



# Millstone Borough

## REGULAR MEETING AGENDA

November 16, 2020

In Compliance with the recent NJ State Executive Orders, the September 21, 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, Nov 16, 2020 7:30 PM - 8:30 PM (EST)  
**Please join our meeting from your computer, tablet or smartphone.**  
<https://global.gotomeeting.com/join/627637141>  
**You can also dial in using your phone.**  
United States: [+1 \(646\) 749-3122](tel:+16467493122)  
**Access Code:** 627-637-141

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**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:**

- October 20, 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 -
- Planning Board –



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- 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 bill list is included at the end of this agenda for review.)

### NEW BUSINESS:

- **DISCUSSION: BEST PRACTICES 2020**
- **RESOLUTION AUTHORIZING BOROUGH OF MILLSTONE TO EXECUTE THE 2020 SERVICE CONTRACT BY AND BETWEEN THE SOMERSET RARITAN VALLEY SEWERAGE AUTHORITY; THE BOROUGH OF MILLSTONE; AND THE HILLSBOROUGH MUNICIPAL UTILITIES AUTHORITY**

**WHEREAS**, the Borough of Millstone ("Millstone") presently does not have sanitary sewer service within its boundaries; and

**WHEREAS**, Millstone has entered into a New Jersey Council of Affordable Housing In Re: Petition for Substitute Certification: Millstone Borough Mediation Agreement in Settlement of the Objections of Van Cleef Among Millstone, the Planning Board of the Borough of Millstone and Van Cleef Family Limited Partnership, and Riverside, L.L.C. (the "Mediation Agreement"); and

**WHEREAS**, the Mediation Agreement is intended to satisfy and fulfill Millstone's obligations with respect to affordable housing; and



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**WHEREAS**, pursuant to the Mediation Agreement, the Borough of Millstone has agreed to take all actions which are necessary or appropriate in conjunction with obtaining adequate utility service and sewer treatment service to the area which is the subject of the Mediation Agreement; and

**WHEREAS**, further, in accordance with the Mediation Agreement, Millstone has obtained a designation as a center or village pursuant to the State Development and Redevelopment Plan and an amendment to the applicable Wastewater Management Plan in order to allow the sanitary sewer service to the property which is the subject of the Mediation Agreement; and

**WHEREAS**, Millstone has entered into an Inter-municipal Cooperation Agreement between the Township of Hillsborough, Millstone, Van Cleef Family Limited Partnership, and Riverside L.L.C. by which the parties to that Agreement agree to cooperate for the inclusion of Millstone in a sewer service area and the provision of sufficient sewer capacity from Township of Hillsborough Municipal Utilities Authority (the "MUA") and Somerset Raritan Valley Sewerage Authority (the "Authority"); and

**WHEREAS**, the Authority has adopted Resolution No. 17-0626-16 entitled "Resolution Authorizing Execution and Issuance of Conditional Will-Serve Letter to the Borough of Millstone in the Form Attached Hereto for Not More Than the Combined Average Daily Flow of 95,860 GPD"; and

**WHEREAS**, Millstone has entered into an agreement with the MUA to become a customer of it; and

**WHEREAS**, the Authority, the MUA and Millstone wish to enter into an agreement reflecting the understanding among them.

**NOW, THEREFORE, BE IT RESOLVED**, by the Mayor and Borough Council of the Borough of Millstone, County of Somerset, State of New Jersey that the Borough of Millstone is hereby authorized to enter into the 2020 Service Contract by and between the Somerset Raritan Valley Sewerage Authority; the Borough of Millstone; and the Hillsborough Municipal Utilities Authority in the form attached to this resolution; and

**FURTHER RESOLVED** that the Mayor and any other appropriate official of the Millstone are authorized and directed to enter into the attached agreement on behalf of Millstone and to take any other necessary action in furtherance of this resolution.

- **RESOLUTION FOR APPROVAL TO SUBMIT A GRANT APPLICATION AND EXECUTE A GRANT CONTRACT WITH THE NEW JERSEY DEPARTMENT OF TRANSPORTATION FOR THE MAPLE TERRACE RESURFACING PROJECT (MA-2021-2021 Maple Terrace Resurfacing-00337)**

**NOW THEREFORE BE IT RESOLVED** that the Borough Council of the Borough of Millstone formally approves the grant application for the stated project.

**BE IT FURTHER RESOLVED** that the Mayor and Borough Clerk are hereby authorized to submit an electronic grant application identified as MA-2021-2021 Maple Terrace Resurfacing-00337 to the New Jersey Department of Transportation on behalf of the Borough of Millstone.



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**BE IT FURTHER RESOLVED** that the Mayor and Borough Clerk are hereby authorized to sign the grant agreement on behalf of the Borough of Millstone and that their signatures constitute acceptance of the terms and conditions of the grant agreement and approves the execution of the grant agreement.

- **RESOLUTION AUTHORIZING THE TRANSFER OF FUNDS IN THE BOROUGH OF MILLSTONE CALENDAR YEAR 2020 BUDGET AMONG CURRENT FUND APPROPRIATIONS PURSUANT TO N.J.S.A. 40A:4-59**

**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 2020 appropriations as budgeted are insufficient to meet the current needs 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 account to which funds need to be transferred to and the account from which funds need to be transferred from to ensure adequate appropriations exist where needed to pay claims against the Borough.

<b>FROM:</b>	<b>TO:</b>
Planning, OE	Legal, OE
0-01-20-180-200 \$6,000.00	0-01-20-155-200 \$13,500.00
Engineering, OE	
0-01-20-165-200 \$7,500.00	

**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 \$13,500.00 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.

- **MUNICIPAL ALLIANCE GRANT RESOLUTION**

**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,



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**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 Borough Council does hereby authorize submission of a strategic plan for the Hillsborough-Millstone Municipal Alliance grant for fiscal year 2021-2022 in the amount of:

DEDR	\$ 9,144.72
Cash Match	\$ 2,286.18
In-Kind	\$ 6,858.54
2. The Borough Council acknowledges the terms and conditions for administering the Municipal Alliance grant, including the administrative compliance and audit requirements.
3. The Borough Council accepts subsequent award of this grant.

**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:

<u>SUBJECT MATTER</u>	<u>TIME WHEN AND THE CIRCUMSTANCES UNDER WHICH THE SUBJECT MATTER CAN BE DISCLOSED</u>
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**ADJOURNMENT of Regular Meeting:**



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#### BILL LIST FOR November 16, 2020

<b>PO #</b>	<b>PO Date</b>	<b>Vendor Name</b>	<b>Description</b>	<b>Amount</b>
20-00002	1/2/2020	MILLSTONE BORO	CLERK S/W -	1,111.50
		PAYROLL	NOVEMBER	
20-00002	1/2/2020	MILLSTONE BORO	TAX ASSESSOR S/W -	606.92
		PAYROLL	NOVEMBER	
20-00002	1/2/2020	MILLSTONE BORO	TAX COLLECTOR S/W -	953.67
		PAYROLL	NOVEMBER	
20-00002	1/2/2020	MILLSTONE BORO	PLANNING BOARD S/W	476.83
		PAYROLL	- NOVEMBER	
20-00002	1/2/2020	MILLSTONE BORO	FINANCE S/W -	138.75
		PAYROLL	NOVEMBER	
20-00070	8/6/2020	COMMISSIONERS OF	4th QTR FIRE DISTRICT	9,343.00
		FIRE DIST 1	CONTRACT	
20-00072	8/6/2020	PSE&G	ELEC SERVICES; 13 014	680.74
			015 01	
20-00073	8/6/2020	NJ AMERICAN WATER	ACCT	1,066.72
			210022797651;HYDRA	
			NTS	
20-00074	8/6/2020	NJ AMERICAN WATER	ACCT 210022093410;	30.32
			MAIN ST	
20-00075	8/7/2020	REPUBLIC SERVICES	SANITATION SERVICES	2,692.80
			- OCT	
20-00076	8/7/2020	STEPHEN OFFEN	LEGAL SERVICES-	300.00
			OCTOBER	
20-00076	8/7/2020	STEPHEN OFFEN	LEGAL SERVICES-	275.00
			OCTOBER	
20-00077	8/7/2020	PSE&G	ELECTRIC;66-363-804-	86.56
			03-AMWELL	
20-00078	8/7/2020	PSE&G	ELEC SERV; 65-081-	88.74
			353-09	
20-00083	8/10/2020	VERIZON WIRELESS	WIRELESS COMM; BILL	220.57
			DATE:10/25	
20-00086	8/11/2020	COMCAST	INTERNET SERVICE-	185.99
			10/16-11/15	
20-00092	9/13/2020	OASI	SOCIAL SECURITY	251.51
			PAYROLL EXPENS	
20-00103	11/6/2020	MAILBOX BUSINESS	166 POSTCARDS	124.10
		CENTER	MAILED FOR	
20-00104	11/6/2020	EAST MILLSTONE FIRST	2020 CONTRIBUTION	1,800.00
		AID SQUAD		
20-00105	11/7/2020	SDG SECURITY	SYSTEM	189.50
			RESET/RESTORE	



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20-00106	11/7/2020	SOMERSET COUNTY	10/19/20 2020 CERTIFIED RECYCLING	83.64
20-00107	11/7/2020	PORTIA ORTON	25 COLOR COPIES REV WAR MAPS	9.75
20-00107	11/7/2020	PORTIA ORTON	50 COLOR COPIES BLACKSMITH	25.00
20-00108	11/8/2020	SOMERSET COUNTY	ADDED & OMITTED TAXES - COUNTY	2,455.15
20-00109	11/8/2020	SOMERSET COUNTY	ADDED & OMITTED TAXES-LIBRARY	358.90
20-00110	11/8/2020	SOMERSET COUNTY	ADDED AND OMITTED TAXES - OPEN	233.42
20-00111	11/8/2020	HILLSBOROUGH BD OF EDUCATION	2020-21 SCHOOL YR- 2ND/NOV PYMT	177,698.50

Charge Account	Acct Descript	Check Id	First Enc Date	Check Date	Invoice
0-01-20-121-100	MUN CLERK-SALARY & WAGES	50	6/8/2020	11/16/2020	NOVEMBER
0-01-20-150-100	TAX ASSESSOR-SALARY & WAGES	50	6/8/2020	11/16/2020	NOVEMBER
0-01-20-145-100	TAX COLLECTOR-SALARY & WAGES	50	6/8/2020	11/16/2020	NOVEMBER
0-01-21-180-100	PLANNING BD-SALARY & WAGES	50	6/8/2020	11/16/2020	NOVEMBER
0-01-20-130-100	FINANCE-SALARY & WAGES	50	6/8/2020	11/16/2020	NOVEMBER
0-01-25-255-203	FIRE DISTRICT CONTRACT	4865	8/6/2020	11/16/2020	4TH QTR
0-01-31-435-205	STREET LIGHTING	4873	8/6/2020	11/16/2020	BILL: 11/6/20
0-01-25-265-202	FIRE HYDRANT SERVICE	4869	8/6/2020	11/16/2020	BILL: 10/19/20
0-01-26-300-200	BUILDINGS&GR OUNDS-OTHER EXPENSES	4870	8/6/2020	11/16/2020	DATE: 10/20/20
0-01-26-305-200	SANITATION-OTHER EXPENSE	4876	8/7/2020	11/16/2020	0865-001969364
0-01-20-155-	LEGAL-OTHER	4871	8/7/2020	11/16/2020	11071681



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200	EXPENSES				
0-01-20-155-200	LEGAL-OTHER EXPENSES	4871	8/7/2020	11/16/2020	11071680
0-01-31-435-205	STREET LIGHTING	4874	8/7/2020	11/16/2020	BILL: 11/3/2020
0-01-31-435-205	STREET LIGHTING	4875	8/7/2020	11/16/2020	BILL: 11/3/20
0-01-31-440-210	TELEPHONE	4862	8/10/2020	11/5/2020	9865701745
0-01-31-440-210	TELEPHONE	4864	8/11/2020	11/16/2020	BD: 10/11/20
0-01-36-472-213	SOCIAL SECURITY	51	9/13/2020	11/16/2020	NOVEMBER
0-01-26-290-200	ROAD REPAIR-OTHER EXPENSES	4868	11/6/2020	11/16/2020	11/6/20
0-01-25-260-204	FIRST AID ORGANIZATION CONTRIBUTION	4866	11/6/2020	11/16/2020	2020 CONTRIB
0-01-26-300-200	BUILDINGS&GR OUNDS-OTHER EXPENSES	4877	11/7/2020	11/16/2020	20106365
0-01-26-305-200	SANITATION-OTHER EXPENSE	4881	11/7/2020	11/16/2020	33
0-01-28-371-200	HISTORIC COM-OTHER EXPENSE	4872		11/7/2020	11/16/2020
0-01-28-371-200	HISTORIC COM-OTHER EXPENSE	4872		11/7/2020	11/16/2020
0-01-55-907-001	COUNTY TAXES PAYABLE	4878	11/8/2020	11/16/2020	ADD/OMIT-CTY
0-01-55-907-001	COUNTY TAXES PAYABLE	4879	11/8/2020	11/16/2020	ADD-OMIT-LIBRAR
0-01-55-907-001	COUNTY TAXES PAYABLE	4880	11/8/2020	11/16/2020	ADD/OMIT-OPEN
0-01-55-906-001	LOCAL SCHOOL TAXES PAYABLE	4867	11/8/2020	11/16/2020	CUSTOMER #168