

The Agenda-Workshop Meeting of the Raritan Borough Council was called to order by Mayor Liptak at 7:00p.m. The meeting was held in the Meeting Room of the Raritan Borough Municipal Building at 22 First Street, Raritan, NJ 08869.

Mayor Liptak announced that the meeting 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 on March 3, 2014. 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.

ROLL CALL

Present: Councilwoman Carra, Councilwoman Gara, Councilman Giraldi, Councilman Lobell, Councilman Sibiliala, Council President Tozzi

Absent: XXX

Also Present: Mayor Liptak, Borough Attorney Wenner, Borough Engineer Schrek (arrived at 7:23p.m.), Borough Administrator Jaxel, Police Chief McCormick, Borough Clerk Schmitt

FLAG SALUTE AND MOMENT OF SILENCE

Councilman Giraldi led the invocation and flag salute.

PUBLIC COMMENT

Daniel Bessasparis of Bagelicious, 25 E. Somerset Street, Raritan, New Jersey stated that he is concerned about the trees on Somerset Street which are growing into the building at his establishment. Mayor and Council requested that Borough Administrator Jaxel contact Absolute Tree Service for a quote.

EXECUTIVE SESSION

Resolution No. 2014-07-107 - Executive Session - Subject Matter: Police Contract Negotiations

On motion by Councilwoman Gara, seconded by Councilman Lobell, it was moved to adopt Resolution 2014-07-107.

Recorded Vote on Resolution No. 2014-07-107

Aye: Carra, Gara, Giraldi, Lobell, Sibiliala, Tozzi

Nay: XXX

Abstain: XXX

Motion Carried 6-0.

Council convened in Council Chambers at 7:05 p.m.

On motion by Council President Tozzi, seconded by Councilwoman Gara, it was moved to come out of Executive Session.

Recorded Vote: AYE: All Ayes.
 NAY: XXX
 Abstain: XXX

Motion Carried 6-0.

Council resumed in open session at 7:23p.m.

WORK SESSION

1. Engineer's Report (SS)

Borough Engineer Schrek gave the following report:

Johnson Drive

The assigned mediator is negotiating with the bonding company and the new contractor with regard to pay items. I'm hoping to have a definitive start date by the time of the Council mtg.

The Discretionary Aid application, for the Johnson Drive sewer repair has been submitted to NJDEP with receipt verbally acknowledged.

Sanitary Sewer Mapping

We are consolidating all the past video inspection mapping and adding very old mapping that DPW has maintained. The Borough does not have accurate/complete sewer mapping. The end product will be a complete map of the entire Borough sanitary sewer system.

Fifth Street Sidewalks

I will report a start date once we have a preconstruction meeting. The scheduled meeting was canceled due to family emergency on the contractor's side.

2014 CDBG Applications -Victoria Ave

Mayor Liptak and I presented our application, before the select committee, on May 7. We have learned that we will be receiving full funding. \$98,405.00.

Orlando Drive, Phase 2

The project is substantially complete at the time of this writing. No issues during construction.

Orlando Drive, Phase 3

NJDOT has awarded a \$257,000 grant. The limits of project are from Thompson Street (terminus of Phase 2) to the intersection at Old York Road. We will begin design once the capital budget is approved.

Tillman Street Improvements

Stonebridge is obligated, per the Settlement Agreement, to construct improvements on Tillman Street. The work has commenced. The scope of work is drainage improvements, new curb and sidewalk, roadway base repairs, milling and overlay. Work is continuing.

NJ American Watermain Improvements

NJAWC is proceeding with the replacement old 4" CIP main with 8" DIP on Colfax Street, Church Street and Coddington Street. As with last year's project, the road will be milled and resurfaced upon completion. The Borough will be responsible for ADA compliant sidewalk ramps and MS4 compliant storm inlets. Work is continuing.

2. Proposed Ordinance - Stream Encroachment (SS)

Borough Engineer Schrek reviewed the purpose of the stream encroachment ordinance and stated that his only concern is with who is responsible for the enforcement of the ordinance.

Councilwoman Gara stated her concern with a property owner on Woodmere Street who has planted bamboo which has become very invasive. Borough Engineer Schrek and Ms. Gara plan to investigate.

After a brief discussion, it was agreed that Borough Attorney Wenner would prepare this ordinance for introduction at the July 22nd Regular Meeting.

3. Proposed Ordinance - Storage of Firewood (RW)

Borough Attorney Wenner reviewed the draft ordinance with Council and explained some of the provisions. After a brief discussion it was agreed that Mr. Wenner would prepare the draft ordinance for introduction at the July 22nd Regular Meeting.

4. Guidelines for Privately Operated Recreational Facilities in the Riverfront Greenway District (RW)

Borough Attorney Wenner reviewed correspondence and proposed language received from the Planning Board regarding an amendment to the Land Use Element of the Master Plan which the Planning Board requests is incorporated into an ordinance.

After a brief discussion, it was agreed that Mr. Wenner would prepare an ordinance for introduction at the July 22nd Regular Meeting.

5. Reservation for use of River Front Park (ML)

Mayor Liptak reviewed with Council a reservation for use of the River Front Park from a private organization received from Rich Bartolucci, Director of Parks and Recreation. Mayor Liptak also reviewed the guidelines that Somerset County incorporated for use of the County Parks. Council requested that the appropriate certificate of insurance be received from the requestor prior to granting approval.

6. Request for Vacating Granetz Place (DJ)

Borough Administrator Jaxel reviewed with Council correspondence received requesting purchase of a paper street in the Borough. Council requested the Mr. Jaxel review the request with Lou Gara, Borough Construction Official. Borough Engineer Schrek stated that the Borough must explore the long-term goals of the requestor and he will contact them to get more information.

7. Continuation of Health Benefits for Surviving Spouses (RW)

Borough Attorney Wenner reviewed with Mayor and Council his letter regarding continuing health benefit coverage for the surviving spouse of a deceased employee/retiree. Discussion ensued on current benefits to retirees and the cost for continuation upon their death. Discussion continued on whether this benefit should be incorporated by policy or ordinance and how it would relate to collective bargaining contracts. There was Council consensus to adopt this policy by ordinance pending the opinion of Steve Glickman, Borough Labor Counsel.

8. Professional Services Architectural Agreement - Library Ramp (RW)

Borough Administrator Jaxel stated that a proposal for professional architectural services for the Library ramp has been received and requested Council's approval to add a Resolution to the next meeting to approve the contract. Ron Rispoli, President of the Trustees of the Raritan Public Library inquired if the proposal included a push button door opener for the handicapped. Mr. Jaxel agreed to contact the architect to find out. Council agreed to add this Resolution to the next meeting.

9. Library Audit/Finances (PG)

Councilman Giraldi stated he has made a request but has not received any numbers to date so he will table discussion on this item until the next meeting.

10. Records Management Proposal - CNA Services (DJ)

Borough Administrator Jaxel reviewed the records management proposal from CNA Services, a state contract vendor, with Council and reviewed the scope of the project. Mayor Liptak mentioned that there are some old records, dating prior to 1948 when Raritan Borough was part of Bridgewater, and requested that these documents do not leave the building due to their historical value. Council agreed to add this item to the next council meeting agenda.

11. Home Emergency Generators (SS)

Borough Engineer Schrek stated that Lou Gara, Borough Construction Official, has informed him that there has been an increase in permit requests for permanently mounted home emergency generators. Mr. Schrek suggested that this item be governed by Borough ordinance to protect neighboring residents. Mr. Schrek briefly reviewed general provisions that other municipalities have adopted and stated that this policy could also incorporate air conditioning units. Council inquired as to what path could be taken prior to adoption of an ordinance. Mr. Schrek and Mr. Wenner suggested that Lou Gara, Borough Construction Official try to work with residents for best placement of the units prior to adoption of an ordinance.

12. Soccer Goal Post - Orland Drive (DT)

Council President Tozzi remarked that he received a phone call from a resident inquiring how the soccer goal posts got placed at the Orlando Drive Park. Councilman Lobell stated that this topic was brought up previously and stated that this was part of the Master Plan for the park. Mr. Lobell informed Council that the County provided the goals and the goals will be in place for the spring and fall seasons. Mr. Lobell also stated that they are not strapped down and are being held in place with sand bags. Borough Engineer Schrek added that these fields were laid out and graded as soccer fields as stated in the Open Space and Recreation Plan. Council had no objections to the placement of the soccer goals, however Councilman Sibilgia did object to the manner in which the goals are anchored.

13. Personnel/Job Descriptions (DC)

Councilwoman Carra stated that the personnel committee has not met for 2014 and was wondering whether there were plans to continue with the job descriptions and employee handbook project. Councilwoman Gara requested that this project wait until the fall, due to her current obligations.

14. Street Signs (DC)

Councilwoman Carra commented on the appearance of the Borough street signs and remarked that the street names are not readable. Mayor Liptak remarked that street signs are required to be a certain height and color. After a brief discussion, Councilwoman Gara stated she would follow up on this item.

15. Disposition of Unclaimed Bicycles (KM)

Police Chief McCormick informed Council that the trailer for unclaimed property is at its capacity with bicycles. Chief McCormick stated that the public auction process has not proved to be cost effective and requested that Council consider his request to dispose of the unclaimed bicycles by recycling them for scrap metal. Council was in consensus that this process was acceptable.

16. Permit Application to Keep Animals (RW)

Borough Attorney Wenner advised Council that according to the Borough Code a resident is required to make an application to keep animals. Even though no zoning application is required, the resident is still required to make an application and receive Council approval to maintain control of the situation.

17. Main Street Appearance (GL)

Councilman Lobell stated that although the street lamps have been repainted and look good the rest of Main Street is in need of some maintenance. Discussion ensued on the how the Borough could trim the trees, cap the tree stumps, and clean up the curb lines.

18. EMS Options (GL)

Councilman Lobell stated previously when Somerville Rescue Squad presented its new plan for paid services he feels it is the Borough's responsibility to perform its due diligence and explore other options. Mr. Lobell requested Council's approval to allow representatives from Robert Wood Johnson ambulance service present a plan of their services at a future Council Meeting. Mr. Lobell also suggested the forming of a committee to explore other emergency medical service options.

Discussion ensued on the current Somerset Shared Service Ambulance Alliance and Borough Administrator Jaxel said he would explore whether an extension of that agreement is possible. There was Council consensus to start the July 22, 2014 Council Meeting at 6:30p.m. pending availability of a Robert Wood Johnson representative to give a presentation of their services.

ORDINANCES - SECOND READING

Ordinance No. 2014-04 - Bond Ordinance Providing for Various Capital Improvements by the Borough of Raritan, New Jersey Appropriating the Aggregate Amount of \$524,700 Therefor and Authorizing the Issuance of \$498,000 Bonds or Notes of the Borough to Finance Part of the Cost Thereof

Mayor Liptak called for a motion to open the public hearing.

On motion by Councilwoman Gara, seconded by Council President Tozzi, it was moved to open the public hearing on Ordinance No. 2014-04.

Recorded Vote:

Aye: Carra, Gara, Giraldi, Lobell, Sibilia, Tozzi
Nay: XXX
Abstain: XXX

Motion Carried 6-0.

There being no comments, Mayor Liptak called for a motion to close the public hearing.

On motion by Councilwoman Gara, seconded by Council President Tozzi, it was moved to close the public hearing on Ordinance No. 2014-04.

Recorded Vote:

Aye: Carra, Gara, Giraldi, Lobell, Sibilia, Tozzi
Nay: XXX
Abstain: XXX

Motion Carried 6-0.

On motion by Councilwoman Gara, seconded by Councilwoman Carra, it was moved to adopt Ordinance No. 2014-04.

Recorded Vote:

Aye: Carra, Gara, Giraldi, Lobell, Sibilia, Tozzi
Nay: XXX
Abstain: XXX

Motion Carried 6-0.

PURCHASE ORDER REQUESTS

1. Fire Department - Annual Hose Testing - Waterway in the amount of \$1,905.00

On motion by Councilman Sibilia, seconded by Councilman Lobell, it was moved to approve the above listed purchase order request.

Recorded Vote:

Aye: Carra, Gara, Giraldi, Lobell, Sibilia, Tozzi
Nay: XXX
Abstain: XXX

Motion Carried 6-0.

2. Police Department - Telephone System Service Agreement - Nixle in the amount of \$1,590.00

On motion by Councilwoman Gara, seconded by Council President Tozzi, it was moved to approve the above listed purchase order request.

Recorded Vote:

Aye: Carra, Gara, Giraldi, Lobell, Sibilia, Tozzi
Nay: XXX
Abstain: XXX

Motion Carried 6-0.

3. Recreation Department - Camera Security System for Frelinghuysen Park in the amount of \$1,782.00

On motion by Councilman Sibilia, seconded by Councilman Lobell, it was moved to approve the above listed purchase order request.

Council President Tozzi asked who is monitoring the security cameras. Councilman Lobell responded that the additional cameras which are of a higher quality are displayed and recorded in the recreation office and they have the ability to be replayed.

Recorded Vote:

Aye: Carra, Gara, Giralardi, Lobell, Sibilia, Tozzi
Nay: XXX
Abstain: XXX

Motion Carried 6-0.

CORRESPONDENCE

Councilwoman Gara stated that a resident contacted her who has a teenage son approximately 14 or 15 who is willing to volunteer in the municipal building. Borough Administrator Jaxel said that he would distribute the request to the Borough Department Heads.

Council President Tozzi invited everyone to the Toms River, New Jersey Ice Cream Festival on July 19, 2014 from 12:00p.m. to 8:00p.m. Mr. Tozzi said that the duck will be in attendance at the request of a very generous benefactor who requested the duck's presence at a birthday barbeque for his wife.

Borough Administrator Jaxel informed Council that the Borough would be re-advertising for the Police Officer position. Also, Mr. Jaxel informed Council that the Municipal Prosecutor position is established by contract and therefore is not listed on the salary resolution; this salary will require an amendment to the contract and will be listed on the next agenda.

Mayor Liptak announced that the Basilone Ball was held on June 19th, it was a very nice event and the Mayor was presented with a certificate of participation.

Councilman Lobell inquired about the status of the project for the restoration of the fire station. Borough Administrator Jaxel stated that the process has been delayed due to a change in personnel.

PUBLIC COMMENTS

Adele Goetsch of 6 Nevius Street, Raritan, New Jersey commented that she has been at both the Frelinghuysen Park pool and the Basilone pool at Kennedy School and asked if benches could be installed at the Frelinghuysen Park pool like the ones at the Basilone pool. Ms. Goetsch also commented on the appearance of Main Street and stated that she takes care of the curb in front of her house, so the business owners should be responsible for the property in front of their building.

Councilwoman Gara agreed with Ms. Goetsch and suggested to Council that Public Works perform a one-time spraying of the curb lines, to eliminate the weeds, and then a letter be sent to the affected property owners stating that it is their responsibility to maintain their properties going forward.

Thomas Brown of 18 Elmer Street, Raritan, New Jersey inquired about a rumor he heard that a Starbucks may be coming to town. Borough Engineer Schrek responded that there was an inquiry.

Mr. Brown also commented that he wanted to clarify that according to the State Health Benefits plan for retirees, benefits do not cease if a member passes away on the last day of the month. Council acknowledged that they were aware of the coverage.

Councilman Lobell commented that regarding the Borough pools there are many older trees which may eventually cause an issue and requested that Borough Administrator Jaxel contact Absolute Tree Service for an evaluation.

ADJOURNMENT

On motion by Councilwoman Gara, seconded by Councilman Lobell, it was moved to adjourn the meeting.

Recorded Vote: AYE: All Ayes.
 NAY: XXX
 Abstain: XXX

Motion Carried 6-0.

Meeting adjourned at 8:52p.m.

Respectively Submitted,

Marguerite Schmitt, RMC
Borough Clerk

Approved: _____