

**MILLSTONE TOWNSHIP COMMITTEE REGULAR MEETING MINUTES FOR OCTOBER 6, 2021
at 215 Millstone Road, Millstone Township, NJ 08510**

Mayor Dorfman calls the meeting to order at 7:01 p.m.

STATEMENT OF NOTICE AS REQUIRED BY P.L. 1975, C231 IS READ.

I HEREBY ANNOUNCE THAT PURSUANT TO THE OPEN PUBLIC MEETING ACT, ADEQUATE NOTICE OF THIS MEETING HAS BEEN PROVIDED IN THE ANNUAL MEETING NOTICE WHICH WAS MAILED TO THE ASBURY PARK PRESS AND THE TRENTON TIMES, POSTED ON THE PUBLIC ANNOUNCEMENTS BULLETIN BOARD IN TOWN HALL AND FILED IN THE OFFICE OF THE TOWNSHIP CLERK ON DECEMBER 21, 2020.

ROLL CALL: Committeeman Al Ferro - present, Deputy Mayor Nancy Grbelja – present, Committeeman Michael McLaughlin – present, Committeeman Chris Morris – present and Mayor Gary Dorfman - present. Also, in attendance: Andrew Ball, Esq. - Township Attorney; Township Administrator – Kevin Abernethy and Kathleen Hart - Municipal Clerk.

Municipal Clerk read Resolution 21-182 Authorizing the Holding of an Executive Session, at Which the Public Shall be Excluded

Motion to adopt Resolution 21-182 was moved by DM/Grbelja; second by C/McLaughlin.
Committee Discussion: None

ROLL CALL VOTE:

AYES: C/Ferro, DM/Grbelja, C/McLaughlin, C/Morris, M/Dorfman

NAYS: None

ABSTAIN: None

ABSENT: None

Motion to adjourn Executive Session was moved by C/McLaughlin; second by C/Morris. All in Favor.

Time In: 7:04 p.m.; Time Out: 7:50 p.m.

Mayor Dorfman calls the regular meeting to order at 8:00 p.m. followed by a flag salute and a moment of silence.

Due to the COVID-19 pandemic the Township Committee Meeting of October 6, 2021 is also being held virtually, utilizing the Zoom platform.

Join Zoom Meeting

<https://us02web.zoom.us/j/84996268245?pwd=L2w2a2JOS3lxN3IIYVdPUHVjeFdtUT09>

Meeting ID: 849 9626 8245; Passcode: 230350

One tap mobile

+13017158592,,84996268245# US (Washington DC); +13126266799,,84996268245# 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: 849 9626 8245; Find your local number: <https://us02web.zoom.us/j/84996268245>

For public comment section you can also email askmillstone@millstonenj.gov with your questions or public comments along with your name and address. Your comments will be read into the record. This meeting will also be recorded and be replayed on the Millstone PEG Channel.

All attendees and participants agree to conduct themselves in a manner appropriate for public gathering. Individual speakers should be advised that no right of privacy protects a person's public comments made in a public forum. Accordingly, all participants bear responsibility for their own statements and commentary.

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M/Dorfman asks for a motion to amend the agenda to add the First Reading of Ordinance 21-14 Amendment To Ordinance Nos. 20-36, 21-02 and 21-12 Amending Chapter II (Administration) Payroll of the Revised General Ordinances of the Township of Millstone by Fixing Salary Ranges of the Township Officials and Employees in the Township of Millstone, County of Monmouth, State of New Jersey and Resolution 21-292, Resolution Appointing Recreation Coordinator

Motion to amend the agenda was moved by DM/Grbelja; second by C/McLaughlin.

ROLL CALL VOTE:

AYES: C/Ferro, DM/Grbelja, C/McLaughlin, C/Morris, M/Dorfman
NAYS: None
ABSTAIN: None
ABSENT: None

CORRESPONDENCE:

1. Letter received from the Watershed Institute regarding the Stream Cleanup held in April. Millstone had 32 volunteers that removed 820 pounds of trash.

ORDINANCES:

FIRST READING

ORDINANCE 21-13 AN ORDINANCE AMENDING CHAPTER V FEES, SECTION 5-14 (FEES FOR CHAPTER XIV: BUILDING AND HOUSING), SUBSECTION 5-14.3 (STATE UNIFORM CONSTRUCTION CODE FEE), OF THE REVISED GENERAL ORDINANCES OF THE TOWNSHIP OF MILLSTONE, COUNTY OF MONMOUTH AND STATE OF NEW JERSEY

EXPLANATORY STATEMENT: This Ordinance amends the electrical and fire protection subcode fees as per state and provides the fees to be applied for permits obtained under Chapter XIV, Building and Housing.

Motion to adopt on first reading Ordinance 21-13 was moved by C/Ferro; second by C/McLaughlin.

ROLL CALL VOTE:

AYES: DM/Grbelja, C/McLaughlin, C/Morris, C/Ferro, M/Dorfman
NAYS: None
ABSTAIN: None
ABSENT: None

Second reading and Public Hearing to be held on October 20, 2021 at 8:00 p.m. at the Millstone Township Meeting Room, 215 Millstone Road, Perrineville, New Jersey.

FIRST READING

ORDINANCE 21-14 AMENDMENT TO ORDINANCE NOS. 20-36, 21-02 AND 21-12 AMENDING CHAPTER II (ADMINISTRATION) PAYROLL OF THE REVISED GENERAL ORDINANCES OF THE TOWNSHIP OF MILLSTONE BY FIXING SALARY RANGES OF THE TOWNSHIP OFFICIALS AND EMPLOYEES IN THE TOWNSHIP OF MILLSTONE, COUNTY OF MONMOUTH, STATE OF NEW JERSEY

Municipal Clerk read Ordinance 21-14 into the record:

**MILLSTONE TOWNSHIP COMMITTEE REGULAR MEETING MINUTES FOR OCTOBER 6, 2021
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AMENDMENT TO ORDINANCE NOS. 20-36, 21-02 AND 21-12 AMENDING CHAPTER II (ADMINISTRATION) PAYROLL OF THE REVISED GENERAL ORDINANCES OF THE TOWNSHIP OF MILLSTONE BY FIXING SALARY RANGES OF THE TOWNSHIP OFFICIALS AND EMPLOYEES IN THE TOWNSHIP OF MILLSTONE, COUNTY OF MONMOUTH, STATE OF NEW JERSEY.

WHEREAS, the Township Committee has determined that it is necessary to amend Ordinance Numbers 20-36, 21-02 and 21-12, which established salaries and fixed compensation of certain Township Employees, by amending the salary range for the Recreation Coordinator.

NOW, THEREFORE, BE IT ORDAINED by the Township Committee of the Township of Millstone, in the County of Monmouth, State of New Jersey, as follows:

SECTION I. The officials designated below shall receive the amended annual salary range indicated, subject to the terms and conditions of employment for 2021 and 2022, in accordance with the CWA Contract term January 2019 through December 2022, as applicable. (All additions are shown in ***bold italics with underlines***. The deletions are shown as ***strikeovers in bold italics***).

<u>TITLE</u>	<u>Min</u>	<u>Max</u>
Recreation Coordinator	\$1,000.00	\$\$5,000.00 <i><u>\$65,000.00</u></i>

SECTION II. The remainder of Ordinance Numbers 20-36, 21-02 and 21-12 concerning salary ranges of Township Officials and Employees shall remain unchanged.

SECTION III. If any section, subsection, sentence, clause or phrase of this Ordinance is for any reason held to be unconstitutional or invalid, such decision shall not affect the remaining portions of this Ordinance, which shall otherwise remain in full force and effect.

SECTION IV. All Ordinances or parts of Ordinances inconsistent herewith are hereby repealed to the extent of such inconsistency.

SECTION V. This Ordinance shall become effective upon final adoption and passage according to law.

EXPLANATORY STATEMENT: This Ordinance amends the salary range for the Recreation Coordinator.

Motion to adopt on first reading Ordinance 21-14 was moved by C/McLaughlin; second by C/Morris.

ROLL CALL VOTE:

AYES: C/McLaughlin, C/Morris, C/Ferro, DM/Grbelja, M/Dorfman
 NAYS: None
 ABSTAIN: None
 ABSENT: None

Second reading and Public Hearing to be held on October 20, 2021 at 8:00 p.m. at the Millstone Township Meeting Room, 215 Millstone Road, Perrineville, New Jersey.

RESOLUTIONS: CONSENT RESOLUTION POSTED ON BULLETIN BOARD.
ALL MATTERS LISTED UNDER ITEM “CONSENT AGENDA” ARE CONSIDERED ROUTINE BY THE TOWNSHIP COMMITTEE AND WILL BE ENACTED BY ONE (1) MOTION IN THE FORM LISTED BELOW. THERE WILL BE NO SEPARATE DISCUSSION ON THESE ITEMS, IF DISCUSSION IS DESIRED OF ANY ITEM, THAT ITEM WILL BE CONSIDERED SEPARATELY.

- 21-183 Payment of Vouchers – October 6, 2021
- 21-184 Resolution of the Certification of the 2020 Annual Audit
- 21-185 Resolution Directing Tax Collector to Refund Real Estates Taxes Listed on Schedule A

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- 21-186 Resolution Directing Tax Collector To Cancel Real Estates Taxes On Block 38, Lot 6.20
- 21-187 Resolution Appointing Temporary Floater
- 21-188 Resolution Requesting Approval of Items of Revenue and Appropriation NJS 40A:4-87
2021 Municipal Alliance Grant
- 21-189 Resolution Requesting Approval of Items of Revenue and Appropriation NJS 40A:4-87
2021 Clean Communities Grant
- 21-190 Resolution Appointing Part Time Building Inspector
- 21-191 A Resolution of the Township of Millstone Authorizing the Sale of Surplus Personal Property
no Longer Needed for Public Use on an Online Auction Website

Motion to adopt Consent Agenda was moved by C/Ferro; second by M/Dorfman.

ROLL CALL VOTE:

- AYES: C/McLaughlin, C/Morris, C/Ferro, DM/Grbelja, M/Dorfman
- NAYS: None
- ABSTAIN: None
- ABSENT: None

Municipal Clerk read Resolution 21-192 into the record:

**Resolution 21-192
Resolution Appointing Recreation Coordinator**

WHEREAS, Millstone Township's Recreation Department has an opening for a Recreation Coordinator; and

WHEREAS, the Administrator has interviewed potential candidates and has indicated that Michael Fenlon is the applicant whom best meets the needs for this position and will fulfill the position effective, October 25, 2021 with an annual salary of \$60,000.00, which includes preparing and attending monthly Recreation Commission meetings.

BE IT RESOLVED, the Township Committee hereby appoints Michael Fenlon as the Recreation Coordinator, effective October 25, 2021, contingent upon the adoption of Ordinance 21-14 entitled Amendment to Ordinance Nos. 20-36, 21-02 and 21-12 Amending Chapter II (Administration) Payroll of the Revised General Ordinances of the Township of Millstone by Fixing Salary Ranges of the Township Officials and Employees in the Township of Millstone, County of Monmouth, State of New Jersey, with an annual salary of \$60,000.00.

BE IT RESOLVED, that a copy of this Resolution, certified by the Township Clerk to be a true copy be forwarded to each of the following:

- a. Michael Fenlon
- b. Kevin Abernethy, Township Administrator/CFO
- c. Recreation Commission Chairman
- d. Melissa Peerboom, Deputy CFO
- e. Amanda Salerno, Township Treasurer

Motion to adopt Resolution 21-192 was moved by C/Morris; second by C/McLaughlin.

ROLL CALL VOTE:

- AYES: C/Morris, C/Ferro, DM/Grbelja, C/McLaughlin, M/Dorfman
- NAYS: None
- ABSTAIN: None
- ABSENT: None

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TOWNSHIP COMMITTEE MINUTES: None

APPLICATION FOR A SOCIAL AFFAIRS PERMIT:

1. Millstone Twp Elks BPOE #2613 - Social Affair Permit for October 30, 2021 from 6PM to 11PM located at 22 Burnt Tavern Road.

Motion to approve was moved by C/McLaughlin; second by DM/Grbelja.

ROLL CALL VOTE:

AYES: C/Morris, C/Ferro, DM/Grbelja, C/McLaughlin, M/Dorfman
NAYS: None
ABSTAIN: None
ABSENT: None

APPLICATIONS FOR A RAFFLE LICENSE:

1. B.P.O.E. #2613 Millstone Elks, On Premise 50/50 raffles to be held on October 30, 2021 from 6pm – 12am and November 7, 2021 from 2pm – 6pm at 22 Burnt Tavern Road.

Motion to approve was moved by C/Ferro; second by C/McLaughlin.

ROLL CALL VOTE:

AYES: C/Ferro, DM/Grbelja, C/McLaughlin, C/Morris, M/Dorfman
NAYS: None
ABSTAIN: None
ABSENT: None

LIAISON REPORTS:

M/Dorfman announces the resignation of Mary Pinney, who has served on many boards in the Township most recently the Planning Board and the Environmental Commission. She was very astute, very fair and she simply cared about the Township and the residents. DM/Grbelja said she came on the Watershed Council in 2004 was also a member of the Board of Education. She is an upstanding individual and did a great job and will be a great loss to all of the boards and commission she served.

C/Ferro recaps the Fire/EMS Department for the month of September: 119 incidents with 103 of them were EMS calls; 67 medical calls, 19 motor vehicle accidents with 1 extraction, 58 transports to various hospitals and 1 medivac. Reminds residents to please watch your speed, slow down and adhere to the speed limits. Do not pass school buses with flashing red lights.

C/Morris informs the residents of the Fall Brush Drop Off Dates, located at 15 Baird Road. The dates are: 10/16, 10/23, 10/30, 11/6, 11/13, 11/20. The site is supervised by the DPW, with hours of operations from 8AM – 1PM. The Brush Drop Off site is limited to Millstone Township residents and must be prepared to show identification. Commercial vehicles will be permitted but must present a voucher that they received from the resident. The resident must contact the Municipal Clerk at 732-446-7414 to receive the voucher. Any further questions, please contact Dan Specht at 732-917-2955.

C/Morris announces that the Millstone Township Historic Preservation Commission and Friends of Millstone Township Historic Registered Properties, Inc. has been awarded the 2022 NJ Heritage Tourism Grant. This grant will assist in historic research of people who worked and lived in Millstone Township over the last few centuries and incorporated into an interpretive plan for educational programs.

NEW BUSINESS: None

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OLD BUSINESS: None

COMMENTS FROM THE DAIS: None

PRIVILEGE OF THE FLOOR (Limited to ½ Hour) Members of the public participating by remote internet access or telephonic access shall be allotted up to three (3) minutes.

Mayor Dorfman open the meeting to the public at 8:22 p.m.

Philip Restine, III, 240 Stagecoach Road, along with his business partner, Smrita Choubey would like to introduce themselves as community members. Mr. Restine is a third generation farmer in town. They are interested in regenerating the family farm. They work in a holistic and organic environment to build food sources and natural medicinal sources and would like to know how to connect to the different councils in towns. DM/Grbelja said that they have a very active Agricultural Advisory Council with our farmers and invite them to come and attend the next meeting. C/Ferro suggest to fill out a Talent Bank. Smrita Choubey discusses her background and would like to use the resources we have to create a holistic plant base approach for health and food along with supporting the community. Pat Butch, 40 Prodelin Way welcomes Philip back into Millstone and applaud your family for preserving the land for future food production. The Ag Council meets the 4th Tuesday of each month by Zoom. We have a very active Ag council in the industry and look forward to working with you.

Mayor Dorfman closes the meeting to the public at 8:40 p.m.

ADJOURNMENT:

Motion to adjourn was made by DM/Grbelja; second by C/McLaughlin. All in Favor.

Time Out: 8:41 p.m.

Audio of the meeting is available in the Municipal Clerks Office.

October 6, 2021 Township Committee Meeting Minutes approved at a Township Committee meeting held on October 20, 2021.

Kathleen Hart, RMC
Municipal Clerk