

**DRAFT RE-ORGANIZATION
AGENDA**

TOWNSHIP OF MILLSTONE

JANUARY 5, 2011

Municipal Clerk Maria Dellasala calls the meeting to order at _____ p.m. followed by Flag Salute and a moment of Silence.

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 NOTICE OF MEETINGS WHICH WAS MAILED TO THE ASBURY PARK PRESS AND THE MESSENGER PRESS, POSTED ON THE PUBLIC ANNOUNCEMENTS BULLETIN BOARD IN TOWN HALL AND FILED IN THE OFFICE OF THE TOWNSHIP CLERK ON DECEMBER 15, 2011.

Oath of Office administered to Committeeman Bob Kinsey by.

ROLL CALL:

Committeemen:

Gary Dorfman _____, Robert Kinsey _____, Michael Kuczinski _____,
Fiore Masci _____ and Committeewoman Nancy Grbelja _____.

C/_____ nominates C/_____ as Mayor for the year 2011, Second by C/_____.

VOTE: C/Dorfman _____, C/Grbelja _____, C/Kinsey _____, C/Kuczinski _____, C/Masci _____.

Mayor _____ nominates C/_____ for Deputy Mayor, second by C/_____.

Vote: C/Grbelja _____, C/Kinsey _____, C/Kuczinski _____, C/Masci _____, C/Dorfman _____.

Statement by newly appointed Mayor:

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.

1. Resolution appointing Professionals for 2011: Duane Davison, Township Attorney; Leon S. Avakian, Inc. Township Engineer; William E. Antonides, Auditor; John Kraft, Open Space Bond Counsel, Richard Coppola, Township Planner; Mark P. Tarantino, Esq., Public Defender, Donna M. Blaze, Affordable Housing Alliance, James G. Aaron Bankruptcy Counsel and Gibbons P.C. as Bond Counsel terms expire 12/31/11.
2. Resolution appointing Deputy Township Clerk, term expires 12/31/11.
3. Resolution appointing Deputy Municipal Court Administrator: Penny Danley-Gravatt and Assistant Deputy Court Administrator Dawn Wattai, terms expire 12/31/11.

4. Resolution appointing Township Zoning Officer/Code Enforcement Officer: Patrick Hynes, term expires 12/31/11.
5. Resolution appointing Purchasing Agent, Maria Dellasala, term expires 12/31/11.
6. Resolution appointing Public Agency Compliance Officer, Maria Dellasala, term expires 12/31/11.
7. Resolution appointing Township Treasurer, Amanda Salerno, term expires 12/31/11.
8. Resolution appointing Deputy Registrar of Vital Statistics: term expires 12/31/11.
9. Resolution re-appointing Chief Financial Officer, Annette Murphy.
10. Resolution re-appointing Tax Collector, Dawn Mitchell.
11. Resolution authorizing Real Estate Tax Payments by Electronic Funds Transfer via Internet via CIT-e-Net, LLC.
12. Resolution authorizing the tax assessor to file appeals omitted and added assessment appeals and rollback complaints with the Monmouth County Board of Taxation.
13. Resolution authorizing extension of contract with Vital Computer Resources, Inc.
14. Resolution appointing C/Masci as the Class III member to the Millstone Township Planning Board.
15. Resolution appointing coordinator between the Township of Millstone and the Office of Aging: Dee Ziobro term expires 12/31/11.
16. Resolution appointing members to the Municipal Alliance Committee's Executive Board: terms to expire 12/31/11.
17. Resolution appointing Construction Department appointments: Fire Protection Inspector – Patrick Hynes, Plumbing Inspector – Robert Kelly, Building Inspector – Michael Martin and Electrical Inspection Thomas E. Klich terms to expire 12/31/11.
18. Resolution appointing Recycling Coordinator Phil Del Turco and Assistant Coordinator Irv Siet.
19. Resolution authorizing the cancellation of minimal balances and overpayments by Tax Collector for calendar 2011.
20. Resolution to authorize Tax Collector to hold tax sale.
21. Resolution authorizing Inter-local Services Agreement providing for Municipal Court Services for Roosevelt Borough.
22. Resolution appointing members to the Open Space and Farmland Preservation Council.
23. Resolution appointing Richard Coppola COAH Representative for 2011.
24. Resolution adopting the Temporary Budget.
25. Resolution appointing Community Development representatives for 2011.
26. Resolution appointing Monmouth County Transportation Council Representative for 2011.
27. Resolution appointing Monmouth County Agriculture Development Board Representative for 2011.
28. Resolution appointing Middlesex County JIF Representatives for 2011.
29. Resolution appointing 911 Coordinator.
30. Resolution appointing OEM Coordinator.
31. Resolution appointing Assistant Code Enforcement Officer.
32. Resolution adopting a Cash Management Plan.
33. Resolution appointing members to the Millstone Township Veteran's Memorial Council.
34. Resolution authorizing the appointment of individuals to perform duties of a Municipal Court Administrator when the Municipal Court Administrator and/or The Deputy Court Administrator are unavailable.

35. Resolution setting interest rates to be charged on all delinquent taxes and assessments.
36. Resolution to allow an additional penalty of 6% to be collected against a delinquency in excess of \$10,000.00.
37. Resolution authorizing contract with Edmunds & Associates, Inc.
38. Resolution to establish official depository for Township funds.
39. Resolution authorizing the acceptance of Credit Card Payments for the collection of fees for specific services.
40. Resolution appointing members to the Agricultural Advisory Council.
41. Resolution appointing Local Historian.
42. Resolution authorizing Electronic Drop off Site in conjunction with Monmouth County for Computer/Television Disposal.
43. Resolution to authorize the continuation of Petty Cash Funds for calendar year 2011.
44. Resolution to transfer funds on appropriations reserves #1.

Motion to adopt/table, Moved _____, Second _____, (Committee Discussion) VOTE: C/Dorfman _____, C/Kinsey _____, C/Kuczinski _____, C/Masci _____, C/Grbelja _____,

APPOINTMENTS TO BE MADE BY THE MAYOR

1. Mayor's appointments to the Millstone Township Environmental Commission.
2. Mayor's appointments to the Millstone Township Planning Board.
3. Mayor's appointments to the Millstone Township Board of Adjustment.
4. Mayor's appointments to the Millstone Township Recreation Commission.
5. Mayor's appointments to the Millstone Township Shade Tree Commission.
6. Mayor's appointments to the Millstone Township Office of Emergency Management.

COMMITTEE VOLUNTEER LIASIONS TO ADMINISTER VARIOUS TOWNSHIP DEPARTMENTS FOR 2011:

Liaison of Dept. of Public Works/Building and Grounds/Recycling
Liaison of Finance
Liaison of Health, Safety and Welfare
Liaison of Community Newsletter/Web Site/Cable TV
Liaison of Office of Emergency Management
Liaison of Personnel
Liaison to Board of Parks and Recreation Commission
Liaison to County & State Agencies
Liaison to Drug Alliance
Liaison to Senior Citizens
Liaison to Environmental Commission
Liaison to Historic Preservation Commission
Liaison to Board of Education
Liaison to Economic Development Council
Liaison to Municipal Court
Liaison to Fire & First Aid
Liaison to AG Board

Statement by Committeemen/Committeewoman if they so desire:

TOWNSHIP COMMITTEE MINUTES:

1. November 3, 2010 Executive Session
2. December 1, 2010 Executive Session
3. December 15, 2010 Regular & Executive Session

Motion to adopt/table, Moved C/_____, Second C/_____. (Committee Discussion)

VOTE: C/Kinsey _____, C/Kuczinski _____, C/Masci _____, C/Dorfman _____, C/Grbelja _____.

APPLICATION FOR CONSTRUCTION STORAGE TRAILER:

Approval of a Construction Storage Trailer for Burnt Tavern Road Holding, LLC, to be located at 23 Burnt Tavern Road, Shelly’s School for Dogs. Has received Zoning Officer approval.

Motion to approve/table: C/_____, Second C/ _____ ©

APPLICATION FOR RAFFLE LICENSE:

Horsemen’s Association of Millstone Township – 50/50 raffle – drawing dates at monthly meetings, every third Tuesday each month from January 2011 through April 2011, at the Millstone Township Community Center.

Motion to approve/table, Moved C/_____, Second C/_____. ©

OTHER BUSINESS:

Rabies Clinics will be held on Saturday January 29, 2011, from 1:00 – 2:00pm and Thursday June 9, 2011 from 6:00 – 7:00pm, at the Millstone Township Public Works Garage, 899 Perrineville Road, Perrineville, NJ

PRIVILEGE OF THE FLOOR:

Mayor _____ opens the meeting to the public at _____.

Mayor _____ closes the meeting to the public at _____.

Limited to ½ Hour

Mayor _____ and the Township Committee would like to wish everyone a Healthy and Happy New Year!

Please join us for some light refreshments.

Motion to adjourn: Moved _____, Second _____. © Time Out _____