



Millstone Borough

REGULAR MEETING AGENDA

January 17, 2022

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;

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

January 17, 2022 07:30 PM	July 18, 2022 07:30 PM
February 21, 2022 07:30 PM	August 15, 2022 07:30 PM
March 21, 2022 07:30 PM	September 19, 2022 07:30 PM
April 18, 2022 07:30 PM	October 17, 2022 07:30 PM
May 16, 2022 07:30 PM	November 21, 2022 07:30 PM
June 20, 2022 07:30 PM	December 19, 2022 07:30 PM

Join Zoom Meeting

<https://us02web.zoom.us/j/81919230700?pwd=UXVLMmV3VUF5L2JFV3c2TDJaT1pqZz09>

Meeting ID: 819 1923 0700

Passcode: 416795

One tap mobile

+19292056099,,81919230700#,,,,*416795# US (New York)

+13017158592,,81919230700#,,,,*416795# US (Washington DC)

Dial by your location

+1 929 205 6099 US (New York)

+1 301 715 8592 US (Washington DC)

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TIME: 7:30 PM

CALL TO ORDER – OPENING 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:

ROLL CALL:

Councilwoman Mandy Coppola
Councilman Robert Galli
Councilwoman Karin Kidd
Councilwoman Kristen Ross
Councilman Jonathan Stashek
Council President Alan Kidd
Mayor Raymond Heck



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Also Present: _____

MINUTES:

- December 6, 2021 Special meeting minutes
- December 20, 2021 Regular meeting minutes
- January 5, 2022 Reorganization meeting minutes

REPORTS:

- Assessor –
- Clerk –
- Emergency Management (OEM/State Police/Fire) –
- Finance/Tax Collection –
- Historic Commission –
- Recreation Commission –

COUNCIL REPORTS:

- Buildings and Grounds -
- Planning Board –
- Traffic and Roads -

MAYOR'S REPORT:

MEETING OPEN TO THE PUBLIC:

- Motion to Open the Meeting to the Public
- Motion to Close the Meeting to the Public

CLAIMS FOR PAYMENT

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

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:



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- **RESOLUTION AUTHORIZING A SHARED SERVICE AGREEMENT WITH HILLSBOROUGH TOWNSHIP FOR HEALTH SERVICES**

WHEREAS, the Borough Council of the Borough of Millstone has a need to contract for the services of Health Services; and

WHEREAS, the Local Public Contracts Law and Uniform Shared Services Act authorizes and empowers the County and Municipality to enter into an agreement for such services; and

WHEREAS, the Borough Council has determined it is in the best interest of the Borough to enter into a shared services agreement with the Hillsborough Township for Health Services; and

WHEREAS, the Chief Financial Officer has certified funds are available in the 2022 budget for this contract;

NOW THEREFORE, BE IT RESOLVED that the Borough Council of the Borough of Millstone that the Mayor and Borough Clerk are hereby authorized to execute a Shared Service Agreement with the Township of Hillsborough for the provision of health services of a technical and professional nature by Hillsborough on behalf of Millstone for the period January 1, 2022 through December 31, 2023.

OLD BUSINESS:

- Sewers –

EXECUTIVE SESSION (if necessary):

WHEREAS, the law commonly known as the “Sunshine Law” requires that Borough Council meetings be open to the public except for the discussion of certain subjects; and

WHEREAS, the “Sunshine Law” requires that a closed session be authorized by Resolution;

NOW, THEREFORE, BE IT RESOLVED by the Borough Council of the Borough of Millstone that the balance of this meeting shall be closed to the public; and

BE IT FURTHER RESOLVED, that the meeting shall be adjourned at the end of the closed session; and

BE IT FURTHER RESOLVED, that the subjects to be discussed and the time of public release of the minutes of the closed session are indicated below:

SUBJECT MATTER
Contract Negotiations

TIME WHEN AND THE CIRCUMSTANCES
UNDER WHICH THE SUBJECT MATTER
CAN BE DISCLOSED
When the matter is concluded.

ADJOURNMENT of Regular Meeting:



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Millstone Borough Claims list

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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
Include Non-Budgeted: Y
Paid Date Range: 12/20/21 to 12/31/22
Open: N
Rcvd: N
Bid: Y
Paid: Y
Held: N
State: Y
Void: N
Aprv: N
Other: Y
Exempt: Y

PO #	PO Date	Vendor	Amount	Charge Account	Contract	PO Type	Stat/Chk	First Enc Date	Rcvd Date	Chk/Void Date	Invoice
21-00002	01/10/21	OFFENSTE STEPHEN OFFEN			B						
20		LEGAL SERVICES-DEC	650.00	1-01-20-155-200	B	LEGAL-OTHER EXPENSES	P	5220 01/10/21	01/10/22	01/17/22	11176662
21-00003	01/10/21	VERIZONW VERIZON WIRELESS			B						
13		WIRELESS COMMUNICATION	214.22	1-01-31-440-210	B	TELEPHONE	P	5227 05/31/21	01/12/22	01/12/22	9895898560
21-00017	02/02/21	RDATA R & L DATA CENTERS			B						
18		PAYROLL ACT 8R-8R - DEC	156.00	1-01-20-100-200	B	A&E-OTHER EXPENSES	P	5229 04/13/21	01/12/22	01/17/22	105324
21-00019	02/02/21	NJAMWATE NJ AMERICAN WATER			B						
13		ACCT 210022797651;HYDRANTS	1,066.72	1-01-25-265-202	B	FIRE HYDRANT SERVICE	P	5218 04/13/21	01/10/22	01/17/22	BD:DEC 17, 2021
21-00020	02/02/21	NJAMWATE NJ AMERICAN WATER			B						
13		ACCT 210022093410; MAIN ST	29.70	1-01-26-300-200	B	BUILDINGS&GROUNDS-OTHER EXPENSES	P	5219 10/31/21	01/10/22	01/17/22	BD:DEC 21,2021
21-00021	02/02/21	COMCAST COMCAST			B						
13		INTERNET/VOICE SERVICE	167.53	1-01-31-440-210	B	TELEPHONE	P	5211 05/29/21	01/10/22	01/17/22	BD: 12/11/21
21-00024	02/08/21	REPUBLIC REPUBLIC SERVICES			B						
13		SANITATION SERVICES; DECEMBER	2,774.42	1-01-26-305-200	B	SANITATION-OTHER EXPENSE	P	5223 05/31/21	01/10/22	01/17/22	0865-002164481
21-00034	03/04/21	FRANKPOL FRANKLIN TOWNSHIP POLICE DEPT			B						
15		POLICE SERVICES-DECEMBER	2,240.00	1-01-42-390-212	B	INTERLOCAL POLICE SERVICE	P	5213 05/01/21	01/10/22	01/17/22	2051
21-00035	03/04/21	GANNETNJ GANNETT NJ NEWSPAPERS			B						
11		LEGAL AD-8/31/21-COMCAST	52.20	1-01-20-110-200	B	MAYOR & COUNCIL-OTHER EXPENSES	P	5214 08/28/21	01/10/22	01/17/22	4205287
12		LEGAL AD-10/19/21-PROFESSIONAL	53.06	1-01-20-110-200	B	MAYOR & COUNCIL-OTHER EXPENSES	P	5214 08/28/21	01/10/22	01/17/22	4205287
13		LEGAL AD-10/6/21-COMCAST	52.20	1-01-20-110-200	B	MAYOR & COUNCIL-OTHER EXPENSES	P	5214 08/28/21	01/10/22	01/17/22	4269503
			157.46								
21-00068	05/31/21	SOMERREC SOMERSET COUNTY TREASURER			B						
5		4TH QTR 2021 RECYCLING	1,114.73	1-01-26-305-200	B	SANITATION-OTHER EXPENSE	P	5225 05/31/21	01/10/22	01/17/22	4TH QTR 2021



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Purchase Order Listing By P.O. Number

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PO #	PO Date	Vendor	Amount	Charge Account	Contract Acct Type	PO Type Description	Stat/Chk	First Enc Date	Rcvd Date	Chk/Void Date	Invoice
21-00116	11/09/21	BRANCHBU BRANCHBURG TOWNSHIP									
1	2021	LEAF PICK UP/DISPOSAL	6,000.00	1-01-26-290-200	B	ROAD REPAIR-OTHER EXPENSES	P	5210	11/09/21	01/10/22	01/17/22 36342
21-00123	12/02/21	ZIENOWIC ZIENOWICZ SIGNS									
1		WELCOME TO HISTORIC BOROUGH OF	7,200.00	1-01-28-371-200	B	HISTORIC COM-OTHER EXPENSE	P	5226	12/02/21	01/10/22	01/17/22 5516
2		DELIVERY AND INSTALLATION	1,000.00	1-01-28-371-200	B	HISTORIC COM-OTHER EXPENSE	P	5226	12/02/21	01/10/22	01/17/22 5516
			8,200.00								
21-00130	12/16/21	MILLPAYR MILLSTONE BORO PAYROLL									
3		DECEMBER PAYROLL	5,843.83	1-01-55-901-004	B	DUE TO/FROM PAYROLL	P	229	12/16/21	12/31/21	12/31/21
4		DECEMBER PAYROLL-OASI	600.05	1-01-36-472-213	B	SOCIAL SECURITY	P	229	12/16/21	12/16/21	12/31/21
			6,443.88								
21-00131	12/28/21	COMPASSM COMPASSMSP									
1		WEBSITE DEVELOPMENT WORK	612.50	1-01-20-140-200	B	INFORMATION TECHNOLOGY - OTHER EXPENSES	P	5228	12/28/21	01/12/22	01/17/22 155779
21-00133	12/24/21	HARLA005 HARLAND CLARK									
1		BANK DEPOSIT TICKETS	63.75	1-01-20-145-200	B	TAX COLLECTOR-OTHER EXPENSES	P	225	12/24/21	12/24/21	12/24/21
21-00135	01/09/22	HECKRAYM RAYMOND HECK									
1		REIMB-CONFERENCE	2,500.00	1-01-20-100-201	B	A&E-EMPLOYEE DEVELOPMENT	P	5216	12/31/21	01/11/22	01/17/22
2		REIMB-RUTGERS CLASS	205.00	1-01-21-180-200	B	PLANNING BD-OTHER EXPENSES	P	5216	12/31/21	01/11/22	01/17/22
3		REIMB-RUTGERS CLASS	543.00	1-01-21-180-200	B	PLANNING BD-OTHER EXPENSES	P	5216	12/31/21	01/11/22	01/17/22
4		REIMB-NEW PRINTER - BORO HALL	199.00	1-01-20-140-200	B	INFORMATION TECHNOLOGY - OTHER EXPENSES	P	5216	12/31/21	01/11/22	01/17/22
5		REIMB-INK	37.94	1-01-20-140-200	B	INFORMATION TECHNOLOGY - OTHER EXPENSES	P	5216	12/31/21	01/11/22	01/17/22
6		REIMB - LAPTOP FOR PLANNING	426.49	1-01-21-180-200	B	PLANNING BD-OTHER EXPENSES	P	5216	12/31/21	01/11/22	01/17/22
7		REIMB - LAPTOPS FOR	852.98	1-01-21-180-200	B	PLANNING BD-OTHER EXPENSES	P	5216	12/31/21	01/11/22	01/17/22
8		REIMB-INK	75.99	1-01-20-140-200	B	INFORMATION TECHNOLOGY - OTHER EXPENSES	P	5216	01/11/22	01/11/22	01/17/22
			4,840.40								
22-00001	01/10/22	SDGSECUR SDG SECURITY									
1		1ST QTR TEST	147.80	2-01-26-300-200	B	BUILDINGS&GROUNDS-OTHER EXPENSES	P	5224	01/10/22	01/10/22	01/17/22 21106931
22-00002	01/10/22	GOVERFOR GOVERNMENT FORMS AND SUPPLIES									
3		2022 CAT LICENSE	180.00	1-01-27-340-206	B	DOG REGULATION	P	5215	01/10/22	01/11/22	01/17/22 0331223
4		2022 DOG LICENSE	180.00	1-01-27-340-206	B	DOG REGULATION	P	5215	01/10/22	01/11/22	01/17/22 0331223
5		FREIGHT	36.00	1-01-27-340-206	B	DOG REGULATION	P	5215	01/10/22	01/11/22	01/17/22 0331223
			396.00								



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Purchase Order Listing By P.O. Number

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PO #	PO Date	Vendor	Amount	Charge Account	Contract Acct Type Description	PO Type	First Stat/Chk	Rcvd Enc Date	Chk/Void Date	Invoice
22-00003	01/10/22	COMPASSM COMPASSMSP			B					
2		MICROSOFT EMAIL PLAN-JANUARY	100.00	2-01-20-140-200	B INFORMATION TECHNOLOGY - OTHER EXPENSES	P	5212	01/10/22	01/10/22	01/17/22 155325
22-00004	01/10/22	MAILBOX MAILBOX BUSINESS CENTER			B					
1		DOG/CAT LICENSE RENEWAL	180.11	2-01-27-340-206	B DOG REGULATION	P	5217	01/10/22	01/10/22	01/17/22
22-00005	01/05/22	MILLPAYR MILLSTONE BORO PAYROLL			B					
1		JANUARY PAYROLL	3,511.07	2-01-55-901-004	B DUE TO/FROM PAYROLL	P	234	01/05/22	01/11/22	01/11/22
2		JANUARY PAYROLL-OASI	268.59	2-01-36-472-213	B SOCIAL SECURITY	P	234	01/05/22	01/11/22	01/11/22
			3,779.66							
22-00006	01/11/22	PSEG PSEG			B					
2		ELEC;66-363-804-03;AMWELL ROAD	83.93	2-01-31-435-205	B STREET LIGHTING	P	5221	01/11/22	01/11/22	01/17/22 BILL:1/6/22
22-00007	01/11/22	PSEG PSEG			B					
2		ELEC;65-081-353-09;AMWELL&MAIN	86.06	2-01-31-435-205	B STREET LIGHTING	P	5222	01/11/22	01/11/22	01/17/22 BILL: 1/6/22
22-00009	01/11/22	GERALMUL LAW OFFICES OF GERALD MULLER			B					
1		PLANNING BD SERVICES - OCT	84.00	T-28-56-001-001	B TRUST ESCROW EXPENSES	P	1204	01/11/22	01/11/22	01/17/22 14441
22-00010	01/12/22	AGMECHAN A & G MECHANICAL LLC			B					
1		WATER HEATER REPAIR-TOWN HALL	600.00	1-01-26-300-200	B BUILDINGS&GROUNDS-OTHER EXPENSES	P	5230	01/12/22	01/12/22	01/17/22 2612
Total Purchase Orders: 25			Total P.O. Line Items: 39	Total List Amount: 40,188.87	Total Void Amount: 0.00					

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Totals by Year-Fund	Fund	Budget Total	Revenue Total	G/L Total	Total
Fund Description					
	1-01	35,727.31	0.00	0.00	35,727.31
	2-01	4,377.56	0.00	0.00	4,377.56
	T-28	84.00	0.00	0.00	84.00
Total of All Funds:		40,188.87	0.00	0.00	40,188.87