



Millstone Borough

REGULAR MEETING AGENDA

December 19, 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:

- November 21, 2022 Regular meeting minutes
- November 21, 2022 Executive 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 THE TRANSFER OF FUNDS IN THE BOROUGH OF MILLSTONE CALENDAR YEAR 2022 BUDGET AMONG CURRENT FUND APPROPRIATIONS PURSUANT TO N.J.S.A. 40A:4-59**

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 2022 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:	TO:
2-01-28-370-200 – PARKS, OE - \$2,000.00	2-01-21-180-200 - \$12,278.89 – PLANNING BD, OE
2-01-20-130-200 – FINANCE, OE - \$5,500.00	2-01-25-255-203 - \$221.11 – FIRE DISTRICT, OE
2-01-20-155-200 – LEGAL, OE - \$2,000.00	
2-01-26-305-200- SANITATION, OE - \$3,000.00	
TOTAL: \$12,500.00	TOTAL: \$12,500.00

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 **\$12,500.00** 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 AUTHORIZING AND APPRIVING A STRATEGIC PLAN AND GRANT FUNJDING THE THE HILLSBOROUGH/MILLSTONE MUNICIPAL ALLIANCE.**

Governor’s Council on Alcoholism and Drug Abuse

FORM 1B – DMHAS Youth Leadership Grant

WHEREAS, the Governor’s Council on Alcoholism and Drug Abuse (GCADA) 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. In coordination with GCADA, the New Jersey Department of Human Services/Division on Mental Health and Addiction Services (DMHAS) has awarded a Youth Leadership Grant to the GCADA Municipal Alliance Program.



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WHEREAS, The Township/Borough/City 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 DMHAS Youth Leadership funding through 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 an application for DMHAS Grant funding for the Hillsborough Millstone Municipal Alliance for Grant Term Two: 9/1/23 – 9/30/25 in the amount of:

DMHAS Grant Funding \$ 3,702.50

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

Governor's Council on Alcoholism and Drug Abuse
Fiscal Grant Cycle October 2020-June 2025

FORM 1B

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 2024 in the amount of:

DEDR \$ 10,754.12
Cash Match \$ 2,688.53



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In-Kind \$ 8,065.59

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

- **RESOLUTION TO APPROVE A SHARED SERVICES AGREEMENT WITH FRANKLIN TOWNSHIP FOR POLICE SERVICES**

BE IT RESOLVED that the Mayor and Borough Clerk are hereby authorized to execute a shared services agreement with Franklin Township as permitted by NJSA 40A:65-4 et seq for Police Services for the period January 1, 2023 through December 31, 2027 subject to the attached shared services agreement as approved by the Borough Attorney.

- **RESOLUTION TO APPROVE A SHARED SERVICES AGREEMENT WITH FRANKLIN TOWNSHIP FOR ANIMAL CONTROL SERVICES**

BE IT RESOLVED that the Mayor and Borough Clerk are hereby authorized to execute a shared services agreement with Franklin Township as permitted by NJSA 40A:65-4 et seq for Animal Control Services for the period January 1, 2023 through December 31, 2025 subject to the attached shared services agreement as approved by the Borough Attorney.

- **DISCUSSION** - Mott McDonald sewer plan proposal

OLD BUSINESS:

- Sewers
- LEPC
- FEMA/Mitigation
- Status of PILOT

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:

TIME WHEN AND THE CIRCUMSTANCES



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SUBJECT MATTER

Contract Negotiations

UNDER WHICH THE SUBJECT MATTER

CAN BE DISCLOSED

When the matter is concluded

ADJOURNMENT of Regular Meeting:



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December 13, 2022
07:53 PM

Millstone Borough
Purchase Order Listing By P.O. Number

Page No: 2

PO #	PO Date	Vendor	Amount	Charge Account	Contract Acct Type	PO Type Description	First Stat/Chk	Rcvd Enc Date	Chk/Void Date	Invoice
22-00019	02/11/22	REPUBLIC SERVICES			B					
		12 SANITATION SERVICES; 9865002	2,774.42	2-01-26-305-200	B	SANITATION-OTHER EXPENSE	P 5505	05/01/22	12/08/22	12/12/22 0865-002312647
22-00022	02/11/22	RLDATA R & L DATA CENTERS			B					
		13 NOVEMBER PAYROLL	160.00	2-01-20-100-200	B	A&E-OTHER EXPENSES	P 5506	06/01/22	12/08/22	12/12/22 108127
22-00023	02/11/22	OFFENSTE STEPHEN OFFEN			B					
		19 LEGAL SERVICES FOR NOVEMBER	350.00	2-01-20-155-200	B	LEGAL-OTHER EXPENSES	P 5501	06/01/22	12/05/22	12/12/22 11249849
22-00031	03/03/22	AWCONTRA A.W. CONTRACTING			B					
		14 LANDSCAPE SERVICES -OCT/NOV	655.48	2-01-26-300-200	B	BUILDINGS&GROUNDS-OTHER EXPENSES	P 5489	06/01/22	12/08/22	12/12/22 OCT/NOV
22-00036	03/12/22	FRANKPOL FRANKLIN TOWNSHIP POLICE DEPT			B					
		12 POLICE SERVICES-NOVEMBER	2,194.56	2-01-42-390-212	B	INTERLOCAL POLICE SERVICE	P 5494	06/01/22	12/08/22	12/12/22 2075
22-00049	04/10/22	GERALMUL LAW OFFICES OF GERALD MULLER			B					
		4 PLANNING BD ATTORNEY SERVICES	84.00	2-01-21-180-200	B	PLANNING BD-OTHER EXPENSES	P 5495	04/10/22	12/08/22	12/12/22 14573
		5 PLANNING BD ATTORNEY SERVICES	63.00	2-01-21-180-200	B	PLANNING BD-OTHER EXPENSES	P 5495	04/10/22	12/08/22	12/12/22 14702
			147.00							
22-00053	04/12/22	CARTERVA CARTER VAN DYKE ASSOCIATES			B					
		14 PLANNING SERVICES-APRIL	357.00	2-01-21-180-200	B	PLANNING BD-OTHER EXPENSES	P 5490	09/12/22	12/08/22	12/12/22 19113
		15 PLANNING SERVICES-JUNE	170.00	2-01-21-180-200	B	PLANNING BD-OTHER EXPENSES	P 5490	09/12/22	12/08/22	12/12/22 19157
		16 PLANNING SERVICES-OCT	558.50	2-01-21-180-200	B	PLANNING BD-OTHER EXPENSES	P 5490	09/12/22	12/08/22	12/12/22 19229
		17 PLANNING SERVICES-APRIL	1,210.00	2-01-21-180-200	B	PLANNING BD-OTHER EXPENSES	P 5490	12/08/22	12/08/22	12/12/22 19114
		18 PLANNING SERVICES-JUNE	1,663.00	2-01-21-180-200	B	PLANNING BD-OTHER EXPENSES	P 5490	12/08/22	12/08/22	12/12/22 19156
		19 PLANNING SERVICES-SEPT	636.50	2-01-21-180-200	B	PLANNING BD-OTHER EXPENSES	P 5490	12/08/22	12/08/22	12/12/22 19196
		20 PLANNING SERVICES-AUG	255.00	2-01-21-180-200	B	PLANNING BD-OTHER EXPENSES	P 5490	12/08/22	12/08/22	12/12/22 19199
			4,850.00							
22-00067	06/01/22	HILLSTWP HILLSBOROUGH TOWNSHIP			B					
		3 HEALTH SERVICES CONTRACT	9,764.00	2-01-27-330-200	B	BD OF HLTH-OTHER EXPENSE	P 5497	06/01/22	12/05/22	12/12/22 2ND HALF
22-00069	06/01/22	FRANKLIN FRANKLIN TOWNSHIP			B					
		4 ANIMAL CONTROL SERVICE	541.01	2-01-27-340-206	B	DOG REGULATION	P 5493	06/01/22	12/05/22	12/12/22 4TH QTR
22-00085	08/14/22	BRANCHBU BRANCHBURG TOWNSHIP			B					
		1 2022 LEAF PICK UP/DISPOSAL	6,000.00	2-01-26-290-200	B	ROAD REPAIR-OTHER EXPENSES	P 5507	08/14/22	12/13/22	12/13/22 40438



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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
22-00114	11/17/22	EDMUNDS & ASSOCIATES								
1		TAX SOFTWARE SUPPORT 2023	3,120.00	2-01-20-110-200	B MAYOR & COUNCIL-OTHER EXPENSES		P 5492	11/17/22	12/05/22	12/12/22 23-IN1322
22-00116	12/05/22	MAILBOX BUSINESS CENTER								
1		166 POSTCARDS PRINTED, LABELED	141.88	2-01-26-290-200	B ROAD REPAIR-OTHER EXPENSES		P 5498	12/05/22	12/05/22	12/12/22
22-00117	12/05/22	FRANKLIN TOWNSHIP								
1		COURT SERVICES-JULY-DEC 2022	5,901.00	2-01-43-490-200	B MUNICIPAL COURT-OTHER EXPENSES		P 5493	12/05/22	12/05/22	12/12/22 JULY-DEC 2022
22-00118	12/08/22	CARTER VAN DYKE ASSOCIATES								
1		PLANNING SERVICES - DEC 2021	1,122.00	1-01-21-180-200	B PLANNING BD-OTHER EXPENSES		P 5490	12/08/22	12/08/22	12/12/22 18994
22-00119	12/06/22	MILLPAYR								
1		DEC PAYROLL	8,251.40	2-01-55-901-004	B DUE TO/FROM PAYROLL		P 152	12/06/22	12/11/22	12/11/22
2		DEC PAYROLL-OAST	631.22	2-01-36-472-213	B SOCIAL SECURITY		P 152	12/06/22	12/11/22	12/11/22
			8,882.62							
22-00120	12/12/22	GERALMUL LAW OFFICES OF GERALD MULLER								
1		PLANNING BD SERVICES-JUNE 2022	52.50	T-28-56-001-001	B TRUST ESCROW EXPENSES		P 1212	12/12/22	12/12/22	12/12/22 14790
2		PLANNING BD SERVICES-JULY 2022	682.50	T-28-56-001-001	B TRUST ESCROW EXPENSES		P 1212	12/12/22	12/12/22	12/12/22 14832
3		PLANNING BD SERVICES-AUG 2022	262.50	T-28-56-001-001	B TRUST ESCROW EXPENSES		P 1212	12/12/22	12/12/22	12/12/22 14872
4		PLANNING BD SERVICES-SEPT/OCT	315.00	T-28-56-001-001	B TRUST ESCROW EXPENSES		P 1212	12/12/22	12/12/22	12/12/22 14876
			1,312.50							

Total Purchase Orders:	26	Total P.O. Line Items:	39	Total List Amount:	50,572.70	Total Void Amount:	0.00
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Purchase Order Listing By P.O. Number

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Totals by Year-Fund Fund Description	Fund	Budget Total	Revenue Total	G/L Total	Total
	1-01	1,206.51	0.00	0.00	1,206.51
	2-01	48,053.69	0.00	0.00	48,053.69
	T-28	1,312.50	0.00	0.00	1,312.50
Total of All Funds:		50,572.70	0.00	0.00	50,572.70