

**BOROUGH OF RARITAN  
AGENDA-WORKSHOP MEETING**

The Agenda-Workshop Meeting of the Borough of Raritan Council was held on September 10, 2013 in the Municipal Building, 22 First Street, Raritan, New Jersey 08869 at 7:00pm.

**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, Andrew Sibilgia, 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**

Mayor Jo-Ann Liptak led the flag salute

**MOMENT OF SILENCE**

Mayor Liptak offered a moment of silence in Memoriam of September 11<sup>th</sup>.

**INTRODUCTION OF ORDINANCES**

**ORDINANCE 2013-12**

Council Member Lobell motioned to introduce **Ordinance 2013-12**, 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 49**

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

This ordinance will be considered for final passage after public hearing thereon at a meeting of said Borough Council to be held in the Municipal Building, 22 First Street, Raritan, New Jersey, on Tuesday, September 24, 2013 at 7:00 PM or at any time and place to which the meeting for the further consideration of the ordinance shall be adjourned.

**RESOLUTIONS**

**RESOLUTION 2013-09-113**

Council Member Gara motioned to adopt **Resolution 2013-09-113** seconded by Council President Tozzi. Motion carried by the following roll call vote.

**AWARD OF CONTRACT FOR THE RECONSTRUCTION OF ORLANDO DRIVE  
RECONSTRUCTION PHASE 2**

**WHEREAS**, bids for reconstruction of Orlando Drive Phase 2 were advertised to be received on September 5, 2013; and

**WHEREAS**, three bids were received; and

**WHEREAS**, the lowest bid was for \$243,994.69 and made by Black Rock Enterprises, 1316 Englishtown Road, Old Bridge, NJ 08857;

**NOW, THEREFORE, BE IT RESOLVED** that the Borough Council of the Borough of Raritan, County of Somerset and State of New Jersey that the award of the contract for the Reconstruction of Orlando Drive Phase 2 be made to Black Rock Enterprises, 1316 Englishtown Road, Old Bridge, NJ 08857 for \$243,994.69.

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

**DISCUSSION**

**Engineer’s Report**

Stanley Schrek introduced David Maski, Borough Planner who explained the Wayfinding Plan as a way to navigate pedestrian and bicycle route connecting the Raritan train station, the Somerset Street business district, and the Raritan Riverfront. He added this could be a unique way to utilize the train state and also placing an information quiosk at that site.

Mayor Liptak suggested if we are going to do new signs please indicate that Thompson Street is the borderline to East Somerset Street and West Somerset Street.

Stanley Schrek continued with the following Engineer’s report:

**2013 County Planning Grant**

Dave Maski has completed a draft of the Wayfinding Plan as prepared in support of the Orlando Drive Planning Implementation. Dave will distribute copies and give a short presentation at the work meeting, under the Engineer's Report. We can also discuss the County's proposed greenway as well NJDEP feedback with regard to the open air market.

**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**

I met with the water company regarding recent repairs, on Canal Street, at the Basilone Statue. Additional curb will be replaced. Landscaping will be reexamined, after RiverFest, to determine if additional restoration work is required.

**Orlando Drive, Phase 2**

Bids were received and opened on September 5. Of three bids received, Black Rock Enterprises is the lowest responsible bidder with a total base bid of \$243,994.69 which compares favorably with our estimate of \$329,481.25. We have checked references and have had positive feedback on the firm. Although I have not personally worked with Black Rock, others in my firm have. I spoke with a principal of the firm and they indicated that a start date is feasible for the beginning of October. I expect substantial completion in three weeks. It is recommended that the project be awarded to Black Rock Enterprises for a total amount of **\$243,994.69**.

**2014 Transportation Trust Fund**

Applications are due for submittal later this month. It is suggested that two applications be submitted.

1. Orlando Drive, Phase 3
2. Wayfinding Improvements.

Stanley Schrek asked to discuss the Highlands Act. He noted David Maski would explain the pertinent issues.

**Highlands Act**

Mayor Liptak explained at the August 27<sup>th</sup> meeting George Stafford, Outreach Director New Jersey Highlands Coalition spoke of a resolution that needed support.

Council Member Lobell asked what the Highlands Act was.

David Maski replied it is about water conservation in the heart of the Highlands area. He further explained the Act. He added there is no impact if you are not in that region..

Stanley Schrek replied this is not just a New Jersey Act it affects other states too.

David Maski added there is a Regional Master plan which sets strict standards and regulations by the DEP for two ends of the Highlands, preservation and eco development.

Rayna Harris noted on the March 26<sup>th</sup> meeting, Resolution 2013-03-044 was passed in support of the Highlands Act and the Regional Master Plan.

Council Member Lobell asked about grants and how the funds are raised.

David Maski replied yes there are grants available. He added I believe they are from a dedicated funding through Real Estate Transfer Tax.

Stanley Schrek continued with the discussion of the Engineer's Report:

Stanley Schrek noted the landscape restoration will be done after River Fest because if anything where to be done now it would be a mud pit. He added we need to get reimbursement for the time Shelly McGregor, Assistant to the Borough Engineer spent over Labor Day weekend at the water main break on Somerset Street.

Council Member Gara suggested going back to escrow. She added we also had members of the police department and DPW working during this break.

Stanley Schrek commented the question that needs to be asked is why these breaks are occurring. He added these mains are cast iron pipes and cast iron is brittle. He noted Orlando Drive Phase II will start after River Fest in about three or four weeks.

Council Member Carra asked about the broken traffic light on Orlando Drive.

Stanley Schrek replied this has been repaired.

Mayor Liptak welcomed Council Member Andrew Sibilica.

### **NJDOT Bikeway Grant Application**

Mayor Liptak referred to an email from Thomas Boccino, Somerset County Engineer amending the original bikeway trail from running behind DPW to now running in front of DPW.

Daniel Maski added there is a map in the Wayfinding Plan proposal.

### **Busky Lane Sign**

Council President Tozzi noted a stop sign needs to be placed by DPW.

Council Member Lobell added there are additional signs that need to be in place as well on Tillman, North Gaston and Raritan Avenue.

Stanley Schrek replied he would look into the matter.

**Orlando Drive Development**

Stanley Schrek suggested checking the flood way regulations. He noted there is a good chance with the status of upstream with hardship waiver for economic development. He added the need to make an effort to go to Trenton and try to tie this in with the SHIPA meeting.

**Temporary Disability Insurance**

Council Member Gara suggested putting this in the 2014 budget and having a meeting with employees to discuss this matter.

Council Member Lobell noted his concerns with the police contract.

Council Member Gara suggested having Karen Kneafsey, Chief Financial Officer attend the September 24, 2013, Regular Meeting to further discuss this issue.

**Borough Website – Emergency Scroll Message Website Policy**

No objection noted, will follow up.

**Website Policy**

Council President Tozzi suggested the Borough Website should be utilized for Borough events only.

**Raritan Valley Rail Coalition Contribution Request**

Mayor Liptak noted Correspondence from the Coalition received on August 30, 2013 requested a \$100.00 donation.

Letter to be sent to the Coalition- no donation will be given.

**St. Joseph's Parking Lot**

Council Member Carra noted the owner of the property is still in question.

Stanley Schrek added there is no site plan for this property.

Rayna Harris noted a survey was requested with no response.

Daniel Jaxel suggested getting a title search and then a site plan approval from the Planning Board. He added the Church will need to prove the ownership of the property. He noted the Borough is unable to give explicit approval to the Church until ownership is known.

**Far Hills Race 2013**

No objections noted

**Draft Amendment to Section 217-14 Property Maintenance**

Introduction at the September 24, 2013, Regular Meeting

## **CORRESPONDENCE**

Council Member Gara suggested speaking to Somerset County in order to raise money to pay for lighting on the Nevius Street Bridge

Mark Anderson noted a simple donation would be allowed.

Council Member Lobell noted this could be done at River Fest.

Council President Tozzi asked that this not be tied in with River Fest.

Council Member Gara added we are just asking for donations.

Mayor Liptak read a letter from the Regional Center hearing on Concept Review Application Presentation. She added this is pertaining to the Mountain Avenue property. She noted the Planning Board Meeting is the same night. She asked if anyone would be interested in attending this meeting

## **PUBLIC COMMENTS**

Mayor Jo-Ann 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 email a copy to the Borough Clerk's Office after making your comments.

Richard Yadlosky, 267 Weiss Terrace, Raritan, New Jersey 08869: Commented that even through the Farmers Market is still in the researching stage it is unfair competition to the businesses in the Borough. He noted there should be no accumulation of sick days. He asked about the Islamist Temple in Bridgewater and suggested this could be a very emotional situation if approved. He asked if the Library Litigation was still going on and who hires and fires Library personnel.

Mayor Liptak replied yes the Library Litigation was still going on.

Mark Anderson added this is all part of the law suit.

Mayor Liptak closed the public hearing at 8:18pm.

## **EXECUTIVE SESSION**

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

### **RESOLUTION 2013-09-114**

Council Member Carra motioned to adopt **Resolution 2013-09-114**, 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 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
2. Public Safety - Police
3. Litigation – Buckler/Johnson Drive
4. Contract Negotiations – Jeffrey Tozzi Lease Agreement
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
X		Carra	X			
		Gara	X			
	X	Giraldi	X			
		Lobell	X			
		Sibilia	X			
		Tozzi	X			

Council President Tozzi motioned to adjourn the Executive Session and return to the normal order of business, seconded by Council Member Gara. Motion carried at 9:19pm.

Mayor Liptak announced a five minute break.

Return to normal order of business at 9:25pm.

Council Member Lobell motioned to approve authorization of payment for bereavement leave to Robert Fulminante, Foreman Department of Public Works, seconded by Council President Tozzi. Motion carried by the following roll call vote.

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

Mayor Liptak discussed public safety

Council Member Gara asked should we keep the position of the second Lieutenant.

Mark Ciesla, Chief of Police noted by taking someone off the road and giving them more office duties then that is less hours on the street. He added two sergeants per day one each shift it could be more or less than two hours.

Mayor Liptak asked do you still have a power shift. She asked that the power shift be explained.

Chief Mark Ciesla explained what the power shift was and added this does not affect the power shift. He noted the Lieutenants work typically the whole day.

Mayor Liptak asked do Lieutenants get call in.

Chief Mark Ciesla answered the standard rule is to call the closest person.

Council Member Giraldi expressed his assessment of the provided synopsis from Lieutenant Kenneth McCormick.

Mayor Liptak asked how often the Chief and Lieutenant were out of the office on official business per month.

Chief Mark Ciesla answered usually more than once a month.

Daniel Jaxel asked if you had to have 19 officers what would be the structure of your department. He added would it be with two Lieutenants or just the one.

Council Member Giraldi noted he was in favor of a twenty-one officer department.

Council Member Gara suggested this is not a matter of savings, this is a safety issue. She also suggested a police interview committee.

Chief Mark Ciesla explained the process of the Police academy.

No objections to a Resolution on September 24, 2013, Regular Meeting.

Council Member Gara suggested Manville resident Ryan Kreideweis as the 19<sup>th</sup> member of the Police Department. She added a letter of intent would be ok pending the adoption of a resolution.

Mark Anderson explained the alternate route program.

Council Member Gara motioned to approve the hiring of Ryan Kreideweis and Benjamin Griffin to the Police Department, 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			
		Sibilia			X	
	X	Tozzi	X			

**ADJOURNMENT**

Council President Tozzi motioned to adjourn seconded by Council Member Lobell.  
 Motion withdrawn by Council President Tozzi

Council President Tozzi to Daniel Jaxel requested letters of interest from eligible candidates for Chief of Police.

Council Member Gara explained the past practice for the interviews. She suggested a list of candidates prior to the September 24<sup>th</sup> meeting.

Council President Tozzi motioned to adjourn, seconded by Council Member Giraldi. Motion carried at 10:04pm.

Respectfully submitted,

Rayna E. Harris, Borough Clerk

REH/cmd