

This Regular Meeting of the Borough of Raritan Governing Body was called to order by Mayor Zachary Bray in the Meeting Room of the Raritan Municipal Building, 22 First Street, Raritan, NJ 08869 at 6:30 p.m. on Tuesday, June 21, 2022.

Mayor Bray announced this Regular Meeting was called pursuant to applicable portions of the Open Public Meetings Act. Adequate Notice was communicated to *The Courier News*, *The Star Ledger* and *The Breeze* on January 7, 2022, posted on the bulletin board in the Municipal Building, on the Borough website and made available in the Office of the Borough Clerk.

ROLL CALL

Present: Mayor Bray, Council President Carra, Councilman Fritzinger, Councilwoman Hutzler, Councilman Orozco (entered in executive session)
Also Present: Borough Administrator/Clerk Colvin, Borough Assistant Administrator/Assistant CFO Cook-Vitale, Borough Attorney Robertson, Borough Engineer Schrek
Absent: Councilman Giraldi, Councilwoman Melitsky

INVOCATION AND FLAG SALUTE

Council President Carra

EXECUTIVE SESSION

Resolution No. 2022-06-093

Entering Executive Session

1. Attorney Client
401 Tillman, Public Buildings,
Columbus/Riverside, Arnold Avenue,
Alpine Way, Hidden Pond, Block 81
2. Personnel
DPW, Police

On a motion by Council President Carra, seconded by Councilwoman Hutzler, Council moved to Enter Executive Session.

Recorded Vote

Yea: Cara, Fritzinger, Hutzler

Nay: x

Abstain: x

Motion Carried: 3-0

Council convened in Executive Session at 6:32 p.m.

EXECUTIVE SESSION ADJOURNMENT

On a motion by Councilman Carra, seconded by Councilman Orozco, Council moved to Reconvene in Regular Session.

Recorded Vote

All in Favor

Motion Carried: 5-0

Council exited Executive Session and resumed Regular Session at 6:59 p.m.

PUBLIC COMMENT

(In accordance with Section 29-1 of the Code of the Borough of Raritan, there shall be a five-minute limit per speaker)

Mayor Bray opened Public Comment for any member of the Public wishing to be heard.

Neither seeing nor hearing any member of the Public, Mayor Bray closed Public Comment.

OLD BUSINESS

None

NEW BUSINESS

1. Engineer's Report (SS)

Borough Engineer Schrek delivered the following prepared report:

NJTPA/NJDOT Transportation Alternatives Program (TAP)

NV5 is continuing to work on the Preliminary Design Drawings for the Thompson/Anderson pedestrian routes from the NJ Transit Station to the Riverfront. Project coordination between, NV5, VCEA and NJDOT will continue throughout this process. We have reviewed the Preliminary Design Submission as dated October 2021 and have suggested various cost savings measures to bring the project within the grant budget. The consultant will be making a presentation in November/December meeting depending on Council's schedule. **Update:** NJDOT has awarded an additional **\$636,018** to the project. Public hearing needs to be scheduled.

Public Safety Building/ DPW Building

Public Safety Building will be designed for PD use only pending approval of concept by Mayor and Council. DPW design is progressing. Survey is complete.

Coordinating with Hillsborough as a Planning Board application may be required.

Bell Ave Sewer

Bids have been received for Bell Avenue Storm and Sanitary Sewer repairs. Two bids were received on rebid. Underground Utilities Corp. with a total bid of \$521,074.00 and Lima Charlie Corp. with a total bid of \$664,679.00. An award to Underground Utilities, in the amount of **\$521,074.00**, is recommended.

Update: A preconstruction meeting has been scheduled for the week of June 26.

2022 CDBG Applications

We are recommending that the Borough submit an application for sanitary sewer and storm sewer repairs and maintenance within the CDBG designated areas. An application has been submitted. Awaiting formal letter of award.

2021 NJDOT – Meehan and Helene 2022 NJDOT- Arnold, Berwick and Colby

Design completed for Meehan and Helene. Design progressing on Arnold, Berwick and Colby.

These grant funded projects will be bid a one combined project. **Update:** Meehan and Helene will be advertised for bid in early July. Expect award in August

2023 NJDOT – Drainage Improvements

NJDOT Local Aid applications are due on July 1. We are suggesting that an application be submitted for drainage improvements to the Richard Street section of the Borough. This will address many of the complaints we have had in the area.

LaGrange Street Redevelopment

Planning Board proceeding with revised RDP.

Raritan Crossing Redevelopment

Planning Board has approved the RDP which has now been sent to Mayor and Council/

1st Ave. and Burns Redevelopment

Council to recommend AINR review by Planning Board. Awaiting Funding Agreement.

Tillman Street Redevelopment

Per the recently approved Fair Share Plan and as part of the 2018 settlement process, the Borough is required to proceed with designating Block 53, Lots 1 & 2 on Tillman Street as an Area in Need of Redevelopment (AINR). It is suggested that the Mayor and Council request the Planning Board to proceed with the study.

Block 81

Update: Draft Amended Lease Agreement under review which will enable the installation of the pedestrian link between the project and the NJ Transit parking westerly parking lot. **No word yet from NJ Transit.** Final CO has been issued and bond release is in process with exception of bond held for NJ Transit link.

2. Block Party Request (EC)

Borough Administrator/Clerk Colvin stated that the residents on Reimer Street put in a request for their annual block party to be held August 20, 2022 and both the Police and DPW are okay with it.

On a motion by Councilman Orozco, seconded by Council President Carra, Council moved to Approve the Block Party Request.

Recorded Vote

Yea: Carra, Fritzingler, Hutzler, Orozco

Nay: x

Abstain: x

Motion Carried: 4-0

3. Basilone 5K Request (EC)

Borough Administrator/Clerk Colvin stated that they received a request for a road closure for an annual 5K that will take place on September 17, 2022, from 10:00 a.m. until noon, with an expected 200 runners.

On a motion by Council President Carra, seconded by Councilman Fritzingler, Council moved to Approve the Road Closure for 5K.

Recorded Vote

Yea: Carra, Fritzingler, Hutzler, Orozco

Nay: x

Abstain: x

Motion Carried: 4-0

4. Little Food Pantry (EC)

Borough Administrator/Clerk Colvin stated that a last year Council approved for a Little Food Pantry to go up in town, but there was some miscommunication on location - approval was given for it to go at Basilone Park but the organizers would prefer it placed at Frelinghuysen Park. Borough Administrator/Clerk Colvin brought this topic back to Council to see if Council would be okay with moving the location to Frelinghuysen Park, and if so, the organizers can coordinate with DPW to find the best spot at the park.

Mayor Bray confirmed that the Little Food Pantry would be a similar concept to the Little Libraries in town, to which Borough Administrator/Clerk Colvin confirmed. Councilman Orozco stated that in other towns he has only seen Little Food Pantries on private property, leaving the responsibility of maintaining it on the landowner, Councilman Orozco's concern is who will be stocking or maintaining the food supply if its on public property, adding that he remembered there being a volunteer group mentioned previously.

Borough Administrator/Clerk Colvin stated that there has already been approval given for the Little Food Pantry and this is simply a request for relocation but if Council has concerns, they could revisit the entire project, adding that there is a group of volunteers. A brief discussion ensued amongst Mayor Bray and Councilman Orozco which resulted in Borough Attorney Robertson stating that the plan for maintenance of the Little Food Pantry could be looked at again.

5. Walk to Fight Alzheimer's (EC)

Borough Administrator/Clerk Colvin stated that they received a request to hang a banner across Main Street in early October for an October 15th, 2022, Alzheimer Walk, which is something Council has approved in the past. Borough Administrator/Clerk Colvin stated that there would be coordination with Public Works to hang the banner and Council would give approval to hang the banner placed across Main Street.

On a motion by Councilwoman Hutzler, seconded by Councilman Orozco, Council moved to Approve Hanging of Alzheimer's Banner across Main Street.

Recorded Vote

Yea: Carra, Fritzingler, Hutzler, Orozco

Nay: x

Abstain: x

Motion Carried: 4-0

6. 3rd Street Parking (ZB)

Mayor Bray stated that this will be carried over to the next Council meeting in July.

7. Benches on Main Street (EC)

Borough Administrator/Clerk Colvin reported that businesses have been requesting to have benches placed outside their businesses, while others have been requesting to remove the benches from in front of their businesses. Borough Administrator/Clerk Colvin stated that he looked into it and there is no policy on benches for Main Street, he believes that Council should come up with a policy for the benches, outlining distance, procedure and whether the Borough or the business would be paying for it.

Borough Engineer Schrek stated that the streetscape was completed around 1999 and the benches were shown on the plans but there is no policy on them. Mayor Bray added that the benches have moved around over the years, to which Borough Engineer Schrek had agreed. Councilman Orozco inquired about why businesses wouldn't want benches in front of their businesses and Borough Administrator/Clerk Colvin replied by stating that he didn't ask, and the businesses didn't offer up that information. Engineer Schrek then provided a brief update on the Streetscape, stating more information will come.

ORDINANCE – SECOND READING & PUBLIC HEARING

Ordinance No. 2022-08

An Ordinance of the Borough of Raritan, County of Somerset, State of New Jersey Amending Chapter 82 to Add a Restricted, Handicapped Parking Zone on Somerset Street

On a motion by Council President Carra, seconded by Councilman Orozco, Council moved to Open Ordinance No. 2022-08 to the Public.

Recorded Vote

Yea: Carra, Fritzingler, Hutzler, Orozco

Nay: x

Abstain: x

Motion Carried: 4-0

Mayor Bray opened Public Hearing for any member of the Public wishing to comment on Ordinance No. 2022-08.

Neither seeing nor hearing any member of the Public, Mayor Bray closed Public Hearing.

On a motion by Councilwoman Hutzler, seconded by Councilman Fritzingler, Council moved to Adopt Ordinance No. 2022-08.

Recorded Vote

Yea: Carra, Fritzingler, Hutzler, Orozco

Nay: x

Abstain: x

Motion Carried: 4-0

Ordinance No. 2022-09

An Ordinance of the Borough of Raritan, County of Somerset, State of New Jersey Fixing and Determining the Salaries, Wages or Compensation to be Paid to Employees of the Borough of Raritan

On a motion by Councilman Orozco, seconded by Council President Carra, Council moved to Open Ordinance No. 2022-09 to the Public.

Recorded Vote

Yea: Carra, Fritzingler, Hutzler, Orozco

Nay: x

Abstain: x

Motion Carried: 4-0

Mayor Bray opened Public Hearing for any member of the Public wishing to comment on Ordinance No. 2022-09.

Neither seeing nor hearing any member of the Public, Mayor Bray closed Public Hearing.

On a motion by Councilman Fritzingler, seconded by Council President Carra, Council moved to Adopt Ordinance No. 2022-09.

Recorded Vote

Yea: Carra, Fritzingler, Hutzler, Orozco

Nay: x

Abstain: x

Motion Carried: 4-0

ORDINANCE – INTRODUCTION

Ordinance No. 2022-10

An Ordinance of the Borough of Raritan, County of Somerset, State of New Jersey Adopting a Redevelopment Plan for an Area in Need of Redevelopment Consisting of Block 116.01, Lots 25, 26.01, 27 and 27.01 and Block 112, Lot 3 in Accordance with N.J.S.A. 40A:12A-1, et seq.

Mayor Bray stated that this is just an introduction and there will be a public hearing and an opportunity to speak on this Ordinance at the next Council Meeting.

On a motion by Councilman Orozco, seconded by Councilwoman Hutzler, Council moved to Introduce Ordinance No. 2022-10.

Recorded Vote

Yea: Carra, Fritzingler, Hutzler, Orozco

Nay: x

Abstain: x

Motion Carried: 4-0

CONSENT AGENDA

(Resolution Nos. 2022-06-094 – 2022-06-106)

Resolution No. 2022-06-094	Requesting Permission for the Dedication by Rider for Accumulated Absences Liability Trust Fund
Resolution No. 2022-06-095	Requesting Permission for the Dedication by Rider for Electronic Receipt Fees
Resolution No. 2022-06-096	Requesting Permission for the Dedication by Rider for Sanitary Landfill Facilities Closure & Contingency Fund
Resolution No. 2022-06-097	Requesting Permission for the Dedication by Rider for Storm Recovery Trust Fund
Resolution No. 2022-06-098	Approving and Requesting Permission for Chapter 159 Insertion – Alcohol Education Rehabilitation & Enforcement Fund
Resolution No. 2022-06-099	Establishing 2022 Salaries & Wages
Resolution No. 2022-06-100	Authorizing Planning Board to Undertake a Preliminary Investigation for Redevelopment – Block 116.01 Lot 11.01
Resolution No. 2022-06-101	Refunding Tax Overpayment – Block 83 L 3
Resolution No. 2022-06-102	Refunding Escrow – Non-Life Hazard Use Fee – Block 21 L 20
Resolution No. 2022-06-103	Renewing ABC Liquor Licenses for the 2022-2023 Term
Resolution No. 2022-06-104	Authorizing Access through Certain Properties in the Borough of Raritan to the Borough of Somerville
Resolution No. 2022-06-105	Authorizing Execution of Funding Agreement with Raritan Mall, LLC. – Block 116.01 Lot 11.01
Resolution No. 2022-06-106	Reappointing Tax Assessor

On a motion by Council President Carra, seconded by Councilman Fritzingler, Council moved to Approve the Consent Agenda.

Recorded Vote

Yea: Carra, Fritzingler, Hutzler, Orozco

Nay: x

Abstain: x

Motion Carried: 4-0

BILL LIST

Resolution No. 2022-06-107 Approving Bill List

On a motion by Councilwoman Hutzler, seconded by Councilman Fritzingler, Council moved to Approve the Bill List.

Recorded Vote

Yea: Carra, Fritzingler, Hutzler, Orozco
Nay: x
Abstain: x
Motion Carried: 4-0

PURCHASE ORDER REQUESTS

1. Administration – Statewide Insurance Fund – \$74,915.25 – 2022 Fund Year Assessment

On a motion by Council President Carra, seconded by Councilman Fritzingler, Council moved to Approve Statewide Insurance Fund PO.

Recorded Vote

Yea: Carra, Fritzingler, Hutzler, Orozco
Nay: x
Abstain: x
Motion Carried: 4-0

2. Administration – Bridgewalk, LLC – \$35,000.00 – Sanitation Reimbursement

On a motion by Council President Carra, seconded by Councilman Orozco, Council moved to Approve Bridgewalk, LLC Sanitation Reimbursement PO.

Recorded Vote

Yea: Carra, Fritzingler, Hutzler, Orozco
Nay: x
Abstain: x
Motion Carried: 4-0

3. Department of Public Works – Storr Tractor – \$46,182.40 – Snowblower

On a motion by Councilman Fritzingler, seconded by Councilman Orozco, Council moved to Approve Storr Tractor Snowblower PO.

Recorded Vote

Yea: Carra, Fritzingler, Hutzler, Orozco
Nay: x
Abstain: x
Motion Carried: 4-0

4. Administration – Van Cleef Engineering – \$15,736.00 – Various Engineering

On a motion by Councilman Orozco, seconded by Councilwoman Hutzler, Council moved to Approve Van Cleef Engineering Various Engineering PO.

Recorded Vote

Yea: Carra, Fritzingler, Hutzler, Orozco

Nay: x
Abstain: x
Motion Carried: 4-0

COMMITTEE AND LIAISON REPORTS

Councilman Orozco – Councilman Orozco reported that the Board of Education’s representative has resigned, so they have an open seat this year and are taking applications. Councilman Orozco reported that the Environmental Committee passed two recommendations at their last meeting, and he will forward them to the Mayor and Borough Administrator/Clerk Colvin to go over, changes were made to their by-laws and an amendment to an existing ordinance.

Councilman Fritzing – Councilman Fritzing reported that during the period of May 18, 2022 through June 2, 2022, the Building Department issued 5 building permits, 11 plumbing permits, 14 electrical permits, 9 fire and 1 mechanical, totaling in 40 permits for the period with fees of \$3,577.00 to the Borough. Councilman Fritzing reported that during the period of June 8, 2022, through June 20, 2022, the Building Department issued 17 permits for the period with fees of \$13,491.00 to the Borough.

Councilman Fritzing stated that the Historical Committee had a meeting on May 18, 2022, they are finishing up their historical video and they are still working on finishing up the wrapping of the benches along Somerset Street, which they hope to have completed by next week. Councilman Fritzing stated that the Historical Committee did hold a meeting on June 15, 2022, at Borough Hall but he doesn’t have a report for that meeting, their next meeting will be held on July 20, 2022.

Council President Cara – Council President Cara reported that the Planning Board meeting set for tomorrow June 22, 2022 is cancelled due to lack of new business, they will meet next on Wednesday, July 27th, 2022 at 6:30pm. Council President Cara stated that the EDC is working on making their Third Annual Discovering Raritan Town event even bigger than last year, any businesses that wish to reserve a spot can find the registration to do so under the “events tab” at www.discoverraritan.com. Council President Cara relayed that the EDC would like to welcome back the Dollar Tree, they had their reopening this past Saturday after the damage caused by hurricane Ida.

Council President Cara reported that the next Regional Center Partnership meeting is set for July 6th, 2022, at 5pm on Zoom. Council President Cara reported on behalf of Councilwoman Melitsky that Property Maintenance had performed 34 inspections from June 3 through June 24, 2022, 17 violations were issued, two fines were issued for a total for \$36,000.00.

Council President Cara reported on behalf of Councilwoman Melitsky that DPW for the time period of June 7th through June 21st, had routinely patched potholes, did maintenance on tractor and lawn equipment, brought sweepings to the County, picked up Somerset Street garbage, sprayed poison at curbs before sweeping, repaired concrete on the sidewalks of Thompson and Somerset Street, they also did an emergency call for a downed tree in the intersection of Veran and Quick, which they cut up and will dispose of, for the sewer, DPW performed general maintenance at pump stations, generators were checked, checked for a reported blockage at 11 Meehan Ave., for parks, DPW has been picking up garbage, cutting municipal lots, Council President Cara reminded everyone that grass clipping drop-offs are Saturdays from 8am-12pm at DPW, they also have been weed-whacking, they routinely stripe the baseball fields, which have 2-3 games a week, they power washed the pools and sidewalks, they

painted the pool this past Saturday and will begin to fill it up as well, they cleaned their office, greased up the garbage trucks, they cleaned up Frelinghuysen Park and did some maintenance on the sweeper.

Councilwoman Hutzler – Councilwoman Hutzler reported that for Recreation, baseball season is wrapping up, and they would like to thank all their volunteer coaches who assisted with baseball this year, Recreation is hoping to open the pool at Frelinghuysen Park on Monday, June 27th, 2022, and they would also like to thank DPW for all their help preparing the pool for the season. Councilwoman Hutzler stated that for May 2022 the Municipal Court had 228 total cases filed, 308 total cases disposed, total amount collected was \$23,932.52, with a total of \$10,774.45 coming to the Borough, the total bail forfeited to the Borough was \$105.00 and just as an update, Councilwoman Hutzler spoke with the Court Administrator yesterday, who said that things are definitely getting back to normal, and as far as support goes, they've been very busy, which can be evident by the amount of collected going up every month.

SECOND PUBLIC COMMENT

(In accordance with Section 29-1 of the Code of the Borough of Raritan, there shall be a five-minute limit per speaker)

Mayor Bray opened Public Comment for any member of the Public wishing to be heard.

Robert Russignola, Attorney for Resident of 43 Alpine Way: Mr. Davis started to present his findings on an ongoing matter for Alpine Way to Mayor and Council when Councilman Orozco stepped in to remind Mr. Davis of the five-minute limit per speaker and it was decided that Mr. Davis would come back with his party to discuss this topic once it is published on the July 12, 2022, Council Meeting agenda.

Roger Copt, 1118 US-202: Mr. Copt stated that Mayor and Council have been discussing his father's property on Alpine Way in closed session for months starting in January 2022, and he wants to know what has been discussed. Mr. Copt inquired what other topic/s, other than the opening of a 20-foot driveway, which he says is required by the State Fire Code, has been discussed these past few months.

Colleen Kempe, 114 Sherman Avenue: Mrs. Kempe is from the Raritan Food Pantry, and she inquired whether a check for the pantry had arrived, Borough Administrator/Clerk Colvin stated that he has not received a check as of today. Mrs. Kempe stated that the pantry is basically out of money and asked about the procedure of the check, asking if there was a way to avoid waiting until the July 12th Council Meeting to have the check approved. Mayor Bray stated that they would work with Mrs. Kempe to get her the check as soon as possible.

Mrs. Kempe also inquired about Recreation, asking if there was basketball, summer camps or information on the pools, to which Councilwoman Hutzler stated that she touched on this subject at the last meeting and that summer camp will start on June 27, 2022, when the pool is scheduled to open and that they are still taking summer camp applications as far as she knows.

Neither seeing nor hearing any additional member of the Public, Mayor Bray closed Public Comment.

REGULAR MEETING ADJOURNMENT

On a motion by Council President Carra, seconded by Councilman Orozco, Council moved to Adjourn the Regular Meeting.

Recorded Vote:

All in Favor

Motion Passed: 4-0

Regular Meeting adjourned at 7:35 p.m.

Alyssa Cornella
Administrative Assistant / Deputy Registrar
Office of the Borough Clerk

Approved: _____
Eric M. Colvin
Borough Clerk/Administrator

Date: _____