

MILLSTONE TOWNSHIP COMMITTEE MEETING REORGANIZATION MINUTES FOR JANUARY 4, 2023

Municipal Clerk calls the meeting to order 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, 2022.

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.

NJ Assemblyman Alex Sauickie administered the Oath of Office to Al Ferro, Township Committee member for a three-year term expiring December 31, 2025.

ROLL CALL: Committeeman Eric Davis – present, Committeeman Al Ferro – present, Committeeman Chris Morris – present, Committeeman Michael McLaughlin – present, Committeeman Tara Zabrosky – present. Also, in attendance: Brian Chabarek, Esq. - Township Attorney, Kevin Abernethy – Township Administrator and Kathleen Hart - Municipal Clerk.

Municipal Clerk asked for a motion to appoint Mayor:

C/Morris nominated C/Ferro as Mayor for the year 2023; Second by C/Davis.

ROLL CALL VOTE:

AYES: C/Davis, C/McLaughlin, C/Morris, C/Zabrosky, C/Ferro
NAYS: None
ABSTAIN: None
ABSENT: None

Mayor Ferro asked for a motion to appoint Deputy Mayor:

C/Davis nominated C/Morris for Deputy Mayor for the year 2023; second by C/McLaughlin.

ROLL CALL VOTE:

AYES: C/Davis, C/McLaughlin, C/Morris, C/Zabrosky, M/Ferro
NAYS: None
ABSTAIN: None
ABSENT: None

M/Ferro thanked all who came out and wished all a Healthy and Happy New Year for 2023. M/Ferro expressed his sincere gratitude in being appointed Mayor last year and again this year. We are doing a lot of good things for Millstone Township keeping it rural and fight to keep the beautiful town against outside forces. There is a lot of development around Millstone Township and this administration is on board with the vision to keep this town the way it is.

DM/Morris congratulated M/Ferro on another term. DM/Morris wished all a Happy New Year and stated that this Township Committee works as a team and the level of work that has been done and will continue to do has been great. He is honored to be part of the team and to be Deputy Mayor again. We have great projects coming in the years to follow and is excited about this year coming up.

M/Ferro thanked all the volunteers who are on the boards and commissions, the Township employees, Township Attorney and Township Engineer.

ORDINANCE:

FIRST READING

ORDINANCE 23-01 CALENDAR YEAR 2023 ORDINANCE TO EXCEED THE MUNICIPAL BUDGET APPROPRIATION LIMITS AND TO ESTABLISH A CAP BANK (N.J.S.A. 40A: 4-45.14)

EXPLANATORY STATEMENT: This Ordinance authorizes an increase to 3.5% over the previous year’s final appropriations.

Motion to adopt on first reading was moved by C/McLaughlin; second by DM/Morris.

ROLL CALL VOTE:

AYES: C/McLaughlin, DM/Morris, C/Zabrosky, C/Davis, M/Ferro
NAYS: None ABSTAIN: None ABSENT: None

Second reading and Public Hearing to be held on January 18, 2023 at 8:00 p.m. at the Millstone Township Meeting Room, 215 Millstone Road, Perrineville, New Jersey.

FIRST READING

ORDINANCE 23-02 ORDINANCE ACCEPTING AN 8.5 FOOT ROAD WIDENING DEDICATION FOR BLOCK 62, LOT 16.04 AND A CONSERVATION EASEMENT FOR BLOCK 62, LOT 16.03, LOCATED AT 97 STAGECOACH ROAD

EXPLANATORY STATEMENT: This Ordinance accepts a Road Widening Dedication for Block 62, Lot 16.04 and a Conservation Easement for Block 62, Lot 16.03.

Motion to adopt on first reading was moved by C/Davis; second by C/Zabrosky

ROLL CALL VOTE:

AYES: DM/Morris, C/Zabrosky, C/Davis, C/McLaughlin, M/Ferro
NAYS: None ABSTAIN: None ABSENT: None

Second reading and Public Hearing to be held on January 18, 2023 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.

- 23-01 Resolution Appointing Professionals for 2023
- 23-02 Resolution Appointing Qualified Purchasing Agent
- 23-03 Resolution-Appointing Full-Time Deputy Chief Financial Officer
- 23-04 Resolution Appointing Township Tax Search Officer
- 23-05 Resolution Appointing Public Agency Compliance Officer
- 23-06 Resolution Appointing Treasurer
- 23-07 Resolution Appointing Construction Department Appointments: Building Inspector, Electrical Inspector, Fire Protection Inspector and Plumbing Inspector
- 23-08 Resolution Appointing Code Enforcement Officer
- 23-09 Resolution Appointing Recycling Coordinator
- 23-10 Resolution Appointing Community Development Representative
- 23-11 Resolution Appointing Members to the Millstone Township Veteran’s Memorial Council
- 23-12 Resolution Appointing Fund Commissioner, Safety Director and Right to Know Coordinator to

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- the Monmouth County Municipal JIF
- 23-13 Resolution Appointing 911 Coordinator
- 23-14 Resolution Appointing Videographer
- 23-15 Resolution Appointing the Class III Member to the Millstone Township Planning Board
- 23-16 Resolution Appointing Members to the Open Space Preservation Council
- 23-17 Resolution Appointing Members to the Agricultural Advisory Council
- 23-18 Resolution Appointing Monmouth County Agriculture Development Board Representative
- 23-19 Resolution Appointing Members to the Municipal Alliance Committee's Executive Board
- 23-20 Resolution Appointing Sound Recorder for the Municipal Court
- 23-21 Resolution Appointing Violations Clerk for the Municipal Court
- 23-22 Resolution Authorizing the Appointment of an Alternative Individual to Perform Duties of a Municipal Court Administrator when the Municipal Court Administrator is Unavailable
- 23-23 Resolution Authorizing Inter-Local Services Agreement Providing for Municipal Court Services for Roosevelt Borough
- 23-24 Resolution Appointing COAH Representative
- 23-25 Resolution Appointing Coordinator Between the Township of Millstone and the Office of Aging
- 23-26 Resolution Appointing Local Historian
- 23-27 Resolution Establishing The 2023 Temporary Budget
- 23-28 Resolution Adopting a Cash Management Plan
- 23-29 Resolution to Authorizing the Continuation of Petty Cash Funds
- 23-30 Resolution to Establish Official Depositories for Township Funds
- 23-31 Resolution Authorizing the Acceptance of Credit Card Payments for the Collection of Fees for Specific Services
- 23-32 Resolution to Authorizing Tax Collector to Hold Tax Sale
- 23-33 Resolution Authorizing the Cancellation of Minimal Balances and Overpayments by Tax Collector
- 23-34 Resolution Setting Interest Rates to be Charged on all Delinquent Taxes and Assessments
- 23-35 Resolution to Allow an Additional Penalty of 6% to be Collected Against a Delinquency in Excess of \$10,000.00
- 23-36 Resolution Authorizing Real Estate Tax Payments by Electronic Funds Transfer via Internet via CIT-e-Net, LLC
- 23-37 Resolution Authorizing the Tax Assessor to File Appeals Omitted and Added Assessment Appeals and Rollback Complaints with the Monmouth County Board of Taxation
- 23-38 Resolution Shared Services Agreement with Roosevelt Borough for Repair, Maintenance, Snow Removal and Ice Control on Nurko Road
- 23-39 Resolution Authorizing Contract with Edmunds & Associates, Inc.
- 23-40 Resolution Appointing Conflict Municipal Court Judge
- 23-41 Resolution Authorizing Online Recreation Registration Payments Through Easy Merchant Plus/Stripe Connect
- 23-42 Resolution Granting Permission to Pay Certain Bills Prior to Committee Meetings
- 23-43 Resolution Authorizing Deer Carcass Removal as Per Monmouth County Contract F-16-2023
- 23-44 Resolution Appointing Clean Communities Coordinator
- 23-46 Resolution Authorizing State Contract Purchase for Unleaded (T-0083) and Diesel (T-1845) Fuel
- 23-47 Resolution Authorizing the Tax Collector to Charge a Fee for the Issuance of a Duplicate Tax Sale Certificate Pursuant to Chapter 99 Public Laws of 1997
- 23-48 Resolution Authorizing the Township of Millstone to Establish a Commodity Resale Agreement with the Millstone Township Board of Education
- 23-49 Resolution Authorizing Shared Services Agreement with Roosevelt Borough for Certified Recycling Reporting Services
- 23-50 Resolution Authorizing Contract with Action Data Services
- 23-51 Resolution Appointing Zoning Officer
- 23-52 Resolution of the Township Committee of the Township of Millstone Appointing Municipal Housing Liaison

M/Ferro asked for a motion to remove Resolution 23-45 from the consent agenda. DM/Morris made a motion; second by C/McLaughlin to remove Resolution 23-45 to vote on separately.

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ROLL CALL VOTE:

AYES: C/Zabrosky, C/Davis, C/McLaughlin, DM/Morris, M/Ferro
NAYS: None ABSTAIN: None ABSENT: None

Motion to adopt Consent Agenda Resolutions 23-01 through 23-44 and 23-46 through 23-52 was made by DM/Morris; second by C/McLaughlin.

ROLL CALL VOTE:

AYES: C/Zabrosky, C/Davis, C/McLaughlin, DM/Morris, M/Ferro
NAYS: None ABSTAIN: None ABSENT: None

RESOLUTION:

23-45 Resolution Authorizing the Continuation of a Shared Services/Mutual Aid Agreement Between the Township of Jackson and the Township of Millstone Pertaining to Conflict of Interest and Emergency Coverage Construction Code Enforcement Services

Motion to adopt Resolution 23-45 was moved by C/McLaughlin; second by C/Davis.

ROLL CALL VOTE:

AYES: C/Davis, C/McLaughlin, DM/Morris, C/Zabrosky, M/Ferro
NAYS: None ABSTAIN: None ABSENT: C/Davis

TOWNSHIP COMMITTEE MINUTES:

1. Executive Meeting Minutes – December 21, 2022

Motion to adopt executive meeting minutes of December 21, 2022 was made by C/Davis; second by C/McLaughlin.

ROLL CALL VOTE:

AYES: C/Davis, C/McLaughlin, C/Zabrosky, M/Ferro
NAYS: None ABSTAIN: DM/Morris ABSENT: None

2. Regular Meeting Minutes – December 21, 2022

Motion to adopt regular meeting minutes of December 21, 2022 was made by C/McLaughlin; second by C/Zabrosky.

ROLL CALL VOTE:

AYES: C/McLaughlin, C/Zabrosky, C/Davis, M/Ferro
NAYS: None ABSTAIN: DM/Morris ABSENT: None

APPOINTMENTS TO BE MADE BY THE MAYOR:

MAYOR’S APPOINTMENT TO STEWARD TO THE CLARKSBURG CULTURAL CENTER

BE IT RESOLVED that Doreen Polhemus shall serve as the Steward to the Clarksburg Cultural Center, for a one (1) year term, commencing January 1, 2023 and ending December 31, 2023.

MAYOR’S APPOINTMENTS TO THE MILLSTONE TOWNSHIP ENVIRONMENTAL COMMISSION

BE IT RESOLVED that Deepti Sinha and Mary Beckish are hereby appointed as members to the Millstone Township Environmental Commission for three (3) year terms commencing January 1, 2023 and ending December 31, 2025.

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BE IT FURTHER RESOLVED that the Mayor hereby appoints Douglas Lischick as Chairperson to the Millstone Township Environmental Commission, term expiring December 31, 2023.

MAYOR’S APPOINTMENT TO THE MILLSTONE TOWNSHIP HISTORIC PRESERVATION COMMISSION

BE IT RESOLVED by the Mayor of the Township of Millstone that Pat Butch is hereby appointed Class C member of the Millstone Township Historic Preservation Commission for four (4) year term, commencing January 1, 2023 and ending December 31, 2026.

BE IT FURTHER RESOLVED by the Mayor of the Township of Millstone that Mary Costagliola is hereby appointed Alternate member number one (1) of the Millstone Township Historic Preservation Commission for a two (2) year term, commencing January 1, 2023 and ending December 31, 2024.

MAYOR’S APPOINTMENT TO THE OFFICE OF EMERGENCY MANAGEMENT – MEMBERS

BE IT RESOLVED that Al Ferro, Carl Sceusa, Dirk Bruyn, Donald Simonini, Patrick Digangi, and Tony Marra are hereby appointed as Members to the Office of Emergency Management for three (3) year terms beginning January 1, 2023 and expiring December 31, 2025.

MAYOR’S APPOINTMENTS TO THE MILLSTONE TOWNSHIP PARKS AND RECREATION COMMISSION

BE IT RESOLVED that Sean Kilcomons is hereby appointed to the Millstone Township Recreation Commission as regular members for a five (5) year term commencing January 1, 2023 and ending December 31, 2027.

MAYOR’S APPOINTMENTS TO THE MILLSTONE TOWNSHIP PLANNING BOARD

BE IT RESOLVED that the Mayor shall serve as the Class I member to the Millstone Township Planning Board for a one (1) year term commencing January 1, 2023 and ending December 31, 2023.

BE IT FURTHER RESOLVED that Deepti Sinha shall serve as Class II member to the Millstone Township Planning Board for a three (3) year term commencing January 1, 2023 and ending December 31, 2025.

BE IT FURTHER RESOLVED that Tara Zabrosky shall serve as Class III member to the Millstone Township Planning Board for a one (1) year term commencing January 1, 2023 and ending December 31, 2023.

BE IT FURTHER RESOLVED that Thomas Pado and Jeff Ziner shall serve as Class IV members to the Millstone Township Planning Board for a four (4) year term commencing January 1, 2023 and ending December 31, 2026.

MAYOR’S APPOINTMENT TO THE MILLSTONE TOWNSHIP PLANNING BOARD – MAYOR’S DESIGNEE

BE IT RESOLVED that Stephen Lambros shall serve as the Class I member to the Millstone Township Planning Board at the pleasure of the Mayor, term expires December 31, 2023.

MAYOR’S APPOINTMENTS TO THE MILLSTONE TOWNSHIP SHADE TREE COMMISSION

BE IT RESOLVED that Mary Beckish and Steve Koester are hereby appointed as members to the Millstone Township Shade Tree Commission, for five (5) year terms, commencing January 1, 2023 and ending December 31, 2027.

MAYOR’S APPOINTMENTS TO THE MILLSTONE TOWNSHIP ZONING BOARD OF ADJUSTMENT

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BE IT RESOLVED, by the Mayor of the Township of Millstone that Andrew Ferrara and Eric Sinha are hereby appointed as a Regular Member to the Millstone Township Zoning Board of Adjustment for a four (4) year term, commencing January 1, 2023 and term ending December 31, 2026.

BE IT RESOLVED, by the Mayor of the Township of Millstone that Mary Beckish is hereby appointed as a Regular Member to the Millstone Township Zoning Board of Adjustment to fulfill the unexpired term of Michael Novellino, term ending December 31, 2023.

BE IT FURTHER RESOLVED that Lisa Arpaia is hereby appointed as an Alternate No. 1 member to the Millstone Township Zoning Board of Adjustment to fulfill the unexpired term of Mary Beckish, term ending December 31, 2023.

TOWNSHIP COMMITTEE LIAISON POSITIONS FOR 2023:

Municipal Clerk announced the liaison positions with some positions having a Primary (P) person and Secondary (S) person.

Dept. of Public Works/Building and Grounds/Recycling	Morris (P); Ferro (S)
Finance	Davis (P); Ferro (S)
Health, Safety and Welfare	Zabrosky (P); McLaughlin (S)
Community Newsletter/Web Site/Cable TV	McLaughlin (P); Morris (S)
Office of Emergency Management	Ferro
Personnel	McLaughlin (P); Zabrosky (S)
Board of Parks and Recreation Commission	Morris (P); McLaughlin (S)
County & State Agencies	Ferro (P); Davis (S)
Drug Alliance	McLaughlin
Senior Citizens	Zabrosky
Environmental Commission	Davis
Historic Preservation Commission	Morris
Board of Education	Zabrosky (P); Ferro (S)
Municipal Court	Morris
Fire & First Aid	Ferro (P); Morris (S)
AG Board	Morris
State Police	Ferro
Shade Tree Commission	Davis
Construction Department	Ferro (P); Davis (S)
Open Space Preservation Council	Davis
COAH	Zabrosky (P); McLaughlin (S)

PRIVILEGE OF THE FLOOR: (Limited to ½ Hour)

Mayor Ferro opens the meeting to the public at 7:34 p.m.

Charles Boris, 60 Red Valley Road, congratulates and thanked the Township Committee for all that you do for the Township and how you all have Township's best interest at heart and we appreciate all that you do.

Cathy Lugo, 112 Baird Road, wished everyone Happy New Year and thanked the Township Committee for all that you do.

Mayor Ferro closes the meeting to the public at 7:35 p.m.

M/Ferro stated that the Christmas tree pickup is scheduled for January 9, 2023. There is only one pass on each road. The Fire Department/EMS responded to 132 calls for December 2022 which included 100 medical calls, 16 motor vehicle accidents, 16 fire calls and 76 transports to various hospitals. They continue to have excellent response times and handled 56 mutual aid calls outside of Millstone. For 2021 the Fire/EMS handled 1,152 responses with additional 211 mutual aid and 522 transports to various hospitals. For 2022 the numbers jumped

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up approximately 30%. There were 1,530 calls which 1,160 were medical calls, 177 motor vehicle calls, 193 fire calls and 486 mutual aid responses. M/Ferro thanked the Fire/EMS Division for all the effort and professionalism that is provided to the residents of Millstone Township.

C/Zabrosky stated that the Affordable Housing Alliance will be hosting a rehabilitation seminar for the Seniors at their next meeting on Tuesday, January 10, 2023.

C/Davis congratulated Al Ferro for his reappointment to the Township Committee and also serving as Mayor along with Deputy Mayor Chirs Morris. Thanked the residents for their support and wished all a Happy New Year.

M/Ferro stated that the 2023 recycling schedule is posted on the Township website, Curbside Pickup is scheduled for April 3, 2023 and the free Rabies Clinic is scheduled for January 21, 2023 at Wagner Farm Park from 1-2pm.

Township Administrator thanked Assemblyman Alex Sauickie on his support with the road program. Millstone Township will be receiving approximately \$500,000 for a grant for the road program for Millstone Road from Sweetmans to Route 33 and Backbone Hill Road.

ADJOURNMENT:

Motion to adjourn was moved by C/Zabrosky; second by DM/Morris. All in Favor.

Time Out 7:41 p.m.

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

January 4, 2023 Township Committee Reorganization Meeting Minutes approved at a Township Committee meeting held on January 18, 2023.

Kathleen Hart, RMC
Municipal Clerk