



Millstone Borough

REGULAR MEETING AGENDA

May 17, 2021

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

Topic: Millstone Borough Council Meeting - May 17, 2021
Time: May 17, 2021 07:30 PM Eastern Time (US and Canada)

Join Zoom Meeting
<https://us02web.zoom.us/j/88184972877?pwd=ckpJa25Pc1llemNVenkxcTF1cVBYZz09>

Meeting ID: 881 8497 2877
Passcode: 080635
One tap mobile
+13017158592,,88184972877#,,,,*080635# US (Washington DC)
+13126266799,,88184972877#,,,,*080635# US (Chicago)

Dial by your location
+1 301 715 8592 US (Washington DC)
+1 312 626 6799 US (Chicago)
+1 929 205 6099 US (New York)
+1 253 215 8782 US (Tacoma)
+1 346 248 7799 US (Houston)
+1 669 900 6833 US (San Jose)
Meeting ID: 881 8497 2877
Passcode: 080635
Find your local number: <https://us02web.zoom.us/j/88184972877>

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 Robert Galli
Councilwoman Karen Kidd
Councilwoman Kristen Ross
Councilman Jonathan Stashek
Council President Alan Kidd
Mayor Raymond Heck



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MINUTES:

- April 19, 2021 regular meeting minutes

REPORTS:

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

COUNCIL REPORTS:

- Buildings and Grounds -
- 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 as shown on the attached detail; 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.

NEW BUSINESS:

- **RESOLUTION APPROVING TEMPORARY APPROPRIATIONS**

WHEREAS, the Local Budget Law, specifically N.J.S.A. 40A:4-19.1, permits by resolution of the governing body, additional temporary budget appropriations to provide for the period between the date



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upon which the budget was scheduled for adoption and the actual date upon which the budget was adopted when the budget dates have been extended by the Director of the Division of Local Government Services; and

WHEREAS, the date of this Resolution is prior to the adoption of the 2021 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 Appropriations be made and that a certified copy of this Resolution be transmitted to the Chief Financial Officer for her record.

CURRENT FUND

ACCOUNT NO.	ACCOUNT	AMOUNT
1-01-20-120-200	MUNICIPAL CLERK/ELECTIONS-OTHER EXPENSES	\$250.00
1-01-20-121-100	MUN CLERK-SALARY & WAGES	\$1,000.00
1-01-20-130-100	FINANCE-SALARY & WAGES	\$2,500.00
1-01-20-130-200	FINANCE-OTHER EXPENSES	\$500.00
1-01-20-140-200	INFORMATION TECHNOLOGY - OTHER EXPENSES	\$2,700.00
1-01-20-145-100	TAX COLLECTOR-SALARY & WAGES	\$550.00
1-01-20-150-100	TAX ASSESSOR-SALARY & WAGES	\$500.00
1-01-21-180-100	PLANNING BD-SALARY & WAGES	\$450.00
1-01-22-195-100	INSP OF BLDG-SALARY & WAGES	\$1,000.00
1-01-25-265-202	FIRE HYDRANT SERVICE	\$1,000.00
1-01-26-305-200	SANITATION-OTHER EXPENSE	\$2,000.00
1-01-31-435-205	STREET LIGHTING	\$3,000.00
1-01-31-440-210	TELEPHONE	\$1,500.00
	TOTAL	\$16,950.00

• **PUBLIC HEARING/SECOND READING: CALENDAR YEAR 2021 ORDINANCE TO EXCEED THE MUNICIPAL BUDGET APPROPRIATION LIMITS AND TO ESTABLISH A CAP BANK (N.J.S.A. 40A: 4-45.14)**

- Motion to open the public hearing
- Motion to close the public hearing
- Motion to adopt ordinance

WHEREAS, the Local Government Cap Law, N.J.S. 40A: 4-45.1 et seq., provides that in the preparation of its annual budget, a municipality shall limit any increase in said budget up to 1.0% unless authorized by ordinance to increase it to 3.5% over the previous year's final appropriations, subject to certain exceptions; and,



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WHEREAS, N.J.S.A. 40A: 4-45.15a provides that a municipality may, when authorized by ordinance, appropriate the difference between the amount of its actual final appropriation and the 3.5% percentage rate as an exception to its final appropriations in either of the next two succeeding years; and,

WHEREAS, the Borough Council of the Borough of Millstone in the County of Somerset finds it advisable and necessary to increase its CY 2021 budget by up to 3.5% over the previous year's final appropriations, in the interest of promoting the health, safety and welfare of the citizens; and,

WHEREAS, the Borough Council hereby determines that a 3.5% increase in the budget for said year, amounting to \$14,782.46 in excess of the increase in final appropriations otherwise permitted by the Local Government Cap Law, is advisable and necessary; and,

WHEREAS, the Borough Council hereby determines that any amount authorized hereinabove that is not appropriated as part of the final budget shall be retained as an exception to final appropriation in either of the next two succeeding years.

NOW THEREFORE BE IT ORDAINED, by the Borough Council of the Borough of Millstone, in the County of Somerset, a majority of the full authorized membership of this governing body affirmatively concurring, that, in the CY 2021 budget year, the final appropriations of the Borough of Millstone shall, in accordance with this ordinance and N.J.S.A. 40A: 4-45.14, be increased by 3.5%, amounting to \$14,782.46, and that the CY 2021 municipal budget for the Borough of Millstone be approved and adopted in accordance with this ordinance; and,

BE IT FURTHER ORDAINED, that any amount authorized hereinabove that is not appropriated as part of the final budget shall be retained as an exception to final appropriation in either of the next two succeeding years; and,

BE IT FURTHER ORDAINED, that a certified copy of this ordinance as introduced be filed with the Director of the Division of Local Government Services within 5 days of introduction; and,

BE IT FURTHER ORDAINED, that a certified copy of this ordinance upon adoption, with the recorded vote included thereon, be filed with said Director within 5 days after such adoption.

• **PUBLIC HEARING ON THE 2021 MILLSTONE BOROUGH MUNICIPAL BUDGET**

- Motion to open the meeting to the public
- Motion to close the meeting to the public

• **RESOLUTION TO ADOPT THE 2021 MILLSTONE BOROUGH BUDGET**

BE IT RESOLVED, that the following statements of revenues and appropriations shall constitute the Municipal Budget for year 2021; and

BE IT FURTHER RESOLVED, that said Budget was published in the Courier News in the issue of May 3, 2021; and

BE IT FURTHER RESOLVED, that the Governing Body of the Borough of Millstone does hereby approve the document as the Budget for the year 2021:



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RECORDED VOTE

AYES ((ABSTAINED (
(NAYS (
((ABSENT

Notice is hereby given that the Budget and Tax Resolution were approved by the Borough Council of the Borough of Millstone, County of Somerset, on April 19, 2021.

A hearing on the Budget and Tax Resolution was held in the Borough Hall, on May 17, 2021 at 7:30 PM at which time comments, including objections, to said Budget and Tax Resolution for the year 2021 were presented by taxpayers or other interested persons.

- **ORDINANCE 2021-003: STORMWATER CONTROL ORDINANCE OF THE BOROUGH OF MILLSTONE, COUNTY OF SOMERSET, STATE OF NEW JERSEY AND SET THE PUBLIC HEARING FOR MAY 17, 2021**
 - No motion necessary. Somerset County will accept minor edits to 2020-002.
- **DISCUSSION:** ordinance describing difference between farm animal and pet and how to develop framework.
- **DISCUSSION:** having a postcard mailer sent to borough residents stating certain ordinances regarding spring cleaning type activities such as cutting down of trees, dumping of yard clippings, etc.
- **DISCUSSION:** Comcast Franchise renewal
- **DISCUSSION:** Rzem property zoning status

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:



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SUBJECT MATTER

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

ADJOURNMENT of Regular Meeting:



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May 17, 2021 Claims list

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Purchase Order Listing By P.O. Number

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P.O. Type: All
 Range: First to Last
 Format: Detail with Line Item Notes
 Include Non-Budgeted: Y

Received Date Range: 04/20/21 to 12/31/21

Open: N
Rcvd: Y
Bid: Y

Paid: Y
Held: N
State: Y

Void: N
Aprv: Y
Other: Y
Exempt: Y

PO #	PO Date	Vendor	Amount	Charge Account	Contract Acct Type	PO Type Description	Stat/Chk	First Enc Date	Rcvd Date	Chk/Void Date	Invoice
21-00001	01/10/21	OASI OASI 13 SOCIAL SECURITY PAYROLL-MAY	271.60	1-01-36-472-213	B	B SOCIAL SECURITY	P	133 01/10/21	05/12/21	05/17/21	MAY
21-00002	01/10/21	OFFENSTE STEPHEN OFFEN 8 LEGAL SERVICES-APRIL	527.00	1-01-20-155-200	B	B LEGAL-OTHER EXPENSES	P	5003 01/10/21	05/12/21	05/17/21	11115898
21-00003	01/10/21	VERIZONW VERIZON WIRELESS 5 WIRELESS COMMUNICATION BILL DATE: APRIL 25, 2021 MARCH 26 - APRIL 25	220.76	1-01-31-440-210	B	B TELEPHONE	P	4997 01/10/21	05/12/21	05/12/21	9878435740
21-00010	01/12/21	PSEG PSE&G 6 ELEC;66 363 804 03; AMWELL BILL DATE: MAY 6, 2021 APRIL 6 - MAY 4, 2021	102.71	1-01-31-435-205	B	B STREET LIGHTING	P	5004 01/12/21	05/12/21	05/17/21	BD:5/6/21
21-00011	01/12/21	PSEG PSE&G 6 ELEC;65 081 353 09;AMWELL&MAIN BILL DATE: MAY 6, 2021 APRIL 6 - MAY 4, 2021	105.24	1-01-31-435-205	B	B STREET LIGHTING	P	5005 01/12/21	05/12/21	05/17/21	BD: 5/6/21
21-00012	01/12/21	PSEG PSE&G 6 ELEC; 13-014-015-01; VARIOUS BILL DATE: MAY 11, 2021 APRIL 6 - MAY 4	704.91	1-01-31-435-205	B	B STREET LIGHTING	P	5006 01/12/21	05/12/21	05/17/21	BD: MAY 11
21-00019	02/02/21	NJAMWATE NJ AMERICAN WATER 5 ACCT 210022797651;HYDRANTS BILL DATE: APRIL 20, 2021 MARCH 17-APRIL 19, 2021	1,011.68	1-01-25-265-202	B	B FIRE HYDRANT SERVICE	P	5001 02/02/21	04/29/21	05/17/21	BD:APR 20,2021
21-00020	02/02/21	NJAMWATE NJ AMERICAN WATER 5 ACCT 210022093410; MAIN ST BILL DATE: APRIL 21, 2021	23.28	1-01-26-300-200	B	B BUILDINGS&GROUNDS-OTHER EXPENSES	P	5002 02/02/21	04/29/21	05/17/21	BD:APRIL 21



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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
21-00020	02/02/21	NJAMWATE NJ AMERICAN WATER			Continued						
		MARCH 17 - APRIL 19, 2021									
21-00024	02/08/21	REPUBLIC PUBLIC SERVICES			B						
5		SANITATION SERVICES; APRIL	2,774.42	1-01-26-305-200	B SANITATION-OTHER EXPENSE	P	5007	02/08/21	05/07/21	05/17/21	2050777
21-00034	03/04/21	FRANKPOL FRANKLIN TOWNSHIP POLICE DEPT			B						
5		POLICE SERVICES-APRIL	980.00	1-01-42-390-212	B INTERLOCAL POLICE SERVICE	P	4999	03/04/21	05/12/21	05/17/21	FTPD015260
6		POLICE SERVICES-APRIL	980.00	1-01-42-390-212	B INTERLOCAL POLICE SERVICE	P	4999	03/04/21	05/12/21	05/17/21	FTPD015261
7		POLICE SERVICES-APRIL	700.00	1-01-42-390-212	B INTERLOCAL POLICE SERVICE	P	4999	03/04/21	05/12/21	05/17/21	FTPD015262
			2,660.00								
21-00045	04/05/21	COMPASSM COMPASSMSP			B						
5		MICROSOFT EMAIL PLAN-APRIL	100.00	1-01-20-140-200	B INFORMATION TECHNOLOGY - OTHER EXPENSES	P	4998	04/05/21	05/12/21	05/17/21	145997
21-00051	04/29/21	SOMERENG SOMERSET COUNTY ENGINEERING			B						
2		ENGINEERING SERVICES FOR MARCH	151.88	1-01-20-165-200	B ENGINEERING-OTHER EXPENSES	P	5008	04/29/21	04/29/21	05/17/21	469
21-00052	04/29/21	TREASNJ TREASURER-STATE OF NJ			B						
1		STORMWATER DISCHARGE PERMIT RENEWAL NJEMS BILL ID 222994100 7/1/20-6/30/2021	500.00	1-01-20-100-200	B A&E-OTHER EXPENSES	P	5009	04/29/21	04/29/21	05/17/21	210590510
21-00054	05/06/21	SOMERCTY SOMERSET COUNTY			B						
1		2ND QTR TAXES 2021 - COUNTY	47,102.39	1-01-55-907-001	B COUNTY TAXES PAYABLE	P	4994	05/06/21	05/06/21	05/06/21	2ND QTR TAX
21-00055	05/06/21	SOMERCTY SOMERSET COUNTY			B						
1		2ND QTR TAXES 2021 - LIBRARY	6,868.56	1-01-55-907-001	B COUNTY TAXES PAYABLE	P	4995	05/06/21	05/06/21	05/06/21	2ND QTR TAXES
21-00056	05/06/21	SOMERCTY SOMERSET COUNTY			B						
1		2ND QTR TAXES 2021-OPEN SPACE	4,455.17	1-01-55-907-001	B COUNTY TAXES PAYABLE	P	4996	05/06/21	05/06/21	05/06/21	2ND QTR TAXES
21-00057	05/12/21	HECKWEND WENDY HECK			B						
1		REIMBURSEMENT FOR EASTER EGG HUNT	229.96	1-01-28-370-200	B PARKS-OTHER EXPENSES	P	5000	05/12/21	05/12/21	05/17/21	
21-00058	05/12/21	MILLPAYR MILLSTONE BORO PAYROLL			B						
1		CLERK S/W - MAY	1,111.50	1-01-20-121-100	B MUN CLERK-SALARY & WAGES	R		05/12/21	05/12/21		

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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
21-00058	05/12/21	MILLPAYR MILLSTONE BORO PAYROLL			Continued						
2		TAX ASSESSOR S/W - MAY	606.92	1-01-20-150-100	B TAX ASSESSOR-SALARY & WAGES	R		05/12/21	05/12/21		
3		TAX COLLECTOR S/W - MAY	953.67	1-01-20-145-100	B TAX COLLECTOR-SALARY & WAGES	R		05/12/21	05/12/21		
4		PLANNING BD S/W - MAY	476.83	1-01-21-180-100	B PLANNING BD-SALARY & WAGES	R		05/12/21	05/12/21		
5		FINANCE S/W - MAY	138.75	1-01-20-130-100	B FINANCE-SALARY & WAGES	R		05/12/21	05/12/21		
6		CONSTRUCTION/INSP S/W - MAY	262.50	1-01-22-195-100	B INSP OF BLDG-SALARY & WAGES	R		05/12/21	05/12/21		
			3,550.17								
21-00059	05/12/21	GOVERFOR GOVERNMENT FORMS AND SUPPLIES			B						
1		2021 DOG LICENSES	159.52	T-27-56-001-001	B ANIMAL CONTROL EXPENSES	P	1026	05/12/21	05/12/21	05/17/21	0327581
2		2021 DOG / CAT TAGS	216.80	T-27-56-001-001	B ANIMAL CONTROL EXPENSES	P	1026	05/12/21	05/12/21	05/17/21	0326602
			376.32								

Total Purchase Orders: 19 Total P.O. Line Items: 27 Total List Amount: 71,736.05 Total Void Amount: 0.00



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Totals by Year-Fund Fund Description	Fund	Budget Total	Revenue Total	G/L Total	Total
	1-01	71,359.73	0.00	0.00	71,359.73
	T-27	376.32	0.00	0.00	376.32
Total of All Funds:		71,736.05	0.00	0.00	71,736.05