



Millstone Borough
REGULAR MEETING MINUTES
August 15, 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 opened the meeting to the public 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	Absent
	Councilman Robert Galli	Present
	Councilwoman Karin Kidd	Present
	Councilwoman Kristen Ross	Present
	Councilman Jonathan Stashek	Absent
	Council President Alan Kidd	Present
	Mayor Raymond Heck	Present



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Also Present: Attorney Offen, CFO Vesce, Borough Clerk Bonin

MINUTES:

- July 18, 2022 Regular meeting minutes

Councilwoman Kidd offered a motion to approve the minutes. Seconded by Councilwoman Ross.

Roll Call: Galli – yes, K. Kidd – yes, Ross – yes, A. Kidd - yes

REPORTS:

- Assessor – no report
- Clerk – no report
- Emergency Management (OEM/State Police/Fire) – no report
- Finance/Tax Collection – no report
- Historic Commission – Clerk Bonin reported that the Historic Commission will be requesting another certificate of insurance for the upcoming Journey into the Past county wide event.
- Recreation Commission – no report

COUNCIL REPORTS:

- Buildings and Grounds – no report
- Planning Board – no report
- Traffic and Roads – Council president Kidd stated he reached out to obtain a delivery date for the spray patch materials.

MAYOR'S REPORT:

Mayor Heck reported he met with the County DPW Director to talk about road improvement benchmarks to achieve within the next year. Also spoke about revitalization of culvert on Amwell and Main St. He commented the culvert needs to increase its water flow.

Mayor Heck also reported that this fall tree work will be performed for those that pose a public safety hazard (trimming and removal).

The Mayor also commented that he, Attorney Offen and Clerk Bonin met with representatives from the Van Cleef organization last week. Attorney Offen will reported on that meeting later this evening.

Mayor Heck stated he will be making be Planning Board appointments at the next meeting.

MEETING OPEN TO THE PUBLIC:

- Motion to Open the Meeting to the Public

Councilwoman Kidd offered a motion to open the meeting to the public. Seconded by Councilwoman Ross.



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Roll Call: Galli – yes, K. Kidd – yes, Ross – yes, A. Kidd - yes

Mr. Henry Wierzbowski, 1444 Millstone River Road, asked about the work to be done on the culvert and asked to confirm the location of the culvert. Mayor Heck stated it is the culvert next to Mr. Wierzbowski's home. Mr. Wierzbowski also stated that the crosswalks near his home need attention and proper ADA curbing should be done. He also asked that another crosswalk from his street corner to other side of the street be installed.

Mayor Heck addressed Mr. Wierzbowski's concerns and stated he has also spoken to county about the culvert and ADA compliance issues. Mayor Heck discussed his thoughts on the proper way to revitalize the culvert.

- Motion to Close the Meeting to the Public

Councilman Galli offered a motion to close the meeting to the public. Seconded by Councilwoman Kidd.

Roll Call: Galli – yes, K. Kidd – yes, Ross – yes, A. Kidd - yes

CLAIMS FOR PAYMENT

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

Councilwoman Kidd offered a resolution to authorize the claims for payment. Seconded by Councilwoman Ross.

Roll Call: Galli – yes, K. Kidd – yes, Ross – yes, A. Kidd - 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:

- **MOTION TO AUTHORIZE A BID FOR SOLID WASTE COLLECTION SERVICES**

Councilwoman Kidd offered a motion to authorize the solid waste bid. Seconded by Councilwoman Ross.

Roll Call: Galli – yes, K. Kidd – yes, Ross – yes, , A. Kidd - yes



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- **MOTION TO SUBMIT AN APPLICATION TO THE COUNTY OF SOMERSET FOR AMERICAN RECOVERY PLAN PROJECT FUNDING**

Councilman Galli commented that this item came from the previous meeting with County/Borough Engineer Matt Loper. Councilman Gallie stated this funding is for close to or actually ‘shovel ready’ projects. He stated the County is looking for applications now with a goal of awarding funding in October with a further goal of having the project completed within a year of award. Councilman Galli stated that Engineer Loper commented we could use these funds for water projects or sewer projects. Additionally, we could submit multiple applications for components of a larger project.

Attorney Offen said Councilman Gallie did an excellent job of summarization that meeting. He added that in his opinion, there is no down side of authorizing this action now as there is no financial obligation.

Councilman Galli asked what projects we might submit funding for. Mayor Heck said we have stormwater, water and sewer projects that might qualify.

Councilwoman Kidd offered a motion to submit the application to the County. Seconded by Councilwoman Ross.

Roll Call: Galli – yes, K. Kidd – yes, Ross – yes, A. Kidd - yes

- **RESOLUTION ACKNOWLEDGING AUTOMATIC RENEWAL OF 2020-2022 URBAN COUNTY COOPERATION AGREEMENT FOR PARTICATION IN SOMERSET COUNTY’S COMMUNITY DEVELOPMENT BLOCK GRANT AND HOME INVESTMENT PARTNERSHIP PROGRAM ACTIVITIES**

Councilwoman Kidd offered a resolution renewing the agreement to participate in the CDBG program. Seconded by Councilwoman Ross.

Roll Call: Galli – yes, K. Kidd – yes, Ross – yes, A. Kidd - yes

WHEREAS, Title I of the Housing and Community Development Act of 1974 provides for substantial federal funds being made available to certain urban counties for use therein; and

WHEREAS, the Community Development Block Grant and the HOME Investment Partnership Programs have benefited the County as a whole and have provided a unique opportunity for interlocal cooperation; and

WHEREAS, the programs have provided substantial benefits to persons of low and moderate income including the elderly and disabled, and that these benefits would be lost without a renewal of the County cooperation agreement; and

WHEREAS, Borough of Millstone desires to preserve benefits of the Community Development Block Grant and the HOME Investment Partnership Programs for the County by renewing its participation in the Somerset County Urban County Consortium; and



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WHEREAS, the Shared Services and Consolidation Act (NJSA 40A:65-1) provides a mechanism through which counties and municipalities may enter into agreements for the provision of joint services; and

WHEREAS, NJSA 40A:65-1 provides that authorization for participation in such a cooperative program must be by resolution:

NOW, THEREFORE, BE IT RESOLVED, by Borough of Millstone, located in

Somerset County, New Jersey, that:

1. It does hereby authorize continued participation in the Somerset County Urban County Consortium.
2. It does hereby authorize, ratify and confirm a certain agreement (hereinafter referred to as "Contract") between the Borough of Millstone and Somerset County entitled "Cooperation Agreement for the Somerset County, NJ Urban County 2023-2025 Qualification Period". This agreement shall automatically renew in every successive qualification period unless Borough of Millstone elects to be excluded and proper notice is provided to HUD and Somerset County.
3. It hereby authorizes full participation by Borough of Millstone in all aspects of the activities provided for within said Contract pursuant to the terms and conditions as more fully set forth in said Contract.
4. It hereby incorporates the Cooperation Agreement for the 2023-2025 Qualification Period into this Resolution by reference, as if fully set forth herein.
5. The Mayor and Municipal Clerk are hereby authorized to execute the Contract with the County and Copy of said Contract will remain filed in the Office of the Municipal Clerk for public inspection.

OLD BUSINESS:

- Sewers – Attorney Offen reported that he, Mayor Heck and Clerk Bonin met with representatives of the Van Cleef organization last week. Van Cleef confirmed that they spoke with Carter Van Dyke and Gerry Muller and confirmed that the Borough will get 27 affordable housing credits. 21 units will be built. Other issues discussed; Mott McDonald sewer plan which calls for a pump station to be located on either the Van Cleef property or municipal lands. An outstanding issue would be the obtaining of easements for the pipeline. Attorney Offen recommend that we talk to our engineer to decide which route is best and which easement is easiest to acquire. The Borough Council agreed. Attorney Offen also discussed the PILOT. He stated that Carter Van Dyke should develop the redevelopment plan for the PILOT. Attorney Offen stated the Borough Council should talk about the PILOT in executive session. Attorney Offen stated during this meeting the plans for the senior housing and affordable housing were reviewed. Lastly, we discussed the disposition of the bank building, which is owned by Neil Van Cleef. The topic of should the borough acquire the property should be discussed in executive session.

Councilman Galli commented that during the meeting of July 28, there was a discussion of breaking down sewer plan into smaller system.



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Councilman Gallo commented there is a window for funding at county from the Federal Government if we can define the common parts of sewer full and scaled back sewer projects.

Councilman Galli presented a resolution for the Borough Council to consider.

Councilwoman Kidd offered a motion to approve Councilman Galli's resolution. Seconded by Council President Kidd.

Roll Call: Galli – yes, K. Kidd – yes, Ross – yes, A. Kidd - yes

WHEREAS, there is the need for an engineering study for a reduced scope sewer system to a “Must Have” sewer system for homes or businesses that must have a sewer system due to lot size being too small or other technical reasons that a septic system cannot installed.

WHEREAS, the reason to do this is to investigate lower cost alternatives to a town wide sewer system and present alternatives to the people of the town.

WHEREAS, there is need for an engineering study to determine what parts, pieces or system are in common between a town wide sewer system and the reduced scope “Must Have” sewer system.

WHEREAS, the reason to do this is Somerset County received \$60M in funding from the American Recovery Act by the federal government. A portion of this money will be used for town projects, with a priority on water and sewer projects. Tentative dates for the second-round applications are due mid-August and award decision by Somerset County mid-October. While the main project(s) are still in the formative stage, it can be broken down into smaller components that are ready to go to better match the application, award timeline.

NOW, THEREFORE, BE IT RESOLVED Therefore, be it resolved we contract with Mott McDonald for a “Must Have” sewer study for lower cost alternatives and to study the commonality of parts, pieces, or systems of the between the town wide sewer system and the reduced scope “Must have” sewer system.

- Mindel Property – Attorney Offen reported that he was contacted by attorneys representing the Mindel family. The family wishes to donate land to the Borough. Attorney Offen stated he received a contract to donate the land and tax deduction documents the Borough would have to sign. Attorney Offen suggested the Borough Council go into executive session to discuss this matter. Attorney Offen commented that if the Borough Council agreed in concept, they could adopt a resolution authorizing the Mayor and Borough Clerk to sign an agreement once approved by both sides.

- **RESOLUTION FOR ENTRY INTO AGREEMENT FOR LOT 6 IN BLOCK 1.02 AND LOT 6 IN BLOCK 1**

Councilman Galli offered a resolution to approve a contract with the Mindel family. Seconded by Council President Kidd.

Roll Call: Galli – yes, K. Kidd – yes, Ross – yes, A. Kidd - yes

WHEREAS, the owners of Lot 6 in Block 1.02 and Lot 6 in Block 1 in the Borough of Millstone have offered to convey to the Borough said lots at no consideration or nominal consideration, and



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WHEREAS, the Borough has conducted due diligence with respect to said lots, and

WHEREAS, the Borough has determined that it is in its best interest to acquire said lots, and

WHEREAS, the Borough Council of the Borough of Millstone has authorized the acquisition of Lot 6 in Block 1.02 and Lot 6 in Block 1 at its meeting of July 18, 2022

NOW THEREFORE BE IT RESOLVED by the Borough Council of the Borough of Millstone, County of Somerset, State of New Jersey that Mayor and Clerk or other appropriate officials of the Borough of Millstone be and are hereby authorized to enter into a contract for the acquisition of Lot 6 in Block 1.02 and Lot 6 in Block 1 in the Borough of Millstone at no consideration or nominal consideration in a form acceptable to the Borough Attorney, and

BE IT FURTHER RESOLVED that the appropriate officials of the Borough of Millstone be and are hereby authorized to execute such other necessary documents as determined by the Borough Attorney to effectuate the for the acquisition of Lot 6 in Block 1.02 and Lot 6 in Block 1 in the Borough of Millstone.

EXECUTIVE SESSION (if necessary):

Councilwoman Ross offered a motion to enter executive session at 8:11 PM. Seconded by Councilwoman Kidd.

Roll Call: Galli – yes, K. Kidd – yes, Ross – yes, A. Kidd - yes

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
Property acquisition
PILOT 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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Councilwoman Ross offered a motion to adjourn the regular meeting at 8:25 PM. Seconded by Councilwoman Kidd.

Roll Call: Galli – yes, K. Kidd – yes, Ross – yes, A. Kidd – yes

Attested to:

Gregory J. Bonin, Borough Clerk



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Millstone Borough Claims list

August 11, 2022
07:23 PM

Millstone Borough
Purchase Order Listing By P.O. Number

Page No: 1

P.O. Type: All
 Range: First to Last
 Format: Detail with Line Item Notes
 Vendors: All
 Rcvd Batch Id Range: First to Last

Open: N
Rcvd: N
Bld: Y

Paid: Y
Held: N
State: Y

Void: N
Aprv: N
Other: Y
Exempt: Y

Paid Date Range: 07/19/22 to 12/31/22
Include Non-Budgeted: Y

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	COMPASS COMPASSMSP			B						
17		MICROSOFT EMAIL PLAN-AUGUST	96.00	2-01-20-140-200	B INFORMATION TECHNOLOGY - OTHER EXPENSES	P	5367	06/01/22	08/06/22	08/11/22	163430
18		MICROSOFT 365 LICENSE-AUGUST	12.50	2-01-20-140-200	B INFORMATION TECHNOLOGY - OTHER EXPENSES	P	5367	06/01/22	08/06/22	08/11/22	163430
			108.50								
22-00006	01/11/22	PSEG PSE&G			B						
9		ELEC;66-363-804-03;AMWELL ROAD BILL DATE: AUG 5, 2022 JULY 6-AUG 3	119.66	2-01-31-435-205	B STREET LIGHTING	P	5372	06/01/22	08/11/22	08/11/22	BILL: 8/5/22
22-00007	01/11/22	PSEG PSE&G			B						
9		ELEC;65-081-353-09;AMWELL&MAIN BILL DATE: AUG 5, 2022 JULY 6-AUG 3	123.33	2-01-31-435-205	B STREET LIGHTING	P	5373	06/01/22	08/11/22	08/11/22	BILL: 8/5/22
22-00008	01/11/22	PSEG PSE&G			B						
9		ELEC;13-014-015-01;VARIOUS BILL DATE: AUG 10, 2022 JULY 6-AUG 3	752.51	2-01-31-435-205	B STREET LIGHTING	P	5374	06/01/22	08/11/22	08/11/22	BD: 8/10/22
22-00011	01/30/22	NJAMWATE NJ AMERICAN WATER			B						
8		ACCT 210022093410; MAIN ST BILL DATE: JULY 19, 2022 6/17 - 7/15	32.75	2-01-26-300-200	B BUILDINGS&GROUNDS-OTHER EXPENSES	P	5368	05/17/22	08/06/22	08/11/22	BD: 7/19/22
22-00012	01/30/22	NJAMWATE NJ AMERICAN WATER			B						
8		ACCT 210022797651; HYDRANTS BILL DATE: JULY 20, 2022 6/18-7/19	1,066.72	2-01-25-265-202	B FIRE HYDRANT SERVICE	P	5369	05/17/22	08/06/22	08/11/22	BD: 7/20/22
22-00013	01/30/22	COMCAST COMCAST			B						
8		INTERNET/VOICE SERVICE BILL DATE: JUL 11, 2022	190.52	2-01-31-440-210	B TELEPHONE	P	5365	05/17/22	08/06/22	08/06/22	BD: 7/11/22



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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
22-00013	01/30/22	COMCAST			Continued					
	7/16-8/15									
22-00018	02/09/22	VERIZON WIRELESS			B TELEPHONE	B	P 5364	06/01/22	08/06/22	08/06/22 9911998608
		8 WIRELESS COMMUNICATIONS	219.34	2-01-31-440-210						
		BILL DATE: JULY 25, 2022								
		6/26-7/25								
22-00019	02/11/22	REPUBLIC SERVICES			B SANITATION-OTHER EXPENSE	B	P 5375	05/01/22	08/06/22	08/11/22 0865-002261662
		8 SANITATION SERVICES; 9865002	2,774.42	2-01-26-305-200						
		FOR THE MONTH OF JULY 2022								
22-00022	02/11/22	RDATA			B A&E-OTHER EXPENSES	B	P 5376	06/01/22	08/06/22	08/11/22 107126
		9 JULY PAYROLL	160.00	2-01-20-100-200						
22-00023	02/11/22	OFFENSTE			B LEGAL-OTHER EXPENSES	B	P 5370	06/01/22	08/06/22	08/11/22 11224290
		12 LEGAL SERVICES FOR JULY	765.00	2-01-20-155-200						
		BORO OF MILLSTONE								
		13 LEGAL SERVICES FOR JULY	300.00	2-01-20-155-200						
		AFFORDABLE HOUSING								
			1,065.00							
22-00031	03/03/22	AMCONTRA			B BUILDINGS&GROUNDS-OTHER EXPENSES	B	P 5366	06/01/22	08/06/22	08/11/22 JULY
		11 LANDSCAPE SERVICES - JULY	218.08	2-01-26-300-200						
		INV. 65465, 65552, 65577								
22-00058	06/08/22	PENNONI			B ENGINEERING-OTHER EXPENSES	B	P 5371	06/08/22	08/06/22	08/11/22 1128252
		1 MINDEL PROPERTY SURVEY	6,500.00	2-01-20-165-200						
22-00079	08/01/22	MILLPAYR			B DUE TO/FROM PAYROLL	B	P 175	08/01/22	08/11/22	08/11/22
		1 AUGUST PAYROLL	3,986.07	2-01-55-901-004						
		2 AUGUST PAYROLL-OASI	304.92	2-01-36-472-213						
			4,290.99							
22-00080	08/01/22	SOMERCY			B COUNTY TAXES PAYABLE	B	P 5359	08/01/22	08/04/22	08/04/22 3RD QTR
		1 3RD QUARTER 2022 TAXES-COUNTY	45,351.19	2-01-55-907-001						
22-00081	08/01/22	SOMERCY			B COUNTY TAXES PAYABLE	B	P 5360	08/01/22	08/04/22	08/04/22 3RD QTR
		1 3RD QTR TAXES 2022 -LIBRARY	6,397.99	2-01-55-907-001						

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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
22-00082	08/01/22	SOMERCY			B COUNTY TAXES PAYABLE	B	P 5361	08/01/22	08/04/22	08/04/22 3RD QTR
		1 3RD QTR TAXES 2022-OPEN SPACE	4,532.12	2-01-55-907-001						
22-00083	08/04/22	NJPENSIO			B CONTINGENT	B	P 5363	08/04/22	08/04/22	08/04/22 Loc#02-52160-00
		1 RETRO SALARY INCREASE	344.93	1-01-35-470-211						
		LOCATON #02-52160-00								
22-00084	08/06/22	SOMECLOF			B ELECTIONS-OTHER EXPENSES	B	P 5377	08/06/22	08/06/22	08/11/22
		1 2022 PRIMARY ELECTION	235.74	2-01-20-120-200						
Total Purchase Orders:			19	Total P.O. Line Items:	22	Total List Amount:	74,483.79	Total Void Amount:	0.00	



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Totals by Year-Fund Fund Description	Fund	Budget Total	Revenue Total	G/L Total	Total
	1-01	344.93	0.00	0.00	344.93
	2-01	74,138.86	0.00	0.00	74,138.86
Total of All Funds:		<u>74,483.79</u>	<u>0.00</u>	<u>0.00</u>	<u>74,483.79</u>