



Millstone Borough
REGULAR MEETING AGENDA
December 21, 2020

In Compliance with the recent NJ State Executive Orders, the 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 December regular meeting
Mon, Dec 21, 2020 7:30 PM - 9:00 PM (EST)
Please join my meeting from your computer, tablet or smartphone.
<https://global.gotomeeting.com/join/816732805>
You can also dial in using your phone.
United States: [+1 \(408\) 650-3123](tel:+14086503123)
Access Code: 816-732-805

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:

<u>ROLL CALL:</u>	Councilman Vincent Biviano	Present
	Councilman Derek Dandy	Absent
	Councilman Alan Kidd	Present
	Councilwoman Kristin Ross	Present
	Councilman John Stashek	Present
	Council President Scott Ross	Present
	Mayor Raymond Heck	Present

MINUTES:

- November 21, 2020 regular meeting minutes

Council President Ross offered a motion to approve the minutes. Seconded by Councilman Biviano.

Roll Call: Biviano – yes, Kidd- yes, K. Ross – yes, Stashek – yes, S. Ross – yes.

- December 7, 2020 special meeting minutes

Council President Ross offered a motion to approve the minutes. Seconded by Councilman Biviano.

Roll Call: Biviano – yes, Kidd- yes, K. Ross – yes, Stashek – yes, S. Ross – yes.

REPORTS:



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

COUNCIL REPORTS:

- Buildings and Grounds -
- Planning Board –
- Traffic and Roads –

Council President Ross offered a motion to accept the reports. Seconded by Councilman Biviano.

Roll Call: Biviano – yes, Kidd- yes, K. Ross – yes, Stashek – yes, S. Ross – yes.

MAYOR'S REPORT:

Mayor Heck reported

MEETING OPEN TO THE PUBLIC:

- Motion to Open the Meeting to the Public

Council President Ross offered a motion to open the meeting to the public. Seconded by Councilman Biviano.

Roll Call: Biviano – yes, Kidd- yes, K. Ross – yes, Stashek – yes, S. Ross – yes.

XX

- Motion to Close the Meeting to the Public

Council President Ross offered a motion to close the meeting to the public. Seconded by Councilman Biviano.

Roll Call: Biviano – yes, Kidd- yes, K. Ross – yes, Stashek – yes, S. Ross – yes.

CLAIMS FOR PAYMENT

- **RESOLUTION AUTHORIZING THE PAYMENT OF CLAIMS AGAINST THE BOROUGH OF MILLSTONE**

Council President Ross offered a resolution to accept the claims for payment. Seconded by Councilman Biviano.

Roll Call: Biviano – yes, Kidd- yes, K. Ross – yes, Stashek – yes, S. Ross – yes.



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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:

- **ORDINANCE 2020-002: Stormwater Control Ordinance of the Borough of Millstone, County of Somerset, State of New Jersey**

- Motion to open the public hearing

Council President Ross offered a motion to open the meeting to the public. Seconded by Councilman Biviano.

Roll Call: Biviano – yes, Kidd- yes, K. Ross – yes, Stashek – yes, S. Ross – yes.

XX

- Motion to close the public hearing

Council President Ross offered a motion to close the meeting to the public. Seconded by Councilman Biviano.

Roll Call: Biviano – yes, Kidd- yes, K. Ross – yes, Stashek – yes, S. Ross – yes.

- Motion to adopt Ordinance 2020-002

Council President Ross offered a motion to adopt the ordinance. Seconded by Councilman Biviano.

Roll Call: Biviano – yes, Kidd- yes, K. Ross – yes, Stashek – yes, S. Ross – yes.

- **RESOLUTION AUTHORIZING THE PROPER BOROUGH OFFICIALS TO ENTER INTO A CONTRACT WITH R & L DATA CENTERS, INC. TO PROVIDE FOR PAYROLL RELATED SERVICES FOR THE OFFICERS AND EMPLOYEES OF THE BOROUGH OF MILLSTONE**

Council President Ross offered a resolution to approve the agreement. Seconded by Councilman Biviano.



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Roll Call: Biviano – yes, Kidd- yes, K. Ross – yes, Stashek – yes, S. Ross – yes.

WHEREAS, the Borough of Millstone requires the provision of certain payroll-related services for the officers and employees of the Borough, and

WHEREAS, R&L Data Centers, Inc. has been the Millstone vendor reliably providing payroll services to the Borough and there is the need to renew the contract for the year 2021; and

WHEREAS, the proposed contract has been reviewed by Legal Counsel for the Borough, and

WHEREAS, the agreement is intended to comply with the requirements of N.J.A.C. 52:27D-20.1 and 5:30-17.1 et. seq. governing electronic disbursement controls for payroll purposes, and

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 enter into an agreement with R & L DATA CENTERS, INC., 44 Main Street, PO Box 548, Bloomsbury, NJ 08804 for the calendar year 2021 as stated herein.

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>

ADJOURNMENT of Regular Meeting:

A motion to adjourn the meeting at **XX** PM was offered by Council President Ross. Seconded by Councilman Biviano.



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Roll Call: Biviano – yes, Kidd- yes, K. Ross – yes, Stashek – yes, S. Ross – yes.

Attested to:

Gregory J. Bonin, Borough Clerk



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BILL LIST FOR December 21, 2020

December 17, 2020
10:21 PM

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Purchase Order Listing By P.O. Number

Page No: 1

P.O. Type: All
 Range: First to Last
 Format: Detail without Line Item Notes
 Include Non-Budgeted: Y

Paid Date Range: 11/17/20 to 12/21/20

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 Type Description	PO Type	Stat/Chk	First Enc Date	Rcvd Date	Chk/Void Date	Invoice
20-00002	01/02/20	MILLPAYR MILLSTONE BORO PAYROLL				B					
		65 FINANCE S/W - DECEMBER	2,999.75	0-01-20-130-100	B FINANCE-SALARY & WAGES		P	123 06/08/20	12/17/20	12/21/20	DECEMBER
		66 CLERK S/W - DECEMBER	1,111.50	0-01-20-121-100	B MUN CLERK-SALARY & WAGES		P	123 06/08/20	12/17/20	12/21/20	DECEMBER
		67 TAX ASSESSOR S/W - DECEMBER	606.88	0-01-20-150-100	B TAX ASSESSOR-SALARY & WAGES		P	123 06/08/20	12/17/20	12/21/20	DECEMBER
		68 TAX COLLECTOR S/W - DECEMBER	953.63	0-01-20-145-100	B TAX COLLECTOR-SALARY & WAGES		P	123 06/08/20	12/17/20	12/21/20	DECEMBER
		69 PLANNING BOARD S/W - DECEMBER	476.87	0-01-21-180-100	B PLANNING BD-SALARY & WAGES		P	69 06/08/20	12/17/20	12/21/20	DECEMBER
		70 CODE S/W - DECEMBER	<u>1,040.50</u>	0-01-22-195-100	B INSP OF BLDG-SALARY & WAGES		P	69 06/08/20	12/17/20	12/21/20	DECEMBER
			7,189.13								
20-00022	01/11/20	MILLERPO MILLER PORTER & MULLER				B					
		7 PLANNING SERVICES - SEPT-NOV	738.00	0-01-21-180-200	B PLANNING BD-OTHER EXPENSES		P	4891 01/11/20	12/14/20	12/21/20	14071
20-00049	05/30/20	GANNETT NJ GANNETT NJ NEWSPAPERS				B					
		4 LEGAL AD - AUDIS SYNOPSIS	65.96	0-01-20-110-200	B MAYOR & COUNCIL-OTHER EXPENSES		P	4889 12/15/20	12/15/20	12/21/20	3542777
20-00054	06/10/20	SOMERREC SOMERSET COUNTY RECYCLING DIV				B					
		4 4TH QTR RECYCLING	1,015.78	0-01-26-305-200	B SANITATION-OTHER EXPENSE		P	4903 06/10/20	12/07/20	12/21/20	4TH QTR
20-00055	06/10/20	COMPASS COMPASSMSP				B					
		5 PASSWORD RESET FOR C. FUNG	175.00	0-01-20-140-200	B INFORMATION TECHNOLOGY - OTHER EXPENSES		P	4887 06/10/20	12/08/20	12/21/20	141066
		6 PASSWORD RESET FOR C. FUNG	<u>87.50</u>	0-01-20-140-200	B INFORMATION TECHNOLOGY - OTHER EXPENSES		P	4887 06/10/20	12/15/20	12/21/20	142081
			262.50								
20-00057	06/10/20	HILLSTWP HILLSBOROUGH TOWNSHIP				B					
		3 HEALTH SERVICES-JULY - DEC	9,385.00	0-01-27-330-200	B BD OF HLTH-OTHER EXPENSE		P	4890 06/10/20	12/08/20	12/21/20	JULY - DECEMBER
20-00072	08/06/20	PSEG PSEG				B					
		6 ELEC SERVICES; 13 014 015 01	706.40	0-01-31-435-205	B STREET LIGHTING		P	4897 08/06/20	12/16/20	12/21/20	BILL: 12/9/2020
20-00073	08/06/20	NJAMWATE NJ AMERICAN WATER				B					
		5 ACCT 210022797651;HYDRANTS	1,037.77	0-01-25-265-202	B FIRE HYDRANT SERVICE		P	4893 08/06/20	12/14/20	12/21/20	BILL: 11/30/20
20-00074	08/06/20	NJAMWATE NJ AMERICAN WATER				B					
		5 ACCT 210022093410; MAIN ST	24.21	0-01-26-300-200	B BUILDINGS&GROUNDS-OTHER EXPENSES		P	4894 08/06/20	12/07/20	12/21/20	DATE: 11/18/20



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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
20-00075	08/07/20	REPUBLIC SERVICES				B					
		5 SANITATION SERVICES - NOV	2,692.80	0-01-26-305-200	B	SANITATION-OTHER EXPENSE	P	4900 08/07/20	12/08/20	12/21/20	0865-001981214
20-00076	08/07/20	OFFENSTE STEPHEN OFFEN				B					
		8 LEGAL SERVICES-NOVEMBER	500.00	0-01-20-155-200	B	LEGAL-OTHER EXPENSES	P	4896 08/07/20	12/07/20	12/21/20	11079587
		9 LEGAL SERVICES-NOVEMBER	165.00	0-01-20-155-200	B	LEGAL-OTHER EXPENSES	P	4896 08/07/20	12/07/20	12/21/20	11079586
			665.00								
20-00077	08/07/20	PSEG PSEG&G				B					
		5 ELECTRIC;66-363-804-03-AMWELL	82.68	0-01-31-435-205	B	STREET LIGHTING	P	4898 08/07/20	12/08/20	12/21/20	BILL: 12/4/20
20-00078	08/07/20	PSEG PSEG&G				B					
		5 ELEC SERV; 65-081-353-09	84.77	0-01-31-435-205	B	STREET LIGHTING	P	4899 08/07/20	12/08/20	12/21/20	BILL: 12/4/20
20-00083	08/10/20	VERIZONW VERIZON WIRELESS				B					
		6 WIRELESS COMM; BILL DATE:11/25	220.57	0-01-31-440-210	B	TELEPHONE	P	4883 08/10/20	12/14/20	12/14/20	9867807981
20-00084	08/10/20	AWCONTRA A.W. CONTRACTING				B					
		4 LANDSCAPE SERVICES - OCTOBER	78.75	0-01-26-300-200	B	BUILDINGS&GROUNDS-OTHER EXPENSES	P	4884 08/10/20	12/07/20	12/21/20	OCTOBER
		5 LANDSCAPE SERVICES - NOVEMBER	544.25	0-01-26-300-200	B	BUILDINGS&GROUNDS-OTHER EXPENSES	P	4884 08/10/20	12/14/20	12/21/20	NOVEMBER
			623.00								
20-00085	08/10/20	RLDATA R & L DATA CENTERS				B					
		4 PAYROLL; ACCT 8R-8R-OCTOBER	152.00	0-01-20-100-200	B	A&E-OTHER EXPENSES	P	4901 08/10/20	12/07/20	12/21/20	101688
		5 PAYROLL; ACCT 8R-8R-NOVEMBER	152.00	0-01-20-100-200	B	A&E-OTHER EXPENSES	P	4901 08/10/20	12/14/20	12/21/20	101948
			304.00								
20-00086	08/11/20	COMCAST COMCAST				B					
		6 INTERNET SERVICE-11/16-12/15	175.99	0-01-31-440-210	B	TELEPHONE	P	4886 08/11/20	12/07/20	12/21/20	BD: 11/11/20
20-00092	09/13/20	OASI OASI				B					
		5 SOCIAL SECURITY PAYROLL EXPENS	549.97	0-01-36-472-213	B	SOCIAL SECURITY	P	124 09/13/20	12/17/20	12/21/20	DECEMBER
20-00097	01/14/20	CARTERVA CARTER VAN DYKE ASSOCIATES				B					
		5 PLANNING SERVICES-SEPTEMBER	82.50	0-01-21-180-200	B	PLANNING BD-OTHER EXPENSES	P	4885 01/14/20	12/14/20	12/21/20	18603
		6 PLANNING SERVICES-OCTOBER	1,996.50	0-01-21-180-200	B	PLANNING BD-OTHER EXPENSES	P	4885 01/14/20	12/14/20	12/21/20	18620
		7 PLANNING SERVICES-NOVEMBER	951.00	0-01-21-180-200	B	PLANNING BD-OTHER EXPENSES	P	4885 01/14/20	12/14/20	12/21/20	18665
			3,030.00								



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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
20-00101	10/11/20	FRANKLIN FRANKLIN TOWNSHIP				B					
		3 ANIMAL CONTROL SERVICE-4TH QTR	520.00	0-01-27-340-206	B	DOG REGULATION	P	4888 10/11/20	12/08/20	12/21/20	4TH QTR
20-00112	11/16/20	NJLM NJLM									
		1 REGISTRATION FOR RAYMOND	65.00	0-01-20-100-201	B	A&E-EMPLOYEE DEVELOPMENT	P	4895 11/16/20	12/15/20	12/21/20	5140
20-00125	12/08/20	VESCELAU LAURA VESCE									
		1 REIMBURSEMENT - STAMPS	55.00	0-01-20-130-200	B	FINANCE-OTHER EXPENSES	P	4904 12/08/20	12/08/20	12/21/20	
		2 REIMB-INK	42.53	0-01-20-130-200	B	FINANCE-OTHER EXPENSES	P	4904 12/08/20	12/08/20	12/21/20	
			<u>97.53</u>								
20-00126	12/08/20	FRANKLIN FRANKLIN TOWNSHIP									
		1 COURT SERVICES-JULY-DEC 2020	5,817.50	0-01-43-490-200	B	MUNICIPAL COURT-OTHER EXPENSES	P	4888 12/08/20	12/08/20	12/21/20	JULY-DEC 2020
20-00127	12/08/20	MSIMUNSO MSI MUNICIPAL SOFTWARE									
		1 TAX SOFTWARE SUPPORT 2021	2,964.00	0-01-20-110-200	B	MAYOR & COUNCIL-OTHER EXPENSES	P	4892 12/08/20	12/08/20	12/21/20	2020-0530
20-00128	12/15/20	SOMECL OF SOMERSET COUNTY CLERK									
		1 2020 PRIMARY ELECTION	106.13	0-01-20-120-200	B	ELECTIONS-OTHER EXPENSES	P	4902 12/15/20	12/17/20	12/21/20	
20-00129	11/30/20	MILLPAYR MILLSTONE BORO PAYROLL									
		1 TRANSFER FUNDS TO PAYROLL	7,739.14	0-01-55-901-004	B	DUE TO/FROM PAYROLL	P	122 11/30/20	11/30/20	11/30/20	
Total Purchase Orders: 26			Total P.O. Line Items: 38	Total List Amount: 46,162.83	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	46,162.83	0.00	0.00	46,162.83
Total Of All Funds:		46,162.83	0.00	0.00	46,162.83
