



Millstone Borough

REGULAR MEETING AGENDA

August 17, 2020

In Compliance with the recent NJ State Executive Orders, the July 20, 2020 Borough Council meeting will be held virtually. The meeting will be conducted via the GoTo Meeting program and all are invited to participate. Meeting details are as follows;

Millstone Borough Council meeting - August 17, 2020
Mon, Aug 17, 2020 7:30 PM - 9:30 PM (EDT)

Please join my meeting from your computer, tablet or smartphone.

<https://global.gotomeeting.com/join/308005005>

You can also dial in using your phone.

United States: [+1 \(669\) 224-3412](tel:+16692243412)

Access Code: 308-005-005

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:

- Councilman Vincent Biviano
- Councilman Derek Dandy
- Councilman Alan Kidd
- Councilwoman Kristin Ross
- Councilman John Stashek
- Council President Scott Ross
- Mayor Raymond Heck

MINUTES:

- July 20, 2020 executive meeting minutes (KR abstain)
- July 20, 2020 regular meeting minutes (KR abstain)

REPORTS:

- Assessor –
- Clerk –
- Emergency Management/State Police/Fire/LEPC –
- Finance/Tax Collection –
- Historic Commission –
- Recreation Commission –

COUNCIL REPORTS:

- Buildings and Grounds -
- Planning Board –



Millstone Borough

REGULAR MEETING AGENDA

August 17, 2020

- 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 for the months of June and July 2020; 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.

(The Borough has moved to the Edmunds Financial System. It does not produce a format that can be inserted into this section of the agenda document. The bill list is included at the end of this agenda for review.)

NEW BUSINESS:

- **RESOLUTION RECEIVING AND APPROVING THE CORRECTIVE ACTION PLAN FOR THE AUDIT OF THE BOROUGH OF MILLSTONE IN THE COUNTY OF SOMERSET, NEW JERSEY FOR THE CALENDAR BASED FISCAL YEAR ENDING ON DECEMBER 31, 2019.**

WHEREAS, New Jersey Local Governmental units are required to be audited and to formulate a Corrective Action Plan in response to the annual audit within sixty (60) days of the receipt of the audit by the Municipal Governing Body; and

WHEREAS, the Mayor and Council of the Borough of Millstone in the County of Somerset, New Jersey received the report of Audit for the fiscal year ended December 31, 2019; and

WHEREAS, the Mayor and Council of the Borough of Millstone has received and considered the Corrective Action Plan for the 2019 audit; and



Millstone Borough
REGULAR MEETING AGENDA
August 17, 2020

NOW, THEREFORE, IT IS RESOLVED by the Council of the Borough of Millstone in the County of Somerset, New Jersey that it has received and approved of the Corrective Action Plan for the report of Audit for the fiscal year ending on December 31, 2019.

- **RESOLUTION AUTHORIZING THE SUBMISSION OF A STRATEGIC PLAN FOR THE HILLSBOROUGH/MILLSTONE MUNICIPAL ALLIANCE FOR JULY 1, 2020 THROUGH JUNE 30, 2021**

WHEREAS, the Governor’s Council on Alcoholism and Drug Abuse established the Municipal Alliances for the Prevention of Alcoholism and Drug Abuse in 1989 to educate and engage residents, local government and law enforcement officials, schools, nonprofit organizations, the faith community, parents, youth and other allies in efforts to prevent alcoholism and drug abuse in communities throughout New Jersey.

WHEREAS, The Borough Council of the Borough of Millstone, County of Somerset, State of New Jersey recognizes that the abuse of alcohol and drugs is a serious problem in our society amongst persons of all ages; and therefore has an established Municipal Alliance Committee; and,

WHEREAS, the Borough Council further recognizes that it is incumbent upon not only public officials but upon the entire community to take action to prevent such abuses in our community; and,

WHEREAS, the Borough Council has applied for funding to the Governor’s Council on Alcoholism and Drug Abuse through the County of Somerset;

NOW, THEREFORE, BE IT RESOLVED by the Borough of Millstone, County of Somerset, State of New Jersey hereby recognizes the following:

1. The Township/Borough/City Council does hereby authorize submission of a strategic plan for the Hillsborough/Millstone Municipal Alliance grant for July 1, 2020 through June 30, 2021 in the amount of:

DEDR	\$ 6,989.16
Cash Match	\$ 1,747.29
In-Kind	\$ 5,241.87
2. The Borough Council acknowledges the terms and conditions for administering the Municipal Alliance grant, including the administrative compliance and audit requirements.

OLD BUSINESS:

- Sewers

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;



Millstone Borough
REGULAR MEETING AGENDA
August 17, 2020

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

ADJOURNMENT of Regular Meeting:



Millstone Borough

REGULAR MEETING AGENDA

August 17, 2020

BILL LIST FOR August 17, 2020

August 13, 2020
08:04 AM

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
 Include Non-Budgeted: Y

Open: N Paid: Y Void: N
 Rcvd: N Held: N Aprv: N
 Bid: Y State: Y Other: Y Exempt: Y

Paid Date Range: 07/21/20 to 12/31/20

PO #	PO Date	Vendor	Amount	Charge Account	Contract Acct Type Description	PO Type	Stat/Chk	First Enc Date	Rcvd Date	Chk/Void Date	Invoice
20-00001	01/02/20	OASI OASI	251.51	0-01-36-472-213	B SOCIAL SECURITY		P	11 01/20/20	08/11/20	08/17/20	AUGUST
20-00002	01/02/20	MILLPAYR MILLSTONE TWP PAYROLL			B						
23	FINANCE S/W - AUGUST	138.75	0-01-20-130-100	B FINANCE-SALARY & WAGES	P	13	06/08/20	08/11/20	08/17/20	AUG	
24	CLERK S/W - AUGUST	1,111.50	0-01-20-121-100	B MUN CLERK-SALARY & WAGES	P	13	06/08/20	08/11/20	08/17/20	AUG	
25	TAX ASSESSOR S/W - AUGUST	606.92	0-01-20-150-100	B TAX ASSESSOR-SALARY & WAGES	P	13	06/08/20	08/11/20	08/17/20	AUG	
26	TAX COLLECTOR S/W - AUGUST	953.67	0-01-20-145-100	B TAX COLLECTOR-SALARY & WAGES	P	13	06/08/20	08/11/20	08/17/20	AUG	
27	PLANNING BOARD S/W - AUGUST	476.83	0-01-21-180-100	B PLANNING BD-SALARY & WAGES	P	13	06/08/20	08/11/20	08/17/20	AUG	
		<u>3,287.67</u>									
20-00008	01/11/20	OFFENSTE STEPHEN OFFEN			B LEGAL-OTHER EXPENSES		P	4813 02/01/20	08/07/20	08/17/20	JULY
1	LEGAL SERVICES - JULY	520.00	0-01-20-155-200								
	BORO OF MILLSTONE - \$300.00										
	AFFORDABLE HOUSING - \$220.00										
20-00011	01/11/20	PSEG PSEG			B STREET LIGHTING		P	4812 01/20/20	08/07/20	08/17/20	AUGUST
1	ELECT SERVICES; 66-363-804-03	107.16	0-01-31-435-205								
	Amwell Road -										
	BILL DATE: AUGUST 5, 2020										
	JULY 3 - AUGUST 3, 2020										
20-00012	01/11/20	PSEG PSEG			B STREET LIGHTING		P	4814 01/20/20	08/07/20	08/17/20	AUGUST
1	ELECT SERVICES; 65-081-353-09	110.50	0-01-31-435-205								
	Amwell & Main										
	BILL DATE: AUGUST 5, 2020										
	JULY 3 - AUGUST 3, 2020										
20-00013	01/11/20	PSEG PSEG			B STREET LIGHTING		P	4815 01/20/20	08/06/20	08/17/20	JULY
1	ELECT SERVICES; 13-014-015-01	685.97	0-01-31-435-205								
	BILL DATE: JULY 10, 2020										
	JUNE 4-JULY 2, 2020										



Millstone Borough

REGULAR MEETING AGENDA

August 17, 2020

August 13, 2020
08:04 AM

Millstone Borough
Purchase Order Listing By P.O. Number

Page No: 2

PO #	PO Date	Vendor	Amount	Charge Account	Contract Acct Type Description	PO Type	Stat/Chk	First Enc Date	Rcvd Date	Chk/Void Date	Invoice
20-00014	01/11/20	NJAMWATE NJ AMERICAN WATER									
1	ACCT 210022797651; HYDRANTS		1,066.72	0-01-25-265-202	B FIRE HYDRANT SERVICE		P	4800 02/02/20	08/06/20	08/17/20	JULY
	BILL DATE: JULY 20, 2020 JUNE 17-JULY 17, 2020										
20-00015	01/11/20	NJAMWATE NJ AMERICAN WATER									
1	ACCT 210022093410; MAIN ST		30.32	0-01-26-300-200	B BUILDINGS&GROUNDS-OTHER EXPENSES		P	4809 02/02/20	08/06/20	08/17/20	JULY
	BILL DATE: JULY 21, 2020 JUNE 17 - JULY 17, 2020										
20-00017	01/11/20	SOMERENG SOMERSET COUNTY ENGINEERING									
4	ENGINEERING SERVICES-APRIL/MAY		296.98	0-01-20-165-200	B ENGINEERING-OTHER EXPENSES		P	4818 05/29/20	08/07/20	08/17/20	429
	B										
20-00018	01/11/20	REPUBLIC REPUBLIC SERVICES									
1	SANITATION;ACCT 0865-001828096		2,692.80	0-01-26-305-200	B SANITATION-OTHER EXPENSE		P	4816 02/02/20	08/07/20	08/12/20	1930302
	JULY 1 - 31										
20-00019	05/29/20	RLDATA R & L DATA CENTERS									
1	PAYROLL; ACCT 8R-8R-JULY		152.00	0-01-20-100-200	B A&E-OTHER EXPENSES		P	4817 02/01/20	08/10/20	08/17/20	100908
20-00042	05/30/20	AWCONTRA A.W. CONTRACTING									
1	LANDSCAPING - JULY		120.75	0-01-26-300-200	B BUILDINGS&GROUNDS-OTHER EXPENSES		P	4796 05/30/20	08/10/20	08/17/20	JULY
	INV 56934, 56939, 57163										
20-00070	08/06/20	COMMFIRE COMMISSIONERS OF FIRE DIST 1									
2	1st QTR FIRE DISTRICT CONTRACT		9,343.00	0-01-25-255-203	B FIRE DISTRICT CONTRACT		P	4798 08/06/20	08/06/20	08/17/20	
3	2ND QTR FIRE DISTRICT CONTRACT		9,343.00	0-01-25-255-203	B FIRE DISTRICT CONTRACT		P	4798 08/06/20	08/06/20	08/17/20	
	18,686.00										
20-00071	08/06/20	ALCOHBEV NJ DIV ALCOHOLIC BEVERAGE									
1	PREP 2020-1 LIQUOR LICENSE		3.00	0-01-20-120-200	B ELECTIONS-OTHER EXPENSES		P	4795 08/06/20	08/06/20	08/17/20	
	MAINTENANCE AND PREPARATION OF LIQUOR LICENSE RENEWAL 2020-21										
20-00079	08/09/20	SOMERCY SOMERSET COUNTY									
1	3RD QTR TAXES - COUNTY		49,275.62	0-01-55-907-001	B COUNTY TAXES PAYABLE		P	4774 08/09/20	08/09/20	08/09/20	
20-00080	08/09/20	SOMERCY SOMERSET COUNTY									
1	3RD QTR TAXES - LIBRARY		7,158.14	0-01-55-907-001	B COUNTY TAXES PAYABLE		P	4775 08/09/20	08/09/20	08/09/20	



Millstone Borough

REGULAR MEETING AGENDA

August 17, 2020

August 13, 2020
08:04 AM

Millstone Borough
Purchase Order Listing By P.O. Number

Page No: 3

PO # Item Description	PO Date Vendor	Amount	Charge Account	Contract Acct Type Description	PO Type Description	Stat/Chk	First Enc Date	Rcvd Date	Chk/Void Date	Invoice
20-00081 1 3RD QTR TAXES - OPEN SPACE	08/09/20 SOMERCY SOMERSET COUNTY	4,717.01	0-01-55-907-001	B COUNTY TAXES PAYABLE		P	4776 08/09/20	08/09/20	08/09/20	
20-00082 1 2020-21 SCHOOL YR-1ST/AUG PYMT FIRST OF FOUR PAYMENTS DUE 8/31/20	08/09/20 HILLSBOR HILLSBOROUGH BD OF EDUCATION	177,698.50	0-01-55-906-001	B LOCAL SCHOOL TAXES PAYABLE		P	4799 08/09/20	08/11/20	08/17/20	1ST PAYMENT
MILLSTONE 2020-21 PAYMENTS:										
\$824,794.										
-\$114,000. (AGREED ADJUSTMENT)										
=\$710,794.										
20-00083 2 WIRELESS COMMUNICATION BILL DATE: JULY 25, 2020	08/10/20 VERIZONW VERIZON WIRELESS	220.66	0-01-31-440-210	B TELEPHONE	B	P	4777 08/10/20	08/10/20	08/10/20	9859464772
20-00086 2 INTERNET SERVICE-7/16-8/15 BILL DATE: JULY 16, 2020 ACCT 8499 05 281 0009854	08/11/20 COMCAST COMCAST	216.18	0-01-31-440-210	B TELEPHONE	B	P	4797 08/11/20	08/11/20	08/17/20	JULY
20-00087 1 ASSISTANCE IN SETTING UP GENERAL LEDGER IN EDMUNDS FINANCIAL SOFTWARE	08/11/20 SUPLECL SUPLEE, CLOONEY & COMPANY	1,000.00	0-01-20-140-200	B INFORMATION TECHNOLOGY - OTHER EXPENSES		P	4819 08/11/20	08/11/20	08/17/20	
20-00088 1 REIMB-INK 2 REIMB-STAMPS	08/11/20 VESCELAU LAURA VESCE	42.53 55.00 97.53	0-01-20-130-200	B FINANCE-OTHER EXPENSES		P	4820 08/11/20	08/11/20	08/17/20	
Total Purchase Orders: 22 Total P.O. Line Items: 28 Total List Amount: 268,395.02 Total Void Amount: 0.00										

August 13, 2020
08:04 AM

Millstone Borough
Purchase Order Listing By P.O. Number

Page No: 4

Totals by Year-Fund Fund Description	Fund	Budget Total	Revenue Total	G/L Total	Total
	0-01	268,395.02	0.00	0.00	268,395.02
Total Of All Funds:		268,395.02	0.00	0.00	268,395.02