

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 (departed at 8:15p.m.), Councilman Giraldi, Councilman Lobell, Councilman Sibilia, Council President Tozzi

Absent: XXX

Also Present: Mayor Liptak, Borough Attorney Wenner, Borough Engineer Schrek, Police Chief McCormick, Construction Official Gara, Borough Clerk Schmitt

FLAG SALUTE AND MOMENT OF SILENCE

Councilman Giraldi led the invocation and flag salute.

PUBLIC COMMENT

Gerri Cicero of 5 Woodmere Street, Raritan, New Jersey inquired about the status of the home generator requirements. Ms. Cicero stated that it has been five month now that she has been trying to get a generator installed and she is concerned because another anniversary of Hurricane Sandy is approaching. Ms. Cicero stated that she doesn't understand why it is taking so long to have regulations drafted and that she is trying not to be a burden on anyone and ensure that she can live independently.

Mayor Liptak explained that the Planning Board will meet on October 22nd to review this topic. Borough Attorney Wenner explained the process to pass a Zoning Ordinance. Borough Engineer Schrek explained that Ms. Cicero could have applied for a variance and the process would have been much quicker. Mr. Schrek also suggested that Ms. Cicero come to the Planning Board meeting to make additional comments if she so desired.

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Mr. Louis J. Lane of 805 Plainfield Avenue, Raritan, New Jersey, President of Relief Hose Company No. 2, read the following letter into record:

October 2, 2014

Dear Mayor Liptak and Members of the Council:

On Sunday, September 28th, the members of Relief Hose Co. #2 participated in the 3rd Annual Raritan Riverfest and Rubber Duck Race. As you know, this community-oriented event is organized under the Raritan Borough Economic Development Committee and the Raritan Riverfest Committee, in which Council President Don Tozzi and Councilwoman Denise Carra played a large part. The Duck Race is sponsored by Uncle Vinnie's Clam bar and benefits the Steeplechase Cancer Center at Robert Wood Johnson University Hospital Somerset as well as Relief Hose Co. #2.

Riverfest requires many months of planning and organizing by a variety of elected and appointed officials and volunteers. In addition, these same people put in many volunteer hours of effort to set up, execute, and take down the event. The volunteer members of Relief Hose Co. #2 provide the manpower and know-how to work safely in the river to actually conduct the race successfully.

It may not be widely known that the members of Relief Hose Co. #2 own and operate the firehouse on North Thompson Street. Our non-profit organization requires funding to pay for utilities, operations and repairs. For this reason we conduct an annual fund drive, the proceeds sent from my iPhone have been declining for several years. At present, our income from charitable contributions does not meet our expenses.

The members of Relief Hose Co. #2 have volunteered to provide fire protection to our town and we continuously train to do so safely and efficiently. Since our talents lie in public safety, not in fund raising, we are particularly grateful to those who have organized the annual Duck Race. They have given us an opportunity to use our skills to contribute to the success of an event which, in the end, benefits Relief Hose Co. #2.

The Duck Race clearly illustrates that individuals, organizations and agencies with different interests, diverse skills, and dissimilar goals can work together toward a common goal that benefits us all. The Officers and Members of Relief Hose Co. #2 are very grateful to each and every person who contributed to the success of the Raritan Riverfest and Rubber Duck race.

Very truly yours,

Louis J. Laine

President

cc: William C. Mener, Fire Chief

Lisa Snyder of 26 Second Avenue, Raritan, New Jersey read the following statement into record:

I am here today to approach Council and the public in regards to a rumor circulating that Recreation is not doing well since the reorganization. I'd like to put this fire out immediately before any damage is done.

This fall, the Flag football/Grid Kid program was introduced and we've had a great response in regards to registrations. As this is the first year for this program, the Basilone Memorial Fund created by Kim VanNote and Don Tozzi donated the funds for our uniforms to help us get started. Zumba continues to run and we are taking registrations for youth soccer which begins in December and youth basketball and cheerleading which begin in January.

We are currently working on our annual Halloween and Costume Parade. The board has revamped the prize qualifications and added a new group. We are also catering to our children with peanut allergies and this year offering peanut free candy. We are inviting a few of our local businesses to judge for us.

Also in the works is our annual Santa Comes to Raritan event which will be December 7th. We already have some of our donations lined up from Wegmans and Quick Check.

In a matter of just a few weeks, our member count for our Recreation Facebook group has steadily increased to 259 members. We've also created a twitter account and we are looking into also starting an Instagram account. Although we are expecting parents to sign up their children, we also want to attract our older groups of children and becoming savvy with today's technology is the only way to do this.

Anyone who has not been to the rec office yet should stop by. Al Bartocci has cleaned up the office and it looks fantastic. He's started painting and is looking into new counter tops and carpeting. Our board is excited that we will be able to run our monthly meetings there starting in January.

The directors and members of the board are always open to suggestions. If anyone has any concerns, complaints anything they'd like to tell us the doors of communication are always open.

Councilman Lobell thanked Ms. Snyder and Al Bartocci, Acting Director of Recreation for stepping up and taking on the duties at the Recreation Department and for their dedication to the residents of the town.

Adele Goetsch of 6 Nevius Street, Raritan, New Jersey stated that the River Fest was a great success this year and commented that both the river and bridge looked beautiful. Ms. Goetsch expressed her gratitude to those involved for all their hard work. Ms. Goetsch also thanked the Recreation Department for

offering the peanut free candy this Halloween for the children with peanut allergies.

Jim Foohey of 710 Rhine Boulevard, Raritan, New Jersey asked why there were so many empty tables at this year's River Fest, especially when the Raritan Library was told two weeks prior to the event that all the tables were full. Council President Tozzi explained the process for assigning tables and stated that the committee filled sixty-four paid tables and in addition maintained a waiting list. Mr. Foohey stated that on the day of the event there were many empty spaces and a spot should have been made available to the Library. Councilman Giraldi stated that the few empty spaces observed were paid for in advance.

Carri Tozzi of 38 Glaser Avenue, Raritan, New Jersey read the following letter to the editor published in the Breeze-Bridgewater and Raritan's News:

To the Editor:

There's a saying that if something walks like a duck and swims like a duck and quacks like a duck, then it must be a duck. In the borough of Raritan, if you see a rather large duck walking and quacking, it must be Council President Don Tozzi raising funds to combat cancer.

On Sept. 28, Councilman Tozzi and Councilwoman Denise Carra joined with hundreds of residents and friends to watch the third annual Raritan Rubber Duck Race on the Raritan River. The winning ducks crossed the finish line in roughly 15 minutes, but the real winners were the hundreds of patients who find treatment for cancer every week at the Steeplechase Cancer Center at RWJ Somerset.

Thanks to the extraordinary compassion, commitment and tireless efforts of Mr. Tozzi and Ms. Carra, this year's race raised more than \$28,000! The Steeplechase Cancer Center is the grateful recipient of more than \$21,000, while another \$7,000 is being donated to the Raritan Borough Fire Company Hose Relief 2 for their on-going support of this wonderful event.

Since starting the Raritan Rubber Duck Race three years ago, nearly \$50,000 has been raised to battle cancer in our community through the leadership of Tozzi and Carra and with the overwhelming support of the residents of Raritan Borough and beyond. Each year, these funds are invested back into our community through the multitude of healthcare services provided by RWJ Somerset and the Steeplechase Cancer Center.

When two Raritan Borough Council volunteers and more than 4,000 ducks get together, healing and hope can be delivered in abundance to the residents of our community.

On behalf of the patients and families who come to RWJ Somerset and the Steeplechase Cancer Center each day, we thank all who participated in this year's event.

Sincerely,

Paul Huegel

President, Somerset Health Care Foundation

EXECUTIVE SESSION

Resolution No. 2014-10-135 - Executive Session - Subject Matter:
Litigation; Public Works Personnel

On motion by Councilman Lobell, seconded by Council President Tozzi, it was moved to approve Resolution No. 2014-10-135.

Recorded Vote on Resolution No. 2014-10-135:

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

Nay: XXX

Abstain: XXX

Motion Carried 6-0.

Council and Borough Officials moved to the conference room and convened in Executive Session at 7:30p.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 7:45p.m.

Upon returning to open session, Mayor Liptak announced that Council has business to conduct.

On motion by Councilman Lobell, seconded by Council President Tozzi, it was moved to adopt and move forward with the cease and desist order with Total Automotive and to authorize the Borough Attorney to proceed with the application for injunctive relief to Superior Court if the notice is not complied with.

Recorded Vote on the above motion:

AYE: Carra, Gara, Giralardi, Lobell, Sibilia, Tozzi
NAY: XXX
Abstain: XXX

Motion Carried 6-0.

On motion by Council President Tozzi, seconded by Councilman Sibilia, it was moved to maintain Mr. Johnson as an employee to fill in for the Public Works employee currently on disability.

Recorded Vote on the above motion:

AYE: Carra, Gara, Giralardi, Lobell, Sibilia, Tozzi
NAY: XXX
Abstain: XXX

Motion Carried 6-0.

WORK SESSION

1. Engineer's Report (SS)

Borough Engineer Schrek gave the following report:

Catch Basin Repairs

Contracts are being finalized. A pre-construction meeting is scheduled for 10/16 at 2pm.

Orlando Drive, Phase 3

We have started design work for this project. In conjunction with this project we need to discuss a property diversion, with Green Acres, for the existing Green Acres property which was occupied by the realignment of Orlando Drive back in the '80s.

Tillman Street Improvements

We met with the developer, this past Wednesday do review parameters for completing Tillman Street. The road improvements will be completed this month. The back gate is now open into the development. The gate provides entrance only. There is no exiting traffic permitted on Tillman

NJ American Watermain Improvements

This past week, NJAWC completed milling and paving of Church Street, Codington Street and Colfax Street all at no cost to the Borough. Inspection escrow was also provided by NJAWC.

Parkland at Block 116.02, Lot 112.01

NJDEP will require a wetlands determination prior to a permit application however it is noted that based on previous meeting, our proposed permit application is reasonable. Preliminary feedback from the wetlands consultant does not indicate that critical wetlands are on site.

2015 NJDOT Local Aid Application

As discussed at the last meeting, we have prepared, and will submit shortly, an application requesting funding for improvements to Bell Avenue. The application requests \$300,000 in aid to supplement a \$450,000 project. The scope of work includes curb and sidewalk repairs, ADA

compliant ramps, drainage improvements, roadway base repairs, milling/overlay and possible traffic calming measures. A Council resolution, in support of the application is required.

2015 Regional Center Challenge Grant

Applications are due in December. These grants are typically for planning projects. The allotment has been cut to \$15,000 from the usual \$20,000. In light of the pending "One Seat" program, we suggest re-evaluating the former Transit Village study. The past study did not support a Transit Village, but did not discuss Transit Oriented Development and did not envision the Stone Bridge development or the propose attraction of riverfront. The study should be completed within the funding limits as some/most of the ground data used in the original study still available and current.

Councilwoman Gara inquired about the status of the embankment by the stream behind the Basilone Pool on Woodmere Street. Borough Engineer Schrek stated that it would be taken care of.

2. NJ Best Practices Checklist (DJ)

Borough Administrator Jaxel stated that he and Chief Finance Officer Kneafsey have inventoried the NJ Best Practices Checklist. Mr. Jaxel reviewed the NJ Best Practices Checklist criteria with Council and requested, in order to maximize the Borough's State aid, that Council adopt a policy in compliance with the Best Practices Checklist, requiring newly elected officials to take a training course.

On motion by Councilwoman Gara, seconded by Council President Tozzi, it was moved that newly elected Borough Officials are required to take a training course.

Recorded Vote on the above motion:

AYE: Carra, Gara, Giraldi, Lobell, Sibilialia, Tozzi

NAY: XXX

Abstain: XXX

Motion Carried 6-0.

Borough Administrator also addressed another item on the checklist which requires a speaker to address Council on the responsibilities and obligations of elected officials. Mr. Jaxel stated he is trying to obtain a speaker for the October 28th meeting at 6:00p.m. Council was in agreement.

3. Sunesys - Right of Way (RW)

Borough Attorney Wenner reviewed the draft ordinance with Council and updated Council that Woodmere Street and Center Street would also be included in the right of way along with

Johnson Drive. Council was in agreement to list this ordinance on the October 28th meeting for first reading.

4. Animal Control Services (DJ)

Mayor Liptak reviewed the two proposals received for Animal Control Services. Mayor Liptak supported the current services performed by Animal Control Solutions and Council was in agreement to procure their services for next year. Borough Administrator Jaxel reviewed the four options listed in the proposal and requested that Council choose one. Discussion ensued on comparing the options and Council was in agreement to proceed with option #4. Borough Administrator Jaxel requested that Borough Attorney draft a resolution for the next meeting.

5. Parking Time Limit Change - Somerset Street (DJ)

Mayor Liptak updated Council on a complaint received from a business on Somerset Street regarding the lack of available parking on Somerset Street during Temple services and the request for a fifteen minute parking limit. Discussion ensued on the possible ramifications of a restricted parking time limit and it was concluded to leave the current policy in place.

Mayor Liptak requested that the Animal Control Services item be revisited and stated that there are a large number of unlicensed dogs in the Borough. Mayor Liptak requested that a door to door canvas or census be authorized to ensure that all dogs are properly licensed. Councilman Lobell stated that it is Council's due diligence to ensure that all cats and dogs are properly licensed. Discussion ensued on how to accomplish this task. Mayor Liptak requested that Borough Administrator Jaxel contact Animal Control Services and obtain a fee proposal for this service.

6. Board of Health - Secretary Vacancy (PG)

Councilman Giraldi reported that Rayna Harris, the current Board of Health secretary has resigned and that the Board would like to initiate the process to fill the vacancy. Borough Administrator Jaxel informed Councilman Giraldi on the replacement procedure.

7. Board of Health - Website link to current health issues (PG)

Councilman Giraldi stated that the Board of Health requested that Council support a link on the Borough website to a health services website to bring awareness to health warnings and food recalls. Council supported the idea.

8. 3rd Annual Raritan River Fest (DT)

Council President Tozzi presented a recap on the fundraising efforts from the River Fest. Mr. Tozzi stated the raffle winner's names, the amount of ducks that swam down the river and that a total of \$28,126.00 was raised to benefit the Steeple Chase Cancer Center. Mr. Tozzi thanked all those who participated in the event.

Councilwoman Gara departed at 8:15p.m.

RESOLUTIONS

Resolution No. 2014-10-136 - Resolution Authorizing the Refund of Interest

On motion by Council President Tozzi, seconded by Councilman Lobell, it was moved to approve Resolution No. 2014-10-136.

Recorded Vote on Resolution No. 2014-10-136:

Aye: Carra, Giraldi, Lobell, Sibilialia, Tozzi

Nay: XXX

Abstain: XXX

Motion Carried 5-0.

Resolution No. 2014-10-137 - Chapter 159 - 2014 Drunk Driving Enforcement Funds

On motion by Councilwoman Carra, seconded by Council President Tozzi, it was moved to approve Resolution No. 2014-10-137.

Recorded Vote on Resolution No. 2014-10-137:

Aye: Carra, Giraldi, Lobell, Sibilialia, Tozzi

Nay: XXX

Abstain: XXX

Motion Carried 5-0.

PURCHASE ORDER REQUESTS

1. Fire Department - Fire Prevention Equipment - New Jersey Fire Equipment Corp. (NJ State Contract) in the amount of \$9,712.33.

On motion by Councilwoman Carra, seconded by Councilman Sibilialia, it was moved to approve the above listed purchase order request.

2. Fire Department - Annual Pump Test and Maintenance - Fire Apparatus Repair in the amount of \$3,060.00.

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

3. Fire Department - Fire Prevention Vehicle - Hertich Fleet Services (NJ State Contract) in the amount of \$16,496.25.

On motion by Councilman Sibilialia, seconded by Councilwoman Carra, it was moved to approve the above listed purchase order request.

Recorded Vote on the above motions:

Aye: Carra, Giraldi, Lobell, Sibilialia, Tozzi

Nay: XXX

Abstain: XXX

Motion Carried 5-0.

CORRESPONDENCE

Mayor Liptak stated the Borough Engineer Schrek mentioned previously the participation in the 2015 Regional Center Challenge Grants. Mayor Liptak also mentioned that the formal paperwork hasn't come through yet but an invitation has been received from Joe Fishinger, Principal Engineer with Somerset County allocating money for two more driver feedback signs per town. The Mayor informed Council that she and Chief McCormick have discussed possible locations. Discussion ensued on the Mayor's suggested locations and other possible locations within the Borough. It was decided that one sign would be located on Thompson Street and Mayor Liptak would continue discussion with Joe Fishinger on the placement of the second sign.

Mayor Liptak also wished to bring Council's attention to a very good article on page 68 of this month's New Jersey League of Municipalities magazine by Ed Purcell on Information Access for Council Persons.

Councilman Lobell reported on the Police Department and informed Council that the police vehicle involved in a crash has been declared a total loss by the insurance adjuster and the Borough is making arrangements to have the vehicle removed.

Councilman Sibilialia reported on the Board of Education and the current Assistant Superintendent's resignation. Mr. Sibilialia reported that Al Bartocci the Acting Director of Recreation is doing a great job and Mr. Bartocci is also doing some minor renovations at the Recreation office. Mr. Sibilialia read a thank

you note from a resident for the great clean up job by the Department of Public Works at 403 Victoria Street.

Mayor Liptak also noted that this year's voting is slightly different that in addition to voting for government officials you will also be voting for members of the Board of Education.

PUBLIC COMMENTS

None.

ADJOURNMENT

On motion by Councilman Lobell, seconded by Council President Tozzi, it was moved to adjourn the meeting.

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

Motion Carried 5-0.

Meeting adjourned at 8:25p.m.

Respectively Submitted,

Marguerite Schmitt, RMC
Borough Clerk

Approved: _____