



# Millstone Borough

## REGULAR MEETING MINUTES

### December 20, 2021

In Compliance with the recent NJ State Executive Orders, the Borough Council meeting will be held virtually. The meeting will be conducted via the Zoom Meeting program, and all are invited to participate. Meeting details are as follows;

**Topic: Millstone Borough Council meeting 12.20.21**  
**Time: Dec 20, 2021 07:30 PM Eastern Time (US and Canada)**

#### Join Zoom Meeting

<https://us02web.zoom.us/j/84376501988?pwd=QXRlUUVWemp3NStBZ1hybDdtTW0xUT09>

**Meeting ID: 843 7650 1988**

**Passcode: 593037**

**One tap mobile**

**+13126266799,,84376501988#,,,,\*593037# US (Chicago)**

**+19292056099,,84376501988#,,,,\*593037# US (New York)**

**Dial by your location**

**+1 312 626 6799 US (Chicago)**

**+1 929 205 6099 US (New York)**

**+1 301 715 8592 US (Washington DC)**

**+1 346 248 7799 US (Houston)**

**+1 669 900 6833 US (San Jose)**

**+1 253 215 8782 US (Tacoma)**

**Meeting ID: 843 7650 1988**

**Passcode: 593037**

**Find your local number: <https://us02web.zoom.us/j/84376501988>**

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**TIME:** 7:30 PM

**CALL TO ORDER – OPENING STATEMENT:** Mayor Heck opened the meeting 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.

<b><u>ROLL CALL:</u></b>	Councilman Robert Galli	Present
	Councilwoman Karen Kidd	Present
	Councilman Jason Klett	Present
	Councilwoman Kristen Ross	Present
	Councilman Jonathan Stashek	Present
	Council President Alan Kidd	Present
	Mayor Raymond Heck	Present



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#### **MINUTES:**

- November 15, 2021 Regular meeting minutes

Councilwoman Kidd offered a motion to approve the minutes. Seconded by Councilwoman Ross

Roll Call: Galli – yes, K. Kidd – yes, Klett – yes, Ross – yes, Stashek – yes, A. Kidd - yes

#### **REPORTS:**

- Assessor – no report
- Clerk – no report
- Emergency Management (OEM/State Police/Fire) – Mayor Heck stated he is submitting a FEMA Request for Public Assistance for culvert repairs. We are currently being certified for the FEMA grant and the repair is soon to be underway. He stated they will be trying to make culvert larger in the future. Councilman Galli commented that he spoke to the County engineer and contractor when they were on site and the current pipe is sized at 15 inches. He said the contractor was concerned that the pipe may be kinked or partially blocked. Councilman Galli discussed installing larger pipe without have to rip up streets or for extended permitting. Mayor Heck agreed stating that what he is referring to when he mentioned possibly expanding the pipe. Mayor Heck stated he is also working in several flood mitigation projects in the borough that will be due in early January. He stated he has plans to hold a kickoff meeting with residents in early January to get everyone thinking about what they have to do. Much paperwork needs to be done and the borough has engaged the help of a professional to navigate the grant and application process.
- Finance/Tax Collection – no report
- Historic Commission – Mayor Heck stated new borough entry signs have been installed and look great.
- Recreation Commission – Mayor Heck reported that Coffee with Mayor went well.

#### **COUNCIL REPORTS:**

- Buildings and Grounds – no report
- Planning Board – Councilman Galli stated at the last meeting the Planning Board discussed variance waiver for a setback for a house on Yorktown Road. There was some question on what the actual setback is per the ordinance. Mayor Heck stated that Carter Van Dyke and he have also discussed a complete streets program which would help reduce speed and traffic on Main St.
- Traffic and Roads – no report

#### **MAYOR'S REPORT:**

Mayor Heck reiterated that the Borough is working on a program with the Planning Board for complete streets. He also reported that Carter Van Dyke is working on an infrastructure investment job grant application. This could help fund the wastewater and regular water improvements in town (water on Beardslee road and future sewers)

#### **MEETING OPEN TO THE PUBLIC:**



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- 
- Motion to Open the Meeting to the Public

Councilwoman Ross Offered a motion to open the meeting to the public. Seconded by Councilman Stashek.

Roll Call: Galli – yes, K. Kidd – yes, Klett – yes, Ross – yes, Stashek – yes, A. Kidd - yes

Henry Wierzbowski commented on traffic on Route 533/River Road. He stated traffic has increased northbound and he would like to see a radar speed sign installed near Old Amwell Rd and the church. Also, he asked that the borough install a pedestrian crosswalk sign be reinstalled. Mr. Wierzbowski also stated he applied for the blue acres buy out. Mayor Heck stated he mentioned that during mayor. He stated that there are several FEMA related projects underway including the residents who have applied for the Blue Acres acquisition program.

Mr. Wierzbowski mentioned a drainage ditch that parallels Amwell and Yorktown roads, he asked if county could make it deeper to hold more water. Mayor Heck stated he would reach out to county engineer about the drainage ditch and various signage Mr. Wierzbowski requested.

Miriam Nouri asked if residents could fund raise to purchase another historic sign for the borough. Ms. Nouri of 1393 Millstone River Road also mentioned that she spoke to Mayor Heck about FEMA applications and the desire of residents for flood mitigation. She stated Chris Testa said Blue Acres should be last resort and she would hope the borough pursues the FEMA Hazard Mitigation grant first, then use Blue Acres funding if the other grants don't work.

Mayor Heck stated he will try and explained the complex grant programs. He stated he agreed with Ms. Nouri and will pursue the FEMA Hazard Mitigation grants. He also commented that DEP Blue Acres has yet to respond to our inquiries.

Mayor Heck stated other mitigation grant opportunities may be opening in February, so we are trying to get applications prepared for when that happens.

Mr. Wierzbowski added that for those people lifting your house, FEMA flood insurance does not necessarily decrease after your home is elevated.

Mayor Heck stated that is the type of information he hopes residents will hear at the kickoff meeting in January.

Councilwoman Ross asked how many houses are being raised. Mayor Heck commented that there is one home planned for elevation, two for relocation and a few more have requested acquisition.

Mr. Zack Huber commented that he has structural beams in his house that are cracked due to repeated water damage. He does believe it can be elevated further or can be moved. Miriam Nouri commented that they know the house has major structural issues and if it cannot be acquired or razed then they will seek to repair and sell.

- Motion to Close the Meeting to the Public



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Council President Kidd Offered a motion to close the meeting to the public. Seconded by Councilwoman Ross

Roll Call: Galli – yes, K. Kidd – yes, Klett – yes, Ross – yes, Stashek – yes, A. Kidd - yes

#### **CLAIMS FOR PAYMENT**

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

Councilman Galli asked about the health agreement. Mayor Heck stated it is our interlocal agreement for health services

Council President Kidd offered a resolution to authorize the claims for payment. Seconded by Councilwoman Ross

Roll Call: Galli – yes, K. Kidd – yes, Klett – yes, Ross – 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 AUTHORIZING SUBMISSION OF A STRATEGIC PLAN FOR THE HILLSBOROUGH-MILLSTONE MUNICIPAL ALLIANCE GRANT FOR THE FISCAL YEAR 2022-2023**

Councilwoman Kidd offered a resolution regarding the municipal alliance. Seconded by Councilwoman Ross.

Roll Call: Galli – yes, K. Kidd – yes, Klett – yes, Ross – yes, Stashek – yes, A. Kidd - yes

**WHEREAS**, the Governor's Council on Alcoholism and Drug Abuse established the Municipal Alliances for the Prevention of Alcoholism and Drug Abuse in 1989 to educate and engage residents, local government and law enforcement officials, schools, nonprofit organizations, the faith community, parents, youth and other allies in efforts to prevent alcoholism and drug abuse in communities throughout New Jersey.



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**WHEREAS**, The Borough Council of the Borough of Millstone, County of Somerset, State of New Jersey recognizes that the abuse of alcohol and drugs is a serious problem in our society amongst persons of all ages; and therefore has an established Municipal Alliance Committee; and,

**WHEREAS**, the Borough Council further recognizes that it is incumbent upon not only public officials but upon the entire community to take action to prevent such abuses in our community; and,

**WHEREAS**, the Borough Council has applied for funding to the Governor's Council on Alcoholism and Drug Abuse through the County of Somerset;

**NOW, THEREFORE, BE IT RESOLVED** by the Borough of Millstone, County of Somerset, State of New Jersey hereby recognizes the following:

1. The Borough Council does hereby authorize submission of a strategic plan for the Hillsborough-Millstone Municipal Alliance grant for fiscal year 2022-2023 in the amount of:

DEDR	\$ 10,751.34
Cash Match	\$ 2,687.83
In-Kind	\$ 8,063.51

2. The Borough Council acknowledges the terms and conditions for administering the Municipal Alliance grant, including the administrative compliance and audit requirements.

3. The Borough Council accepts subsequent award of this grant.

- **RESOLUTION AUTHORIZING AN AGREEMENT WITH R&L DATA CENTERS FOR PAYROLL RELATED SERVICES.**

Councilman Stashek offered a resolution to enter into a contract with R&L Data Services. Seconded by Councilwoman Ross.

Roll Call: Galli – yes, K. Kidd – yes, Klett – yes, Ross – yes, Stashek – yes, A. Kidd - yes

**WHEREAS**, the Borough requires the provision of specific payroll-related services for the officers and employees of Borough of Millstone; and

**WHEREAS**, the services are to be provided by, R&L on behalf of Borough of Millstone,

**NOW, THEREFORE, IT IS 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 and sign the agreement with R&L Data Services per the attached agreement.

- **RESOLUTION AUTHORIZING THE TRANSFER OF FUNDS IN THE BOROUGH OF MILLSTONE CALENDAR YEAR 2021 BUDGET AMONG CURRENT FUND APPROPRIATIONS PURSUANT TO N.J.S.A. 40A:4-59**

Council President Kidd offered a resolution to transfer funds. Seconded by Councilman Stashek.



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Roll Call: Galli – yes, K. Kidd – yes, Klett – yes, Ross – yes, Stashek – yes, A. Kidd - yes

WHEREAS, N.J.S.A. 40A: 4-59 authorizes the transfer of funds during the last two months of a fiscal year and during the first three months of the subsequent fiscal year; and

WHEREAS, certain calendar year 2021 appropriations as budgeted are insufficient to meet the needs for which appropriations were originally established while certain other appropriations appear to have surplus appropriations not currently required to pay claims against the Borough of Millstone for which they were budgeted; and

WHEREAS, the following details indicate the account to which funds need to be transferred and the account from which funds need to be transferred from to ensure adequate appropriations exist where needed to pay claims against the Borough.

FROM:  
Engineering, OE  
1-01-20-165-200 - \$4,500.00

TO:  
Historic Commission, OE  
1-01-28-371-200 - \$4,500.00

NOW, THEREFORE, IT IS 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 transfer \$4,500.00 of funds as indicated in the foregoing details from the designated appropriation having apparent surplus balances to the designated appropriation having an apparent insufficient balance to ensure that an adequate appropriation balance exist where needed.

#### • RESOLUTION TO AWARD A SOLID WASTE CONTRACT FOR 2022

Councilman Stashek offered a resolution to award a contract for solid waste removal. Seconded by Council President Kidd.

Attorney Offen stated the Borough is going to award the contract to Republic Services even though the quote from Dave's Disposal was lower. The rationale being that Republic Services is our current provider who will pick up on Friday as residents have become accustomed to. Also not changing providers is less disruptive to residents, this is a one-year contract. Attorney Offen reported that in 2022 the Borough will go out for a five-year bid.

Roll Call: Galli – yes, K. Kidd – yes, Klett – yes, Ross – yes, Stashek – yes, A. Kidd - yes

WHEREAS, in accordance with N.J.S.A. 40A:11-6.1 of the Local Public Contracts Law, the Borough solicited and received quotes for Solid Waste Pickup and Disposal Services; and

WHEREAS, the quotes were reviewed by the Mayor and the quote received from Republic Services of NJ LLC d/b/a Raritan Valley Disposal, 9 Frontage Road, Clinton, NJ 08804 was determined to be most advantageous to the Borough price and other factors considered: and

WHEREAS, the Township Qualified Purchasing Agent has received a New Jersey Business Registration Certificate, and all completed Alternate Procurement Forms required by N.J.S.A. 19:44A-20.4 et seq.



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NOW, THEREFORE, BE IT RESOLVED by the Borough Council of the Borough of Millstone, County of Somerset, State of New Jersey, that the Borough's CFO is hereby authorized to issue a purchase order to Republic Services of NJ LLC d/b/a Raritan Valley Disposal in an amount not to exceed \$38,760.00 for the term January 1, 2022 - December 31, 2022

- **RESOLUTION TO CANCEL CAPITAL APPROPRIATION BALANCES OF THE BOROUGH OF MILLSTONE IN THE COUNTY OF SOMERSET, NEW JERSEY**

Councilman Stashek offered a resolution to cancel capital appropriation balances. Seconded by Council President Kidd.

Roll Call: Galli – yes, K. Kidd – yes, Klett – yes, Ross – yes, Stashek – yes, A. Kidd - yes

WHEREAS, there are several Capital Projects that have been completed and/or balances remain open and unexpended; and

WHEREAS, the Borough now desires to formally cancel such appropriations and transfer the balances to their respective fund surplus: and

NOW THEREFORE IT IS RESOLVED, by the Mayor and Council of the Borough of Millstone, County of Somerset, NJ that the following unexpended and dedicated Capital Balances be canceled.

PROJECT	AMOUNT
ROADS: ANN & BEARDSLEE	\$17,317.84
SECURITY CAMERA PROJECT	\$14,000.00
VAN DOREN ROAD	\$42,100.00
SECURING HISTORIC HOUSE	\$1,950.0

#### **OLD BUSINESS:**

- Sewers – Attorney Offen said there is no activity to report

#### **ADJOURNMENT of Regular Meeting:**

Councilman Stashek offered a motion to adjourn the regular meeting at 8:25 PM. Seconded by Councilwoman Ross.

Roll Call: Galli – yes, K. Kidd – yes, Klett – yes, Ross – yes, Stashek – yes, A. Kidd – yes

Attested to:

Gregory J Bonin, Borough Clerk



# Millstone Borough REGULAR MEETING MINUTES December 20, 2021

## December 20, 2021 Claims list

December 16, 2021 10:30 PM				Millstone Borough Purchase Order Listing By P.O. Number			
P.O. Type: All				Open: N	Paid: Y	Void: N	
Range: First to Last				Rcvd: N	Held: N	Aprv: N	
Format: Detail without Line Item Notes				Bid: Y	State: Y	Other: Y	Exempt: Y
Include Non-Budgeted: Y				Paid Date Range: 11/16/21 to 12/31/21			
PO #	PO Date	Vendor	Amount	Charge Account	Contract	PO Type	First
Item Description					Acct Type	Description	Stat/Chk Enc D
21-00002	01/10/21	OFFENSTE STEPHEN OFFEN				B	
19 LEGAL SERVICES-NOV			350.00	1-01-20-155-200		B LEGAL-OTHER EXPENSES	P 5199 01/10,
21-00003	01/10/21	VERIZONW VERIZON WIRELESS				B	
12 WIRELESS COMMUNICATION			279.96	1-01-31-440-210		B TELEPHONE	P 5184 05/31,
21-00010	01/12/21	PSEG PSE&G				B	
13 ELEC;66 363 804 03; AMWELL			88.32	1-01-31-435-205		B STREET LIGHTING	P 5200 05/31,
21-00011	01/12/21	PSEG PSE&G				B	
13 ELEC;65 081 353 09;AMWELL&MAIN			90.54	1-01-31-435-205		B STREET LIGHTING	P 5201 05/31,
21-00012	01/12/21	PSEG PSE&G				B	
13 ELEC; 13-014-015-01; VARIOUS			728.83	1-01-31-435-205		B STREET LIGHTING	P 5202 05/31,
21-00017	02/02/21	RLDATA R & L DATA CENTERS				B	
16 PAYROLL ACT 8R-8R - NOV			156.00	1-01-20-100-200		B A&E-OTHER EXPENSES	P 5204 04/13,
21-00019	02/02/21	NJAMWATE NJ AMERICAN WATER				B	
12 ACCT 210022797651;HYDRANTS			1,066.72	1-01-25-265-202		B FIRE HYDRANT SERVICE	P 5197 04/13,
21-00020	02/02/21	NJAMWATE NJ AMERICAN WATER				B	
12 ACCT 210022093410; MAIN ST			29.70	1-01-26-300-200		B BUILDINGS&GROUNDS-OTHER EXPENSES	P 5198 04/13,
21-00021	02/02/21	COMCAST COMCAST				B	
12 INTERNET/VOICE SERVICE			167.58	1-01-31-440-210		B TELEPHONE	P 5189 05/29,



# Millstone Borough REGULAR MEETING MINUTES December 20, 2021

December 16, 2021 10:30 PM				Millstone Borough Purchase Order Listing By P.O. Number			
PO #	PO Date	Vendor	Amount	Charge Account	Contract Acct Type Description	PO Type	First Stat/Chk Enc Da
21-00034	03/04/21	FRANKPOL FRANKLIN TOWNSHIP POLICE DEPT			B		
14	POLICE SERVICES-NOVEMBER	2,940.00	1-01-42-390-212	B INTERLOCAL POLICE SERVICE	P	5193	05/01/
21-00045	04/05/21	COMPASSM COMPASSMSP			B		
13	MICROSOFT EMAIL PLAN-DEC	100.00	1-01-20-140-200	B INFORMATION TECHNOLOGY - OTHER EXPENSES	P	5191	05/12/
21-00061	04/01/21	AWCONTRA A.W. CONTRACTING			B		
15	LANDSCAPE SERVICES-NOV	626.50	1-01-26-300-200	B BUILDINGS&GROUNDS-OTHER EXPENSES	P	5186	08/01/
21-00065	05/30/21	HILLSTWP HILLSBOROUGH TOWNSHIP			B		
3	HEALTH SERVICES CONTRACT-	9,572.70	1-01-27-330-200	B BD OF HLTH-OTHER EXPENSE	P	5195	05/30/
21-00066	05/30/21	FRANKLIN FRANKLIN TOWNSHIP			B		
4	ANIMAL CONTROL SERVICE	530.40	1-01-27-340-206	B DOG REGULATION	P	5192	05/30/
21-00073	06/01/21	COMMFIRE COMMISSIONERS OF FIRE DIST 1			B		
5	2021 FIRE DISTRICT CONTRACT	9,915.15	1-01-25-255-203	B FIRE DISTRICT CONTRACT	P	5190	06/01/
21-00074	06/01/21	SDGSECUR SDG SECURITY			B		
1	3rd & 4th Qtr Monitoring	0.00	1-01-26-300-200	B BUILDINGS&GROUNDS-OTHER EXPENSES	P	0	06/01/
21-00077	06/08/21	VESCELAU LAURA VESCE			B		
9	REIMBURSEMENT INK 8/13/21	39.89	1-01-20-130-200	B FINANCE-OTHER EXPENSES	P	5206	06/09/
10	REIMBURSEMENT STAMPS 11/9/21	58.00	1-01-20-130-200	B FINANCE-OTHER EXPENSES	P	5206	06/09/
		97.89					
21-00117	11/09/21	MSIMUNSO MSI MUNICIPAL SOFTWARE			B		
1	TAX SOFTWARE SUPPORT 2022	2,816.00	1-01-20-110-200	B MAYOR & COUNCIL-OTHER EXPENSES	P	5196	11/09/
21-00118	11/09/21	ALCOHOL & DRUG ACCOUNTS REFERENCE					



# Millstone Borough REGULAR MEETING MINUTES December 20, 2021



December 16, 2021  
10:30 PM

Millstone Borough  
Purchase Order Listing By P.O. Number

PO #	PO Date	Vendor	Amount	Charge Account	Contract Acct Type	PO Type Description	First Stat/chk	Enc Dat
21-00122	12/02/21	BRTTECH BRT TECHNOLOGIES						
1	2022	TAX ASSESSMENT CARDS	91.29	1-01-20-150-200	B	TAX ASSESSOR-OTHER EXPENSES	P 5187	12/02/2
21-00125	12/13/21	GOVERFOR GOVERNMENT FORMS AND SUPPLIES						
1	DOG/CAT	TAGS FOR 2022	242.46	1-01-27-340-206	B	DOG REGULATION	P 5194	12/13/2
21-00126	12/13/21	GERALMUL LAW OFFICES OF GERALD MULLER						
1	PLANNING BD	SERVICES - OCT	358.75	T-28-56-001-001	B	TRUST ESCROW EXPENSES	P 1202	12/13/2
21-00127	12/14/21	COMPASSM COMPASSMSP						
1	DOMAIN RENEWAL	REGISTRATION	35.00	1-01-20-140-200	B	INFORMATION TECHNOLOGY - OTHER EXPENSES	P 5191	12/14/2
21-00128	12/14/21	PAYROLL PAYROLL FUND						
1	DECEMBER	PAYROLL-CLERK	1,197.62	1-01-20-121-100	B	MUN CLERK-SALARY & WAGES	P 222	12/14/2
2	DECEMBER	PAYROLL-INSP/CONSTR	1,221.75	1-01-22-195-100	B	INSP OF BLDG-SALARY & WAGES	P 222	12/14/2
3	DECEMBER	PAYROLL-FINANCE	3,252.53	1-01-20-130-100	B	FINANCE-SALARY & WAGES	P 222	12/14/2
4	DECEMBER	PAYROLL-TAX COLLECTOR	1,036.97	1-01-20-145-100	B	TAX COLLECTOR-SALARY & WAGES	P 222	12/14/2
5	DECEMBER	PAYROLL-TAX ASSESSOR	648.56	1-01-20-150-100	B	TAX ASSESSOR-SALARY & WAGES	P 222	12/14/2
6	DECEMBER	PAYROLL-PLANNING	486.40	1-01-21-180-100	B	PLANNING BD-SALARY & WAGES	P 222	12/14/2
7	DECEMBER	PAYROLL-OASI	600.05	1-01-36-472-213	B	SOCIAL SECURITY	P 222	12/14/2
			8,443.88					

21-00129 12/16/21 HECKWEND WENDY HECK



December 16, 2021  
10:30 PM

Millstone Borough  
Purchase Order Listing By P.O. Number

Totals by Year-Fund	Fund	Budget Total	Revenue Total	G/L Total	Total
Fund Description					
	1-01	48,578.85	0.00	0.00	48,578.85