



Millstone Borough

REGULAR MEETING AGENDA

June 20, 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:

- May 16, 2022 Regular meeting minutes (XX 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 TO RENEW THE LIQUOR LICENSE FOR MILLSTONE WINE AND LIQUORS FOR LICENSE YEAR 2022/2023.**



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WHEREAS, Millstone Wine and Liquors has satisfied its requirements for renewal approval from the State of NJ and Borough of Millstone;

NOW, THEREFORE, BE IT RESOLVED by the Borough Council of the Borough of Millstone, that it hereby authorizes the renewal of the following liquor license effective July 1, 2022

<u>LICENSEE/ADDRESS</u>	<u>TYPE</u>	<u>LICENSE NO.</u>
Millstone Wine & Liquors Inc. 1377 Main Street Millstone, NJ 08844	Plenary Retail Consumption	1812-33-002-006

- **RESOLUTION AUTHORIZING SUBMISSION OF A STRATEGIC PLAN FOR THE HILLSBOROUGH-MILLSTONE MUNICIPAL ALLIANCE GRANT FOR THE FISCAL YEAR 2022-2023**

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.

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.



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OLD BUSINESS:

- Sewers –
- LEPC –
- FEMA/Mitigation
- Comcast Franchise Renewal
- Status of PILOT
- Mindel Property

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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Purchase Order Listing By P.O. Number

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P.O. Type: All
 Range: First to Last
 Format: Detail with Line Item Notes
 Include Non-Budgeted: Y

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

Paid Date Range: 05/17/22 to 12/31/22

PO #	PO Date	Vendor	Amount	Charge Account	Contract Acct Type	PO Type Description	Stat/Chk	First Enc Date	Rcvd Date	Chk/Void Date	Invoice
21-00102	09/21/21	MOTTMACD MOTT MACDONALD				B					
		6 CONCEPTUAL DESIGN FOR SANITARY SEWER SYSTEM/PUMP STATION	1,390.00	C-04-55-222-011	B	RESERVE FOR PRELIMINARY EXPENSES	P	112 09/21/21	06/13/22	06/14/22	507452374
		INV NO. 5 507452374 BILL DATED 5/26/22, 95% COMPLETE									
22-00003	01/10/22	COMPASS COMPASSMSP				B					
		13 MICROSOFT 365 LICENSE-JUNE	12.50	2-01-20-140-200	B	INFORMATION TECHNOLOGY - OTHER EXPENSES	P	5316 02/11/22	06/13/22	06/14/22	161072
		14 MICROSOFT EMAIL PLAN-JUNE	96.00	2-01-20-140-200	B	INFORMATION TECHNOLOGY - OTHER EXPENSES	P	5316 06/01/22	06/13/22	06/14/22	161072
			108.50								
22-00006	01/11/22	PSEG PSE&G				B					
		7 ELEC;66-363-804-03;AMWELL ROAD BILL DATE: JUNE 6, 2022 MAY 5 - JUNE 3	103.49	2-01-31-435-205	B	STREET LIGHTING	P	5328 05/01/22	06/13/22	06/14/22	BILL:6/6/22
22-00007	01/11/22	PSEG PSE&G				B					
		7 ELEC;65-081-353-09;AMWELL&MAIN BILL DATE: JUNE 6, 2022 MAY 5 - JUNE 3	106.05	2-01-31-435-205	B	STREET LIGHTING	P	5329 05/10/22	06/13/22	06/14/22	BILL: 6/6/22
22-00008	01/11/22	PSEG PSE&G				B					
		7 ELEC;13-014-015-01;VARIOUS BILL DATE: JUNE 10, 2022 MAY 5 - JUNE 3	706.61	2-01-31-435-205	B	STREET LIGHTING	P	5330 05/10/22	06/14/22	06/14/22	BD: 6/10/22
22-00011	01/30/22	NJAMWATE NJ AMERICAN WATER				B					
		6 ACCT 210022093410; MAIN ST BILL DATE: MAY 19, 2022 APR 20 - MAY 17	31.44	2-01-26-300-200	B	BUILDINGS&GROUNDS-OTHER EXPENSES	P	5324 03/01/22	06/14/22	06/14/22	BD: 5/19/22
22-00012	01/30/22	NJAMWATE NJ AMERICAN WATER				B					
		6 ACCT 210022797651; HYDRANTS	1,066.72	2-01-25-265-202	B	FIRE HYDRANT SERVICE	P	5325 01/30/22	06/14/22	06/14/22	BD: 5/18/22



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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
22-00012	01/30/22	NJAMMATE NJ AMERICAN WATER				Continued					
		BILL DATE: MAY 18, 2022 APR 20 - MAY 17									
22-00013	01/30/22	COMCAST				B					
6		INTERNET/VOICE SERVICE	167.58	2-01-31-440-210	B	TELEPHONE	P	5315 01/30/22	06/14/22	06/14/22	BD: 5/11/22
		BILL DATE: MAY 11, 2022 5/16-6/15									
22-00018	02/09/22	VERIZON WIRELESS				B					
6		WIRELESS COMMUNICATIONS	214.06	2-01-31-440-210	B	TELEPHONE	P	5313 02/09/22	06/13/22	06/13/22	9907364281
		BILL DATE: MAY 25 APR 26-MAY 25									
22-00019	02/11/22	REPUBLIC				B					
6		SANITATION SERVICES; 9865002	2,774.42	2-01-26-305-200	B	SANITATION-OTHER EXPENSE	P	5331 02/11/22	06/14/22	06/14/22	0865-002231780
		FOR THE MONTH OF MAY									
22-00022	02/11/22	R & L DATA CENTERS				B					
7		MAY PAYROLL	160.00	2-01-20-100-200	B	A&E-OTHER EXPENSES	P	5332 02/11/22	06/13/22	06/14/22	106623
22-00023	02/11/22	STEPHEN OFFEN				B					
9		LEGAL SERVICES FOR MAY	775.00	2-01-20-155-200	B	LEGAL-OTHER EXPENSES	P	5326 02/11/22	06/13/22	06/14/22	11210749
22-00028	02/25/22	SUBURBAN CONSULTING ENGINEERS				B					
5		ENGINEERING SERVICES	640.00	C-04-55-222-011	B	RESERVE FOR PRELIMINARY EXPENSES	P	113 02/27/22	06/14/22	06/14/22	52939
		PROFESSIONAL SERVICES FOR THE SEWER PROJECT FOR THE PERIOD OF APRIL 30-JUNE 3, 2022									
22-00031	03/03/22	A.W. CONTRACTING				B					
9		LANDSCAPE SERVICES - MAY	259.89	2-01-26-300-200	B	BUILDINGS&GROUNDS-OTHER EXPENSES	P	5314 03/03/22	06/13/22	06/14/22	MAY
		INV. 64184, 64269, 64549									
22-00036	03/12/22	FRANKLIN TOWNSHIP POLICE DEPT				B					
6		POLICE SERVICES-MAY	2,380.00	2-01-42-390-212	B	INTERLOCAL POLICE SERVICE	P	5319 03/12/22	06/13/22	06/14/22	2058
22-00041	04/02/22	GANNETT NJ NEWSPAPERS				B					
5		LEGAL AD - 4/5-2022-001 ORD	42.41	2-01-20-110-200	B	MAYOR & COUNCIL-OTHER EXPENSES	P	5320 04/02/22	06/13/22	06/14/22	0004606003



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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
22-00041	04/02/22	GANNETNJ GANNETT NJ NEWSPAPERS		Continued						
		6 LEGAL AD - 4/25 - 2022-002 ORD	48.26	2-01-20-110-200	B MAYOR & COUNCIL-OTHER EXPENSES		P 5320	04/02/22	06/13/22	06/14/22 0004606003
		INTRO								
		7 LEGAL AD - 4/25 - BUDGET	99.35	2-01-20-110-200	B MAYOR & COUNCIL-OTHER EXPENSES		P 5320	04/02/22	06/13/22	06/14/22 0004606003
			190.02							
22-00054	04/12/22	SUBURBAN SUBURBAN CONSULTING ENGINEERS			B					
		4 ESCROW - COUNTRY CLASSIC	160.00	T-28-56-001-001	B TRUST ESCROW EXPENSES		P 1209	04/12/22	06/14/22	06/14/22 52938
		PROFESSIONAL SERVICES FOR THE PERIOD OF								
		APRIL 30-JUNE 3, 2022								
		COUNTRY CLASSIC - VAN CLEEF ESCROW								
22-00059	06/09/22	HILLSBOR HILLSBOROUGH BD OF EDUCATION			B					
		1 2021-2022 SCHOOL YR - MAY/	204,217.75	2-01-55-906-001	B LOCAL SCHOOL TAXES PAYABLE		P 5312	06/09/22	06/09/22	06/09/22
		FINAL PAYMENT FOR 2021-22 SCHOOL YEAR								
22-00060	06/01/22	MAILBOX MAILBOX BUSINESS CENTER			B					
		1 TRASH PICK UP POST CARDS	135.72	2-01-26-305-200	B SANITATION-OTHER EXPENSE		P 5323	06/01/22	06/13/22	06/14/22
		166 POSTCARDS MAILED								
		\$97.94 POSTAGE								
		\$2.94 FOR STOCK								
		\$8.30 FOR COPIES								
		\$6.54 FOR LABELS								
		\$20.00 WORD PROCESSING/LABOR								
22-00061	06/01/22	SOMERREC SOMERSET COUNTY TREASURER			B					
		2 2022 RECYCLING-1ST QTR	1,128.08	2-01-26-305-200	B SANITATION-OTHER EXPENSE		P 5334	06/01/22	06/13/22	06/14/22 1ST QTR
22-00062	06/01/22	SDGSECUR SDG SECURITY			B					
		3 2ND QTR MONITORING/TESTING	147.80	2-01-26-300-200	B BUILDINGS&GROUNDS-OTHER EXPENSES		P 5333	06/13/22	06/13/22	06/14/22 22101257
		4/1/22-6/30/22								
		4 AES FIRENET RADIO NETWORK	221.67	2-01-26-300-200	B BUILDINGS&GROUNDS-OTHER EXPENSES		P 5333	06/13/22	06/13/22	06/14/22 22102510
		11/5/21-7/31/22								
		5 SERVICE FOR ALARM ISSUES	407.50	2-01-26-300-200	B BUILDINGS&GROUNDS-OTHER EXPENSES		P 5333	06/13/22	06/13/22	06/14/22 22102997
		5/24/22 SERVICE								
			776.97							



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PO #	PO Date	Vendor	Amount	Charge Account	Contract Acct Type Description	PO Type	Stat/Chk	First Enc Date	Rcvd Date	Chk/Void Date	Invoice
22-00063	06/01/22	EDMUNDS EDMUNDS & ASSOCIATES									
1		HOSTING FEES FOR SOFTWARE FOR THE PERIOD OF ONE YEAR	2,000.00	2-01-20-140-200	B INFORMATION TECHNOLOGY - OTHER EXPENSES	P	5317	06/01/22	06/13/22	06/14/22	22-IN3191
2		MAINTENANCE FOR SOFTWARE	1,622.25 <u>3,622.25</u>	2-01-20-140-200	B INFORMATION TECHNOLOGY - OTHER EXPENSES	P	5317	06/13/22	06/13/22	06/14/22	22-IN1968
22-00064	06/01/22	SUPLEECL SUPLEE, CLOONEY & COMPANY									
1		2021 AUDIT SERVICES	14,700.00	2-01-20-130-202	B FINANCE-AUDIT	P	5335	06/01/22	06/13/22	06/14/22	
22-00065	06/13/22	PORITAOR PORTIA ORTON									
1		REIMB FOR COPIES OF MAP REVOLUTIONARY WAR	10.43	2-01-27-135-200	B ENVIRONMENTAL COM-OTHER EXPENSES	P	5327	06/13/22	06/13/22	06/14/22	
2		REIMB FOR COPIES OF MAP STATE/NATIONAL HISTORIC DISTRICT	23.01	2-01-27-135-200	B ENVIRONMENTAL COM-OTHER EXPENSES	P	5327	06/13/22	06/13/22	06/14/22	
3		REIMB FOR COPIES OF MAP - CELEBRATE MILLSTONE HISTORY	56.00 <u>89.44</u>	2-01-27-135-200	B ENVIRONMENTAL COM-OTHER EXPENSES	P	5327	06/13/22	06/13/22	06/14/22	
22-00066	06/01/22	HECKWEND WENDY HECK									
1		REIMBURSEMENT FOR EASTER EGG HUNT	179.45	2-01-28-370-200	B PARKS-OTHER EXPENSES	P	5321	06/01/22	06/13/22	06/14/22	
22-00067	06/01/22	HILLSTWP HILLSBOROUGH TOWNSHIP									
2		HEALTH SERVICES CONTRACT 1ST HALF PAYMENT	9,764.00	2-01-27-330-200	B BD OF HLTH-OTHER EXPENSE	P	5322	06/01/22	06/13/22	06/14/22	1ST HALF
22-00068	06/01/22	FRANKLIN FRANKLIN TOWNSHIP									
1		COURT SERVICES-JAN - JUNE 22	5,859.00	2-01-43-490-200	B MUNICIPAL COURT-OTHER EXPENSES	P	5318	06/01/22	06/13/22	06/14/22	JAN-JUNE 22
22-00069	06/01/22	FRANKLIN FRANKLIN TOWNSHIP									
2		ANIMAL CONTROL SERVICE JANUARY - JUNE 2022	1,082.02	2-01-27-340-206	B DOG REGULATION	P	5318	06/01/22	06/14/22	06/14/22	JAN-JUNE
Total Purchase Orders: 28			Total P.O. Line Items: 36	Total List Amount: 252,788.46	Total Void Amount: 0.00						

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Totals by Year-Fund Fund Description	Fund	Budget Total	Revenue Total	G/L Total	Total
	2-01	250,598.46	0.00	0.00	250,598.46
	C-04	2,030.00	0.00	0.00	2,030.00
	T-28	160.00	0.00	0.00	160.00
Total of All Funds:		<u>252,788.46</u>	<u>0.00</u>	<u>0.00</u>	<u>252,788.46</u>