



Millstone Borough
REGULAR MEETING AGENDA
October 16, 2023

In Compliance with the Open Public Meetings Act and NJ State Executive Orders, the Borough Council meeting will be held both in person and virtually. The virtual portion of the meeting will be conducted via the Zoom Meeting program and all are invited to participate. Meeting details are as follows;

Millstone Borough Council monthly regular meetings
Every Third Monday of the Month at 7: 30 PM

March 20, 2023 07:30 PM	April 17, 2023 07:30 PM	May 15, 2023 07:30 PM
June 19, 2023 07:30 PM	July 17, 2023 07:30 PM	Aug 21, 2023 07:30 PM
September 18, 2023 07:30 PM	October 16, 2023 07:30 PM	November 20, 2023 07:30 PM
December 18, 2023 07:30 PM		

Join Zoom Meeting

<https://us02web.zoom.us/j/87610301473?pwd=dnJoMWdzcTcwa2h5cjZRbVpvWHk4QT09>

Meeting ID: 876 1030 1473

Passcode: 244337

One tap mobile

+19292056099,,87610301473#,,, *244337# US (New York)

+13017158592,,87610301473#,,, *244337# US (Washington DC)

Find your local number: <https://us02web.zoom.us/j/87610301473?pwd=dnJoMWdzcTcwa2h5cjZRbVpvWHk4QT09>

TIME: 7:30 PM

CALL TO ORDER – OPENING STATEMENT: Mayor Heck called the meeting to order with the reading of the following statement: The Regular meeting of the Borough Council, Borough of Millstone will please come to order. Adequate notice of this meeting has been noticed to the Hillsborough Beacon and Courier News. If any member of this body believes this meeting is being held in violation of the Open Public Meetings Act, please state your views at this time, stating the reason for which you feel the notice is improper. Hearing none, we proceed to the next item on the agenda.

PLEDGE TO THE FLAG: Mayor Heck led those present on the flag salute.

<u>ROLL CALL:</u>	Councilwoman Mandy Coppola	Present
	Councilman Robert Galli	Absent
	Councilwoman Nicole Grimshaw	Present
	Councilwoman Karin Kidd	Present
	Councilman Jonathan Stashek	Present
	Council President Alan Kidd	Present
	Mayor Raymond Heck	Present

Also Present: Attorney John Kelly, CFO Laura Vesce and Borough Clerk Gregory Bonin

MINUTES:

- August 21, 2023 regular meeting minutes



Millstone Borough

REGULAR MEETING AGENDA

October 16, 2023

A motion to approve the minutes was offered by Councilwoman Coppola. Seconded by Councilwoman Kidd.

Roll Call: Coppola – yes, Grimshaw – yes, K. Kidd – yes, Stashek – yes, A. Kidd - yes.

- September 18, 2023 regular meeting minutes

A motion to approve the minutes was offered by Councilwoman Grimshaw. Seconded by Councilman Stashek.

Roll Call: Coppola – yes, Grimshaw – yes, K. Kidd – yes, Stashek – yes, A. Kidd - abstain.

REPORTS:

- Assessor – no report
- Clerk – Clerk Bonin reminded everyone that the General Election is November 7th, polls are open from 6 AM to 8PM
- Emergency Management (OEM/State Police/Fire) – Mayor Heck stated that he participated in a full scale OEM drill as required by the State.
- Finance/Tax Collection – no report
- Historic Commission – no report
- Recreation Commission – Mayor Heck stated that the Recreation volunteers will not be doing spooky movie night but are working on something different this year for Halloween.

COUNCIL REPORTS:

- Buildings and Grounds – no report
- Planning Board – no report
- Traffic and Roads – Council President Kidd state the crack seal material has been received and we are working on getting a trailer to move the material around. He also stated that we need to decide when to conduct the leaf pickup. Mayor Heck suggested leaf pickup be in late November and again in early December.

MAYOR'S REPORT:

Mayor Heck reported he is working on changing police patrol concepts. There are many people getting pulled over and ticketed but it is now time to change things up. He reminded everyone we contract with Frankling and it costs us \$400 per patrol. We want to use these patrols in the best way possible including changing the time and streets they patrol.

Mayor Heck reported on the current MS4 training which is required by the State for the new stormwater management regulations from the NJDEP. We are required to update our stormwater management plan per NJDEP requirement and we should be able to use a \$50,000 grant for these upgrades.

MEETING OPEN TO THE PUBLIC:

- Motion to Open the Meeting to the Public



Millstone Borough

REGULAR MEETING AGENDA

October 16, 2023

A motion to open the meeting to the public was offered by Councilwoman Kidd. Seconded by Council President Kidd.

Roll Call: Coppola – yes, Grimshaw – yes, K. Kidd – yes, Stashek – yes, A. Kidd - yes.

Christine Fung asked to ensure she and others have borough hall Wi-Fi access. Mayor Heck stated he would again send her the access information.

Chief Coppola of the Millstone Valley Fire Department thanked the Borough Council members who attended the recent open house. He stated one resident has approached him about a tree blocking the road. He asked the Borough Council to look into trimming trees at Millstone River Rd and Old Amwell Rd.

- Motion to Close the Meeting to the Public

A motion to close the meeting to the public was offered by Councilwoman Kidd. Seconded by Councilwoman Grimshaw.

Roll Call: Coppola – yes, Grimshaw – yes, K. Kidd – yes, Stashek – yes, A. Kidd - yes.

CLAIMS FOR PAYMENT

- **RESOLUTION AUTHORIZING THE PAYMENT OF CLAIMS AGAINST THE BOROUGH OF MILLSTONE**

Councilwoman Kidd offered a resolution to approve the claims for payment. Seconded by Councilman Stashek.

Roll Call: Coppola – yes, Grimshaw – yes, K. Kidd – yes, Stashek – yes, A. Kidd – yes.

WHEREAS, request for payment has been made in connection with the attached claims against the Borough of Millstone as shown on the attached detail; and

WHEREAS, the Chief Financial Officer has certified the availability of funds to pay for the following claims; and

NOW, THEREFORE, IT IS HEREBY RESOLVED BY THE MAYOR AND COUNCIL OF THE BOROUGH OF MILLSTONE IN THE COUNTY OF SOMERSET, NEW JERSEY, that the proper Borough Officials are hereby authorized to pay the following bills, subject to and contingent upon appropriation of sufficient funds and that this authorizing Resolution be and is hereby made a part of the official records of the Borough of Millstone.

NEW BUSINESS:

- **RESOLUTION REQUESTING APPROVAL OF INSERTION OF ITEMS OF REVENUE AND APPROPRIATION INTO 2023 BUDGET AS PER N.J.S.A. 40A:4-87**



Millstone Borough
REGULAR MEETING AGENDA
October 16, 2023

A motion to approve the insertion of revenue into the 2023 budget was offered by Councilwoman Kidd. Seconded by Councilwoman Grimshaw.

Roll Call: Coppola – yes, Grimshaw – yes, K. Kidd – yes, Stashek – yes, A. Kidd - yes.

WHEREAS, NJSA 40A:4-87 provides that the Director of the Division of Local Government Services may approve the insertion of any special item of revenue in the budget of any county or municipality when such item shall have been made available by law and the amount was not determined at the time of the adoption of the budget; and

WHEREAS, the Director may also approve the insertion of an item of appropriation for an equal amount, and

NOW, THEREFORE, BE IT RESOLVED, that the Governing Body of the Borough of Millstone in the County of Somerset, New Jersey, hereby requests the Director of the Division of Local Government Services to approve the insertion of an item of revenue in the budget of the year 2023 in the sum of \$25,000.00, which is now available as revenue from:

Miscellaneous Revenues – Section F

Special Items of General Revenue Anticipated with Prior Written Consent of Director of Local Government Services - Public and Private Revenues Offset with Appropriations:

STORMWATER ASSISTANCE GRANT \$25,000.00

BE IT FURTHER RESOLVED, that the like sum of \$25,000.00 is hereby appropriated under the caption:

General Appropriations:

(A) Operations Excluded from Caps

Public and Private Programs Offset by Revenues

STORMWATER ASSISTANCE GRANT\$25,000.00

BE IT FURTHER RESOLVED that the Municipal Clerk of the Borough of Millstone in the County of Somerset, State of New Jersey, do hereby certify that the foregoing is a correct and true copy of a resolution adopted by the Borough of Millstone in the County of Somerset, State of New Jersey and shall forward one certified copy of this resolution to the Director of Local Government Services.

• **Public Hearing/Adoption of Ordinance 2023-004: Stormwater Control Ordinance of the Borough of Millstone, County of Somerset, State of New Jersey and Repealing Prior Ordinance**

- Motion to Open the Meeting to the Public

A motion to open the meeting to the public was offered by Councilwoman Kidd. Seconded by Council President Kidd

Roll Call: Coppola – yes, Grimshaw – yes, K. Kidd – yes, Stashek – yes, A. Kidd - yes.

- Motion to Close the Meeting to the Public



Millstone Borough

REGULAR MEETING AGENDA

October 16, 2023

There being no public wishing to be heard on this matter, a motion to close the meeting to the public was offered by Councilwoman Kidd. Seconded by Councilwoman Grimshaw

Roll Call: Coppola – yes, Grimshaw – yes, K. Kidd – yes, Stashek – yes, A. Kidd - yes.

- Motion to adopt Ordinance 2023-004

Councilwoman Kidd offered a motion to adopt the ordinance. Seconded by council President Kidd

Roll Call: Coppola – yes, Grimshaw – yes, K. Kidd – yes, Stashek – yes, A. Kidd – yes.

- **Resolution to approve an agreement with JPMonzo Municipal Consulting for an analysis of a potential PILOT program**

Councilwoman Kidd offered a resolution to approve the agreement with JP Monzo Municipal Consulting. Seconded by Council President Kidd.

Roll Call: Coppola – yes, Grimshaw – yes, K. Kidd – yes, Stashek – yes, A. Kidd – yes.

WHEREAS, the Borough of Millstone wishes to conduct an analysis of a potential PILOT on a proposed development to see if the proposal is financially advantageous to the Borough; and

WHEREAS, the Borough has sought out a professional skilled in such analysis; and

WHEREAS, it has been determined that JPMonzo Municipal Consulting has the requisite skills and experience to conduct this analysis.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Borough Council of the Borough of Millstone, County of Somerset, State of New Jersey that it awards a contract to JPMonzo Municipal Consulting in accordance with the attached proposal.

BE IT FURTHER RESOLVED that the Mayor and Borough Clerk are authorized to sign the agreement for this contract.

OLD BUSINESS:

- Sewers – Mayor Heck stated the engineer, Mott McDonald, has provided us a scaled beck version of the sewer plan to review.
- LEPC – none
- FEMA/Mitigation – none
- Status of PILOT – none

ADJOURNMENT of Regular Meeting:

A motion to adjourn the meeting at 7:48 PM was offered by Councilwoman Kidd. Seconded by Councilman Stashek.

Roll Call: Coppola – yes, Grimshaw – yes, K. Kidd – yes, Stashek – yes, A. Kidd - yes.



Millstone Borough

REGULAR MEETING AGENDA

October 16, 2023

Attested to:

Gregory J. Bonin, Borough Clerk



Millstone Borough

REGULAR MEETING AGENDA

October 16, 2023

Millstone Borough Claims list

October 10, 2023
08:08 PM

Millstone Borough
Purchase Order Listing By P.O. Number

Page No: 1

P.O. Type: All
 Range: First to Last
 Format: Detail without Line Item Notes
 Vendors: All
 Rcvd Batch Id Range: First to Last

Open: N Paid: Y Void: N
 Rcvd: N Held: N Aprv: N
 Bid: Y State: Y Other: Y Exempt: Y

Paid Date Range: 09/19/23 to 12/31/23
 Include Non-Budgeted: Y

PO #	PO Date	Vendor	Amount	Charge Account	Contract Acct Type	PO Type Description	Stat/Chk	First Enc Date	Rcvd Date	Chk/Void Date	Invoice
23-0004	01/05/23	PSEG PSE&G				B					
11		ELEC;65-081-353-09;AMWELL&MAIN	128.22	3-01-31-435-205	B	STREET LIGHTING	P	5716 06/11/23	10/09/23	10/09/23	BD: 10/5/23
23-0005	01/08/23	PSEG PSE&G				B					
11		ELEC;66-363-804-03;AMWELL ROAD	124.39	3-01-31-435-205	B	STREET LIGHTING	P	5717 06/11/23	10/09/23	10/09/23	BD: 10/5/23
23-0007	01/22/23	VERIZONW VERIZON WIRELESS				B					
11		WIRELESS COMMUNICATIONS	216.05	3-01-31-440-210	B	TELEPHONE	P	5726 06/11/23	10/10/23	10/10/23	BD: 9/25/23
23-0008	01/08/23	COMCAST COMCAST				B					
10		INTERNET/VOICE SERVICE	236.05	3-01-31-440-210	B	TELEPHONE	P	5706 06/11/23	10/05/23	10/05/23	BD: 9/11/23
23-0009	01/08/23	NJAMWATE NJ AMERICAN WATER				B					
10		ACCT 210022093410; MAIN ST	31.94	3-01-26-300-200	B	BUILDINGS&GROUNDS-OTHER EXPENSES	P	5712 01/08/23	10/08/23	10/09/23	BD: 9/28/23
23-0021	01/17/23	VESCELAU LAURA VESCE				B					
8		REIMBURSEMENT POSTAGE TO MAIL	1.59	3-01-20-130-200	B	FINANCE-OTHER EXPENSES	P	5720 06/14/23	10/08/23	10/09/23	
9		REIMBURSEMENT CALCULATOR AND	53.19	3-01-20-130-200	B	FINANCE-OTHER EXPENSES	P	5720 06/14/23	10/08/23	10/09/23	
			54.78								
23-0022	01/17/23	REPUBLIC REPUBLIC SERVICES				B					
10		SANITATION SERVICES; 9865002	3,740.00	3-01-26-305-200	B	SANITATION-OTHER EXPENSE	P	5718 06/11/23	10/08/23	10/09/23	2438658
23-0025	01/30/23	NJAMWATE NJ AMERICAN WATER				B					
10		ACCT 210022797651; HYDRANTS	1,066.72	3-01-25-265-202	B	FIRE HYDRANT SERVICE	P	5713 06/11/23	10/08/23	10/09/23	BD: 9/20/23
23-0026	01/30/23	ANCONTRA A.W. CONTRACTING				B					
8		LANDSCAPE SERVICES-SEPT	218.00	3-01-26-300-200	B	BUILDINGS&GROUNDS-OTHER EXPENSES	P	5721 08/14/23	10/10/23	10/10/23	3688
23-0027	01/30/23	CARTERVA CARTER VAN DYKE ASSOCIATES				B					
11		PLANNING BD SERVICES	339.00	3-01-21-180-200	B	PLANNING BD-OTHER EXPENSES	P	5707 05/09/23	10/09/23	10/09/23	19427



Millstone Borough

REGULAR MEETING AGENDA

October 16, 2023

October 10, 2023
08:08 PM

Millstone Borough
Purchase Order Listing By P.O. Number

Page No: 2

PO #	PO Date	Vendor	Amount	Charge Account	Contract Acct Type Description	PO Type	First Stat/Chk	Rcvd Enc Date	Chk/Void Date	Invoice
23-00030	01/31/23	OFFENSTE STEPHEN OFFEN				B				
		15 LEGAL SERVICES - SEPTEMBER	450.00	3-01-20-155-200	B LEGAL-OTHER EXPENSES		P 5714	01/31/23	10/08/23	10/09/23 11317371
23-00034	02/16/23	VCSJOB84 VISUAL COMPUTER SOLUTIONS				B				
		8 POLICE SERVICES-9/7, 9/11	798.48	3-01-42-390-212	B INTERLOCAL POLICE SERVICE		P 5719	02/16/23	10/09/23	10/09/23 470002831
		9 POLICE SERVICES-9/13,15,19	1,197.72	3-01-42-390-212	B INTERLOCAL POLICE SERVICE		P 5719	02/16/23	10/09/23	10/09/23 470002863
		10 POLICE SERVICES-9/21,25,27	1,197.72	3-01-42-390-212	B INTERLOCAL POLICE SERVICE		P 5719	02/16/23	10/09/23	10/09/23 470002898
		11 POLICE SERVICES-9/29,10/3	798.48	3-01-42-390-212	B INTERLOCAL POLICE SERVICE		P 5719	02/16/23	10/09/23	10/09/23 470002912
			3,992.40							
23-00041	03/13/23	SDGSECUR SDG SECURITY				B				
		7 AES FIRENET RADIO NETWORK	75.00	3-01-26-300-200	B BUILDINGS&GROUNDS-OTHER EXPENSES		P 5722	06/14/23	10/10/23	10/10/23 23106570
23-00056	05/17/23	MOTTMACD MOTT MACDONALD				B				
		4 ENGINEERING SERVICES IN	3,960.00	C-04-55-222-011	B RESERVE FOR PRELIMINARY EXPENSES		P 120	05/17/23	10/09/23	10/09/23 507492216
23-00099	09/12/23	COMFIRE COMMISSIONERS OF FIRE DIST 1				B				
		2 2023 FIRE DISTRICT CONTRACT	10,658.28	3-01-25-255-203	B FIRE DISTRICT CONTRACT		P 5708	09/12/23	10/09/23	10/09/23
		3 2023 FIRE DISTRICT CONTRACT	10,658.28	3-01-25-255-203	B FIRE DISTRICT CONTRACT		P 5708	09/12/23	10/09/23	10/09/23
		4 2023 FIRE DISTRICT CONTRACT	10,658.28	3-01-25-255-203	B FIRE DISTRICT CONTRACT		P 5708	09/12/23	10/09/23	10/09/23
			31,974.85							
23-00101	10/03/23	MILLPAYR MILLSTONE BORO PAYROLL				B				
		1 OCTOBER PAYROLL	4,053.64	3-01-55-901-004	B DUE TO/FROM PAYROLL		P 1522	10/03/23	10/03/23	10/03/23
		2 OCTOBER PAYROLL -OASI	311.04	3-01-36-472-213	B SOCIAL SECURITY		P 1522	10/03/23	10/03/23	10/03/23
		3 OCTOBER PAYROLL-SUI	12.19	3-01-55-901-005	B DUE TO/FROM SUI		P 1522	10/03/23	10/03/23	10/03/23
			4,376.87							
23-00102	10/03/23	NJPENSIO STATE OF NEW JERSEY				B				
		1 2023 3RD QTR PENSION PAYMENT	912.27	3-01-55-901-004	B DUE TO/FROM PAYROLL		P 1600	10/03/23	10/03/23	10/03/23
23-00103	10/08/23	MAILBOX MAILBOX BUSINESS CENTER				B				
		1 PRINTING OF VARIOUS ITEMS FOR	151.00	3-01-28-371-200	B HISTORIC COM-OTHER EXPENSE		P 5711	10/08/23	10/08/23	10/09/23
23-00104	10/08/23	PORITAOR PORTIA ORTON				B				
		4 REIMB FOR ENLARGED COPY OF	46.00	3-01-27-135-200	B ENVIRONMENTAL COM-OTHER EXPENSES		P 5715	10/08/23	10/08/23	10/09/23
23-00105	10/09/23	HECKRAYM RAYMOND HECK				B				
		1 REIMB FOR RAYMOND HECK	2,000.00	3-01-20-100-201	B A&E-EMPLOYEE DEVELOPMENT		P 5710	10/09/23	10/09/23	10/09/23



Millstone Borough

REGULAR MEETING AGENDA

October 16, 2023

October 10, 2023
08:08 PM

Millstone Borough
Purchase Order Listing By P.O. Number

Page No: 3

PO #	PO Date	Vendor	Amount	Charge Account	Contract Acct Type	PO Type Description	First Stat/Chk	Rcvd Enc Date	Chk/Void Date	Invoice
23-00105	10/09/23	HECKRAYM RAYMOND HECK		Continued						
			800.00	3-01-20-110-200		B MAYOR & COUNCIL-OTHER EXPENSES				
			2,800.00							
23-00106	10/09/23	COUNTRYS COUNTRYSIDE								
1		CUT AND REMOVE 5 TREES IN BORO	5,500.00	C-04-55-222-007		B RESRVE: TREE REMOVAL & PRUNING	P	119 10/09/23	10/09/23	10/09/23 40
2		EMERGENCY STORM DAMAGE 7/26/23	1,000.00	C-04-55-222-007		B RESRVE: TREE REMOVAL & PRUNING	P	119 10/09/23	10/09/23	10/09/23 41
3			1,800.00	3-01-26-300-200		B BUILDINGS&GROUNDS-OTHER EXPENSES	P	5709 10/09/23	10/09/23	10/09/23 41
4		EMERGENCY TREE WORK 9/22/23	2,700.00	3-01-26-300-200		B BUILDINGS&GROUNDS-OTHER EXPENSES	P	5709 10/09/23	10/09/23	10/09/23 46
			11,000.00							
23-00107	10/10/23	SOMERCTY SOMERSET COUNTY								
1		4TH QUARTER 2023 TAXES-COUNTY	50,763.35	3-01-55-907-001		B COUNTY TAXES PAYABLE	P	5723 10/10/23	10/10/23	10/10/23
23-00108	10/10/23	SOMERCTY SOMERSET COUNTY								
1		4TH QTR 2023 TAXES-OPEN SPACE	5,197.76	3-01-55-907-001		B COUNTY TAXES PAYABLE	P	5724 10/10/23	10/10/23	10/10/23
23-00109	10/10/23	SOMERCTY SOMERSET COUNTY								
1		4TH QUARTER 2023 TAXES-LIBRARY	6,841.96	3-01-55-907-001		B COUNTY TAXES PAYABLE	P	5725 10/10/23	10/10/23	10/10/23
Total Purchase Orders:			24	Total P.O. Line Items:	35	Total List Amount:	128,696.61	Total Void Amount:	0.00	

October 10, 2023
08:08 PM

Millstone Borough
Purchase Order Listing By P.O. Number

Page No: 4

Totals by Year-Fund Fund Description	Fund	Budget Total	Revenue Total	G/L Total	Total
	3-01	118,236.61	0.00	0.00	118,236.61
	C-04	10,460.00	0.00	0.00	10,460.00
Total of All Funds:		128,696.61	0.00	0.00	128,696.61