



Millstone Borough

REGULAR MEETING MINUTES

September 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)

TIME: 7:30 PM

CALL TO ORDER – OPENING STATEMENT: Mayor Heck called the meeting to order 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	Absent
	Councilman Jonathan Stashek	Present
	Council President Alan Kidd	Present
	Mayor Raymond Heck	Present

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



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MINUTES: tabled due to lack of quorum for meeting attendees

- ~~August 15, 2022 Regular meeting minutes~~
- ~~August 15, 2022 Executive meeting minutes~~

REPORTS:

- Assessor – no report
- Clerk – Clerk Bonin reminded everyone that October 11, 2022 is the last day to register to vote in the General Election
- Emergency Management (OEM/State Police/Fire) – Mayor Heck is reviewing the budget for our FEMA grants to ensure funds exist for ongoing projects.
- Finance/Tax Collection – no report
- Historic Commission – Mayor Heck stated the annual Journey to the Past event is coming up and Millstone is a highlight of the County wide tour.
- Recreation Commission – Mayor Heck stated that the recreation committee will do an annual Halloween event. More information will be presented.

COUNCIL REPORTS:

- Buildings and Grounds – no report
- Planning Board – Councilman Galli reported that Carter Van Dyke will report on redevelopment plan by the Planning Board for a PILOT. Councilman Galli stated that two comments were made 1. Rebecca Van Cleef reached out to Schilke Construction about them investing in the sewer project and 2. The Planning Board questioned if Attorney Offen is conflicted because of his firm also representing the Van Cleef firm. Lastly Councilman Galli stated the redevelopment plan concept is moving fast to take advantage of current grant offerings. Attorney Offen stated the report attached to agenda was done over a year ago, so another report needs to be done now to move forward with PILOT program. He further commented that the attached report was adopted by the Borough Council and sent to the State of NJ. Attorney Offen reported that his firm does represent the Van Cleef Engineering but not the real estate corporation so in his opinion there is no conflict. He further commented that he can understand why there can be appearance of a conflict, but because he is not dealing with Van Cleef Engineering, but rather Country Classics there is no legal conflict. Attorney Offen once again reminded the Borough Council that the Borough should get special counsel to negotiate the PILOT with Van Cleef. Carter Van Dyke commented that the redevelopment plan approved by the Planning Board would cost somewhere between \$5,000 and \$10,000 to develop. Mr. Van Dyke stated that his firm has little experience with such plans and therefore he is recommending the Borough get a special planning for the redevelopment plan.
- Traffic and Roads – no report

MAYOR'S REPORT:

Mayor Heck stated he spoke to the County who will be doing road sealing in the borough around the end of September. No road closure just restrictions. He is also getting donated furniture for borough hall to replace some of the worn items.

MEETING OPEN TO THE PUBLIC:

- Motion to Open the Meeting to the Public



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Councilwoman Coppola offered a motion to open the meeting to the public. Seconded by Council President Kidd.

Roll Call: Coppola – yes, Galli- yes, Stashek – yes, A. Kidd – yes.

Henry Weirzbowski, 1444 Millstone River Road, asked about the borough efforts to reduce the speed limit on Millstone River Road. Mayor Heck stated he is meeting with residents tomorrow to discuss this matter and he will share the online meeting link. Mr. Weirzbowski stated the county told him they will do the ADA compliance issues when sealing road. Mayor Heck said it was his understanding that work would be done when the roads are once again reconstructed, not seal coated. Mr. Weirzbowski commented that he has also asked for another crosswalk near his house. Mayor Heck stated he will bring this request to the County.

Mr. Weirzbowski asked why police traffic enforcement/protection is not put out to bid? Offering that perhaps we could get the service cheaper. Mayor Heck stated he has looked at other towns and Franklin is the cheapest most effective sources especially since we share a court with them. Mr. Weirzbowski stated that PSEG is reconstructing their transmission lines and suggested the borough go after PSEG for additional tax revenue. A discussion and explanation of the Gross Receipts Energy tax was offered by Mayor Heck and Clerk Bonin.

Mr. Weirzbowski asked if the borough is soliciting bids for local garbage removal. Mayor Heck responded that the bid is out now and, in accordance with NJ law, it will be a five year contract award.

- Motion to Close the Meeting to the Public

Council President Kidd offered a motion to close the meeting to the public. Seconded by Councilman Stashek

Roll Call: Coppola – yes, Galli- yes, Stashek – yes, A. Kidd – yes.

CLAIMS FOR PAYMENT

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

Council President Kidd offered a motion to authorize the claims for payment. Seconded by Councilman Stashek.

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



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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 THE REFUND OF A HOMESTEAD REBATE RECEIVED ON 1345 MAIN STREET. BLOCK 2 LOT 9, TO HING LEW IN THE AMOUNT OF \$785.25**

Council President Kidd offered a resolution authorizing a tax refund. Seconded by Councilman Stashek.

Roll Call: Coppola – yes, Galli- yes, Stashek – yes, A. Kidd – yes.

WHEREAS, Hing Lew applied for a Homestead Rebate through the State of New Jersey in the fall of 2021; and

WHEREAS, In the interim between applying and receiving the rebate Mr. Lew sold his home; and

WHEREAS, The State of New Jersey no longer mails paper checks, they now credit the property's second quarter tax liability, which is now a credit to the new property owner rather than Mr. Lew.

NOW THEREFORE BE IT RESOLVED, by the Mayor and Council of the Borough of Millstone, County of Somerset, State of New Jersey that the homestead refund credited to block 2 lot 9, 1345 Main Street, Hillsborough in the amount of \$785.25 is authorized to be refunded and the CFO is instructed to cut a check in the amount of \$785.25 payable to Hing Lew.

OLD BUSINESS:

- Redevelopment plan discussion – Borough Planner Carter Van Dyke said he had 3 items he wished to review with the Borough Council
 1. Redevelopment plan for the Van Cleef track – The plan in concept was approved by the Planning Board and the Borough Planner is working on the plan. Mr. Van Dyke agrees we should have special counsel to work on PILOT program. The redevelopment plan has to be approved by the Planning Board and then the Borough Council. Mr. Van Dyke commented there need to be many public meetings and steps towards final approval. There are specific timeframes involved as our consultant engineer says there may be grants and other funding sources available should we wish to apply for them this year.
 2. Resiliency plan – Mr. Van Dyke stated that any redevelopment plan will have to tie into a resiliency plan which is required. FEMA provide lots of data and any redevelopment plan must consider the resiliency plan. Mr. Van Dyke's firm presented an outline and it includes a checklist of items that FEMA requires in a plan. Mr. Van Dyke said lot of information required is more germane to larger town. Mr. Van Dyke is negotiating with FEMA to get resiliency plan done as soon as possible as it affects other plans
 3. The Planning Board has recommended that Mr. Van Dyke's firm look at brownfields as a means to implement redevelopment plan. Such research could provide possible public/private partnerships and continuing research for grants and other opportunities to development implementation of a redevelopment plan for a town center.



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Councilman Galli stated there are lots of moving pieces. The Planning Board sense of urgency to pass this very soon is a desire to take advantage of recent funding and grant opportunities. Exactly what is that timing and what needs to be done is what we need to understand.

Mr. Van Dyke stated his firm is working on redevelopment plan and the concept should be done by end of month. Councilman Galli asked if the resiliency plan will be done in conjunction with that and the brownfields study. Mr. Van Dyke stated the resiliency plan filters through all the plans and include the land donation and brownfield plan. It is a complicated process which is why we are reaching out to the Planning Board and Borough Council for guidance. Mr. Van Dyke stated the redevelopment plan requires the establishment of a redevelopment committee which we do not have at this time. We are reaching out to the state for details.

Councilman Gallie asked what is needed for the Van Cleef PILOT to proceed. Attorney Offen stated there are four steps; designate area of redevelopment area, develop a redevelopment plan, a resiliency plan and a redevelopment plan for the town center.

Attorney Offen stated in regard to the town center Van Cleef offered to sell the old bank to the Borough. In response the Borough Council asked that the bank site be donated to the Borough. Van Cleef declined but said they would entertain a purchase offer.

Councilman Galli said Attorney Offen's explanation is good. He reviewed all the disconnected items that will impact the borough on both a planning and financial level.

Ms. Lucinda Bartley, of the Carter Van Dyke firm, added that any master plan we do must include climate change assessment work that can be included in resiliency plan.

- Sewers – Councilman Galli brought up Mott McDonald 'scaled back' sewer plan proposal of \$9,900 that just arrived today. Councilman Galli stated that what is missing are the common components between the two difference systems. Mayor Heck stated he has not seen the proposal yet but urged Councilman Galli to contact Mott McDonald to ensure what he wants is included in the proposal.
- FEMA/Mitigation – Mayor Heck stated that inflation issues are creating budget issues for the FEMA projects that need to be worked through.

ADJOURNMENT of Regular Meeting:

Councilwoman Coppola offered a motion to adjourn the regular meeting at 8:12 PM. Seconded by Councilman Stashek

Roll Call: Coppola – yes, Galli- yes, Stashek – yes, A. Kidd – yes.

Attested to:

Gregory J Bonin, Borough Clerk



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Millstone Borough Claims list

PO #	PO Date	Vendor Name	Description	Amount	Charge Account	Acct Descript	Check #
22-00003	1/10/2022	COMPASSMSP	MICROSOFT EMAIL PLAN-SEPT	96.00	2-01-20-140-200	INFORMATION TECHNOLOGY -	5406
22-00003	1/10/2022	COMPASSMSP	MICROSOFT 365 LICENSE-SEPT	12.50	2-01-20-140-200	INFORMATION TECHNOLOGY -	5406
22-00006	1/11/2022	PSE&G	ELEC;66-363-804-03;AMWELL RC	119.00	2-01-31-435-205	STREET LIGHTING	5415
22-00007	1/11/2022	PSE&G	ELEC;65-081-353-09;AMWELL&N	122.66	2-01-31-435-205	STREET LIGHTING	5416
22-00008	1/11/2022	PSE&G	ELEC;13-014-015-01;VARIOUS	762.13	2-01-31-435-205	STREET LIGHTING	5417
22-00011	1/30/2022	NJ AMERICAN WATER	ACCT 210022093410; MAIN ST	32.75	2-01-26-300-200	BUILDINGS&GROUNDS-OTHER	5412
22-00012	1/30/2022	NJ AMERICAN WATER	ACCT 210022797651; HYDRANTS	1,066.72	2-01-25-265-202	FIRE HYDRANT SERVICE	5413
22-00013	1/30/2022	COMCAST	INTERNET/VOICE SERVICE	198.06	2-01-31-440-210	TELEPHONE	5382
22-00018	2/9/2022	VERIZON WIRELESS	WIRELESS COMMUNICATIONS	214.34	2-01-31-440-210	TELEPHONE	5383
22-00019	2/11/2022	REPUBLIC SERVICES	SANITATION SERVICES; 9865002	2,774.42	2-01-26-305-200	SANITATION-OTHER EXPENSE	5418
22-00022	2/11/2022	R & L DATA CENTERS	AUGUST PAYROLL	160.00	2-01-20-100-200	A&E-OTHER EXPENSES	5419
22-00023	2/11/2022	STEPHEN OFFEN	LEGAL SERVICES FOR AUGUST	921.00	2-01-20-155-200	LEGAL-OTHER EXPENSES	5414
22-00023	2/11/2022	STEPHEN OFFEN	LEGAL SERVICES FOR AUGUST	317.50	2-01-20-155-200	LEGAL-OTHER EXPENSES	5414
22-00031	3/3/2022	A.W. CONTRACTING	LANDSCAPE SERVICES - AUGUST	171.88	2-01-26-300-200	BUILDINGS&GROUNDS-OTHER	5403
22-00036	3/12/2022	FRANKLIN TOWNSHIP POLICE	POLICE SERVICES-JULY	840.00	2-01-42-390-212	INTERLOCAL POLICE SERVICE	5409
22-00041	4/2/2022	GANNETT NJ NEWSPAPERS	LEGAL AD-7/6 ORD 2022-003	52.94	2-01-20-110-200	MAYOR & COUNCIL-OTHER EXF	5410
22-00041	4/2/2022	GANNETT NJ NEWSPAPERS	LEGAL AD-7/21 ORD 2022-003	48.26	2-01-20-110-200	MAYOR & COUNCIL-OTHER EXF	5410
22-00041	4/2/2022	GANNETT NJ NEWSPAPERS	LEGAL AD-7/31 NOTICE TO BID	42.90	2-01-20-110-200	MAYOR & COUNCIL-OTHER EXF	5410
22-00053	4/12/2022	CARTER VAN DYKE ASSOCIAT	PLANNING SERVICES-	2,932.00	2-01-21-180-200	PLANNING BD-OTHER EXPENSE	5404
22-00053	4/12/2022	CARTER VAN DYKE ASSOCIAT	PLANNING SERVICES-	170.00	2-01-21-180-200	PLANNING BD-OTHER EXPENSE	5404
22-00053	4/12/2022	CARTER VAN DYKE ASSOCIAT	PLANNING SERVICES-	2,423.50	2-01-21-180-200	PLANNING BD-OTHER EXPENSE	5404
22-00053	4/12/2022	CARTER VAN DYKE ASSOCIAT	PLANNING SERVICES-	170.00	2-01-21-180-200	PLANNING BD-OTHER EXPENSE	5404
22-00053	4/12/2022	CARTER VAN DYKE ASSOCIAT	PLANNING SERVICES-	350.00	2-01-21-180-200	PLANNING BD-OTHER EXPENSE	5404
22-00062	6/1/2022	SDG SECURITY	4TH QTR MONITORING/TESTING	147.80	2-01-26-300-200	BUILDINGS&GROUNDS-OTHER	5420
22-00069	6/1/2022	FRANKLIN TOWNSHIP	ANIMAL CONTROL SERVICE	541.00	2-01-27-340-206	DOG REGULATION	5408
22-00078	7/1/2022	COMMISSIONERS OF FIRE DIS	2022 FIRE DISTRICT TAX-3RD QTR	10,305.28	2-01-25-255-203	FIRE DISTRICT CONTRACT	5405
22-00086	8/14/2022	MILLSTONE BOROUGH	CHARGING 2022 FOR CAPITAL	15,000.00	2-01-44-901-215	CAPITAL IMPROVEMENT FUND	5381
22-00086	8/14/2022	MILLSTONE BOROUGH	CHARGING 2022 FOR CAPITAL	6,000.00	2-01-44-903-218	CAPITAL IMPROVEMENT-TREE I	5381
22-00086	8/14/2022	MILLSTONE BOROUGH	CHARGING 2022 FOR CAPITAL	6,000.00	2-01-44-903-219	CAPITAL IMPROVEMENTS - RAC	5381
22-00087	8/1/2022	MGL	PRINTING OF TAX BILLS	378.00	2-01-20-145-200	TAX COLLECTOR-OTHER EXPEN	5411
22-00088	8/30/2022	MILLSTONE BORO PAYROLL	SEPT PAYROLL	8,262.57	2-01-55-901-004	DUE TO/FROM PAYROLL	180
22-00088	8/30/2022	MILLSTONE BORO PAYROLL	SEPT PAYROLL-OASI	632.07	2-01-36-472-213	SOCIAL SECURITY	180
22-00090	9/12/2022	DEPT OF ENVIRONMENT PRO	NATURAL HERITAGE DATABASE	70.00	2-01-35-470-211	CONTINGENT	5407
22-00091	9/13/2022	SOMERSET COUNTY	2022 CERTIFIED RECYCLING	87.02	2-01-26-305-200	SANITATION-OTHER EXPENSE	5421
22-00092	9/13/2022	CARTER VAN DYKE ASSOCIAT	PROFESSIONAL SERVICES	255.00	T-28-56-001-001	TRUST ESCROW EXPENSES	1210
22-00093	9/13/2022	CARTER VAN DYKE ASSOCIAT	PROFESSIONAL SERVICES	785.00	T-28-56-001-001	TAX OVERPAYMENTS	5422