



Millstone Borough

REGULAR MEETING AGENDA

September 21, 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
Mon, Sep 21, 2020 7:30 PM - 9:00 PM (EDT)

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

<https://global.gotomeeting.com/join/590990229>

You can also dial in using your phone.

United States: [+1 \(571\) 317-3122](tel:+15713173122)

Access Code: 590-990-229

=====

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

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MINUTES:

- August 17, 2020 executive meeting minutes (DD abstain)
- August 17, 2020 regular meeting minutes (DD abstain)

REPORTS:

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

COUNCIL REPORTS:

- Buildings and Grounds -



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- 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 for the month of August 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 TO CREATE MAIN STREET- MILLSTONE AD-HOC COMMITTEE**

WHEREAS, Millstone Borough is a small, rural community in Somerset County and,

WHEREAS, Millstone Borough has in its jurisdiction County Road 533 otherwise known as Main street/ Millstone River road and,

WHEREAS, this roadway is designated under the National Historic district as the comte de Rochambeau/ Washington victory trail and,

WHEREAS, as stewards of this landmark, we are obligated to ensure a beautiful and safe experience to visitors and,

WHEREAS, with the increase traffic counts, it has become a safety concern for the community and,



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WHEREAS, vegetation management and roadway trash continue to be a concern.

NOW, THEREFORE, BE IT RESOLVED, that Millstone Borough under the direction of the governing body, shall create the Main street- Millstone Ad-Hoc committee. The Committee shall consist of 3 members and 1 alternate who will reside within the jurisdictional limits of Millstone Borough. The committee shall appoint a chairman from among the members. The committee members shall serve without compensation but will be reimbursed ordinary expenses if accrued by a member. The committee shall seek input from the public on areas concerning beautification and safety of Main Street/ Millstone River Road. The committee will interact with the Historic Commission, Environmental Commission and Planning Board to exchange ideas as needed. The committee will report findings to the Governing body as it becomes available.

- **RESOLUTION TO APPOINT A MEMBER TO THE PLANNING BOARD TO FILL THE VACANCY OF ZACHARY HUBER**

WHEREAS, Zachary Huber has resigned his seat on the Millstone Borough Planning Board; and

WHEREAS, there is a desire to have this seat filled;

NOW, THEREFORE, BE IT RESOLVED, by the Mayor and Borough Council of the Borough of Millstone that Matt Dene be appointed as a Class IV member of the Millstone Planning Board to fill the unexpired term of Zachary Huber.

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;

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 with the SRVSA

**TIME WHEN AND THE CIRCUMSTANCES
UNDER WHICH THE SUBJECT MATTER
CAN BE DISCLOSED**

When the matter is concluded

ADJOURNMENT of Regular Meeting:



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BILL LIST FOR September 21, 2020

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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

Paid Date Range: 08/24/20 to 12/31/20

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

| PO # | PO Date | Vendor | Amount | Charge Account | Contract Acct | PO Type Description | Stat/Chk | First Enc Date | Rcvd Date | Chk/Void Date | Invoice |
|----------|----------|--|----------|-----------------|---------------|---|----------|----------------|-----------|---------------|-----------------|
| 20-00002 | 01/02/20 | MILLPAYR MILLSTONE BORO | | | | B | | | | | |
| | | 28 FINANCE S/W - SEPTEMBER | 2,999.75 | 0-01-20-130-100 | | B FINANCE-SALARY & WAGES | P | 27 06/08/20 | 09/15/20 | 09/21/20 | SEPTEMBER |
| | | QPA - SEPTEMBER | | | | | | | | | |
| | | CFO - QTRLY PAYMENT | | | | | | | | | |
| | | 29 CLERK S/W - SEPTEMBER | 1,111.50 | 0-01-20-121-100 | | B MUN CLERK-SALARY & WAGES | P | 27 06/08/20 | 09/15/20 | 09/21/20 | SEPTEMBER |
| | | SEPTEMBER: | | | | | | | | | |
| | | CLERK | | | | | | | | | |
| | | DEPUTY REGISTRAR | | | | | | | | | |
| | | 30 PLANNING BOARD S/W - SEPTEMBER | 476.83 | 0-01-21-180-100 | | B PLANNING BD-SALARY &WAGES | P | 27 06/08/20 | 09/15/20 | 09/21/20 | SEPTEMBER |
| | | 31 TAX COLLECTOR S/W - SEPTEMBER | 953.67 | 0-01-20-145-100 | | B TAX COLLECTOR-SALARY & WAGES | P | 27 06/08/20 | 09/15/20 | 09/21/20 | SEPTEMBER |
| | | 32 TAX ASSESSOR S/W - SEPTEMBER | 606.92 | 0-01-20-150-100 | | B TAX ASSESSOR-SALARY & WAGES | P | 27 06/08/20 | 09/15/20 | 09/21/20 | SEPTEMBER |
| | | 33 CODE S/W - QTRLY SEPTEMBER | 1,040.50 | 0-01-22-195-100 | | B INSP OF BLDG-SALARY &WAGES | P | 27 06/08/20 | 09/15/20 | 09/21/20 | QTRLY SEPTEMBER |
| | | | 7,189.17 | | | | | | | | |
| 20-00054 | 06/10/20 | SOMERREC SOMERSET COUNTY RECYCLING DIV | | | | B | | | | | |
| | | 3 3RD QTR RECYCLING | 1,015.78 | 0-01-26-305-200 | | B SANITATION-OTHER EXPENSE | P | 4836 06/10/20 | 09/11/20 | 09/15/20 | 3RD QTR |
| 20-00055 | 06/10/20 | COMPASSM COMPASSMSP | | | | B | | | | | |
| | | 3 REMOTE SUPPORT | 175.00 | 0-01-20-140-200 | | B INFORMATION TECHNOLOGY - OTHER EXPENSES | P | 4837 06/10/20 | 09/16/20 | 09/21/20 | 137544 |
| 20-00056 | 06/10/20 | MCICOMMS MCI COMM SERVICE | | | | B | | | | | |
| | | 4 LONG DISTANCE-PHONE-FINAL BILL | 39.16 | 0-01-31-440-210 | | B TELEPHONE | P | 4833 06/10/20 | 09/14/20 | 09/15/20 | FINAL BILL |
| 20-00070 | 08/06/20 | COMMFIRE COMMISSIONERS OF FIRE DIST 1 | | | | B | | | | | |
| | | 4 3rd QTR FIRE DISTRICT CONTRACT | 9,343.00 | 0-01-25-255-203 | | B FIRE DISTRICT CONTRACT | P | 4831 08/06/20 | 09/11/20 | 09/15/20 | 3RD QTR |
| 20-00072 | 08/06/20 | PSEG PSEG | | | | B | | | | | |
| | | 2 ELEC SERVICES; 13 014 015 01 | 718.70 | 0-01-31-435-205 | | B STREET LIGHTING | P | 4827 08/06/20 | 09/13/20 | 09/15/20 | BILL: 8/10/20 |
| | | BILL DATE: 8/10/20 | | | | | | | | | |
| | | 7/3-8/3 | | | | | | | | | |
| | | 3 ELEC SERVICES; 13 014 015 01 | 703.87 | 0-01-31-435-205 | | B STREET LIGHTING | P | 4827 08/06/20 | 09/13/20 | 09/15/20 | BILL: 9/9/20 |
| | | BILL DATE: 9/9/20 | | | | | | | | | |



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Millstone Borough
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| PO # | PO Date | Vendor | Amount | Charge Account | Contract Acct Type Description | PO Type | Stat/Chk | First Enc Date | Rcvd Date | Chk/Void Date | Invoice |
|----------|--------------------------------|----------------------------|----------|-----------------|------------------------------------|---------|----------|----------------|-----------|---------------|----------------|
| 20-00072 | 08/06/20 | PSEG PSE&G | | Continued | | | | | | | |
| | 8/4-9/1 | | 1,422.57 | | | | | | | | |
| 20-00073 | 08/06/20 | NJAMWATE NJ AMERICAN WATER | | | B | | | | | | |
| 2 | ACCT 210022797651;HYDRANTS | | 1,066.72 | 0-01-25-265-202 | B FIRE HYDRANT SERVICE | | P | 4823 08/06/20 | 09/21/20 | 09/21/20 | BILL: 8/19/20 |
| | BILL DATE: AUG 19, 2020 | | | | | | | | | | |
| | 7/18-8/18 | | | | | | | | | | |
| 20-00074 | 08/06/20 | NJAMWATE NJ AMERICAN WATER | | | B | | | | | | |
| 2 | ACCT 210022093410; MAIN ST | | 30.32 | 0-01-26-300-200 | B BUILDINGS&GROUNDS-OTHER EXPENSES | | P | 4826 08/06/20 | 09/13/20 | 09/15/20 | DATE: 8/20/20 |
| | BILL DATE: 8/20/20 | | | | | | | | | | |
| | 7/18-8/18 | | | | | | | | | | |
| 20-00075 | 08/07/20 | REPUBLIC REPUBLIC SERVICES | | | B | | | | | | |
| 2 | SANITATION SERVICES - AUGUST | | 2,692.80 | 0-01-26-305-200 | B SANITATION-OTHER EXPENSE | | P | 4825 08/07/20 | 09/21/20 | 09/21/20 | 0865-001942943 |
| 20-00076 | 08/07/20 | OFFENSTE STEPHEN OFFEN | | | B | | | | | | |
| 2 | LEGAL SERVICES-AUGUST | | 375.00 | 0-01-20-155-200 | B LEGAL-OTHER EXPENSES | | P | 4834 08/07/20 | 09/12/20 | 09/15/20 | 11056837 |
| | BORO PROF SERVICES | | | | | | | | | | |
| 3 | LEGAL SERVICES-AUGUST | | 412.50 | 0-01-20-155-200 | B LEGAL-OTHER EXPENSES | | P | 4834 08/07/20 | 09/12/20 | 09/15/20 | 11056836 |
| | AFFORDABLE HOUSING | | | | | | | | | | |
| | | | 787.50 | | | | | | | | |
| 20-00077 | 08/07/20 | PSEG PSE&G | | | B | | | | | | |
| 2 | ELECTRIC;66-363-804-03-AMWELL | | 99.87 | 0-01-31-435-205 | B STREET LIGHTING | | P | 4824 08/07/20 | 09/21/20 | 09/21/20 | BILL: 9/3/20 |
| | BILL DATE: 9/3/20 | | | | | | | | | | |
| | 8/4-9/1/20 | | | | | | | | | | |
| 20-00078 | 08/07/20 | PSEG PSE&G | | | B | | | | | | |
| 2 | ELEC SERV; 65-081-353-09 | | 103.03 | 0-01-31-435-205 | B STREET LIGHTING | | P | 4828 08/07/20 | 09/13/20 | 09/15/20 | BILL: 9/3/20 |
| | BILL DATE: 9/3/20 | | | | | | | | | | |
| | 8/4/20-9/1/20 | | | | | | | | | | |
| 20-00083 | 08/10/20 | VERIZONW VERIZON WIRELESS | | | B | | | | | | |
| 3 | WIRELESS COMM; BILL DATE: 8/25 | | 220.53 | 0-01-31-440-210 | B TELEPHONE | | P | 4822 08/10/20 | 09/08/20 | 09/08/20 | 9861525138 |
| | BILL DATE: AUGUST 25, 2020 | | | | | | | | | | |
| | JULY 26-AUGUST 25 | | | | | | | | | | |



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|----------|----------|---|-----------|-----------------|------------------------------------|---------------------|----------|----------------|-----------|---------------|------------|
| 20-00084 | 08/10/20 | AWCONTRA A.W. CONTRACTING | | | | B | | | | | |
| | | 2 LANDSCAPE SERVICES - AUGUST | 677.25 | 0-01-26-300-200 | B BUILDINGS&GROUNDS-OTHER EXPENSES | | P | 4830 08/10/20 | 09/11/20 | 09/15/20 | AUGUST |
| | | INV. 57372, 57501, 57580, 57607, 57739 | | | | | | | | | |
| 20-00085 | 08/10/20 | RLDATA R & L DATA CENTERS | | | | B | | | | | |
| | | 2 PAYROLL; ACCT 8R-8R-AUGUST | 152.00 | 0-01-20-100-200 | B A&E-OTHER EXPENSES | | P | 4840 08/10/20 | 09/16/20 | 09/21/20 | 101165 |
| 20-00089 | 09/12/20 | SOMERASE SOMERSET CTY ASSESSORS ASSOC. | | | | | | | | | |
| | | 1 2020 AMANJ MULTIPLE MEMBERSHIP | 75.00 | 0-01-20-145-200 | B TAX COLLECTOR-OTHER EXPENSES | | P | 4835 09/12/20 | 09/12/20 | 09/15/20 | |
| | | 2 2020 SCAA MEMBERSHIP | 45.00 | 0-01-20-145-200 | B TAX COLLECTOR-OTHER EXPENSES | | P | 4835 09/12/20 | 09/12/20 | 09/15/20 | |
| | | FOR: CHRIS LAUVER TAX ASSESSOR | | | | | | | | | |
| | | 120.00 | | | | | | | | | |
| 20-00090 | 09/12/20 | FRANKPOL FRANKLIN TOWNSHIP POLICE DEPT | | | | B | | | | | |
| | | 2 POLICE SERVICES - JULY | 980.00 | 0-01-42-390-212 | B INTERLOCAL POLICE SERVICE | | P | 4832 09/12/20 | 09/13/20 | 09/15/20 | FTPD015189 |
| | | 3 POLICE SERVICES - JULY | 980.00 | 0-01-42-390-212 | B INTERLOCAL POLICE SERVICE | | P | 4832 09/12/20 | 09/13/20 | 09/15/20 | FTPD015188 |
| | | 4 POLICE SERVICES - JULY | 980.00 | 0-01-42-390-212 | B INTERLOCAL POLICE SERVICE | | P | 4832 09/12/20 | 09/13/20 | 09/15/20 | FTPD015190 |
| | | 5 POLICE SERVICES - JULY | 280.00 | 0-01-42-390-212 | B INTERLOCAL POLICE SERVICE | | P | 4832 09/12/20 | 09/13/20 | 09/15/20 | FTPD015191 |
| | | 6 POLICE SERVICES - AUGUST | 980.00 | 0-01-42-390-212 | B INTERLOCAL POLICE SERVICE | | P | 4838 09/12/20 | 09/16/20 | 09/21/20 | FTPD015234 |
| | | 7 POLICE SERVICES - AUGUST | 980.00 | 0-01-42-390-212 | B INTERLOCAL POLICE SERVICE | | P | 4838 09/12/20 | 09/16/20 | 09/21/20 | FTPD015235 |
| | | 8 POLICE SERVICES - AUGUST | 700.00 | 0-01-42-390-212 | B INTERLOCAL POLICE SERVICE | | P | 4838 09/12/20 | 09/16/20 | 09/21/20 | FTPD015236 |
| | | 5,880.00 | | | | | | | | | |
| 20-00091 | 09/13/20 | SUPLEECL SUPLEE, CLOONEY & COMPANY | | | | | | | | | |
| | | 1 2019 AUDIT SERVICES | 14,100.00 | 0-01-20-130-202 | B FINANCE-AUDIT | | P | 4829 09/13/20 | 09/13/20 | 09/15/20 | |
| 20-00092 | 09/13/20 | OASI OASI | | | | B | | | | | |
| | | 2 SOCIAL SECURITY PAYROLL EXPENS SEPTEMBER | 549.97 | 0-01-36-472-213 | B SOCIAL SECURITY | | P | 28 09/13/20 | 09/15/20 | 09/21/20 | SEPTEMBER |
| 20-00093 | 09/16/20 | NJWORKFO STATE OF NEW JERSEY | | | | | | | | | |
| | | 1 CATASTROPHIC ILLNESS COST ASSESSMENT | 9.00 | 0-01-20-100-200 | B A&E-OTHER EXPENSES | | P | 4839 09/16/20 | 09/16/20 | 09/21/20 | |
| 20-00094 | 09/17/20 | COUNTRYS COUNTRYSIDE | | | | | | | | | |
| | | 1 CHIPPING CREW; CHIP TRUCK, 2 MAN CREW | 3,500.00 | C-04-55-222-007 | B RESRVE: TREE REMOVAL & PRUNING | | P | 102 09/17/20 | 09/17/20 | 09/21/20 | 2168 |
| | | 2 GRAPPLE TRUCK | 3,600.00 | C-04-55-222-007 | B RESRVE: TREE REMOVAL & PRUNING | | P | 102 09/17/20 | 09/17/20 | 09/21/20 | 2168 |

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| PO # | PO Date | Vendor | Amount | Charge Account | Contract Acct Type | PO Type Description | Stat/Chk | First Enc Date | Rcvd Date | Chk/Void Date | Invoice |
|----------|----------|---|----------|-----------------|----------------------------------|---------------------|----------|----------------|-----------|---------------|---------|
| 20-00094 | 09/17/20 | COUNTRYS COUNTRYSIDE | | | | | | | | | |
| | | 3 DUMPING OF DEBRI AND DUMPSTER | 2,250.00 | C-04-55-222-007 | B RESRVE: TREE REMOVAL & PRUNING | | P | 102 09/17/20 | 09/17/20 | 09/21/20 | 2168 |
| | | TREE REMOVAL/CLEAN UP FOR HURRICANE ISAIAS | | | | | | | | | |
| | | 9,350.00 | | | | | | | | | |

Total Purchase Orders: 21 Total P.O. Line Items: 37 Total List Amount: 55,023.67 Total Void Amount: 0.00



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| Totals by Year-Fund Fund Description | Fund | Budget Total | Revenue Total | G/L Total | Total |
|---|------|--------------|---------------|-----------|-----------|
| | 0-01 | 45,673.67 | 0.00 | 0.00 | 45,673.67 |
| | C-04 | 9,350.00 | 0.00 | 0.00 | 9,350.00 |
| Total Of All Funds: | | 55,023.67 | 0.00 | 0.00 | 55,023.67 |