

**BOROUGH OF RARITAN  
REGULAR MEETING**

The Regular Meeting of the Borough of Raritan Council was held on August 27, 2013 in the Municipal Building, 22 First Street, Raritan, New Jersey 08869 at 6:00pm.

**STATEMENT OF PUBLIC NOTICE**

Mayor Jo-Ann Liptak read the following notice: This meeting is 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 on January 6, 2013. 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: Anthony Soriano in at 6:45pm

Also Present: Mayor Jo-Ann Liptak, Daniel Jaxel, Borough Administrator; Mark Anderson, Borough Attorney; Shelly McGregor, Assistant to the Borough Engineer, and Rayna E. Harris, Borough Clerk

**FLAG SALUTE AND INVOCATION**

Councilwoman Denise Carra led the invocation and flag salute.

**PUBLIC COMMENTS**

Mayor Liptak read the following:

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.

George Stafford, Outreach Director New Jersey Highlands Coalition: The purpose of the Highlands water protection and Planning Act was explained. He added this is an important resolution which needs the support of everyone that receives water through the Highlands District.

Mayor Liptak suggested contacting Troy Fischer, Chairman for the Regional Center; to possibly give a presentation.

Council Member Lobell asked Shelly McGregor if she was familiar with the Highland Coalition and could give the Council additional information.

Council Member Giraldi asked if there is an opinion from the Governor's Office on this proposal.

George Stafford replied the question of water rights is not political.

Mayor Liptak closed the public comments.

## MINUTES

### 1. January 6, 2013-Special Reorganization Meeting

Council Member Gara motioned to approve the January 6, 2013-Special Reorganization Meeting Minutes, 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			

### 2. June 11, 2013-Special Meeting

Council Member Gara motioned to approve June 11, 2013-Special Meeting Minutes, seconded by Council Member Giraldi. Motion carried by the following roll call vote.

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

### 3. July 9, 2013-Agenda-Workshop Meeting

Council Member Carra motioned to approve July 9, 2013-Agenda-Workshop Meeting Minutes, seconded by Council Member Gara. Motion carried by the following roll call vote.

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

### 4. July 23, 2013-Special Meeting

Council Member Lobell motioned to approve July 23, 2013-Special Meeting Minutes, seconded by Council Member Giraldi. Motion 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			

5. July 23, 2013-Regular Meeting

Council Member Carra motioned to approve July 23, 2013-Regular Meeting Minutes, seconded by Council Member Gara. Motion carried by the following roll call vote.

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

**PUBLIC HEARING AND ADOPTION OF ORDINANCES  
ORDINANCE 2013-11**

**An Ordinance Amending the Raritan Borough Code by Amending Certain Provisions of Chapter 253 Entitled “Peddling and Soliciting”**

Council Member Lobell motioned to open the public hearing for **Ordinance 2013-11**, seconded by Council President Tozzi. Motion carried.

No one spoke.

**Ordinance 2013-11**

Council Member Lobell motioned to close the public hearing for **Ordinance 2013-11**, seconded by Council Member Giraldi. Motion carried.

**Ordinance 2013-11**

Council Member Lobell motioned to adopt Ordinance 2013-11, seconded by Council President Tozzi. Motion carried by the following roll call vote.

**AN ORDINANCE AMENDING THE RARITAN BOROUGH CODE BY AMENDING CERTAIN PROVISIONS OF CHAPTER 253 ENTITLED “PEDDLING AND SOLICITING”.**

**BE IT ORDAINED** by the Borough Council of the Borough of Raritan in the County of Somerset that the Code of the Borough of Raritan of 2012 as heretofore amended be further amended as follows:

SECTION ONE:

§253-1 entitled “Definitions” is hereby replaced in its entirety with the following:

§253-1. Definitions.

For the purposes of this chapter, the following terms shall have the meanings indicated:

**CHARITABLE ORGANIZATION**

Any benevolent, philanthropic, patriotic, political, or religious group, association or corporation which solicits and collects contributions for charitable purposes.

**CONTRIBUTION**

The promise or grant of any money or property of any kind or value.

**PEDDLER**

Any person who goes from place to place by traveling on the streets and roads or from house to house carrying, conveying or transporting goods, wares or merchandise for the purpose of selling and delivering them to customers.

**PERSON**

Includes any person, firm or corporation, association, club, partnership, society or any other organization.

**SOLICITOR**

Any person, commonly referred to as a “solicitor” or a “canvasser”, who goes in or upon private property, for the purpose of advertising; promoting; advocacy; education; hand bill distribution; canvassing; or conducting market research or a market or opinion survey regarding products or services.

**TRANSIENT MERCHANT**

A person who engages in a temporary business of selling and delivering goods, wares, merchandise or services within the Borough and who, in furtherance of such purpose, hires, leases, uses or occupies any building, structure, motor vehicle, tent, parking lot, sidewalk, street alley or other place within the Borough for the exhibition and sale of such goods, wares or merchandise, either privately or at public auction.

SECTION TWO:

§253-2 entitled “Purpose” is hereby replaced in its entirety with the following:

§253-2. Purpose.

The purpose of this chapter is to prevent unauthorized business practices, to provide for traffic and pedestrian safety by regulating the use of the streets and property adjacent thereto by persons within the scope of this chapter, to prevent extended parking or trespassing on private or public property, to prevent violations of the Borough’s Zoning Ordinance, and to generally provide for the safety of the residents of the Borough of Raritan.

SECTION THREE:

§253-3 entitled “License required” is hereby replaced in its entirety with the following:

§253-3. License required.

It shall be unlawful for any peddler, solicitor, or transient merchant as defined in §253-1 of this chapter, to engage in such activity within the Borough of Raritan without first obtaining a license as provided herein.

SECTION FOUR:

§253-4 entitled “Exemptions” shall be replaced in its entirety with the following:

§253-4. Exemptions.

A. This chapter shall not apply to:

- (1) Any person conducting a sale pursuant to statute or court order;
- (2) Any person engaged in delivering goods, wares, merchandise or other articles or things previously ordered or requested;
- (3) Any person delivering or soliciting newspapers; and
- (4) Anyone canvassing for or against any political candidate or any political question, where such canvassing takes place not more than 60 days prior to a municipal, county, state or federal election.

B. The following persons are exempt from license fees and license application requirements upon providing documentation to support their claim for exemption and

the name and address of the designated representative to be responsible for the supervision of any public solicitation by the following persons to the Borough Clerk:

- (1) Any person soliciting votes or support for any political candidate or program;
- (2) Any person soliciting on behalf of a charitable organization;
- (3) Any person honorably discharged from the military services of the United States, possessing a peddler's license issued in conformity with N.J.S.A. 45:24-9 and N.J.S.A. 45:24-10.

SECTION FIVE:

§253-5 entitled "Application for license" shall be amended by deleting subparagraphs A(11) and A(12) in their entirety.

SECTION SIX:

§253-6 entitled "Application review; issuance or disapproval of license; insurance requirements" shall be amended as follows:

Subparagraph A(1) shall be replaced in its entirety with the following:

- (1) Any sale of food items: Police Department, Zoning Officer, Health Department and Bureau of Fire Prevention.

Subsection C shall be replaced with the following:

C. No license shall be issued to any peddler or transient merchant where the location of any activity or activities forming a part of the applicant's business shall be closer than 25 feet to the right-of-way line of any street.

SECTION SEVEN:

§253-7 entitled "License fee; transfer of license" shall be replaced in its entirety with the following:

§253-7. License fee.

All license fees under this chapter shall be nonrefundable and payable at the time of issuance of the license. The fees for licenses shall be as set forth below.

A. Term of license fee:

- 6 Month license: \$350.00.
- 30 day license: \$100.00.

Daily license: \$25. The applicant shall advise the Borough Clerk upon application for a daily license as to the number of days the applicant seeks the license at the daily fee rate.

SECTION EIGHT:

§253-9 entitled “Hours of business” shall be replaced in its entirety with the following:

§253-9. Hours restricted.

No person shall enter upon private property for the purposes of peddling, solicitation or canvassing during the hours of 7:00 p.m. to 9:00 a.m.

SECTION NINE:

§253-11 entitled “Expiration and renewal of license” shall be replaced in its entirety with the following:

§253-11. Transfer prohibited; renewal of license.

It shall be unlawful for any licensee under this chapter to transfer, sell, share or give a license obtained under this chapter to any other person. A license obtained under this chapter is not transferable and shall be surrendered after expiration before a renewal license can be issued.

SECTION TEN:

This Ordinance shall take effect upon its final passage and publication according to law.

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

**RESOLUTIONS**

**RESOLUTION 2013-08-100**

Council Member Carra motioned to adopt **Resolution 2013-08-100**, seconded by Council Member Giraldi. Motion carried by the following roll call vote.

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

**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 Foreman is hereby established and shall become effective immediately upon passage of this resolution as follows:

**DEFINITION:**

Under direction of the Public Works Superintendent and the Borough Administrator, assists with the supervisory duties in organizing and carrying out the installation, maintenance, and repair of various public facilities; assist in 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. The Public Works Foreman will be required to work directly with the Superintendent of Public Works in planning of existing and future work projects; to assist in controlling the care, maintenance and repair of all Borough owned vehicles; to aid in the operation of the borough's solid waste and recycling collection systems and to provide general supervise the maintenance and repair of all borough-owned buildings and grounds and such other public property designated by the governing body at the direction of the Public Works Superintendent.

**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 or have received an academic education considered as fully equivalent
3. Must have a minimum of three 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
4. 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
5. Appointee will be required to possess a basic automobile driver's license valid in New Jersey
6. 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 Foreman shall perform the administrative and supervisory duties in planning and organizing, installation, maintenance and repair of various public works facilities under the direction of and in the absence of the Superintendent including:
  - a. Assists with the supervision of a water supply and/or sewage treatment system.
  - b. Assists with the requisition of all Department purchases through the appropriate purchasing authority.
  - c. Assists with the preparation of the Department's annual budget.
  - d. Assists with the execution of plans for the effective utilization of available funds.

- e. Assists with the taking of proper safety precautions by employees at work.
  - f. Assists with the preparing and submitting annual inventory.
  - g. Assists with the maintenance of time cards and attendance records of the Department employees
  - h. Function in the capacity of positions below Public Works Foreman in emergencies or as otherwise required
  - i. Performs other public works functions, as directed
2. The following shall be examples of the scope of the Foreman's duties:
    - a. Shall assist with the direction and coordination the activities of the Public Works Department, including streets and roads, sanitation and solid waste disposal, including recycling and mechanical garage in the absence and at the instruction of the Superintendent.
    - b. She/he shall be called upon and expected to render his/her opinion in the planning of public works and construction projects
    - c. She/he shall be called upon and expected to assist with construction of public works projects
    - d. Shall act as liaison between the department and the Superintendent of Public Works.
    - e. During an emergency, the Foreman shall perform any and all work assigned necessary to abate said hazard.

**KNOWLEDGE AND ABILITIES:**

1. Knowledge of procedures used in making routine and complex repairs to water and sewer equipment and in the construction, maintenance, and repair of streets.
2. Ability to organize assigned work.
3. Ability to give assignments and instructions to groups and individuals.
4. Ability to provide necessary follow-up to the inspection of assigned tasks and projects.
5. Skilled in the proper usage of safety precautions as they pertain to public works equipment and vehicles.
6. Thorough knowledge in the proper procedures as set forth by the Borough for the purchasing of supplies, materials and equipment of the Department.
7. 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.
8. Ability to learn to utilize various types of electronic and/or manual recording and information systems used by the Department.
9. Ability to learn to utilize various types automotive and power driven equipment while demonstrating an ability to operate equipment in a skillful and safe manner.

10. Shall have the ability to work well with others, use good judgment in carrying out projects and work under adverse conditions.

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

**RESOLUTION 2013-08-101**

Council Member Carra motioned to adopt **Resolution 2013-08-101**, seconded by Council Member Gara. Motion carried by the following roll call vote.

**A RESOLUTION ESTABLISHING THE JOB DESCRIPTION OF THE ADMINISTRATIVE ASSISTANT**

**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 Administrative Assistant is hereby established and shall become effective immediately upon passage of this resolution as follows:

**DEFINITION:**

Under direction of the department head and/or the immediate supervisor, assists with routine clerical functions by performing and coordinating administrative support services; usually varied and involving some elements of troubleshooting or, under the immediate direction of a supervisor, organizes the office and related operations of a department and does other related work.

**REQUIREMENTS:**

7. Ability to read, write, speak, understand, and communicate in English sufficiently to perform the duties of this position
8. Must have obtained a certificate or diploma, issued after at least four years of study in an approved secondary school or have received an academic education considered as fully equivalent
9. Must have a minimum of one year of experience in clerical work
10. 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
11. Appointee will be required to possess a basic automobile driver's license valid in New Jersey if operating Borough vehicles

**DUTIES:**

1. Assists the supervisor in the formulation of effective policies and procedures for the office and other clerical and related operations of a Department.
2. Schedules meetings, inspections and/or other necessary appointments on behalf of the supervisor.
3. Reviews inquiries and responds with the necessary technical information and assistance in a prompt manner.
4. Maintains liaison with other organizational units providing support services such as data processing, accounting, purchasing, printing and personnel.
5. Participates in data gathering activities and other assignments involving the research and collection of information.
6. Verifies completeness of information in any of the following: applications, reports, files, returns, claims, proposals, forms, and/or listings, and their accuracy before entry into automated systems and files.
7. May assist in preparation of requests for appropriate actions, prepare/process related forms, and initiate follow-up action if necessary.
8. Collects and analyzes data needed as a basis for administrative decisions.
9. Performs general administrative clerical and related work.
10. May organize some designated phase or phases of the clerical and related work involved imitating departmental activities.
11. Makes purchases, compiles needed statistical and other data, checks and prepares invoices and purchase orders and is responsible for monies received for the department.
12. Handles correspondence.
13. Assists with the establishment and maintenance of records and files.

**KNOWLEDGE AND ABILITIES:**

1. Thorough knowledge of modern office methods, practices and equipment.
2. Knowledge of the internal organization and established policies, procedures and regulations relative to the work of the Department.
3. Knowledge of the problems involved in the formulation of effective policies and procedures for the office and other clerical and related operations.

4. Knowledge of preparing and supervising the preparation of statistical and other reports containing findings, conclusion and recommendations.
5. Knowledge of supervising the establishment and maintenance of records and files.
6. Ability to comprehend established office and other clerical and related routine rules and regulations.
7. Ability to organize assigned work and develop effective work methods.
8. Ability to give suitable assignments and instructions to individuals and groups.

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

**RESOLUTION 2013-08-102**

Council Member Gara motioned to adopt **Resolution 2013-08-102**, seconded by Council President Tozzi. Motion carried by the following roll call vote.

**AUTHORIZING PURCHASE OF CERTAIN VEHICLES  
THROUGH THE NEW JERSEY STATE CONTRACT PROGRAM**

**WHEREAS**, there is a need to purchase vehicles for the Raritan Department of Public works and Raritan Police Department; and

**WHEREAS**, Beyer Ford, Inc. has been awarded a contract with the State of New Jersey, Cranford Co-Op and Morris County Cooperative Pricing; and

**WHEREAS**, the CFO has certified that funds are available; and

**NOW, THEREFORE, BE IT RESOLVED** by the Governing Body of the Borough of Raritan, County of Somerset and State of New Jersey that they hereby approve the purchase of the following vehicles through the New Jersey State Contract Program:

YEAR	MAKE	MODEL	VENDOR	CONTRACT	PRICE
2013	Ford	F-350; 4WD	Beyer Ford	AB3560; MCCPC #15-C	\$37,256.00
2013	Ford	Interceptor	Beyer Ford	AB2925; CCC #1	\$31,908.75

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

**RESOLUTION 2013-08-103**

Council Member Carra motioned to adopt **Resolution 2013-08-103**, seconded by Council Member Lobell. 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, 2013 through June 30, 2014; 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
X		Carra	X			
		Gara	X			
		Giraldi	X			
	X	Lobell	X			
		Soriano				X
		Tozzi	X			

**RESOLUTION 2013-08-104**

Council Member Gara motioned to adopt **Resolution 2013-08-104**, seconded by Council Member Giraldi. Motion carried by the following roll call vote.

**INCREASING THE BID THRESHOLD AND APPOINTING A QUALIFIED PURCHASING AGENT**

**WHEREAS**, the recent changes to the Local Public Contracts Law gave local Contracting units the ability to increase their bid threshold up to \$36,000; and

**WHEREAS**, N.J.S.A. 40A: 1 1-3a permits an increase in the bid threshold if a Qualified Purchasing Agent is appointed as well as granted the authorization to negotiate and award such contracts below the bid threshold; and

**WHEREAS**, N.J.A.C. 5:34-5 et. seq. establishes the criteria for qualifying as a Qualified Purchasing Agent; and

**WHEREAS**, Karin Kneafsey possesses the designation of Qualified Purchasing Agent as issued by the Director of the Division of Local Government Services in accordance with N.J.A.C. 5:34-5 et. seq.; and

**WHEREAS**, the Borough of Raritan wishes to take advantage of the increased bid threshold;

**NOW, THEREFORE, BE IT RESOLVED** that the Governing Body of the Borough of Raritan in the County of Somerset, in the State of New Jersey hereby increases its bid threshold to \$36,000; and

**BE IT FURTHER RESOLVED** that the Governing Body hereby appoints Karin Kneafsey as the Qualified Purchasing Agent authorized to exercise the duties of a purchasing agent pursuant to N.J .S.A. 40A: 11- 2(30), with specific relevance to the authority, responsibility, and accountability of the purchasing activity of the contracting unit; and

**BE IT FURTHER RESOLVED** that in accordance with N.J.A.C. 5:34-5.2, the Borough Clerk is authorized and directed to forward a certified copy of this resolution and a copy of Karin Kneafsey' s certification to the Director of the Division of Local Government Services.

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

**RESOLUTION 2013-08-105**

Council Member Gara motioned to adopt **Resolution 2013-08-105**, seconded by Council President Tozzi. Motion carried by the following roll call vote.

**DEPARTMENT OF PUBLIC WORKS – TEMPORARY LABORER**

**BE IT RESOLVED** by the Borough Council of the Borough of Raritan, County of Somerset and State of New Jersey that Mark Pschar, 109 Fairmount Road, West, Califon, NJ 07830 is hereby appointed as a Temporary Laborer for 20 hours per week in the Department of Public Works at an hourly rate of \$10.00, effective July 31, 2013; upon meeting all pre-employment qualifications pursuant to Borough Council’s authorization on July 23, 2013.

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

**RESOLUTION 2013-08-106**

Council Member Gara motioned to adopt **Resolution 2013-08-106**, seconded by Council Member Giraldi. Motion carried by the following roll call vote.

**DISPOSITION OF EQUIPMENT BY THE POLICE DEPARTMENT**

**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**, an unneeded Police Department vehicle with an aggregate value of less than \$3,150.00, of which is listed below:

2005 Ford Crown Victoria VIN2FAFP71W05X171301

**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 Chief of Police 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 2013-08-107**

Council Member Gara motioned to adopt **Resolution 2013-08-107**, seconded by Council President Tozzi. Motion carried by the following roll call vote.

**AUTHORIZING A CONTRACT WITH THE COUNTY OF SOMERSET TO PROVIDE PARTICIPATION IN A COOPERATIVE MEANS OF CONDUCTING CERTAIN COMMUNITY DEVELOPMENT BLOCK GRANT AND HOME INVESTMENT PARTNERSHIP PROGRAM ACTIVITIES**

**WHEREAS**, Title I of the Housing and Community Development Act of 1974 provides for substantial federal funds being made available to certain urban counties for use therein; and

**WHEREAS**, the Community Development Block Grant Program and the HOME Investment Partnership Programs have benefited the County as a whole and has provided a unique opportunity for inter-municipal cooperation; and

**WHEREAS**, the program has provides substantial benefits to persons of low and moderate income including the elderly and disabled, and that these benefits would be lost without a renewal of the County cooperation agreement; and

**WHEREAS**, the Borough of Raritan desires to preserve benefits of the Community Development Block Grant Program and the HOME Investment Partnership Programs for the County by renewing its participation in the Somerset County Community Development Consortium; and

**WHEREAS**, the Interlocal Services Act (N.J.S.A. 40:8A-1 et seq.) provides a mechanism through which counties and municipalities may enter into agreements for the provision of joint services; and

**WHEREAS**, N.J.S.A. 40:8A-1 et seq. provides that authorization for participation in such a cooperative program must be by resolution:

**NOW, THEREFORE, BE IT RESOLVED** by Borough Council of the Borough of Raritan, County of Somerset and State of New Jersey, that:

1. It does hereby authorize continued participation in the Somerset County Community Development Consortium or Urban County.
2. It does hereby authorize, ratify and confirm a certain agreement (hereinafter referred to as "Contract") between the Borough of Raritan and Somerset County entitled "Agreement Between the County of Somerset and Certain Municipalities Located Therein For the Establishment of Cooperative Means of Conducting Certain Community Development Activities" and that this agreement shall automatically renew in every successive qualification period unless notice that it wishes to withdraw is provided to HUD and Somerset County;

3. It hereby authorizes full participation by the Borough of Raritan in all aspects of the activities provided for within said Contract pursuant to the terms and conditions as more fully set forth in said Contract.
4. It hereby incorporates said Contract into this Resolution by reference, as if fully set forth herein.
5. The Mayor and Municipal Clerk are hereby authorized to execute the Contract with the County and Copy of said Contract will remain filed in the Office of the Municipal Clerk for public inspection.

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

**RESOLUTION 2013-08-108**

Council Member Gara motioned to adopt **Resolution 2013-08-108**, seconded by Council President Tozzi. Motion carried by the following roll call vote.

**AUTHORIZING THE ADOPTION OF THE SOMERSET COUNTY MULTI-JURISDICTIONAL ALL-HAZARDS MITIGATION PLAN**

**WHEREAS**, all of Somerset County has exposure to natural hazards that increase the risk to life, property, environment and the County’s economy; and

**WHEREAS**, pro-active mitigation of known hazards before a disaster event can reduce or eliminate long-term risk to life and property; and

**WHEREAS**, The Disaster Mitigation Act of 2000 (Public Law 106-390) established new requirements for pre and post disaster hazard mitigation programs; and

**WHEREAS**, a coalition of Somerset County municipalities with like planning objectives has been formed to mutually develop a mitigation plan and create consistent mitigation strategies within Somerset County; and

**WHEREAS**, the coalition has completed a planning process that engages the public, assesses the risk and vulnerability to the impacts of natural hazards, develops a mitigation strategy consistent with a set of uniform goals and objectives, and creates a plan for implementing, evaluating and revising this strategy;

**NOW, THEREFORE, BE IT RESOLVED** that the Borough of Raritan:

1. Adopts in its entirety, the Somerset County Multi-Jurisdictional All-Hazards Mitigation Plan (the “Plan”) as the jurisdiction’s Natural Hazard Mitigation Plan, and resolves to execute the actions identified in the Plan that pertain to this jurisdiction.
2. Will use the adopted and approved portions of the Plan to guide pre- and post-disaster mitigation of the hazards identified.
3. Will coordinate the strategies identified in the Plan with other planning programs and mechanisms under its jurisdictional authority.
4. Will continue its support of the Mitigation Planning Committee as described within the Plan.
5. Will help to promote and support the mitigation successes of all participants in this Plan.
6. Will incorporate mitigation planning as an integral component of government and partner operations.
7. Will provide an update of the Plan in conjunction with the County no less than every five years.

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

**RESOLUTION 2013-08-109**

Council Member Lobell motioned to adopt **Resolution 2013-08-109**, seconded by Council Member Giraldi. Motion carried by the following roll call vote.

**ASSIGN TAX EXEMPT STATUS  
BLOCK 56 LOT 4**

**WHEREAS**, the Assessor has recommended a totally exempt tax status for a 100% disabled veteran, Edward Cheslock who is the property owner of Block 56; Lot 4, located at 409 Sherman Avenue to be effective as of the application date of July 9, 2012; and

**WHEREAS**, Edward & Barbara Cheslock have paid the 3rd & 4th quarters of 2012 and 1<sup>st</sup> & 2<sup>nd</sup> of 2013; and

**WHEREAS**, this exemption will be prorated to July 9, 2012 in the amount of \$5,081.33;

**NOW, THEREFORE, BE IT RESOLVED** by the Governing Body of the Borough of Raritan, Somerset County, and State of New Jersey that the Tax Collector is directed to allow the status of totally tax exempt to Edward & Barbara Cheslock, 409 Sherman Ave., Raritan, NJ 08869, Block 56; Lot 4.

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

**RESOLUTION 2013-08-110**

Council Member Gara motioned to adopt **Resolution 2013-08-110**, seconded by Council Member Lobell. Motion carried by the following roll call vote.

**REFUND PERMIT FEE**

**WHEREAS**, the Building Department advises there is a voided permit; and

**WHEREAS**, the Contractor who made the payments have requested a refund;

**NOW, THEREFORE, BE IT RESOLVED** by the Borough Council of the Borough of Raritan, County of Somerset, and State of New Jersey that the Chief Financial Officer is directed to pay the following:

\$57 to RJE Telecom, LLC of 20 East Taunton Rd., Suite 525., Berlin, NJ 08009

Re: Permit # 13-077 – Path Creation / Communication Points  
 Property Address: 925 US Hwy. 202. Raritan Borough  
 Property Owner: Bridge Walk, LLC

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

**APPROVAL OF BILLS LIST**

**APPROVAL OF BILLS LIST**

**BE IT RESOLVED** that claims in the amount of \$2,479,173.38 having been listed on the Bills List and recorded in the files of the Borough Hall, and are hereby approved to be paid.

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

Council Member Lobell referred to page three of the Bill List referring to Open Space Tax. He asked what the return is.

Council Member Gara replied she has been speaking with Somerset County in hope that the Borough will be receiving back funds in the way of improvements to the statue and Canal Park.

Council Member Lobell suggested it may be time for another Referendum.

Mayor Liptak added maybe it is time to speak with the Freeholders. She suggested to Council Member Lobell to attend the next Mayors Round Table Meeting to voice his opinions.

**PURCHASE ORDER REQUESTS**

1. River Fest - play units, \$1,978.29, People Pleasers

Council Member Gara motioned to approve the above purchase order in the amount of \$1,978.29, 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			

**COMMITTEE AND LIAISON REPORTS**

Council Member Gara gave the following report:

**COMMITTEE REPORT – AUGUST 27, 2013****ECONOMIC DEVELOPMENT COMMITTEE**

The EDC met on August 14<sup>th</sup>. Members have finalized the merchant letter and survey and will be hand delivering them to all businesses within the Borough. Once all surveys have been returned the committee will analysis same and produce a full report for the Borough Council.

The EDC will be having their regularly scheduled meeting on Wednesday, September 11<sup>th</sup>. Plans are underway to schedule this meeting at Raritan Valley Community College Business Department for community service and related sustainability activities, including a food pantry program. The EDC is looking to see if the college is willing to work with us at a local level. This meeting will give the volunteers at the college an opportunity to see what the Raritan Borough EDC does and decide whether or not to participate in our various services to the community. Additional information on this meeting will be posted on the Borough web site shortly.

This fall the EDC will undertake a review of its membership, and will make any adjustments necessary to ensure a full and active roster of members. We urge all members to participate and request any residents and/or business owners interested in joining the EDC to contact myself or Chairman Don Christensen. Our goal is to promote economic development within our community and participation is critical for success.

**SOMERSET COUNTY MUNICIPAL WASTEWATER MANAGEMENT COMMITTEE**

Will be meeting on Monday, September 16<sup>th</sup> at 7:45 a.m. to discuss the status of the Treatment Plant Capacity Analysis Results, Phase II Wastewater Management Planning Process, PGIA Business and Industry Inventories, Wastewater Management Municipal Chapters and New Clustering Tools for Targeting Growth and Preservations (Cluster Development Act). The meeting will work on advancing the County Priority Growth Investment Areas (PGIA's) is proceeding rapidly and the county would like to showcase how this work will benefit municipalities. Somerset County is also poised to start releasing the first round of Wastewater Management Plan – Municipal Chapters and associated analysis, which will be shared with each member. Also, an overview of the recently adopted Cluster Development Act will be provided and how towns can take advantage of this new planning tool. Public Works Foreman, Bob Fulminante will also be in attending this meeting with

me. I will provide a full report to the Mayor, Council and Borough Engineer following this meeting.

**POLICE**

**Raritan Borough Police Department Monthly Report August 27, 2013**

Police received 1150 general complaints, responded to 63 motor vehicle accidents, 109 moving violations, 37 adult arrests and 2 juvenile arrests. Anyone interested in reviewing the report in its entirety may obtain a copy directly from the Raritan Police Department.

Advertisements for the Position of Police Officer have been placed in the Courier News, the Raritan Borough Web Site, the Raritan Borough Police Department Website, and the New Jersey State Association of Chiefs of Police Website and at police academies throughout the state. Application return deadline was August 26, 2013 at 3pm.

Police vehicles #1, #3 and #12 have been sent to Maaco Auto Painting and the peeling paint on all three vehicles has been repaired.

The two unmarked, out of service police vehicles (Chevy Blazer and Ford Crown Vic) that were deemed to be no longer serviceable have been removed from the Borough Fleet and taken to the County for auction.

The old marked patrol vehicle (car 4) which has also been deemed no longer serviceable has been stripped of all police equipment. This vehicle has been replaced by the new 2013 Ford Interceptor. A letter has been sent to Administrator Jaxel requesting a resolution be prepared for the disposition of this vehicle, also to be sent to county auction. Once approved, this vehicle will also be removed from the Borough fleet.

On August 13<sup>th</sup> Chief Mark Ciesla has advised the Borough that he will be retiring from the Police Department effective, January 1, 2014. Chief Ciesla's last physical working day in the Borough will be Sunday, September 29, 2013. The Chief will be spending the next several weeks transitioning duties over to other members of the department. I would like to make a motion to accept the letter of resignation from Chief Mark Ciesla.

I have had the privilege of working closely with Mark since he became Chief back in 2010. Mark has been a valuable asset to our community since August 26, 1985 and will be greatly missed. I would like to wish the Chief best wishes on his retirement and hope he will pop in to visit us.

**OFFICE OF EMERGENCY MANAGEMENT**

The Borough has received the Emergency Management trailer that was approved for purchase. The trailer has been registered and insured and we are currently waiting for the proofs for the lettering from Fast Signs.

Once the proofs are approved, and the lettering expenditures are accounted for, we can begin the process of ordering the emergency traffic diversion equipment that will be placed in the trailer for emergencies or Borough events.

The Borough's Emergency Operations Plan for 2013 has been submitted to Somerset County O.E.M. for their review and approval. The comprehensive review and submission of the updated plan has taken approximately 5 months to complete. Once approved at the county level, it will be submitted to the NJ State Police O.E.M. for the final review and approval. The plan, once approved, will be valid for a period of 4 years. Depending on when the State Police approve the update plan the next recertification will be due in either 2017 or 2018.

**RIVER FEST COMMITTEE**

Plans are proceeding nicely for the 2<sup>nd</sup> Annual Raritan RiverFest and Rubber Duck Race. To date we have 73 vendors participating and have 15 available spots left for any and all interested in joining us. I would like to thank the Somerville Mayor, Brian Galleghar, The entire Somerville Borough Council and the Somerville Administrator Kevin Sluka for granting permission to our committee to participate at their Friday night car show. The committee has done very well in duck sales at this event and will be there again this Friday for anyone interested in purchasing a duck or a quack pack. I would also like to thank the Somerville Public Works Department for helping us with set up on Division Street, we truly appreciate everything Somerville has done for us!

Keep your eyes open because "The Ducks are Coming" signs and posters will be out and about starting next week. We would appreciate that everyone respects the signs this year and if you see someone taking a sign, kindly contact the Raritan Police Department or a RiverFest Committee person. If anyone is still interested in volunteering for this event please do not hesitate to contact me. Volunteers are still needed to assist in parking, set-up and location assignments.

**PERSONNEL COMMITTEE**

The personnel committee continues to meet every Thursday. All desk audits have been returned and reviewed and the majority of job descriptions has been revised. The Committee will begin working on a new Employee Handbook as soon as we complete the remainder of the job descriptions. We are hopeful to have everything completed by the end of the year.

**MISCELLANEOUS**

- ***Raritan River clean-up project:*** On Sunday, August 18<sup>th</sup> I had the privilege to work with Joe David, Dawn David, Steven Van Duersen, Dineen Van Duersen, Eric Swingle, Just 2 Eagle Scouts doing a South Branch Raritan River Clean-up project. Many wonderful volunteers came out for both events making it very successful. The first event the group removed 101 tires and debris from the Raritan River, it was so successful they had a "Double Down" event on August 18<sup>th</sup> which 406 tires and debris were removed from the Raritan. I am happy to say that in our zone "Raritan Borough" we removed 88 tires from the river bed. Unfortunately we did not have enough time to complete our section of river so the group will be coming back to complete the job.

On Saturday, September 7<sup>th</sup> we will be heading back to the river for the "Clean Slate" event. We are looking for volunteers to come out and help us finish the job. We are in need of volunteers, canoes, flat bottom boats and donations. We will be launching from Roberts Street between 8 and 8:30 in the morning. Bagels are being donated by Danny of Bagelicious for breakfast and lunch will be provided by Geiner of Justin's Pizza. Water has been provided from Teresa at Quick Check. This is an amazing group of people and although you are working hard, it truly doesn't feel like work because of the company you are with. I hope many of you can join us for this very worthy event!

- I will be meeting with Nora Wagner the first week of September to discuss our RiverFest event as well as tour the property so The Duke Foundation can donate a live Christmas tree to our Borough.
- I would like to wish Councilman Anthony Soriano best wishes on his new endeavor in Washington D.C. I wish you all the best in your future, we will miss you.

**River Fest/Duck Race**

Council President gave the following report: River Fest is coming along nicely but the sale of the Ducks is slow at this time.

**Department of Public Works**

Council President Tozzi read the following report:

**Public Works**

**Chipping;**

We continue to chip brush and pick up logs and tree stumps throughout the Borough  
Sixteen loads of chipped brush were brought to recycling plant at Vollers.

**Parks/Recreation;** cut grass and weed whack parks throughout Borough; drained Frelinghuysen pool and covered drains to keep debris out; continued cleaning Bathrooms and picking up garbage in parks. Weed whacked both sides of Somerset St. and cleaned inside all metal grates on Somerset St.

**Sewers/Catch Basins;**

Continue to clean sewers and catch basins throughout the Borough.

**Street Sweeping**

Continue to sweep streets throughout the Borough.

**Blacktop;**

Continue to patch potholes throughout the Borough.

**Garbage Collection;**

187.52 tons of household garbage was collected since last council meeting. 22.25  
Tons of bulk collected.

**Repairs/Maintenance;**

Continue to perform regular maintenance on Garbage Trucks, Dump Trucks and Street Sweeper.  
Continue to perform regular maintenance on all lawn mowers for the on-going mowing season.  
Removed AC condenser out of Backhoe.

**Basilone Parade Committee**

Council Member Giraldi gave the following report: Basilone Parade Committee's sponsored 24<sup>th</sup> Commemorative Concert will be held on September 21<sup>st</sup> at 7pm at Raritan Valley Community College. He added the 32<sup>nd</sup> Annual Parade will be held on September 22<sup>nd</sup> starting at 1pm. He noted a Memorial Mass will be held on September 22<sup>nd</sup> at 10:30 am at St. Ann's Church. He added Former Council Member John Lamastra will be this year's Grand Marshall.

**Board of Health**

Council Member Carra gave the following report: The Board of Health will have a meeting on September 11<sup>th</sup> at 6:30pm.

**Senior Citizen Committee**

Council Member Lobell gave the following report: The next meeting will be September 11<sup>th</sup>.

**Recreation Committee**

Council Member Lobell gave the following report: The Basilone Pool will close on August 30<sup>th</sup>. Frelinghuysen Pool has already closed. He added a request will be made to Somerset County for a basketball court behind the Washington School property. He asked Daniel Jaxel if a letter could go out to the Freeholders for the basketball court. He added winter sports sessions would be held at John F. Kennedy School and they would include basketball for adult and youth, soccer and zumba. He asked if a fence is necessary for the park at Cardinal Woods.

Daniel Jaxel suggested speaking with Lou Gara, Administrative/Zoning Housing Official on the site plan requirements.

Council Member Lobell noted that Somerset County has repaired the parking lot lights at the Municipal Building.

Council Member Anthony Soriano in meeting at 6:46pm.

Council Member Soriano read a brief statement:

As many of you know, I will be starting a new job on September 9, 2013 which requires my relocation to Washington, D.C. With this in mind, I have submitted my resignation from the Raritan Borough Council effective, tomorrow August 27, 2013.

It has been my privilege to serve as a member of the Raritan Borough council over the past three years and eight months. Having been elected in November of 2010 by the citizens of Raritan was an extreme honor, and this has been a very rewarding experience.

I have been a lifelong resident of Raritan and have been active in the community thorough participating in the various recreation programs while I was growing up, to sitting on boards and commissions and most recently as a Council Member. I can honestly say that this town has had a lot to do with shaping who I am today.

I'd like to thank the residents again for giving me this opportunity, and it has been a pleasure to work with everyone.

**COMMUNICATIONS**

Mayor Liptak thanked Council Member Soriano for his hard work and service to the Borough of Raritan.

Mayor Liptak read a letter from Somerset County Recycling. She also noted the Borough rates will remain the same for the year 2014.

**Raritan River Greenway-NJDOT Bikeway Grant**

Mayor Liptak read a letter to inform the Borough about NJDOT Bikeway Grant.

Council Member Gara noted she is in favor of this project.

Mayor Liptak asked Council Member Gara to put a letter together in response.

**Youth on Main Street**

Mayor Liptak noted she had a meeting on August 26<sup>th</sup> with Cheryl Dyer, Acting Superintendent of Schools; they discussed getting Youth on Main Street up and running again. She added she will be speaking with the Principle of Bridgewater-Raritan High School about another program which may work well with Youth on Main Street.

Mayor Liptak advised all drivers to be aware schools are opening September 4<sup>th</sup>

Mayor Liptak to Council Member Lobell the VFW Post 229 in Manville has invited someone from the Council to make a few comments on September 20<sup>th</sup>.

**OLD BUSINESS**

**ENGINEER'S REPORT**

Shelly McGregor gave the following Engineer's report:

**Orlando Drive Improvements, Phase 1**

Construction is completed. All punch list items have been completed. Upon payment of the final vouch, which is on this month's bill list, we will process the final paperwork.

**2012 County Planning Grant**

The final design of the park is on hold pending comment and/or approval from the County.

**Canal Street and NJAWC**

The water company worked on a major main repair, near the Basilone Statue, during 4<sup>th</sup> of July week. The repair has been completed. Restoration work has been completed. We need to monitor the lawn restoration.

**Orlando Drive, Phase 2**

Plans have been completed and the project is out to bid. Bids will be received on September 5, with the intent to award at the Council meeting on September 10. If the selected contractor wishes to begin work immediately, we will need to coordinate around the Basilone parade and River Fest. Both events are noted in the project documents.

Mayor Liptak suggested the landscaping done at the statue was not a very good job.

Shelly McGregor suggested speaking with them about possible sod restoration.

Council Member Lobell noted the curb as you enter the Canal Park is damaged too.

**Property behind the Post Office**

Council President Tozzi asked what the Council could do about the property behind the Post Office because this is truly an eye sore.

Council Member Lobell replied he spoke with Frank Taddeo, Property Maintenance/Housing Inspector about this property. He added Barbier Brothers, LLC the owners of the property may have been given a citation.

Daniel Jaxel suggested getting a status report from Frank Taddeo and Lou Gara in reference to this matter.

Mayor Liptak asked if anything could be done even though the taxes are current.

Council Member Lobell noted the property has been cleaned.

Council Member Gara suggested Lou Gara should inspect the property before it's back filled.

**Shared Services with Somerville**

Council Member Giraldi asked where Council was regarding Shared Services.

Mayor Liptak responded Mayor Brian Gallagher does not have his committee together as of yet. She added she would meet with him for a discussion.

**Tree Plantings on Somerset Street**

Daniel Jaxel suggested asking Daniel LaVerde, Superintendent of Public Works for a list of what trees should be replaced and Council could collectively review the list.

Council Member Gara suggested the possibility of having trees donated.

**NEW BUSINESS**

**Yard Sale Signs Ordinance**

Council Member Lobell noted there have been complaints from DPW and residents about the yard sale signs not being removed. He added there should be a sentence in the ordinance, that signs should be removed on the Monday after the sale.

Mark Anderson replied the posting of yard sale signs is not permitted. He added the code enforcement people can remove them.

Council Member Lobell suggested having yard sales only once a quarter.

**Temporary Disability Insurance**

Council Member Gara suggested tabling this issue till the next meeting.

No objections to table till the September 10, 2013 meeting.

**Accepting resignation (retirement), Mark Ciesla**

Mayor Liptak noted Mark Ciesla, Chief of police will retire official on December 31, 2013 and his last day will be September 29, 2013.

**Basilone concert insurance**

Daniel Jaxel noted a question of insurance has come up regarding the concert at RVCC. He added the contract has no mention of the concert this year.

Council Member Gara responded this should be fine for this year but the wording should be better for next year.

Council Member Lobell added it is not going to cost anything why create an issue.

Mayor Liptak added Somerset County and RVCC should cover the costs it is not on Borough property.

Mark Anderson replied not in the Borough or on Borough property. He added the Borough should be insulated.

Council Member Giraldi added it should be made very clear the Parade Committee will need to acquire insurance. He noted it doesn't make sense for the Borough to insure this.

Mayor Liptak asked for Council opinion on this matter.

Council President Tozzi replied he was fine with it at this time.

Council Member Giraldi noted he was not fine with this. He added we decided to give the committee money but we were to separate them from us for a lot of reasons. He added this is not even on Borough property.

Council Member Gara noted this is just for one year. She added for next year a certification of insurance would be needed.

Council Member Carra responded no, maybe just for this year providing there is no cost to the Borough.

Council Member Soriano responded no, we should stay out of this.

Council Member Lobell replied yes, but just for this year.

**Draft Stream Corridor Protection Ordinance**

Shelly McGregor explained the Draft steam Corridor Protection Ordinance and it's need.

Council Member Lobell asked about cost and if this would restrict development.

Shelly McGregor replied if not up to date with state regulations it can hurt the Borough when applying for grants from the State or from FEMA money.

Mark Anderson added this will need to be put in form for codification.

**Borough Council Vacancy**

Council Member Gara wished Council Member Soriano the very best of luck.

**Old tennis courts on First Ave**

Council Member Lobell suggested the need for recreational programs for teens. He added possibly a skate park.

Council President Tozzi added this could be on First Ave.

Mayor Liptak replied this has come up before it is an unsafe location because line of site and because of the noise to the resident in the area.

Council Member Giraldi added there would be insurance and liability concerns. He suggested a skating park would bring in people from outside the Borough.

Mayor Liptak suggested Frelinghuysen field or Washington School might be better locations.

Council Member Lobell noted he was not in favor of tennis courts.

**PUBLIC COMMENTS**

Mayor Liptak read the following:

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.

**EXECUTIVE SESSION**

In public Mayor Liptak read the following Resolution to enter an Executive Session

**RESOLUTION 2013-08-111**

Council Member Gara motioned to adopt Resolution 2013-08-111, seconded by Council President Tozzi. 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 the meeting shall be resumed at the end of the 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 - Public Works, Construction/Property Maintenance, and Police
2. Public Safety – Fire Company/Department
3. Contract Negotiations – T-Mobile/Cell Tower and Lease Agreement
4. Litigation – Library Staff, Gannett and Buckler/Johnson Drive
5. 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			
		Lobell	X			
		Soriano				
	X	Tozzi	X			

Council Member Gara motioned to close the Executive Session and return to the normal order of business, seconded by Council Member Giraldi. Motion carried at 8:15pm.

**ADJOURNMENT**

Council President Tozzi motioned to adjourn, seconded by Council Member Giraldi. Motion carried at 8:52pm.

Respectfully submitted,

Rayna E. Harris, Borough Clerk

REH/cmd