

**MILLSTONE TOWNSHIP**  
**OPEN SPACE & FARMLAND PRESERVATION COUNCIL**  
**Meeting Minutes for Thursday, September 26, 2019**  
215 Millstone Road, Millstone Twp, NJ 08535

Meeting called to Order at 7:35 p.m.

Flag Salute

Reading of Adequate Notice

**Roll Call:** Present: Butch, Butewicz, Grbelja, Morelli, Oxley  
Absent: Asprocolas, Blackwell, Madeam, Scott, Smith

Ms. Butch opened and closed the meeting to the public at 7:35

**Approval Meeting Minutes:** May 23, 2019

The Council having reviewed the Meeting Minutes, Ms. Oxley made a Motion to adopt and Ms. Butewicz offered a Second. Roll Call Vote: Butch, Butewicz, Grbelja, Morelli, Oxley voted yes to adopt the Minutes.

**Approval Meeting Minutes:** July 25, 2019

The Council having reviewed the Meeting Minutes, Ms. Butewicz made a Motion to adopt and Deputy Mayor Grbelja offered a Second. Roll Call Vote: Butch, Butewicz, Grbelja, Morelli, Oxley voted yes to adopt the Minutes.

**Correspondence:** Ms. Butch advised the council the Municipal Planning Incentive Grant Application is due December 15<sup>th</sup>. The secretary will update and provide to the county for review.

**Monmouth County Municipal Open Space Grant #12-04 Baird Homestead:**

Grant was submitted, just waiting for payment.

**Monmouth County Municipal Open Space Grant #14-12 Millstone Park Phase I:**

Ms. Butch compiled a close out list for the grant. A park visit was completed, and a punch list was put together for the contractor. Some items still need to be purchased such as goals, bleachers, garbage/recycling cans. There also needs to be signage at the park. The plan is for all paperwork to be completed by the end of the year.

**Monmouth County Municipal Open Space Grant #17-03 Cady Property:**

Currently being processed for reimbursement.

**Barnegat Bay Preserve:** - Waiting for reimbursement of grant.

**Park Guide:** The council reviewed the updated map. The description of the parks and trails need to be completed and compiled. Next step will be to meet with the Recreation Commission.

**Fall Newsletter:** The council is still working on additional articles for the newsletter. Once

completed, the secretary will begin to compile and work with the council on the layout.

**New Business:**

**Budget:** Chairman Butch advised the council about the status of the Open Space Trust. She advised that the trust account receives approximately 1.1 million dollars yearly. Currently out of that fund \$428,000 is paid yearly towards the debt service. Another \$100,000 is and interest only payment for the Millstone Park bond. \$250,000 is set aside for the matching grant that is submitted to Monmouth County. An additional \$20,000 is also used for additional matching grants. Next year the principal for the park will also start being deducted, which will account for another \$100,000 or more from the trust. Also any engineering costs associated with projects are not reflected currently. So approximately out of the 1.1 million, \$900,000 is set aside for obligatory expenditures. So there is less than \$200,000 for open space and farmland preservation purchases for the year. It is this council's opinion that it's important that the account is protected moving forward so the funds may be used for future preservations. There are currently about eight projects that are in the pipeline for preservation.

**Events:**

The 22<sup>nd</sup> Annual NJ Land Conservation Rally will be held on Friday, March 20, 2019 at the Palace at Somerset Park in Somerset, NJ.

**Committee Reports:**

**Finance:** Discussed earlier under new business.

**Fundraising:** None at this time.

**Grant Writing:** The Monmouth County Open Space Grant was submitted should hear by end of year.

**Legislative Awareness:** Ms. Butch discussed the frozen items by the governor, all agricultural related.

**OSFP Inventory, Stewardship & Management:**

The Orchards was the last stewardship completed.

**Planning Board and Board of Adjustment Review:**

Nothing new to report.

**Public Relations, Publications & Education:**

Nothing new to report.

Seeing no further Agenda Items, Ms. Morelli made a Motion to enter into the Executive Session to discuss potential preservation matters and Ms. Oxley offered a Second and by unanimous vote at 8:25 p.m., the Commission went into Executive Session.

The Council returned to the Regular Session at 8:50 p.m.

Seeing no further Agenda items to discuss, Deputy Mayor Grbelja made a Motion to adjourn the meeting and Ms. Oxley offered a Second, and by unanimous vote, the meeting adjourned at 8:51 p.m.

Respectfully Submitted,

Melissa Peerboom