid.

Dated: January 22, 2013

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

PURCHASE ORDER REQUESTS

1. Predator Tree Service in the amount of \$1,200.00

Council Member Gara motioned to approve the above purchase order for \$1,200.00 seconded by Council Member Lobell. Motion carried by the following roll call vote.

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

2. Computer systems and Methods in an amount not to exceed \$5,000.00

Council President Tozzi motioned to approve the above purchase order for \$5,000.00 seconded by Council Member Gara. Motion carried by the following roll call vote.

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

COMMITTEE AND LIAISON REPORTS

Recreation

Council President Tozzi commented the first meeting for the Recreation Committee was very productive.

Department of Public Works

Council President Tozzi commented DPW continues with chipping and removal of leaves, salting and plowing as needed and park inspections. He added they will be working with the Board of Health sponsored Free Rabies Clinic on January 12th at the North Thompson Street Firehouse.

Library

Council Member Giraldi commented Library Trustee Committee had their first meeting. He added Nancy Drew movies will be on January 31, February 7, at 6:30pm. He added Valentine card making class is on Monday, February 4, 2013 at 6:30pm. He noted the Basilone Parade Committee will meet on January 22.

Police

Council Member Gara gave the following report:

The Chief has requested an ordinance to the Borough Code allowing a fee to be charged for applications for the position of Police Officer. The costs we incur when looking to hire someone can be between \$1,500.00 and \$2,000.00. Advertising in the paper is \$407.00, Medical Exam \$581.00, Psychological Exam \$380.00, Drug Testing \$45.00. The Chief has made the suggestion of charging \$30.00 per application. Traditionally, we received approximately 50 applications this fee would help offset the above fees that the Police currently have to spend out of their budget.

During the budget presentation the Chief advised the Council that our current Computer IT person has become ill. The Chief has contacted James Dowling who currently does work for both the Somerville PD and Bound Brook PD. Mr. Dowling has provided a proposal for his services (a copy has been forwarded to all members of the Council). The Chief needs to go ahead to proceed with Mr. Dowling since they currently have a computer in need of repairs and may need a replacement of one of the hard drives on the server.

On May 10th, 11th, & 12th of 2013, **Officer Kenneth Drews** of the Raritan Borough Police Department will be participating in the Police Unity Tour with over 1,100 other riders from around the Country. Officer Drews along with the other riders will be riding their bicycles from New Jersey to Washington DC in honor of Law Enforcement Officers who have died in the line of duty. Since 1997, the Police Unity Tour has raised nearly 7 million dollars to support the National Law Enforcement Officers Memorial Fund.

Each rider has to raise \$1,800.00 to participate in the tour. The money raised is for the Memorial Fund and to cover the costs of our three day trip. The Fund is a non-profit 501(c) (3), and any donation is tax-deductible. Officer Drews has solicited local businesses over the past years to

raise the required participation fee. Again, Officer Drews is looking for the Borough Councils support for this worthwhile cause.

Raritan Borough Police Department Monthly Report January 22, 2013 Meeting
Raritan Monthly Activity Report: December 1, 2012 through December 31, 2012

Enter Start Date: 12/01/2012 00:00:00
Enter End Date: 12/31/2012 00:00:00

ALL GC	1110
MV ACCIDENTS	54
COMP SUM/WAR	18
FIRE CALLS	37
FIRST AID CALLS	59
ALARMS	30
IR REPORTS	64
SUMMONS/MOVING	55
SUMMONS/PARKING	36
SUMMONS/RADAR	1
DUI REPORTS	2
ADULT ARRESTS	17
JUVENILE ARRESTS	1
WARRANT ARRESTS	2
MOTOR VEHICLE STOPS	159

15 record(s)

ECONOMIC DEVELOPMENT COMMITTEE – The Economic Development Committee will be holding their reorganization meeting on Wednesday, January 30th at 5:30 p.m.

Board of Health

Council Member Carra Commented Paula Machala is the newly elected President and Katherine Faccone, Vice President the secretary position is unfilled at this time. She added the Free Rabies Clinic was held on January 12th no results reported. She offered the Registrar of Vital Statics report for December 2012.

Environmental Committee

Council Member Soriano commented there was no meeting this month due to lack of a quorum. He added the committee will continue working on the Green Check list for the sustainability certification from the state.

Planning Board and Public Safety Committee

Council Member Soriano commented the Planning Board will meet on January 23rd. He added Public Safety Committee will meet next week.

Senior Citizen Committee and Cultural and Historic Committee

Council Member Lobell commented Senior Citizen Committee president Anthony De Ceicco has been ill. He added he has not met with the Cultural and Historic Committee.

Mayor Liptak commented Raritan Borough received a Certificate of Appreciation in recognition for the stretcher purchase in 2012 by the Raritan Borough for the rescue squad. She added this recognition was presented at the Rescue Squad dinner. She noted on March 2nd at the TD Bank Ballpark Brian G. Gallagher, Mayor of Somerville, Daniel J. Hayes, Mayor of Bridgewater and I will be the ring masters for the circus. She added BRHS Project graduation will be doing a basketball event and want volunteers for some time in the spring need to apply by January 30th. She commented Katherine Licht has been appointed by Dr. Michael Schilder, Superintendent of BRRS District and will represent him at Library Trustee Meetings. She added Ms. Licht will resign her position as a member of the Library Trustee and will simultaneously assume the position as his Representative.

OLD BUSINESS**Community Room Warming Center**

Council Member Gara commented a Special Budget Meeting on February 5, at 6:00pm for OEM to present a budget. She added ipads have been provided to OEM but will need a hot spot.

Council Member Carra noted the No Smoking Ordinance was presented to the Board of Health and they are going to pursue this.

Council President Tozzi commented there have been many problems with the current tree service being used by the Borough. He added DPW was out there the whole time this service was out.

Council Member Gara noted this tree service did not prune the trees properly and we may lose a number of them because of it. She added equipment was never cleaned between trees so if one of these trees had a disease they may all have it now.

Council Member Lobell replied we need to get new quotes and estimates.

Council Member Gara noted they did have a certification to cut near wires.

Daniel Jaxel suggested Danny LaVerde, Department of Public Works Supervisor, be made aware that the company being used for tree maintenance at present is not to come back.

Stanley Schrek noted he will be in on the 24th and will look into this.

NEW BUSINESS

None offered

PUBLIC COMMENTS

Mayor Liptak read the following:

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 e-mail a copy to the Borough Clerk's Office after making your comments.

Thomas Brown, 18 Elmer Street, Raritan, New Jersey 08869: Commented on the posting of minutes on the new website. He asked about the appointments of the Library Trustee Board and who will the Liaison.

Mayor Liptak responded by explaining the recent appointments and added there is no need for a Liaison.

NEW BUSINESS

Mayor Liptak suggested it would be a good idea for all the Board presidents, Chairman and their secretaries to attend an informal meeting to discuss the Open Public Meeting Laws and Roberts Rule so everyone is on the same page on how to run a meeting.

Pump Station

Council Member Lobell asked the status of the pumping stations and water pipes.

Stanley Schrek replied as per the last report we have backups and are still working on mapping. He added items in budget for sanitary investigation and report from pumping services

EXECUTIVE SESSION

RESOLUTION 2013-01-031

Council President Tozzi motioned to approve **Resolution 2013-01-031** seconded by Council Member Giraldi. 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. Litigation: Trustees of the Raritan Borough Library and Gannett
2. 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			
		Gara	X			
		Giraldi	X			
	X	Lobell	X			
		Soriano	X			
X		Tozzi	X			

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

ADJOURNMENT

Council President Tozzi motioned to adjourn the meeting seconded by Council Member Gara. Motion carried at 9:00pm.

Respectfully submitted,

Rayna E. Harris, Borough Clerk

REH/cmd