



Millstone Borough

REGULAR MEETING AGENDA

February 27, 2024

In Compliance with the Open Public Meetings Act and NJ State Executive Orders, the Borough Council meeting will be held both in person and virtually. The virtual portion of the meeting will be conducted via the Zoom Meeting program and all are invited to participate. Meeting details are as follows;

Topic: Millstone Borough Council Reorganization/Regular Meeting
Time: Jan 3, 2024 07:00 PM Eastern Time (US and Canada)

Join Zoom Meeting

<https://us02web.zoom.us/j/85730672723?pwd=anZTRU1YSTRwc1ZlBHZETno2VHU3dz09>

Meeting ID: 857 3067 2723

Passcode: 995628

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 Nicole Grimshaw
- Councilwoman Karin Kidd
- Councilman Jonathan Stashek
- Council President Alan Kidd
- Mayor Raymond Heck

Also Present:

MINUTES:

- November 20, 2023 regular meeting
- December 18, 2023 regular meeting
- December 29, 2023 special meeting
- January 3, 2024 reorganization
- January 3, 2024 regular meeting

REPORTS:

- Assessor –
- Clerk –
- Emergency Management (OEM/State Police/Fire) –
- Finance/Tax Collection –



Millstone Borough

REGULAR MEETING AGENDA

February 27, 2024

-
- 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:

- **RESOLUTION AUTHORIZING A PERSON TO PERSON TRANSFER OF LIQUOR LICENSE 1812-33-002-006 FROM MILLSTONE WINE AND LIQUORS TO SHREE MILLSTONE INC.**

WHEREAS, Shree Millstone Inc. has made an application for a Person-to-Person Transfer of Plenary Retail Consumption License Number 1812-33-002-006, heretofore issued to Millstone Wine and Liquor Inc.; and

WHEREAS, the submitted application is complete in all respects, the transfer fees have been paid, legal notices have been published, and the license has been properly renewed for the current license term; and



Millstone Borough
REGULAR MEETING AGENDA
February 27, 2024

WHEREAS, a background investigation of the Transferee has been conducted by the New Jersey State Police, without negative comment; and

WHEREAS, the applicant is qualified to be licensed according to all standards established by Title 33 of the New Jersey Statutes, regulations promulgated thereunder, as well as pertinent local ordinances and conditions consistent with Title 33.

NOW, THEREFORE, BE IT RESOLVED that the Borough Council of the Borough of Millstone, County of Somerset, State of NJ hereby approves the Person-to-Person Transfer of Plenary Retail Consumption License Number 1812-33-002-006 to Shree Millstone Inc.

BE IT FURTHER RESOLVED that the Municipal Clerk is hereby directed to submit a certified copy of this Resolution to the Director of the Division of Alcoholic Beverage Control and that a new license certificate is produced endorsing the transfer.

- **2024 Budget Discussion**

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:

SUBJECT MATTER
Contract Negotiations

**TIME WHEN AND THE CIRCUMSTANCES
UNDER WHICH THE SUBJECT MATTER
CAN BE DISCLOSED**
When the matter is concluded

ADJOURNMENT of Regular Meeting:



Millstone Borough

REGULAR MEETING AGENDA

February 27, 2024

Millstone Borough Claims list

February 21, 2024 08:04 AM		Millstone Borough Purchase Order Listing By P.O. Number				Page No: 1			
PO #	PO Date	Vendor	Amount	Charge Account	Contract PO Type Acct Type Description	Stat/Chk	First Rcd Enc Date Date	Chk/Void Date	Invoice
23-00007	01/22/23	VERIZON WIRELESS	216.18	3-01-31-440-210	B TELEPHONE	P	5815 06/11/23 01/19/24 01/19/24	80: 12/25/23	
14		WIRELESS COMMUNICATIONS							
23-00009	01/08/23	MANATEE NJ AMERICAN WATER	34.03	3-01-26-300-200	B BUILDINGS&GROUNDS-OTHER EXPENSES	P	5814 05/10/23 01/19/24 01/19/24	80: 12/29/23	
13		ACCT 230022093410; MAIN ST							
23-00022	01/17/23	REPUBLIC REPUBLIC SERVICES	3,740.00	3-01-26-305-200	B SANITATION-OTHER EXPENSE	P	5807 06/11/23 01/14/24 01/14/24	24763277	
13		SANITATION SERVICES; 9861002							
23-00024	01/17/23	RLDATA R & L DATA CENTERS	168.00	3-01-20-200-200	B ABE-OTHER EXPENSES	P	5808 06/11/23 01/14/24 01/14/24	111315	
14		DECEMBER PAYROLL							
23-00026	01/30/23	AMCONTRA A.M. CONTRACTING	540.00	3-01-26-300-200	B BUILDINGS&GROUNDS-OTHER EXPENSES	P	5797 08/14/23 01/14/24 01/14/24	70785, 70806	
11		LANDSCAPE SERVICES-DEC							
23-00027	01/30/23	CARTERVA CARTER VAN DYKE ASSOCIATES	116.00	3-01-21-180-200	B PLANNING BO-OTHER EXPENSES	P	5829 07/13/23 02/12/24 02/12/24	19938	
13		PLANNING BO SERVICES							
23-00030	01/31/23	OFFENSTE STEPHEN OFFEN	450.00	3-01-20-155-200	B LEGAL-OTHER EXPENSES	P	5804 01/31/23 01/14/24 01/14/24	11336142	
13		LEGAL SERVICES - DECEMBER							
23-00042	01/13/23	SOSSECOR SSG SECURITY	0.00	3-01-26-300-200	B BUILDINGS&GROUNDS-OTHER EXPENSES	P	0 03/13/23	01/14/24	
1		MONITORING/TESTING/FIRENET							
23-00076	06/15/23	SOSSECOR SSG SECURITY	232.50	3-01-26-300-200	B BUILDINGS&GROUNDS-OTHER EXPENSES	P	5809 06/15/23 01/14/24 01/14/24	23108792	
3		ALARM REPAIR							
23-00120	11/14/23	BRANCHU BRANCHBURG TOWNSHIP	6,000.00	3-01-26-290-200	B ROAD REPAIR-OTHER EXPENSES	P	5798 11/14/23 01/14/24 01/14/24	42186	
1		2023 LEAF PICK UP/DISPOSAL							
24-00001	01/04/24	MILLPAYR MILLSTONE BORO PAYROLL							
1		JANUARY PAYROLL	4,053.64	4-01-55-901-004	B DUE TO/FROM PAYROLL	P	1500 01/04/24 01/08/24 01/08/24		
2		NOVEMBER PAYROLL -GAST	312.04	4-01-36-472-213	B SOCIAL SECURITY	P	1500 01/04/24 01/08/24 01/08/24		

February 21, 2024 08:04 AM		Millstone Borough Purchase Order Listing By P.O. Number				Page No: 2			
PO #	PO Date	Vendor	Amount	Charge Account	Contract PO Type Acct Type Description	Stat/Chk	First Rcd Enc Date Date	Chk/Void Date	Invoice
24-00001	01/04/24	MILLPAYR MILLSTONE BORO PAYROLL							
4		JANUARY PAYROLL -SUI	12.19	4-01-55-901-004	B DUE TO/FROM PAYROLL	P	1500 01/08/24 01/08/24 01/08/24		
			4,376.87						
24-00002	01/14/24	SOMERSET COUNTY ENGINEERING	228.65	3-01-20-165-200	B ENGINEERING-OTHER EXPENSES	P	5813 01/14/24 01/14/24 01/14/24	561	
1		ENGINEERING SERVICES-NOV 2023							
24-00003	01/14/24	MIDDLETOWN WINDY CITY MUN JUDICV FUND	13,934.50	4-01-23-220-208	B INSURANCE-OTHER INSURANCE PREMIUMS	P	5801 01/14/24 01/14/24 01/14/24	1ST HALF	
1		1ST HALF PAYMENT 2024							
2		SPECIAL ASSESSMENT 2024	7,282.73	4-01-23-220-208	B INSURANCE-OTHER INSURANCE PREMIUMS	P	5801 01/14/24 01/14/24 01/14/24	ASSESSMENT	
			16,217.23						
24-00004	01/14/24	HILLSBORO HILLSBOROUGH BO OF EDUCATION	151,911.00	4-01-55-906-001	B LOCAL SCHOOL TAXES PAYABLE	P	5800 01/14/24 01/14/24 01/14/24	FEB PAYMENT	
1		2023-2024 SCHOOL YR-FEB PYMT							
24-00005	01/14/24	PSEG PSEG	121.27	4-01-31-435-205	B STREET LIGHTING	P	5805 01/14/24 01/14/24 01/14/24	80: 1/8/24	
2		ELEC; ANNELL RD & MAIN STREET							
3		ELEC; ANNELL RD & MAIN STREET	275.98	4-01-31-435-205	B STREET LIGHTING	P	5831 01/14/24 02/12/24 02/12/24	80: 2/6/24	
			247.25						
24-00006	01/14/24	PSEG PSEG	118.30	4-01-31-435-205	B STREET LIGHTING	P	5806 01/14/24 01/14/24 01/14/24	80: 1/8/24	
2		ELEC; ANNELL ROAD							
3		ELEC; ANNELL ROAD	122.90	4-01-31-435-205	B STREET LIGHTING	P	5832 01/14/24 02/12/24 02/12/24	80: 2/6/24	
			241.20						
24-00007	01/14/24	GENERAL GENERAL CODE	1,195.00	4-01-20-120-200	B ELECTIONS-OTHER EXPENSES	P	5799 01/14/24 01/14/24 01/14/24	GC00124012	
1		ECODE 360 ANNUAL MAINTENANCE							
24-00008	01/14/24	NJLM NJLM	240.00	4-01-20-130-200	B MAYOR & COUNCIL-OTHER EXPENSES	P	5803 01/14/24 01/14/24 01/14/24	310MLK24	
1		2024 MEMBERSHIP DUES							
24-00009	01/14/24	SOMERSET COUNTY	48,099.41	4-01-55-907-001	B COUNTY TAXES PAYABLE	P	5810 01/14/24 01/14/24 01/14/24	1ST QTR 24-CY	
1		1ST QUARTER 2024 TAXES-COUNTY							
24-00020	01/14/24	SOMERSET COUNTY	6,681.21	4-01-55-907-001	B COUNTY TAXES PAYABLE	P	5811 01/14/24 01/14/24 01/14/24	1ST QTR 24-LIB	
1		1ST QUARTER 2024 TAXES-LIBRARY							
24-00021	01/14/24	SOMERSET COUNTY	4,808.34	4-01-55-907-001	B COUNTY TAXES PAYABLE	P	5812 01/14/24 01/14/24 01/14/24	1ST QTR-OPEN SP	
1		1ST QTR 2024 TAXES-OPEN SPACE							



Millstone Borough

REGULAR MEETING AGENDA

February 27, 2024

February 21, 2024
08:04 PM

Millstone Borough
Purchase Order Listing By P.O. Number

Page No: 3

PO #	PO Date	Vendor	Amount	Charge Account	Contract	PO Type	First	Acid	Chk/Void	
Item Description					Acct Type	Description	Stat/Chk	Enc Date	Date	Date Invoice
24-00012	01/14/24	NJCM NJ CONFERENCE OF MAYORS								
1 2024 MEMBERSHIP DUES			295.00	4-01-20-100-201	B	AGE-EMPLOYEE DEVELOPMENT	P	5802	01/14/24	01/14/24 01/14/24 2024487
24-00013	01/22/24	SOMERSET CITY ASSESSORS ASSOC.								
1 2024 ANNO MEMBERSHIP DUES			75.00	4-01-20-150-200	B	TAX ASSESSOR-OTHER EXPENSES	P	5823	01/22/24	01/22/24 01/27/24
2 2024 SCAA MEMBERSHIP			58.00	4-01-20-150-200	B	TAX ASSESSOR-OTHER EXPENSES	P	5823	01/22/24	01/22/24 01/27/24
			<u>125.00</u>							
24-00014	01/22/24	PSE&G PSE&G								
2 13 014 015 01; various			934.99	4-01-31-435-205	B	STREET LIGHTING	P	5821	01/22/24	01/22/24 01/27/24 80: 1/11/24
3 13 014 015 01; various			1,076.31	4-01-31-435-205	B	STREET LIGHTING	P	5833	01/22/24	02/12/24 02/12/24 80: 2/9/24
			<u>2,011.30</u>							
24-00015	01/22/24	VESCELAU LAURA VESCE								
2 REIMB - 1099 FORMS			42.64	4-01-20-130-200	B	FINANCE-OTHER EXPENSES	P	5825	01/22/24	01/22/24 01/27/24
3 REIMB - POSTAGE			70.65	4-01-20-130-200	B	FINANCE-OTHER EXPENSES	P	5825	01/22/24	01/22/24 01/27/24
4 REIMB - INK			50.00	4-01-20-130-200	B	FINANCE-OTHER EXPENSES	P	5825	01/22/24	01/22/24 01/27/24
			<u>163.29</u>							
24-00016	01/22/24	SDGSECUR SDG SECURITY								
2 FIRENET RADIO NETWORK			75.00	4-01-26-300-200	B	BUILDINGS&GROUNDS-OTHER EXPENSES	P	5822	01/22/24	01/22/24 01/27/24 24100113
3 CENTRAL STATION MONITORING			75.00	4-01-26-300-200	B	BUILDINGS&GROUNDS-OTHER EXPENSES	P	5822	01/22/24	01/27/24 01/27/24 23108313
4 CENTRAL STATION MONITOR WITH			18.00	4-01-26-300-200	B	BUILDINGS&GROUNDS-OTHER EXPENSES	P	5822	01/22/24	01/27/24 01/27/24 23108313
5 FIRE ALARM SYSTEM INSPECTION			54.80	4-01-26-300-200	B	BUILDINGS&GROUNDS-OTHER EXPENSES	P	5822	01/22/24	01/27/24 01/27/24 23108313
			<u>222.80</u>							
24-00018	01/22/24	VERIZONW VERIZON WIRELESS								
2 WIRELESS COMMUNICATIONS			223.20	4-01-31-440-210	B	TELEPHONE	P	5827	01/22/24	02/02/24 02/02/24 9955120575
24-00019	01/22/24	REPUBLIC REPUBLIC SERVICES								
2 SANITATION SERVICES; 9865002			3,907.00	4-01-26-305-200	B	SANITATION-OTHER EXPENSE	P	5834	01/22/24	02/12/24 02/12/24 002480472
24-00020	01/22/24	R & L DATA R & L DATA CENTERS								
2 PAYROLL; ACCT BR-BR			172.00	4-01-20-100-200	B	AGE-OTHER EXPENSES	P	5843	01/22/24	02/21/24 02/21/24 111565
3 PAYROLL; W2 PROCESSING/DELIVER			205.00	4-01-20-100-200	B	AGE-OTHER EXPENSES	P	5843	01/22/24	02/21/24 02/21/24 111565
			<u>377.00</u>							
24-00021	01/22/24	NJAMNATE NJ AMERICAN WATER								
2 ACCT 230022093410; MAIN ST			34.03	4-01-26-300-200	B	BUILDINGS&GROUNDS-OTHER EXPENSES	P	5842	01/22/24	02/21/24 02/21/24 80: 1/31/24

February 21, 2024
08:04 PM

Millstone Borough
Purchase Order Listing By P.O. Number

Page No: 4

PO #	PO Date	Vendor	Amount	Charge Account	Contract	PO Type	First	Acid	Chk/Void	
Item Description					Acct Type	Description	Stat/Chk	Enc Date	Date	Date Invoice
24-00022	01/22/24	NJAMNATE NJ AMERICAN WATER								
2 ACCT 230022797651; HYDRANTS			1,066.72	4-01-25-265-202	B	FIRE HOBART SERVICE	P	5819	01/22/24	01/27/24 01/27/24 80: JAN 19
24-00023	01/22/24	GANNETT GANNETT NEW YORK/NEW JERSEY								
2 LEGAL ADS; 1/12/24 ORD			90.18	4-01-20-130-200	B	MAYOR & COUNCIL-OTHER EXPENSES	P	5841	01/22/24	02/21/24 02/21/24 0006173705
3 LEGAL ADS; 1/12/24 PROF SERVIC			45.54	4-01-20-130-200	B	MAYOR & COUNCIL-OTHER EXPENSES	P	5841	01/22/24	02/21/24 02/21/24 0006173705
			<u>135.72</u>							
24-00024	01/27/24	MILLPAYR MILLSTONE BORO PAYROLL								
1 FEBRUARY PAYROLL			4,053.64	4-01-55-901-004	B	DUE TO/FROM PAYROLL	P	525	01/27/24	01/29/24 01/29/24
2 FEBRUARY PAYROLL -OASD			311.04	4-01-36-472-213	B	SOCIAL SECURITY	P	525	01/27/24	01/29/24 01/29/24
3 FEBRUARY PAYROLL -SUD			32.19	4-01-55-901-004	B	DUE TO/FROM PAYROLL	P	525	01/27/24	01/29/24 01/29/24
			<u>4,376.87</u>							
24-00025	01/27/24	NSTATE STATE OF NEW JERSEY								
1 2017 SHORTAGE FOR DENISE			19.22	4-01-55-901-004	B	DUE TO/FROM PAYROLL	P	5820	01/27/24	01/27/24 01/27/24
24-00026	01/27/24	SOMERRA SOMERSET COUNTY								
2 SNOW/ICE SALTING & PLOWING			1,651.69	4-01-26-291-200	B	SNOW REMOVAL-OTHER EXPENSES	P	5824	01/27/24	01/27/24 01/27/24 882024-0007
3 SNOW/ICE SALTING ON 1/19			343.58	4-01-26-291-200	B	SNOW REMOVAL-OTHER EXPENSES	P	5828	01/27/24	02/02/24 02/02/24 882024-0034
			<u>1,995.27</u>							
24-00027	01/27/24	AMCONTRA A.W. CONTRACTING								
2 SNOW CLEARING/CALCIUM 1/19/24			525.00	4-01-26-300-200	B	BUILDINGS&GROUNDS-OTHER EXPENSES	P	5817	01/27/24	01/27/24 01/27/24 38575-CLIP
3 SNOW CLEARING/CALCIUM 1/16/24			762.50	4-01-26-300-200	B	BUILDINGS&GROUNDS-OTHER EXPENSES	P	5817	01/27/24	01/27/24 01/27/24 38522-CLIP
			<u>1,287.50</u>							
24-00028	01/27/24	MAILBOX MAILBOX BUSINESS CENTER								
1 DOG/CAT LICENSE RENEWAL			196.71	4-01-27-340-206	B	DOG REGULATION	P	5818	01/27/24	01/27/24 01/27/24 DATED 1/16/24
24-00029	01/27/24	COMCAST COMCAST								
2 INTERNET/VOICE SERVICE			236.40	4-01-31-440-210	B	TELEPHONE	P	5816	01/27/24	01/27/24 01/27/24 80: 1/11/24
3 INTERNET/VOICE SERVICE			236.40	4-01-31-440-210	B	TELEPHONE	P	5840	01/27/24	02/21/24 02/21/24 80: 2/11/24
			<u>472.80</u>							
24-00030	02/12/24	OFFENSTE STEPHEN OFFEN								
2 LEGAL SERVICES JANUARY			350.00	4-01-20-155-200	B	LEGAL-OTHER EXPENSES	P	5830	02/12/24	02/12/24 02/12/24 11346834



Millstone Borough

REGULAR MEETING AGENDA

February 27, 2024

February 21, 2024 08:04 PM	Millstone Borough Purchase Order Listing By P.O. Number						Page No: 5
PO # PO Date Vendor Item Description	Amount	Charge Account	Contract Acct Type Description	PO Type	First Stat/Chk Enc Date	Rcvd Date	Chk/Void Date Invoice
24-00032 02/12/24 CARTERVA CARTER VAN DYKE ASSOCIATES 1 PLANNING SERVICES ESCROW	137.50	T-28-56-001-001	8 TRUST ESCROW EXPENSES		P 1218 02/12/24	02/12/24	02/12/24 0019639
24-00033 02/21/24 GANNETT GANNETT NEW YORK/NEW JERSEY 1 LEGAL AD 12/21/23; ORDINANCES	74.10	3-01-20-100-200	8 ABE-OTHER EXPENSES		P 5841 02/21/24	02/21/24	02/21/24
24-00034 02/21/24 SOMERREC SOMERSET COUNTY TREASURER 1 1ST QTR 2024 RECYCLING	1,134.00	4-01-26-305-200	8 SANITATION-OTHER EXPENSE		P 5844 02/21/24	02/21/24	02/21/24
<hr/>							
Total Purchase Orders: 42 Total P.O. Line Items: 61 Total List Amount: 264,365.90 Total Void Amount: 0.00							

February 21, 2024 08:04 PM	Millstone Borough Purchase Order Listing By P.O. Number				Page No: 6
Totals by Year-Fund Fund Description	Fund	Budget Total	Revenue Total	G/L Total	Total
	3-01	11,799.46	0.00	0.00	11,799.46
	4-01	252,428.94	0.00	0.00	252,428.94
	T-28	137.50	0.00	0.00	137.50
Total of All Funds:		264,365.90	0.00	0.00	264,365.90