



Millstone Borough

REGULAR MEETING AGENDA

March 21, 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)

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:

- February 21, 2022 Regular meeting minutes (JS abstain)

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:

- **RESOLUTION APPOINTING DENISE PISZKOWSKI AS THE DEPUTY BOROUGH CLERK**



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WHEREAS there is a need to appoint a Deputy Borough Clerk to fulfill the duties of the office when the Municipal Clerk is unavailable; and

WHEREAS Denise Piskowski is knowledgeable and able to perform the duties of the Office of the Municipal Clerk.

NOW, THEREFORE, BE IT RESOLVED that Denise Piskowski be hereby appointed as the Deputy Borough Clerk for the Borough of Millstone, County of Somerset, State of New Jersey.

- **RESOLUTION AUTHORIZING AN AGREEMENT WITH SOMERSET COUNTY FOR A CERTIFIED RECYCLING PROFESSIONAL**

BE IT RESOLVED, by the Borough Council of the Borough of Millstone, that it hereby authorizes the Mayor and Borough Clerk to sign an agreement for Certified Recycling Professional services with the County of Somerset, under the terms described in the attached for the period January 1, 2022 through December 31, 2022.

- **2nd READING/PUBLIC HEARING FOR Ordinance 2022-001: AN ORDINANCE AUTHORIZING FUNDING FROM THE CAPITAL IMPROVEMENT FUND FOR STORM DRAINAGE REPAIR/REPLACEMENT ON BEARDSLEE ROAD**

- **Open Public Hearing**
- **Close Public Hearing**
- **Motion to adopt Ordinance**

BE IT ORDAINED, by the Mayor and Borough Council of the Borough of Millstone, County of Somerset, State of New Jersey as follows:

1. A need exists for a capital improvement of storm drainage repair/replacement on 32 Beardslee Road.
2. The improvement described in Section 1 above is hereby authorized to be made in the sum of \$18,035.03.
3. This improvement is not a current expense, it is a capital improvement within the Borough of Millstone, County of Somerset, State of New Jersey.
4. This Capital Improvement Ordinance is established to fund said improvement from the Capital Improvement Fund.
5. Effective Date: This Ordinance shall take effect upon final passage and publication as required by law.



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OLD BUSINESS:

- Sewers –
- LEPC
- FEMA/Mitigation

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

P.O. Type: All
 Range: First to Last
 Format: Detail without Line Item Notes
 Include Non-Budgeted: Y
 Paid Date Range: 02/22/22 to 12/31/22
 Open: N Paid: Y Void: N
 Rcvd: N Held: N Aprv: N
 Bid: Y State: Y Other: Y Exempt: 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
21-00037	03/08/21	COMPASSM COMPASSMSP				B					
3		IT SERVICES-WEBSITE WORK	400.00	1-01-20-140-200	B INFORMATION TECHNOLOGY - OTHER EXPENSES	P	5255	03/08/21	03/14/22	03/14/22	155757
21-00102	09/21/21	MOTTMACD MOTT MACDONALD				B					
3		CONCEPTUAL DESIGN FOR SANITARY	5,560.00	C-04-55-222-011	B RESERVE FOR PRELIMINARY EXPENSES	P	105	09/21/21	03/03/22	03/14/22	507448015
22-00003	01/10/22	COMPASSM COMPASSMSP				B					
7		MICROSOFT 365 LICENSE-MARCH	12.50	2-01-20-140-200	B INFORMATION TECHNOLOGY - OTHER EXPENSES	P	5255	01/10/22	03/03/22	03/14/22	157438
8		MICROSOFT EMAIL PLAN-MARCH	96.00	2-01-20-140-200	B INFORMATION TECHNOLOGY - OTHER EXPENSES	P	5255	01/10/22	03/03/22	03/14/22	157438
			108.50								
22-00006	01/11/22	PSEG PSE&G				B					
4		ELEC;66-363-804-03;AMWELL ROAD	85.85	2-01-31-435-205	B STREET LIGHTING	P	5262	01/11/22	03/13/22	03/14/22	BILL:3/7/22
22-00007	01/11/22	PSEG PSE&G				B					
4		ELEC;65-081-353-09;AMWELL&MAIN	88.04	2-01-31-435-205	B STREET LIGHTING	P	5263	01/11/22	03/13/22	03/14/22	BILL: 3/7/22
22-00008	01/11/22	PSEG PSE&G				B					
4		ELEC;13-014-015-01;VARIOUS	1,015.47	2-01-31-435-205	B STREET LIGHTING	P	5264	01/11/22	03/13/22	03/14/22	BD: 3/11/22
22-00011	01/30/22	NJAMWATE NJ AMERICAN WATER				B					
3		ACCT 210022093410; MAIN ST	31.44	2-01-26-300-200	B BUILDINGS&GROUNDS-OTHER EXPENSES	P	5257	01/30/22	03/03/22	03/14/22	BD: 2/17/22
22-00012	01/30/22	NJAMWATE NJ AMERICAN WATER				B					
3		ACCT 210022797651; HYDRANTS	1,066.72	2-01-25-265-202	B FIRE HYDRANT SERVICE	P	5258	01/30/22	03/03/22	03/14/22	BD: 2/16/22
22-00013	01/30/22	COMCAST COMCAST				B					
3		INTERNET/VOICE SERVICE	167.62	2-01-31-440-210	B TELEPHONE	P	5254	01/30/22	03/14/22	03/14/22	BD: 2/11/22
22-00014	01/30/22	SOMERROA SOMERSET COUNTY				B					
7		SNOW & ICE SALTING -1/20	172.16	2-01-26-291-200	B SNOW REMOVAL-OTHER EXPENSES	P	5267	01/30/22	03/03/22	03/14/22	RB2022-0017
8		SNOW & ICE SALTING -1/28-29	1,347.00	2-01-26-291-200	B SNOW REMOVAL-OTHER EXPENSES	P	5267	01/30/22	03/13/22	03/14/22	RB2022-0027
9		SNOW & ICE PLOWING -1/28-29	800.30	2-01-26-291-200	B SNOW REMOVAL-OTHER EXPENSES	P	5267	01/30/22	03/13/22	03/14/22	RB2022-0027
10		SNOW & ICE SALTING -2/7	533.80	2-01-26-291-200	B SNOW REMOVAL-OTHER EXPENSES	P	5267	01/30/22	03/13/22	03/14/22	RB2022-0034

PO #	PO Date	Vendor	Amount	Charge Account	Contract Acct Type	PO Type Description	Stat/Chk	First Enc Date	Rcvd Date	Chk/Void Date	Invoice
22-00014	01/30/22	SOMERROA SOMERSET COUNTY				Continued					
		11 SNOW & ICE SALTING -2/13	534.60	2-01-26-291-200	B	SNOW REMOVAL-OTHER EXPENSES	P	5267 01/30/22	03/13/22	03/14/22	RB2022-0034
		12 SNOW & ICE SALTING -2/25	1,068.40	2-01-26-291-200	B	SNOW REMOVAL-OTHER EXPENSES	P	5267 01/30/22	03/13/22	03/14/22	RB2022-0062
			4,456.26								
22-00018	02/09/22	VERIZONW VERIZON WIRELESS				B					
		3 WIRELESS COMMUNICATIONS	214.11	2-01-31-440-210	B	TELEPHONE	P	5252 02/09/22	03/13/22	03/13/22	9900389151
22-00019	02/11/22	REPUBLIC REPUBLIC SERVICES				B					
		3 SANITATION SERVICES; 9865002	2,774.42	2-01-26-305-200	B	SANITATION-OTHER EXPENSE	P	5265 02/11/22	03/12/22	03/14/22	0865-002190379
22-00020	02/11/22	MDDCTYIN MIDD CTY MUN JOINT INS FUND				B					
		2 2022 - ASSESSMENT-50% DUE	1,089.06	2-01-23-220-208	B	INSURANCE-OTHER INSURANCE PREMIUMS	P	5250 02/27/22	02/27/22	02/27/22	2022 ASSESSMENT
22-00022	02/11/22	RLDATA R & L DATA CENTERS				B					
		4 FEBRUARY PAYROLL	160.00	2-01-20-100-200	B	A&E-OTHER EXPENSES	P	5266 02/11/22	03/13/22	03/14/22	105848
22-00023	02/11/22	OFFENSTE STEPHEN OFFEN				B					
		3 LEGAL SERVICES FOR FEBRUARY	687.50	2-01-20-155-200	B	LEGAL-OTHER EXPENSES	P	5261 02/11/22	03/12/22	03/14/22	11189854
		4 LEGAL SERVICES FOR FEBRUARY	500.00	2-01-20-155-200	B	LEGAL-OTHER EXPENSES	P	5261 02/11/22	03/12/22	03/14/22	11189855
			1,187.50								
22-00028	02/25/22	SUBURBAN SUBURBAN CONSULTING ENGINEERS				B					
		2 ENGINEERING SERVICES	3,130.00	C-04-55-222-011	B	RESERVE FOR PRELIMINARY EXPENSES	P	106 02/27/22	03/14/22	03/14/22	51637
22-00029	03/01/22	HILLSBOR HILLSBOROUGH BD OF EDUCATION				B					
		1 2021-2022 SCHOOL YR - FEB PYMT	159,218.75	2-01-55-906-001	B	LOCAL SCHOOL TAXES PAYABLE	P	5251 03/01/22	03/01/22	03/01/22	FEB PYMT
22-00030	03/03/22	VESCELAU LAURA VESCE				B					
		2 REIMB - MAIL 1099 FORMS/LETTER	1.74	2-01-20-130-200	B	FINANCE-OTHER EXPENSES	P	5268 03/03/22	03/03/22	03/14/22	
		3 REIMB - STAMPS	59.00	2-01-20-130-200	B	FINANCE-OTHER EXPENSES	P	5268 03/03/22	03/03/22	03/14/22	
		4 REIMB - 1099 NEC FORMS	23.45	2-01-20-130-200	B	FINANCE-OTHER EXPENSES	P	5268 03/03/22	03/03/22	03/14/22	
		5 REIMB - FILE FOLDERS	17.05	2-01-20-130-200	B	FINANCE-OTHER EXPENSES	P	5268 03/03/22	03/03/22	03/14/22	
			101.24								
22-00031	03/03/22	AWCONTRA A.W. CONTRACTING				B					
		2 SNOW REMOVAL BORO HALL 1/7/22	380.00	2-01-26-300-200	B	BUILDINGS&GROUNDS-OTHER EXPENSES	P	5253 03/03/22	03/03/22	03/14/22	CLIP5634
		3 SNOW REMOVAL WALKWAY AMWELL	190.00	2-01-26-300-200	B	BUILDINGS&GROUNDS-OTHER EXPENSES	P	5253 03/03/22	03/03/22	03/14/22	CLIP5634
		4 CALCIUM CHLORIDE APPLICATION	125.00	2-01-26-300-200	B	BUILDINGS&GROUNDS-OTHER EXPENSES	P	5253 03/03/22	03/03/22	03/14/22	CLIP5634

PO #	PO Date	Vendor	Amount	Charge Account	Contract Acct Type	PO Type Description	Stat/Chk	First Enc Date	Rcvd Date	Chk/Void Date	Invoice
22-00031	03/03/22	AWCONTRA A.W. CONTRACTING				Continued					
5		CALCIUM CHLORIDE APPLICATION	125.00	2-01-26-300-200	B	BUILDINGS&GROUNDS-OTHER EXPENSES	P	5253 03/03/22	03/03/22	03/14/22	CLIP5635
6		SNOW REMOVAL BORO HALL 1/29/22	475.00	2-01-26-300-200	B	BUILDINGS&GROUNDS-OTHER EXPENSES	P	5253 03/03/22	03/03/22	03/14/22	CLIP5635
7		SNOW REMOVAL WALKWAY AMWELL	285.00	2-01-26-300-200	B	BUILDINGS&GROUNDS-OTHER EXPENSES	P	5253 03/03/22	03/03/22	03/14/22	CLIP5635
			<u>1,580.00</u>								
22-00032	03/03/22	NJLM NJLM									
1		2022 MEMBERSHIP DUES	230.00	2-01-20-110-200	B	MAYOR & COUNCIL-OTHER EXPENSES	P	5260 03/03/22	03/03/22	03/14/22	310MLK22
22-00033	03/03/22	NJCM NJ CONFERENCE OF MAYORS									
1		2022 MEMBERSHIP DUES	295.00	2-01-20-100-201	B	A&E-EMPLOYEE DEVELOPMENT	P	5259 03/03/22	03/03/22	03/14/22	2022487
22-00036	03/12/22	FRANKPOL FRANKLIN TOWNSHIP POLICE DEPT				B					
2		POLICE SERVICES-JANUARY	2,660.00	2-01-42-390-212	B	INTERLOCAL POLICE SERVICE	P	5256 03/12/22	03/12/22	03/14/22	2052
3		POLICE SERVICES-FEBRUARY	1,750.00	2-01-42-390-212	B	INTERLOCAL POLICE SERVICE	P	5256 03/12/22	03/12/22	03/14/22	2053
			<u>4,410.00</u>								
22-00037	03/14/22	COMPASSM COMPASSMSP				B					
2		IT SERVICES-Computer work 1/18	200.00	2-01-20-140-200	B	INFORMATION TECHNOLOGY - OTHER EXPENSES	P	5255 03/14/22	03/14/22	03/14/22	157011
3		IT SERVICES-Computer work 1/31	200.00	2-01-20-140-200	B	INFORMATION TECHNOLOGY - OTHER EXPENSES	P	5255 03/14/22	03/14/22	03/14/22	158052
			<u>400.00</u>								
Total Purchase Orders: 23			Total P.O. Line Items: 40	Total List Amount: 187,769.98	Total Void Amount: 0.00						

Totals by Year-Fund Fund Description	Fund	Budget Total	Revenue Total	G/L Total	Total
	1-01	400.00	0.00	0.00	400.00
	2-01	178,679.98	0.00	0.00	178,679.98
	C-04	8,690.00	0.00	0.00	8,690.00
Total of All Funds:		<u>187,769.98</u>	<u>0.00</u>	<u>0.00</u>	<u>187,769.98</u>