



Millstone Borough
BOROUGH COUNCIL
REGULAR MEETING MINUTES
March 19, 2018

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>	Councilman Derek Dandy	Absent
	Councilwoman Merry Emmich	Absent
	Councilman Alan Kidd	Present
	Councilwoman Denene Smerdon	Present
	Councilman John Stashek	Present – via telephone
	Council President Scott Ross	Present – via telephone
	Mayor Raymond Heck	Present

Also Present: Attorney Offen, Borough Clerk Bonin and CFO Popick

MINUTES:

- February 19, 2018 Executive meeting minutes
- February 19, 2018 Regular meeting minutes

These minutes were tabled to a future meeting.

REPORTS:

- Assessor: no report
- Board of Health: no report
- Borough Clerk: no report
- Emergency Management/State Police/Millstone Valley Fire Department: no report
- Environmental Commission: no report
- Finance/Tax Collection: no report
- Historic Commission: Portia Orton commented on the Somerset County Open space preservation plan survey and its possible impact on historic sites in the Borough. She also recommended that Borough Council members become more aware of the historic scenic greenway that runs through the Borough.
- Recreation Commission: no report

COUNCIL REPORTS:

- Buildings and Grounds: no report
- Planning Board: no report
- Traffic and Roads: no report



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MAYOR'S REPORT:

No report

MEETING OPEN TO THE PUBLIC:

- Motion to Open the Meeting to the Public

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

Roll Call: Kidd – yes, Smerdon – yes, Stashek – yes, Ross – yes.

Portia Orton commented on accidents which have occurred in the vicinity of the Van Doren House, potentially damaging trees and possibly the house. Mayor Heck stated he would speak with the Borough Engineer about possible barriers that might help the situation.

- Motion to Close the Meeting to the Public

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

Roll Call: Kidd – yes, Smerdon – yes, Stashek – yes, Ross – yes.

APPROVAL OF CLAIMS FOR PAYMENT:

Councilwoman Smerdon offered a motion to approve the claims for payment. Seconded by Councilman Kidd.

Roll Call: Kidd – yes, Smerdon – yes, Stashek – yes, Ross – yes.

WHEREAS, request for payment has been made in connection with the following claims against the Borough of Millstone on the below spread sheet; and

WHEREAS, the Chief Financial Officer has certified the availability of funds to pay for the following claims;

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.

CHECK	VENDOR	ACCOUNT	AMOUNT	PO NO.	ACCOUNT NO.
		2017 CURRENT FUND (RESERVE)			
4126	Somerset County Treasurer, Engineer	Nov 1 - Dec 31,2017; Inv.#277	\$152.54	7-019	7-20-165-20
4127	Motorola Solutions	Software upgrades, Hardware; Inv#41247347	\$3,325.00	7-091	7-25-252-20
4128	Somerset Cty Treasurer, Rd & Bridge	Snow Plow/Salt; Inv.997; Dec 9,10,14 &15, 2017	\$2,809.86	7-032	7-26-290-20
4129	Hillsborough Township	2017 Health Services	\$18,000.00	7-038	7-27-330-20
		TOTAL 2017 CURRENT FUND RESERVE	\$24,287.40		



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		2017 CAPITAL/GRANT FUND			
4130	Somerset County Engineering	Resurfacing of Ann Street; Invoice #266	\$87,884.86	8-038	NJ DOT Grant-\$85,000/Cap 44-911-2-\$2,884.86
		TOTAL CAPITAL /GRANT FUND	\$87,884.86		
		2018 CURRENT FUND			
4131	New Jersey League of Municipalities	Reg. Mayor Heck to attend Legislative Day 3/14/18	\$25.00	8-037	8-20-101-21
4132	Bank of America	Safe Deposit Box; 2/1/18-1/31/19	\$75.00	8-040	8-20-110-20
4133	Stephen M. Offen, Esq.	Feb 2018; Inv. 10822875- non-litigation	\$300.00	8-015	8-20-155-20
4134	Somerset Cty Treasurer, Rd & Bridge	Snow Plow/Salt Inv.#1044, 2/7/18, 1049, 2/17/18	\$2,836.28	8-007	8-26-290-20
4135	CountrySide Landscape & Tree Experts	Emergency Tree Service 3/8/18 -Inv.#1831	\$8,700.00	8-042	8-26-290-20
4136	NJ American Water	Feb 2018; Acct 1018-210022797651; Fire Hydrant	\$1,133.44	8-017	8-25-265-20
4137	NJ American Water	Feb 2018; Acct 1018-210022093410; Mun Bldg	\$25.28	8-016	8-26-300-20
4138	PSE&G	February 2018; Acct No. 66-363-804-03	\$103.42	8-011	8-31-435-20
4139	PSE&G	February 2018; Acct No. 65 081 353 09	\$106.04	8-010	8-31-435-20
4140	Century Link	March 2018 Services; Acct No. 309982488	\$105.86	8-008	8-31-440-20
WIRE	Treasurer, State of New Jersey	2018 Annual Pension Appropriation	\$4,827.00	8-041	8-36-471-20
WIRE	Treasurer, State of NJ	1st Qtr 2018 Pension Payment	\$738.91	8-043	
4141	Franklin Tp. Police Dept.	Feb 2018 Serv.; Inv. FTDP011983, 84, 85	\$2,660.00	8-021	8-42-240-20
		2018 CURRENT FUND - PREPAID			
4125	Verizon	FEB 2018; Inv.9802373183; 2/25/18-3/25/18	\$181.02	8-013	8-31-440-20
		TOTAL 2018 CURRENT FUND	\$21,636.23		
		MARCH PAYROLL			
		Mun. Clerk, S&W	\$1,050.00		
		Tax Collection, S&W	\$1,166.67		
		Tax Assessment, S&W	\$583.33		
		Planning Board, S&W	\$458.33		
		Finance, S & W	\$2,883.33		
		Construction/Zoning Officer, S & W	\$1,000.00		
		O.A.S.I.	\$442.78		
		TOTAL PAYROLL	\$37,733.46		
		TOTAL MARCH BILL LIST	\$171,541.95		

NEW BUSINESS:

- **RESOLUTION AUTHORIZING THE TRANSFER OF FUNDS IN THE BOROUGH OF MILLSTONE CALENDAR YEAR 2017 BUDGET AMONG CURRENT FUND APPROPRIATIONS PURSUANT TO N.J.S.A. 40A:4-59**



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Councilman Kidd offered a resolution authorizing a transfer of funds. Seconded by Councilwoman Smerdon.

Roll Call: Kidd – yes, Smerdon – yes, Stashek – yes, Ross – yes.

WHEREAS, N.J.S.A. 40A: 4-59 authorizes the transfer of funds during the last two months of a fiscal year and during the first three months of the subsequent fiscal year; and

WHEREAS, certain calendar year 2017 appropriations as budgeted are insufficient to meet the needs for which appropriations were originally established while certain other appropriations appear to have surplus appropriations not currently required to pay claims against the Borough of Millstone for which they were budgeted; and

WHEREAS, the following details indicate the accounts to which funds need to be transferred and the accounts from which funds need to be transferred from to insure adequate appropriations exist where needed to pay claims against the Borough.

FROM:

TO:

Legal Expense, O.E. 7-20-155-20	\$1,000.00	Dog & Cat Regulation, O.E. 7-27-340-20	\$1,000.00
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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 to transfer \$ 1,000.00 of funds as indicated in the foregoing details from the designated appropriation having apparent surplus balances to the designated appropriation having an apparent insufficient balance to insure that an adequate appropriation balance exist where needed.

• **RESOLUTION APPROVING TEMPORARY EMERGENCY APPROPRIATIONS PURSUANT TO N.J.S.A. 40A:4-20**

Councilman Kidd offered a resolution authorizing a temporary emergency appropriation. Seconded by Councilwoman Smerdon.

Roll Call: Kidd – yes, Smerdon – yes, Stashek – yes, Ross – yes.

WHEREAS, the Local Budget Law, specifically N.J.S.A. 40A:4-20, requires that the governing body of a municipality shall by Resolution make emergency temporary appropriations for any purposes for which appropriations may lawfully be made for the period between the beginning of the Calendar year and the adoption of budget; and

WHEREAS, the date of this Resolution is prior to the adoption of the 2018 Calendar Year Budget; and

NOW, THEREFORE, IT IS RESOLVED, by the Mayor and Borough Council of the Borough of Millstone, County of Somerset, New Jersey that the following Temporary Emergency Appropriation be made and that a certified copy of this Resolution be transmitted to the Chief Financial Officer for her record.

<u>CURRENT FUND</u>	<u>AMOUNT</u>
ROAD REPAIR AND MAINTENANCE	\$7,000.00

• **RESOLUTION TO ENTER INTO A SHARED SERVICE AGREEMENT FOR RECYCLING SERVICES WITH THE COUNTY OF SOMERSET**



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Councilwoman Smerdon offered a resolution authorizing a shared services agreement. Seconded by Councilman Kidd.

Roll Call: Kidd – yes, Smerdon – yes, Stashek – yes, Ross – yes.

WHEREAS, the County of Somerset entered into a negotiations regarding an agreement between the County of Somerset and each of the nineteen municipalities located within Somerset County; and

WHEREAS, the County of Somerset has agreed that the County fee shall be based upon the number of households within the municipality as determined by the County Planning Board at a rate of \$23.85 per household per year; and

WHEREAS, the County of Somerset has determined that it is in the best interests of the County to execute an agreement with each of the nineteen municipalities formulated as a result of negotiations.

NOW, THEREFORE, BE IT RESOLVED that the Mayor and Borough Council of the Borough of Millstone do hereby approve an agreement with the County of Somerset for the purposes of providing recycling pick up in accordance with the attached agreement for the period of January 1, 2018 to December 31, 2018.

- **SHARED SERVICES CONTRACT WITH SOMERSET COUNTY FOR COMMODITY RESALE AND PUBLIC WORKS SERVICES**

Councilman Kidd offered a resolution authorizing a shared services agreement. Seconded by Councilwoman Smerdon.

Roll Call: Kidd – yes, Smerdon – yes, Stashek – yes, Ross – yes.

WHEREAS, the County of Somerset is a leader in the concept of shared services as evidenced by a history of Interlocal Services Agreements: and

WHEREAS, the County of Somerset is desirous of contracting public works services to the county municipalities and public units in accordance with PL 2007; C63, Uniform Shared Services and Consolidation Act, and the terms of an agreement, copy of which is on file with the Clerk of the Board; and

WHEREAS, the County of Somerset is desirous of implementing Commodity Resale System #201SCCRS in accordance with N.J.A.C. 5:34-17.15 for the resale of commodities as indicated in Exhibit "A" and as amended from time to time upon approval by the Director of the Division of Local Government Services; and

WHEREAS, the Borough of Millstone wishes to enter into this Commodity Resale Agreement for services as described above.

NOW, THEREFORE, BE IT RESOLVED by the Borough Council of the Borough of Millstone that we do hereby authorize execution of the agreement by the Mayor and Borough Clerk to accept public works commodities and services with Somerset County for the period January 1, 2018 to December 31, 2021.

- **RESOLUTION CERTIFYING A SUBMISSION OF EXPENDITURE FOR TAXES PAID FROM THE BOROUGH OF MILLSTONE RECYCLING FUND PURSUANT TO P.L.2007, CHAPTER 311, IN 2017**

Councilwoman Smerdon offered a resolution certifying a submission of expenditure for taxes paid from the recycling fund. Seconded by Councilman Kidd.

Roll Call: Kidd – yes, Smerdon – yes, Stashek – yes, Ross – yes.



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WHEREAS, The Recycling Enhancement Act, P.L.2007, chapter 311, has established a recycling fund from which tonnage grants may be made to municipalities in order to encourage local source separation and recycling programs; and

WHEREAS, There is levied upon the owner or operator of every solid waste facility (with certain exceptions) a recycling tax of \$3.00 per ton on all solid waste accepted for disposal or transfer at the solid waste facility.

WHEREAS, Whenever a municipality operates a municipal service system for solid waste collection, or provides for regular solid waste collection service under a contract awarded pursuant to the "Local Public Contracts Law", the amount of grant monies received by the municipality shall not be less than the annual amount of recycling tax paid by the municipality except that all grant moneys received by the municipality shall be expended only for its recycling program.

NOW THEREFORE BE IT RESOLVED by the Borough of Millstone that Borough of Millstone hereby certifies a submission of expenditure for taxes paid pursuant to P.L.2007, chapter 311, in 2017 in the amount of \$630.00. Documentation supporting this submission is available at 1353 Main Street, Millstone, New Jersey 08844 and shall be maintained for no less than five years from this date.

• **SOMERSET COUNTY PROCLAIMS MARCH AS WOMEN'S HISTORY MONTH**

Councilwoman Smerdon reported that she was present and recognized as the County of Somerset proclaimed March as Women's History month and recognized women in public office. She presented two resolutions that the County adopted and Clerk Bonin read both resolutions for those present to hear.

OLD BUSINESS:

- Sewers – no report
- FEMA Flood Mitigation Project – no report

ADJOURNMENT:

Councilman Kidd offered a motion to adjourn the regular meeting at 7:53 PM. Seconded by Councilwoman Smerdon.

Roll Call: Kidd – yes, Smerdon – yes, Stashek – yes, Ross – yes.

Attested to:

Gregory J. Bonin, Borough Clerk