



Millstone Borough
REGULAR MEETING MINUTES
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)

TIME: 7:30 PM

CALL TO ORDER – OPENING STATEMENT: Mayor Heck open 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.

<u>ROLL CALL:</u>	Councilwoman Mandy Coppola	Present
	Councilman Robert Galli	Present
	Councilwoman Karin Kidd	Absent
	Councilwoman Kristen Ross	Present
	Councilman Jonathan Stashek	Present
	Council President Alan Kidd	Absent
	Mayor Raymond Heck	Present



Millstone Borough

REGULAR MEETING MINUTES

January 17, 2022

Also Present: Attorney Stephen Offen, CFO Laura Vesce and Borough Clerk Gregory Bonin

MINUTES:

- December 6, 2021 Special meeting minutes

Councilwoman Ross offered a motion to approve the minutes. Second by Councilman Galli

Roll Call: Coppola – abstain, Galli – yes, Ross – yes, Stashek – yes

- December 20, 2021 Regular meeting minutes

Councilwoman Ross offered a motion to approve the minutes. Second by Councilman Galli

Roll Call: Coppola – abstain, Galli – yes, Ross – yes, Stashek – yes

- January 5, 2022 Reorganization meeting minutes

Councilwoman Ross offered a motion to approve the minutes. Second by Councilwoman Coppola

Roll Call: Coppola – yes, Galli – yes, Ross – yes, Stashek – yes

REPORTS:

- Assessor – no report
- Clerk – Clerk Bonin informed everyone that, while the Borough Council meetings remain virtual, the Zoom link and log in information will be the same for each meeting. This information has been posted at borough hall and on our web site. This should make it easier for Borough Council members and the public as they can cut and paste the meeting information into their calendar. The log in information will be posted at the top of each agenda. He also reminded Mayor Heck that the County would like a letter from the Borough requesting participation in the County 2022 road paving program, along with a list of roads we would like paved. Mayor Heck stated that over the past few years we have repaved every road but maybe do again. He commented that Council President Kidd is working on a preventative seal chip program.
- Emergency Management (OEM/State Police/Fire) – Mayor Heck reported that he continues to work on FEMA flood mitigation applications. Another round of applications will be available in a few weeks.
- Finance/Tax Collection – CFO Vesce stated that tax collection percent is in the high 90 percentile. She commented that auditors will be doing the annual financial statement (AFS) and she is working on budget as we speak. She asked Council members to send her any budgetary requests they may have for 2022.
- Historic Commission – Mayor Heck stated he sent the CFO bills relative to the Historic Commission. They are a small amount that can be paid next month.
- Recreation Commission – no report

COUNCIL REPORTS:

- Buildings and Grounds – no report



Millstone Borough

REGULAR MEETING MINUTES

January 17, 2022

- Planning Board – Councilman Galli reported that at the last Planning Board meeting the Mayor spoke about traffic control and complete streets survey that was circulated to residents.
- Traffic and Roads – no report

MAYOR'S REPORT:

Mayor Heck reported that he is working with our planner, Carter Van Dyke, on a state of NJ Complete Streets application. This is a project that has been going on for a number of years now and he has been doing so in conjunction with the Planning Board Chair persons. The goal of the grant is to identify what we can do to make traffic safety better in the community and obtain grants for making improvements happen.

MEETING OPEN TO THE PUBLIC:

- Motion to Open the Meeting to the Public

Councilwoman Ross offered a motion to open the meeting. Second by Councilman Galli

Roll Call: Coppola – yes, Galli – yes, Ross – yes, Stashek – yes

Henry Wierzbowski of 1444 Millstone River Road, asked what type of money will FEMA provide to homeowners for flood mitigation? He also suggested Old Amwell Rd speed limit be lowered as drivers go to fast. Also asked about past FEMA elevations, one homeowner did not do his elevation, what happened to that funding? Lastly, he asked about dog licensing, he stated there are complaints from people about people not cleaning up after their dog and suggested a note about cleaning up after your dog be included with the annual dog licensing notice. He asked how far along are we with the sewer concept?

Mayor Heck responded to Mr. Wierzbowski's comments about the speed limits on the county roads. He has brought this to the attention of the county who is responsible for Old Amwell road.

Mayor Heck stated some of the unused FEMA funds were redistributed to the other FEMA mitigated homes to offset additional costs. This was done by FEMA.

As for sewer study, the engineering company will be providing an update in late February or early march. with a concept.

Mayor Heck commented that he will look to purchase dog waste bag dispensers. One for park area maybe another for another area.

Councilwoman Ross stated dog waste is a problem in borough.

A discussion ensued about the planned development in the borough, the conceptual sewer design and stormwater runoff. Mayor Heck assured everyone that the public will be involved in these discussions.

Mr. Wierzbowski commented that the complete streets study to include a plan for sidewalk inclusion.

Mayor Heck responded that he has developed a plan for sidewalks in areas of the borough and how geography and restrictions can prevent sidewalk placement.



Millstone Borough
REGULAR MEETING MINUTES
January 17, 2022

- Motion to Close the Meeting to the Public

Councilwoman Ross offered a motion to close the meeting. Second by Councilman Galli

Roll Call: Coppola – yes, Galli – yes, Ross – yes, Stashek – yes

CLAIMS FOR PAYMENT

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

Councilwoman Ross offered a resolution to authorize the claims for payment. Second by Councilman Galli

Roll Call: Coppola – yes, Galli – yes, Ross – yes, Stashek – 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 A SHARED SERVICE AGREEMENT WITH HILLSBOROUGH TOWNSHIP FOR HEALTH SERVICES**

Councilwoman Ross offered a motion to authorize a contract with Hillsborough Township for a shared service. Second by Councilman Galli

Roll Call: Coppola – yes, Galli – yes, Ross – yes, Stashek – yes

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



Millstone Borough
REGULAR MEETING MINUTES
January 17, 2022

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 – nothing new to report more in February or march

EXECUTIVE SESSION (if necessary):

None

ADJOURNMENT of Regular Meeting:

Councilwoman Ross offered a motion to adjourn the meeting at 8:18 PM. Second by Councilman Galli.

Roll Call: Coppola – yes, Galli – yes, Ross – yes, Stashek – yes

Attested to:

Gregory J. Bonin, Borough Clerk



Millstone Borough

REGULAR MEETING MINUTES

January 17, 2022

Millstone Borough Claims list

January 12, 2022
11:04 PM

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

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

Paid Date Range: 12/20/21 to 12/31/22

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



Millstone Borough

REGULAR MEETING MINUTES

January 17, 2022

January 12, 2022
11:04 PM

Millstone Borough
Purchase Order Listing By P.O. Number

Page No: 2

PO #	PO Date	Vendor	Amount	Charge Account	Contract Acct	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 ZIENOWIC 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								



Millstone Borough

REGULAR MEETING MINUTES

January 17, 2022

January 12, 2022
11:04 PM

Millstone Borough
Purchase Order Listing By P.O. Number

Page No: 3

PO #	PO Date	Vendor	Amount	Charge Account	Contract Acct Type Description	PO Type	Stat/Chk	First Enc Date	Rcvd Date	Chk/Void Date	Invoice
22-00003	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									
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									
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 PSE&G			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 PSE&G			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									
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									
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		

January 12, 2022
11:04 PM

Millstone Borough
Purchase Order Listing By P.O. Number

Page No: 4

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