Millstone Borough

REGULAR MEETING MINUTES
October 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)

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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.

ROLL CALL:

Councilwoman Mandy Coppola	Present
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

Also Present: Attorney Stephen Offen, Borough Clerk Gregory Bonin

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MINUTES:

- August 15, 2022 Regular meeting minutes (MC & JS abstain)

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

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

- August 15, 2022 Executive meeting minutes (MC & JS abstain)

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

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

- September 19, 2022 Regular meeting minutes (KK & KR abstain)

Due to a lack of voting quorum, approval of these minutes were tabled.

REPORTS:

- Assessor – no report
- Clerk – Clerk Bonin reminded everyone the last day to register for the General Election is tomorrow, October 18, 2022. The General election is November 8, 2022. Polls are open from 6:00 AM to 8:00 PM.
- Emergency Management (OEM/State Police/Fire) – Mayor Heck has meeting with county soon to go over the plan. He commented on last year storms and best practices.
- Finance/Tax Collection – no report
- Historic Commission – no report
- Recreation Commission – Mayor Heck reported that the Recreation Committee is working on a Halloween project, something new.

COUNCIL REPORTS:

- Buildings and Grounds – Mayor Heck reported he will be doing tree work around town with a company. He said there is one bad sidewalk he would like to get repaired before end of year.
- Planning Board – Councilman Galli reported that Van Cleef has submitted a new development plan that has garages in front, shortening frontage etc. The Planning Board did not accept, it is being reviewed by Planning Board members and they will comment.
- Traffic and Roads – Council President Kidd reported that Sealmaster did not receive our c/o for crack sealer and material. He will speak with the CFO. Mayor Heck said the county was doing their sealcoating. The Mayor was on scene to make sure traffic rerouting done right. He also stated that he spoke to county about an extra crosswalk. They will review the curbing in 2024. Council President Kidd asked about adding a traffic light. Mayor Heck stated he spoke to county about traffic study.

MAYOR'S REPORT:

Mayor Heck reported that he spoke to a county commissioner about traffic and speeding on Main St/Rt 533. They had a discussion of the best practices for speed reduction and even inspected the road. He then

followed up with the county administrator and brought residents with him. Mayor Heck also spoke to the Under sheriff about additional traffic patrols. The County feels the sheriff department could help with increased presence. Would need them in off peak hours, midday and later evening.

The Mayor also spoke to county about the upcoming changes to the tier 1 and tier 2 stormwater management plan which will require expensive upgrades to our stormwater management infrastructure. The Mayor is looking for county and state financial assistance.

MEETING OPEN TO THE PUBLIC:

- Motion to Open the Meeting to the Public

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

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

Henry Wierzbowski of 1444 Millstone River Road wished to discuss several items. He stated speeding continues during rush hours and Saturdays. He also asked about the bid for solid waste services and stated that Dave's bid came in lower, about a $40,000 savings over 5 years. Mayor Heck and Attorney Offen explained that NJ purchasing laws require that we take the 'lowest responsible bidders". More than just cost must be considered. The purchasing agent is preparing a report on the matter and a bid will be awarded in November.

Mr. Weirzbowski asked about the time frame for the installation of traffic calming devices. Mayor Heck stated he has no notification from the county. He will reach out to them for a timeline.

- Motion to Close the Meeting to the Public

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

Roll Call: Coppola – yes, 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 motion to approve the claims for payment. Seconded by Councilwoman Ross.

Roll Call: Coppola – yes, 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:

- **RESOLUTION AUTHORIZING AN AGREEMENT WITH R&L DATA CENTERS FOR PAYROLL RELATED SERVICES.**

Councilwoman Kidd offered a motion to authorize the agreement. Seconded by Councilwoman Ross.

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

WHEREAS, the Borough requires the provision of specific payroll-related services for the officers and employees of Borough of Millstone; and

WHEREAS, the services are to be provided by, R&L on behalf of Borough of Millstone,

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 and sign the agreement with R&L Data Services per the attached agreement.

OLD BUSINESS:

- Sewers – none
- LEPC – none
- FEMA/Mitigation - none
- Status of PILOT – none
- Attorney Offen reported on the Mindel property acquisition; the contract documents have been approved by both parties. We are waiting on the appraisal and then the transfer to the Borough can happen.

EXECUTIVE SESSION (if necessary):

Councilwoman Ross offered a motion to enter executive session at 7:55 PM. Seconded by Councilwoman Kidd.

Roll Call: Coppola – yes, 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	TIME WHEN AND THE CIRCUMSTANCES UNDER WHICH THE SUBJECT MATTER CAN BE DISCLOSED
Contract Negotiations	When the matter is concluded

ADJOURNMENT of Regular Meeting:

Upon return from executive session at 8:09 PM, Councilwoman Kidd offered a motion to adjourn the regular meeting at 8:10 PM. Seconded by Councilwoman Ross.

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

Attested to:

Gregory J. Bonin, Borough Clerk

Millstone Borough Claims list

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Millstone Borough
Purchase Order Listing By P.O. Number

P.O. Type: All
Range: First to Last
Format: Detail without Line Item Notes
Vendors: All
Rcvd Batch Id Range: First to Last

Open: N Paid: Y Void: N
Rcvd: N Held: N Aprv: N
Paid Date Range: 09/20/22 to 12/31/22 Bid: Y State: Y Other: Y Exempt: Y
Include Non-Budgeted: Y

PO # / Item Description	PO Date	Vendor	Amount	Charge Account	Contract Acct Type	PO Type Description	Stat/Chk	First Enc D
22-00003	01/10/22	COMPASSM COMPASSMSP				B		
21 MICROSOFT 365 LICENSE-OCT			12.50	2-01-20-140-200	B	INFORMATION TECHNOLOGY - OTHER EXPENSES	P	5448 06/01,
22 MICROSOFT EMAIL PLAN-OCT			96.00	2-01-20-140-200	B	INFORMATION TECHNOLOGY - OTHER EXPENSES	P	5448 06/01,
			108.50					
22-00006	01/11/22	PSEG PSE&G				B		
11 ELEC;66-363-804-03;AMWELL ROAD			100.74	2-01-31-435-205	B	STREET LIGHTING	P	5444 06/01,
22-00007	01/11/22	PSEG PSE&G				B		
11 ELEC;65-081-353-09;AMWELL&MAIN			104.00	2-01-31-435-205	B	STREET LIGHTING	P	5445 06/01,
22-00008	01/11/22	PSEG PSE&G				B		
11 ELEC;13-014-015-01;VARIOUS			754.01	2-01-31-435-205	B	STREET LIGHTING	P	5446 06/01,
22-00011	01/30/22	NJAMWATE NJ AMERICAN WATER				B		
10 ACCT 210022093410; MAIN ST			28.79	2-01-26-300-200	B	BUILDINGS&GROUNDS-OTHER EXPENSES	P	5450 05/17,
22-00012	01/30/22	NJAMWATE NJ AMERICAN WATER				B		
10 ACCT 210022797651; HYDRANTS			1,066.72	2-01-25-265-202	B	FIRE HYDRANT SERVICE	P	5451 05/17,
22-00013	01/30/22	COMCAST COMCAST				B		

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Millstone Borough
Purchase Order Listing By P.O. Number

PO # / Item	PO Date	Vendor / Description	Amount	Charge Account	Contract / Acct Type	PO Type / Description	Stat/Chk	Fir / Enc
22-00023	02/11/22	OFFENSTE STEPHEN OFFEN				B		
16		LEGAL SERVICES FOR SEPTEMBER	364.50	2-01-20-155-200	B	LEGAL-OTHER EXPENSES	P	5453 06/
17		LEGAL SERVICES FOR SEPTEMBER	100.00	2-01-20-155-200	B	LEGAL-OTHER EXPENSES	P	5453 06/
			464.50					
22-00031	03/03/22	AWCONTRA A.W. CONTRACTING				B		
13		LANDSCAPE SERVICES - SEPT	294.46	2-01-26-300-200	B	BUILDINGS&GROUNDS-OTHER EXPENSES	P	5447 06/
22-00036	03/12/22	FRANKPOL FRANKLIN TOWNSHIP POLICE DEPT				B		
9		POLICE SERVICES-AUGUST	1,097.28	2-01-42-390-212	B	INTERLOCAL POLICE SERVICE	P	5449 06/
10		POLICE SERVICES-SEPTEMBER	1,463.04	2-01-42-390-212	B	INTERLOCAL POLICE SERVICE	P	5449 06/
			2,560.32					
22-00037	03/14/22	COMPASSM COMPASSMSP				B		
6		IT SERVICES-9/20/22	200.00	2-01-20-140-200	B	INFORMATION TECHNOLOGY - OTHER EXPENSES	P	5448 03/
22-00062	06/01/22	SDGSECUR SDG SECURITY				B		
9		AES FIRENET RADIO NETWORK	75.00	2-01-26-300-200	B	BUILDINGS&GROUNDS-OTHER EXPENSES	P	5456 07/
22-00094	09/20/22	HILLSBOR HILLSBOROUGH BD OF EDUCATION						
1		2022-2023 SCHOOL YR-SEPT PYMT	82,271.50	2-01-55-906-001	B	LOCAL SCHOOL TAXES PAYABLE	P	5423 09/
22-00097	09/30/22	RAVEWIRE RAVE WIRELESS						
1		ALERT FOR PUBLIC SAFETY	3,000.00	2-01-20-110-200	B	MAYOR & COUNCIL-OTHER EXPENSES	P	5424 09/
22-00098	10/01/22	NJPENSIO STATE OF NEW JERSEY						
1		2022 3RD QTR PENSION PAYMENT	894.24	2-01-55-901-004	B	DUE TO/FROM PAYROLL	P	191 10/

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Millstone Borough
Purchase Order Listing By P.O. Number

PO # / Item	PO Date	Vendor / Description	Amount	Charge Account	Contract / Acct Type	PO Type / Description	Stat/Chk	Fir / Enc
22-00102	10/10/22	SOMERCTY SOMERSET COUNTY						
1		4TH QTR TAXES 2022-OPEN SPACE	4,532.12	2-01-55-907-001	B	COUNTY TAXES PAYABLE	P	5459 10/
22-00103	10/10/22	GERALMUL LAW OFFICES OF GERALD MULLER						
1		PLANNING BD SERVICES-DEC 2021	875.00	T-28-56-001-001	B	TRUST ESCROW EXPENSES	P	1211 10/
2		PLANNING BD SERVICES-JAN 2022	515.00	T-28-56-001-001	B	TRUST ESCROW EXPENSES	P	1211 10/
			1,390.00					
22-00104	10/10/22	NJWORKFO STATE OF NEW JERSEY						
1		CATASTROPHIC ILLNESS	10.50	2-01-20-100-200	B	A&E-OTHER EXPENSES	P	5452 10/
22-00105	10/10/22	SOMERENG SOMERSET COUNTY ENGINEERING						

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Millstone Borough
Purchase Order Listing By P.O. Number

Totals by Year-Fund

Fund Description	Fund	Budget Total	Revenue Total	G/L Total	Total
	2-01	202,877.32	0.00	0.00	202,877.32