

MINUTES

BOROUGH OF RARITAN REGULAR MEETING

TUESDAY, SEPTEMBER 19, 2023
6:30 P.M. – EXECUTIVE SESSION
7 P.M. – REGULAR SESSION

This Regular Meeting of the Governing Body was called to order by Council President Carra in the Meeting Room of the Raritan Municipal Building, 22 First Street, Raritan, NJ 08869 at 6:30 p.m. Tuesday, Sep 19, 2023.

Council President Carra announced the Regular Meeting was called to order by pursuant to applicable portions of the Open Public Meetings Act. Adequate Notice of this Regular Meeting was posted in Borough Hall, on the Borough website and communicated to *The Courier News*, *The Star Ledger* and *The Breeze* on January 5, 2023.

ROLL CALL

Present: Council President Carra, Councilman Fritzingler, Councilwoman Melitsky, Councilwoman Hutzler

Also Present: Administrator/Clerk Colvin, Borough Attorney William Robertson, Borough Engineer Stanley Schrek

Absent: Councilman Orozco, Councilman Armahizer

INVOCATION AND FLAG SALUTE

Councilman Fritzingler

EXECUTIVE SESSION

Resolution No. 2023-09-153

Entering Executive Session

1. Personnel
Administration, Police
2. Contract Negotiations
Hidden Pond, Tillman Street
3. Attorney Client
Orlando Drive

Council President Carra asked for a motion to approve Resolution No. 2023-09-153.

On a motion by Councilwoman Melitsky, seconded by Councilwoman Hutzler, Council moved to approve Resolution No. 2023-09-153.

Recorded Vote

Yea: Carra, Fritzingler, Hutzler, Melitsky

Nay: x

Abstain: x

Absent: Orozco, Armahizer

Motion Carried: 4-0

The Council convened in Executive Session at 6:30 p.m.

EXECUTIVE SESSION ADJOURNMENT

Council moved to Reconvene in Regular Session unanimously.

Council exited Executive Session, and resumed Regular Session at 7:00 p.m.

PROMOTION & RESOLUTION

Promotion to Police Sergeant – Benjamin Griffin

Resolution No. 2023-09-154

Council President Carra asked for a motion to approve Resolution No. 2023-09-154.

On a motion by Councilwoman Melitsky, seconded by Councilman Fritzingler, Council moved to approve Resolution No. 2023-09-154.

Recorded Vote

Yea: Carra, Fritzingler, Hutzler, Melitsky

Nay: x

Abstain: x

Absent: Orozco, Armahizer

Motion Carried: 4-0

Borough of Karitan
Oath of Office

State of New Jersey } ss.
County of Somerset }

I, BENJAMIN GRIFFIN, DO SOLEMNLY SWEAR, THAT I WILL SUPPORT THE CONSTITUTIONS OF THE UNITED STATES, AND OF THE STATE OF NEW JERSEY, AND THAT I WILL BEAR TRUE FAITH AND ALLEGIANCE TO THE SAME, AND TO THE GOVERNMENTS ESTABLISHED IN THE UNITED STATES, AND IN THIS STATE, UNDER THE AUTHORITY OF THE PEOPLE, AND THAT I WILL FAITHFULLY, IMPARTIALLY, AND

JUSTLY, PERFORM ALL OF THE DUTIES, OF BOROUGH OF RARITAN POLICE SERGEANT,
TO THE BEST OF MY ABILITY.

SO HELP ME GOD.

Subscribed and sworn to before me on) Name: _____
this 19th day of September, 2023) Signature: _____
Signature: _____ Address: _____

PRESENTATION

Bridgewater-Raritan Regional High School Students gave a presentation on teen sleep deprivation and drowsy driving to the Council.

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)

Council President Carra opened the Public Comment portion of the meeting for members of the public to wishing to speak.

David Marder, 830 Old York Road: Mr. Marder said he was concerned about a presentation he listened to last session about an apartment complex, which was looking to be developed on the corner of Burns Street and First Avenue. He said he is concerned with the amount of new traffic that would be introduced if the apartment complex was built.

Mayor and Council did not respond directly to the comment.

Neither seeing nor hearing any additional member of the Public, Council President Carra closed Public Comment.

MINUTES

1. Regular Meeting – May 16, 2023

Council President Carra asked for a motion to approve the minutes for the meeting of May 16, 2023.

On a motion by Councilwoman Hutzler, seconded by Councilman Fritzingler council moved to approve the minutes for the meeting of May 16, 2023.

Recorded Vote

Yea: Carra, Fritzingler, Hutzler, Melitsky

Nay: x
Abstain: x
Absent: Armahizer, Orozco
Motion Carried: 4-0

2. Regular Meeting – June 20, 2023

Council President Carra asked for a motion to approve the minutes for the meeting of June 20, 2023.

On a motion by Councilwoman Melitsky, seconded by Councilman Fritzingler council moved to approve the minutes for the meeting of June 20, 23.

Recorded Vote

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

3. Regular Meeting – July 18, 2023

Council President Carra asked for a motion to approve the minutes for the meeting of July 18, 2023.

On a motion by Councilwoman Hutzler, seconded by Councilwoman Melitsky council moved to approve the minutes for the meeting of July 18, 2023.

Recorded Vote

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

4. Regular Meeting – August 15, 2023

Council President Carra asked for a motion to approve the minutes for the meeting of August 15, 2023.

On a motion by Councilman Fritzingler, seconded by Councilwoman Hutzler council moved to approve the minutes for the meeting of August 15, 2023.

Recorded Vote

Yea: Carra, Fritzingler, Hutzler, Melitsky
Nay: x
Abstain: x
Absent: Armahizer, Orozco

Motion Carried: 4-0

OLD BUSINESS

1. Recreation Strategic Plan

Council President Carra announced that the recreation committee put together an online survey for parks and program. They are looking to get feedback from residents. It's going to be posted on the Borough website September 20.

NEW BUSINESS

1. Engineer's Report (SS)

The Borough Engineer delivered the following, prepared remarks:

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 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 the November/December meeting depending on Council's schedule. NJDOT has advised that the project remains in environmental review. Per NJDOT: Our local aid unit is working on this, and they anticipate completion of the CED by mid-May 2023. Cultural Resources that are on or eligible for inclusion in the National Register of Historic Places are located within the project study area. Coordination with the NJDEP's - Historic Preservation Office has been initiated. We will continue to work with the Borough and the HPO to ensure the proposed design/aesthetic will not result in an Adverse Effect to the Cultural Resources and the process is completed expeditiously. Once the environmental review is completed, Final design documents must be prepared by the consulting engineering firm. We're pushing for construction in 2023. Update: As of August, NV5 is fully authorized for the development of final design drawings. 2023 CDBG Grant – Busky Lane Sewer Improvements We received a CDBG grant to make repairs to increase the size of the existing sanitary sewer system near Busky Lane and Orlando Drive. Our staff are organizing initial design documents and preparing to conduct and coordinate field investigations to determine the state of the existing sewer and analyze its existing capacity. 2021 NJDOT – Meehan and Helene Project has been fully constructed. Coordination with the NJDOT is underway. We would like final approval on items from NJDOT prior to issuing our own punch list to avoid discrepancies. Upon receipt of comments from the NJDOT, our office will finalize a punch list and close out of construction administration. Update: NJDOT has issued their comments which our office is in the process of addressing

2. Architect Proposal (NC)

Council President Carra said the Borough received a proposal from the architect to redesign 22 First St. for the Police Department and Municipal Court. The Council President said money was previously budgeted so they can accept the proposal.

Council President Carra asked for a motion to Approve the Architectural Proposal for 22 First Street.

On a motion by Councilwoman Melitsky seconded by Councilwoman Hutzler council moved to adopt the proposal.

Recorded Vote

Yea: Carra, Fritzingler, Hutzler, Melitsky
Nay: x
Abstain: x
Absent: Armahizer, Orozco
Motion Passed: 4-0

3. Elizabeth Avenue Basketball Court (PO)

Council President Carra said he wished to carry this business over to the next council meeting because Councilman Orozco was not in attendance.

4. OEM Committees (EC)

Administrator/Clerk Colvin asked to carry this business over to the next council meeting.

5. Shrine Request (EC)

Administrator/Clerk Colvin said a request from the shrine was received in between council meetings so Council could not officially approve a road closure, but the group had a short procession planned for later tonight from Wall Street to Anderson Street to Somerset Street to the Shrine. The Shrine is looking for official approval from Council.

Council President Carra asked for a motion to approve of the road closures associated with the procession.

On a motion by Councilman Fritzingler seconded by Councilwoman Hutzler council moved to approve of the road closures for the procession.

Recorded Vote

Yea: Carra, Fritzingler, Hutzler, Melitsky
Nay: x
Abstain: x
Absent: Armahizer, Orozco

6. Bridgewater Court Sessions (EC)

Administrator/Clerk Colvin said Bridgewater is requesting to have virtual court sessions held in the Raritan courtroom on November 1st, 6th, and 8th.

Council President Carra asked for a motion to approve Bridgewater's use of the courtroom for virtual court.

On a motion by Councilwoman Hutzler seconded by Councilwoman Melitsky Council moved to approve Bridgewater's use of the courtroom for virtual court

Recorded Vote

Yea: Carra, Fritzingler, Hutzler, Melitsky
Nay: x
Abstain: x
Absent: Armahizer, Orozco

ORDINANCE – INTRODUCTION

Ordinance No. 2023-16

An Ordinance of the Borough of Raritan, County of Somerset, State of New Jersey Amending Chapter 82, Vehicles and Traffic, Part 5, Private and Semi-Public Areas, of the Borough Code to Add a New Article, Article XVI.B in Entitled Borough Park Lot at 9 West Somerset Street

Council President Carra asked for a motion to Introduce Ordinance No. 2023-16.

On a motion by Councilwoman Melitsky seconded by Councilwoman Hutzler Council moved to Introduce Ordinance No. 2023-16.

Recorded Vote

Yea: Carra, Fritzinger, Hutzler, Melitsky

Nay: x

Abstain: x

Absent: Armahizer, Orozco

Motion Carried: 4-0

Council President Carra asked for a motion to Adopt the Architectural Plan for 9 West Somerset Street.

On a motion by Councilwoman Hutzler, seconded by Councilwoman Melitsky council moved to Adopt the Architectural Plan for 9 West Somerset Street.

Recorded Vote

Yea: Carra, Fritzinger, Hutzler, Melitsky

Nay: x

Abstain: x

Absent: Armahizer, Orozco

CONSENT AGENDA

(Resolution Nos. 2023-09-155 – 2023-09-160)

Resolution No. 2023-09-155

Authorizing Hiring – Laborer – Department of Public Works

Resolution No. 2023-09-156

Canceling Grant Receivable & Balance of Ordinance

Resolution No. 2023-09-157

Canceling CDBG Grant Receivable & CDBG Reserve Association, Inc.

~~Resolution No. 2023-09-158~~

~~Authorizing Execution of Municipal Services Agreement Hidden Pond Homeowners Association, Inc.~~

Resolution No. 2023-09-159

Authorizing Shared Services Agreement – Borough of Somerville – Chief Municipal Finance Officer

Resolution No. 2023-09-160

Approving Account Signatories – PGBank

Council President Carra stated that Resolution No. 2023-09-158 would be tabled and asked for a motion to Approve the Consent Agenda – Resolution Nos. 2023-09-155 – 2023-09-160, excluding Resolution No. 2023-09-158.

Councilman Fritzingler moved to Adopt the Consent Agenda, excluding Resolution No. 2023-09-158. The motion was seconded by Councilwoman Hutzler and carried unanimously.

Recorded Vote

Yea: Carra, Fritzingler, Hutzler, Melitsky

Nay: x

Abstain: x

Absent: Armahizer, Orozco

Motion Carried: 4-0

BILL LIST

Resolution No. 2023-09-161

Approving Bill List

Council President Carra asked for a motion to Approve Resolution No. 2023-09-161- Approving Bill List.

On a motion by Councilwoman Melitsky, seconded by Councilwoman Hutzler, Council moved to approve Resolution No. 2023-09-161- Approving Bill List.

Recorded Vote

Yea: Carra, Fritzingler, Hutzler, Melitsky

Nay: x

Abstain: x

Absent: Armahizer, Orozco

Motion Carried: 4-0

CERTIFICATION OF FUNDS

1. Bridgewater Resources, Inc. – \$24,821.86 – August Dumping Fees
2. Somerset Raritan Valley Sewerage Authority – \$102,021.89 – September Estimated Sewerage Treatment
3. Van Cleef Engineering – \$16,832.00 – Various Engineering Services August

Council President Carra asked for a motion to Approve Items 1 and 3 on the Certification of Funds.

On a motion by Councilman Fritzingler seconded by Councilwoman Hutzler, Council moved to all Certification of Funds.

Recorded Vote

Yea: Carra, Fritzingler, Hutzler, Melitsky

Nay: x

Abstain: x

Absent: Armahizer, Orozco

Motion Carried: 4-0

Council President Carra asked for a motion to Approve the Certification of Funds for the Somerset Valley Sewerage Authority.

On a motion by Councilman Fritzingler seconded by Councilwoman Hutzler, Council moved to Approve the Certification of Funds for the Somerset Valley Sewerage Authority.

Recorded Vote

Yea: Fritzingler, Hutzler, Melitsky

Nay: x

Abstain: Carra

Absent: Armahizer, Orozco

Motion Carried: 3-0-1

COMMITTEE & LIAISON REPORTS

Councilman Fritzingler – All regular street maintenance has been done, DPW picked up chipped brush before they did maintenance on vehicles. They removed graffiti from street signs, cut and cleaned the underpass on First Avenue and did a repair on a sinkhole on Anderson St. All routine maintenance for sewage and utilities is being done, as well as for parks and athletic fields. They weed whacked all town properties, ball fields and various locations of the town. They created a pickleball park at John F. Kennedy School. They weed whacked the mulch on South Avenue Park and Freeling Heisen playground, weed whacked curbs for the Manila Madness race. General routine maintenance is being done on the building, picked up and dropped off electronics, cleaned and maintained the train station, painted handicap spots and Ballard spots at the new municipal complex lot, they cleaned the train station for main street preparation parade. Bulk pickup did go off in September without a hitch.

For the Building department, the construction permit activity for periods 9/6-9/18 included four buildings, three plumbing, five electrical, four fire, and four admissible, totaling twenty with fees collected to the borough of \$54,131.

The historical committee will be meeting September 20 at 6:30 p.m. at the library.

Councilwoman Melitsky – Property Maintenance for 9/5-9/18 included twenty-one inspections, seven violations issued, and one fine issued in the amount of \$250. Office of emergency management, Raritan Borough OEM is starting an emergency community response team commonly known as CERT. The CERT team is a group of resident volunteers who will become trained in basic disaster response, first aid, fire safety, and other skills. They will attend regular training and will be called upon in any emergency to assist in various ways. Anyone interested in becoming a member of the Raritan Borough CERT team is encouraged to contact OEM Coordinator Sergeant Griffin at 908-655-8070 or oem@raritan-nj.org.

Councilwoman Hutzler – For economic development in their last meeting, they discussed plans for creating unique ways to encourage the public to support our local businesses on small business Saturday in Raritan. The goal of these efforts is to promote economic growth, community engagement, and showcase the offerings of our town. To ensure the success of Small Business Saturday, the committee emphasized the importance of collaborative efforts among local businesses and more details will follow. The EDC will also be hosting one final Waterfront Music night which will be on Saturday September 30th from 5-8pm. For recreation, the

September 19, 2023

Regular Meeting

Frelinghuysen Basketball Court construction has begun, and Trunk or Treat is scheduled for October 28. Anyone interested in decorating their trunk for this event please contact Andy Sibilica. More information regarding Trunk or Treat will be uploaded to social media. Santa at the Nevvia Street Bridge is being planned with a tentative date of December 9th.

Council President Carra – Gave an update for what happened at the Planning Board in August. The Regional Center Partnership meets September 20 via zoom at 5 p.m. Nothing for the finance committee to report at this time.

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)

Council President Carra opened the Public Comment portion of the meeting for members of the public to wishing to speak.

Neither seeing nor hearing any member of the Public. Council President Carra closed Public Comment.

ADJOURNMENT

On a motion by Councilwoman Hutzler seconded by Councilwoman Melitsky, the Council moved to Adjourn the Regular Meeting.

Recorded Vote:

All in favor

Motion Passed: 4-0

Regular Meeting adjourned at 8:02 p.m.

Allorah Zigray
Administrative Assistant

Approved: _____
Eric M. Colvin
Borough Clerk/Administrator

Date: _____