

**MILLSTONE TOWNSHIP COMMITTEE MEETING MINUTES FOR DECEMBER 6, 2023**

Mayor Ferro calls the meeting to order 7:03 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.

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

Resolution 23-221 Authorizing the Holding of an Executive Session, at Which the Public Shall be Excluded was moved by C/McLaughlin; second by C/Davis.

Municipal Clerk read Resolution 23-216 Authorizing the Holding of an Executive Session, at Which the Public Shall be Excluded into the record.

ROLL CALL VOTE:

AYES: C/Davis, C/McLaughlin, C/Zabrosky, M/Ferro

NAYS: None ABSTAIN: None ABSENT: DM/Morris

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

Time In: 7:05 p.m.; Time Out: 7:53 p.m.

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

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.

PROCLAMATION:

Mayor Ferro read a Proclamation Designating November 25, 2023 as Eagle Scout Day in Millstone Township for the following individuals: Ethan Francis Bailey, Rafferty Logan Burden, Jai Jatin Patel, Damian Michael Soumbeniotis and Anastasios Thomas Soumbeniotis. Each Eagle Scout stated their project that allowed them to achieve this great honor. M/Ferro stated that he attended the Eagle Scout Court of Honor on November 25<sup>th</sup> and distributed their plaques at the ceremony. The Township Committee congratulated them on achieving Eagle Scout.

PRESENTATION:

Captain Maloney, Millstone Township Fire District, discussed the EMS program and some of the challenges the program faces at the end of this year. The program inherited a 2012 ambulance which has significant maintenance/repair issues and has been down a lot due to the repairs, which leaves the Township down to one ambulance to serve the Township. Due to prudent financial management and the ability to transport patients from other communities, the Fire District is able to purchase in 2024 an additional ambulance with no impact to the taxpayers. Unfortunately, the cost of a new ambulance has doubled in price over the past few years to approximately \$317,000. The Fire District has located a remounted ambulance on a 2024 chassis for \$199,000. A power lift stretcher system will be installed to accommodate bariatric patients. Adding a 3<sup>rd</sup> ambulance into the fleet would greatly reduce dependency on the problematic ambulance. Currently, the Township is utilizing a loaner ambulance from Freehold Township as a backup ambulance. The job market for part-time EMS/Fire has grown exponentially and continues to be difficult to staff. The reason the Captain is here is that according to the shared service agreement the Township can provide the Fire District with \$200,000 for EMS Services, with

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\$150,000 paid to date and the Fire District will fund the rest of the program through fee for service. In purchasing this ambulance in late 2024, we are going to exhaust our surplus and want to make sure the program remains solvent. We are asking the Township Committee to consider funding the additional \$50,000 that the shared service agreement makes possible so that we have some reserve money in the bank for any unseen expenses. M/Ferro would like to expand the shared services agreement to include mutual benefits for the Fire Department to assist the Township in UCC Fire Inspections. Fire Commissioner Marra discussed the difficulty in staffing and the shared service agreement with Roosevelt Borough. M/Ferro asked each Eagle Scout what their opinion is and should the Township invest the additional \$50,000 into the program. Each Eagle Scout stated that they all agree that the Township should invest the additional \$50,000 into the program. Commissioner McManus encouraged the Eagle Scouts to volunteer with the Fire Department/EMS and highly recommended that the Township continue to assist with moving forward with the additional \$50,000 this year and continue to fund next year this great service the residents are receiving. Captain Maloney discussed the recent EMS response calls within the last two weeks, challenges on staffing and the exorbitant cost associated since COVID. M/Ferro states the breakdown report on the Fire/EMS calls for November as follows: 116 calls which included 77 medical calls, 16 motor vehicle accidents, 23 fire calls and 72 transports to various hospitals. The day shift had 73 calls and the night shift had 39 calls and mutual aid was 24. The Township Committee approves the additional \$50,000.

CORRESPONDENCE:

- 1. Resignation letter received from Carmen O’Conner, Violations Clerks.
- 2. Statement of Determination received from Monmouth County for the General Election, November 7, 2023.

RESOLUTIONS:

23-222 Resolution Acknowledging Receipt and Review of Planning Board Consistency Report for Ordinance 23-16

Motion to adopt was moved by C/McLaughlin; second by C/Davis.

ROLL CALL VOTE:

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

23-223 Resolution Acknowledging Receipt and Review of Planning Board Consistency Report for Ordinance 23-17

Motion to adopt was moved by C/McLaughlin; second by C/Zabrosky.

ROLL CALL VOTE:

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

23-224 Resolution Acknowledging Receipt and Review of Planning Board Consistency Report for Ordinance 23-18

Motion to adopt was moved by C/Zabrosky; second by C/McLaughlin.

ROLL CALL VOTE:

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

23-225 Resolution to Transfer Funds on Current Year Appropriations #2

Motion to adopt was moved by C/McLaughlin; second by C/Zabrosky.

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ROLL CALL VOTE:

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

ORDINANCES:

SECOND READING  
ORDINANCE 23-16

AN ORDINANCE AMENDING CHAPTER 35 (LAND USE AND DEVELOPMENT REGULATIONS), ARTICLE 11 (DESIGN AND PERFORMANCE STANDARDS AND CONSTRUCTION SPECIFICATIONS), SECTION 35-11-25 (TREE PRESERVATION) AND SECTION 35-11-32 (TREE CLEARING) OF THE REVISED ORDINANCES OF THE TOWNSHIP OF MILLSTONE, COUNTY OF MONMOUTH AND STATE OF NEW JERSEY

EXPLANTORY STATEMENT: This Ordinance deletes Chapter 35, Article 11, Section 35-11-25 (Tree Preservation) in its entirety and replaces it with new Section 35-11-25 (Tree Removal). The Ordinance further deletes Section 35-11-32 (Tree Clearing) in its entirety.

Affidavit of Publication Presented

Mayor Ferro opens the public hearing at 8:49 p.m.  
No public comment.  
Mayor Ferro closes the public hearing at 8:50 p.m.

Motion to adopt on second reading was moved by C/McLaughlin; second by C/Davis.

ROLL CALL VOTE:

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

SECOND READING  
ORDINANCE 23-17

ORDINANCE AMENDING CHAPTER 35 (LAND USE AND DEVELOPMENT REGULATIONS), SECTION 35-3-9.4 (FEE SCHEDULE), SECTION 35-3-3.8 (PUBLICATION OF DECISIONS) AND SECTION 35-6-3.8 (APPLICATION FOR MODIFICATIONS THAT DO NOT SUBSTANTIALLY CHANGE FIRST PRIORITY LOCATIONS) OF THE REVISED GENERAL ORDINANCES OF THE TOWNSHIP OF MILLSTONE

EXPLANATION STATEMENT: This Ordinance amends the fees for development applications and related development activities, as well as the time of submission and responsibility for publication of the notice of decision, as set forth in Chapter 35 (Land Use and Development Regulations), Section 35-3-9.4 (Fee Schedule), Section 35-3-3.8 (Publication of Decisions) and Section 35-6-3.8 (Applications for Modifications That Do Not Substantially Change First Priority Locations).

Affidavit of Publication Presented

Mayor Ferro opens the public hearing at 8:51 p.m.  
No public comment.  
Mayor Ferro closes the public hearing at 8:51 p.m.

Motion to adopt on second reading was moved by C/McLaughlin; second by C/Davis.

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ROLL CALL VOTE:

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

SECOND READING

ORDINANCE 23-18 AN ORDINANCE AMENDING CHAPTER 35 (LAND USE AND DEVELOPMENT REGULATIONS), ARTICLE 4 (REGULATIONS APPLICABLE TO ALL ZONING DISTRICTS) BY ADDING NEW SECTION 35-4-14A (PRIVATELY OWNED SALT STORAGE) AND AMENDING SECTION 35-4-6 (OUTDOOR STORAGE) OF THE REVISED GENERAL ORDINANCES OF THE TOWNSHIP OF MILLSTONE, COUNTY OF MONMOUTH AND STATE OF NEW JERSEY

EXPLANATION STATEMENT: This Ordinance amends Chapter 35 (Land Use and Development Regulations) Article 4 (Regulations Applicable to all Zoning Districts) by adding a new section known as Section 35-4-14A setting forth regulations for Privately Owned Salt Storage. The New Jersey Department of Environmental Protection Stormwater Discharge Master General Permit Renewal requires the adoption of a salt storage ordinance for all Tier A municipalities.

Affidavit of Publication Presented

Mayor Ferro opens the public hearing at 8:54 p.m.  
No public comment.  
Mayor Ferro closes the public hearing at 8:54 p.m.

Motion to adopt on second reading was moved by C/McLaughlin; second by C/Zabrosky.

ROLL CALL VOTE:

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

FIRST READING

ORDINANCE 23-19 ORDINANCE ACCEPTING CONSERVATION EASEMENT FOR A PORTION OF BLOCK 35, LOT 37.01, LOCATED AT 52 CHAMBERS ROAD

EXPLANATORY STATEMENT: This Ordinance accepts a Conservation Easement for a portion of Block 35, Lot 37.01.

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

ROLL CALL VOTE:

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

Second reading and Public Hearing to be held on December 20, 2023 at 8:00 p.m. at the Millstone Township Meeting Room, 215 Millstone Road, Perrineville, New Jersey.

FIRST READING

ORDINANCE 23-20 AMENDING CHAPTER II (ADMINISTRATION) PAYROLL OF THE REVISED GENERAL ORDINANCE 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

EXPLANATORY STATEMENT: This Ordinance fixes salary ranges for Township Officials and Employees

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for 2024.

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

ROLL CALL VOTE:

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

Second reading and Public Hearing to be held on December 20, 2023 at 8:00 p.m. at the Millstone Township Meeting Room, 215 Millstone Road, Perrineville, New Jersey.

FIRST READING

ORDINANCE 23-21 ORDINANCE ACCEPTING CONSERVATION EASEMENTS FOR A PORTION OF BLOCK 22, LOT 13, LOCATED AT 470 STATE HIGHWAY 33

EXPLANATORY STATEMENT: This Ordinance accepts Conservation Easements for a portion of Block 22, Lot 13 upon completion of the improvements and release of the performance guarantees.

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

ROLL CALL VOTE:

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

Second reading and Public Hearing to be held on December 20, 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.

- 23-226 Resolution Authorizing Release of Performance Guarantees for Silverstone Realty, LLC (FKA Key Investments) Block 57, Lot 14.02 (PB17-11)
- 23-227 Resolution Directing Tax Collector to Cancel Real Estate Taxes on Block 17, Lot 13.11
- 23-228 Resolution to Enter Agreement with Monmouth County Board of County Commissioners to Provide Special Citizen Area Transportation Service
- 23-229 Resolution Authorizing Governor's Council on Alcoholism and Drug Abuse Fiscal Grant Cycle July 2020 - June 2025 Form 1B
- 23-230 Resolution Extending Contract for Curbside Pickup of Recyclable Material for 2024
- 23-231 Resolution Authorizing Release of Performance Guarantees for 515 State Route 33, LLC D/B/A DeMoro Funeral Home, Site Plan No. Pb B1-12, Block 25, Lots 5.01 and 6 Because the Applicant has Withdrawn its Planning Board Approval
- 23-232 Resolution Approving Final Change Order and Supplemental Agreement for Proposed Walking Trail Extension at Millstone Park
- 23-233 Resolution Directing Tax Collector to Cancel Real Estate Taxes Listed on Schedules A & B
- 23-234 Resolution Authorizing Execution of a Shared Services Agreement Between the Township of Millstone and the Township of Middletown for Shared Tax Assessment Services
- 23-235 Payment of Vouchers – December 6, 2023
- 23-236 Resolution Authorizing Shared Services Agreement for Sign Making Services with Freehold Township
- 23-237 Resolution Authorizing the Purchase of an International HV Dump Truck as per ESCNJ Co-Op

**MILLSTONE TOWNSHIP COMMITTEE MEETING MINUTES FOR DECEMBER 6, 2023**

C/Davis made a motion to pull Resolution 23-238 from the consent agenda to discuss separately; second by C/McLaughlin.

**ROLL CALL VOTE:**

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

Motion to adopt Consent Agenda Resolutions 23-226 through 23-237 was moved by C/McLaughlin; second by C/Zabrosky.

**ROLL CALL VOTE:**

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

**RESOLUTION:**

23-238 Resolution Awarding Contract for Proposed Environmental Educational Trail Located at 28 Burnt Tavern Road

C/Davis stated he would like to review the bid with the Open Space Preservation Council. The Township Administrator stated that the documentation will be available tomorrow. He would like this tabled until the December 20, 2023 Township Committee meeting.

Motion to table Resolution 23-238 to the December 20, 2023 Township Committee meeting was moved by C/Davis; second by C/McLaughlin.

**ROLL CALL VOTE:**

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

**TOWNSHIP COMMITTEE MINUTES:**

1. Executive Meeting Minutes – September 20, 2023

Motion to adopt Executive Meeting Minutes of September 20, 2023 was moved by C/McLaughlin; second by C/Davis.

**ROLL CALL VOTE:**

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

2. Executive Meeting Minutes – October 4, 2023

Motion to adopt Executive Meeting Minutes of October 4, 2023 was moved by C/Davis; second by C/Zabrosky.

**ROLL CALL VOTE:**

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

3. Executive Meeting Minutes – October 18, 2023

Motion to adopt Executive Meeting Minutes of October 18, 2023 was moved by C/McLaughlin; second by C/Zabrosky.

**ROLL CALL VOTE:**

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

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4. Executive Meeting Minutes – November 1, 2023

Motion to adopt Executive Meeting Minutes of November 1, 2023 was moved by C/McLaughlin; second by C/Davis.

ROLL CALL VOTE:

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

5. Regular Meeting Minutes – November 1, 2023

Motion to adopt Regular Meeting Minutes of November 1, 2023 was moved by C/Davis; second by C/McLaughlin.

ROLL CALL VOTE:

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

REPORTS FROM VARIOUS DEPARTMENTS FOR OCTOBER 2023:

Tax Collector	\$2,399,130.60
Clerks Report	\$ 754.00
Dog License	\$ 93.00
Municipal Court	\$ 4,344.29
Recreation	\$ 26,803.55
Construction	\$ 293,636.00
COAH	\$ 232,028.00
2023 Interest Revenue	

Motion to file was moved by C/McLaughlin; second by C/Zabrosky. All in Favor.

LIAISON REPORTS:

C/Zabrosky stated that the Seniors held their Christmas party this past Saturday. The Girl Scouts came and helped out by performing, serving the food and even brought dessert for the Seniors. It was really nice.

C/Davis stated that this Monday night is the Environmental Commission meeting and a representative from the Watershed Institute will be doing a presentation on the new Stormwater Regulations required by the State NJDEP. The meeting starts at 7:30 pm at 215 Millstone Road.

M/Ferro stated that he attended the Office of Emergency Management meeting and the Emergency Operation Plan (EOP) was approved and adopted by the Monmouth County OEM. The EOP is good for two years and thanked all who assisted. M/Ferro also met with the Veterans Memorial Council to discuss Veterans Day. It was a beautiful event and he had hoped that more residents would have attended to support the Veterans.

NEW BUSINESS:

M/Ferro stated that due to the inclement weather predicted on Sunday, Winter Wonderland has been postponed from Sunday, December 10<sup>th</sup> to Saturday, December 16<sup>th</sup> from 3-7pm at Millstone Park. Please come out on December 16<sup>th</sup>.

The Township Administrator stated that the Historical Interpretive Plan is very extensive and that the Township Committee needs to accept the plan which can be adjusted and amended as you go. Pat Butch will discuss under public comment on the Historical Interpretive Plan.

OLD BUSINESS: None.

COMMENTS FROM THE DAIS:

The Township Administrator stated that Millstone Road has been paved from Sweetmans Lane up to Pine Hill and north of Baird has been patched and will be completed with the rest of the road program in the Spring.

M/Ferro will not be in attendance at the December 20, 2023 Township Committee meeting and would like to thank C/McLaughlin for serving on the Township Committee for the last three years. C/McLaughlin stated that it has been a pleasure.

PRIVILEGE OF THE FLOOR: (Limited to ½ Hour)

M/Ferro opens the meeting to the public at 9:11 p.m.

Jeff Clark, 11 Dugans Grove Road, has some concerns with the group home for boys for 11-17 years old children that live across the street. The police and ambulance have been there many times and he is concerned about the children in the home and questions the management company who is staffing the Group Home. The Township Administrator stated that he has spoken to the management company of the group home. There have been many incidents over the summer and three of the boys have left. The Township Administrator stated that he will have the management company come out to speak with the residents and for any residents to contact him as soon as any incident occurs.

Pat Butch, 40 Prodelin Way, stated she is the Chairperson of the Millstone Township Historic Preservation Commission and is asking the Township Committee to accept or approve the Historical Interpretive Plan which was distributed to the Township Committee. This document was created over the past two years by a NJ Historic Trust grant that was awarded to the Township. The work period deadline is the end of this month and one of the items required is for the Township Committee to accept or approve the plan. Ms. Butch gave a brief summary of the plan.

A motion to accept the Historical Interpretive Plan was moved by C/McLaughlin; second by C/Zabrosky.

ROLL CALL VOTE:

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

M/Ferro closes the meeting to the public at 9:38 p.m.

M/Ferro announced that the Millstone Recreation Department is collecting for Toys for Tots for children ages 2 to 15 until December 13, 2023. Please drop off new unwrapped toys at the Millstone Township Municipal Building, 470 Stagecoach Road.

ADJOURNMENT:

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

Time Out 9:39 p.m.

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

December 6, 2023 Township Committee Regular Meeting Minutes approved at a Township Committee meeting held on December 20, 2023.

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Kathleen Hart, RMC  
Municipal Clerk