

TOWNSHIP OF MILLSTONE
Meeting Room
215 Millstone Road
Millstone Township, NJ 08535

**TOWNSHIP COMMITTEE
RE-ORGANIZATION AGENDA
JANUARY 2, 2014**

Municipal Clerk Maria Dellasala calls the meeting to order at 7:07 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 18, 2013.

Oath of Office administered to Committeeman Bob Kinsey by Attorney Duane Davison.

ROLL CALL: Committeeman Dorfman – present, Committeeman Kinsey – present, Committeeman Kuczinski – present, Committeeman Masci – present. Committeewoman Grbelja. Also in attendance – Attorney – Duane Davison, Municipal Clerk – Maria Dellasala and Deputy Municipal Clerk – Kathleen Hart.

Municipal Clerk Maria Dellasala asks for a motion for Mayor:

C/Grbelja nominates C/Kinsey as Mayor for the year 2014, Second by C/Kuczinski. C/Grbelja states there is not enough time in the day to juggle all that needs to be done but I have confidence that Bob will do an outstanding job.

VOTE:

AYES: C/Dorfman, C/Grbelja, C/Kinsey, C/Kuczinski, C/Masci
NAYS: None
ABSTAIN: None
ABSENT: None

C/Masci nominates C/Kuczinski for Deputy Mayor, second by C/Grbelja. C/Masci states since joining the team he has learned a lot from each and everyone and Bob as the Mayor will always do what's best for the residents of Millstone Township.

VOTE:

AYES: C/Grbelja, C/Kinsey, C/Kuczinski, C/Masci, C/Dorfman
NAYS: None
ABSTAIN: None
ABSENT: None

Statement by newly appointed Mayor:

M/Kinsey states that 9 out of his 10 years on the committee Nancy has contributes more than anyone

else and is well deserving of a rest, we've been selfish and have put a lot on Nancy and Nancy holds herself to a very high standard. We can't say enough of all that Nancy has done, she has fought a lot of battles, under Nancy leadership our Open Space has been outstanding and I will have big shoes to follow. I appreciate from my heart everything you do; your voice will still be heard on this committee. Sometimes we agree to disagree. Thank you also to all the employees and professionals for all your hard work; you always do what's best for the residents of Millstone. We do have some key people, Tom Antus who has now retired as our Administrator and our new Administrator Maria Dellasala. Maria has showed true leadership ability and has the pulse of the community, very knowledgeable of how the township committee works. We have hired a new Auditioning firm, as Bill Antonides has retired. On a personnel note I moved here 20 years ago and am happy to call Millstone my home.

ORDINANCES:

ORDINANCE 14-01

FIRST READING AN ORDINANCE AMENDING CHAPTER TWO, (ADMINISTRATION) ARTICLE VI (ADMINISTRATIVE PROCEDURES AND POLICIES) SECTION THIRTY NINE, 2-39.7, (PAYROLL) OF THE REVISED GENERAL ORDINANCES OF THE TOWNSHIP OF MILLSTONE BY FIXING SALARIES OF THE TOWNSHIP OFFICIALS AND EMPLOEES IN THE TOWNSHIP OF MILLSTONE, COUNTY OF MONMOUTH, STATE OF NEW JERSEY.

EXPLANATORY STATEMENT: This Ordinance fixes salaries for Township Officials and Employees for 2014.

Motion to adopt on first reading and authorize publication of same.

Moved C/Kuczinski, Second C/Grbelja, Committee Discussion; None

VOTE:

AYES: C/Dorfman, C/Grbelja, C/Kuczinski, C/Masci, M/Kinsey

NAYS: None

ABSTAIN: None

ABSENT: None

Second reading and Public Hearing to be held on January 15, 2014 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.

- 14-01 Resolution Appointing Professionals for 2014: Township Attorney, Township Auditor, Township Planner, Township Engineer, Bond Counsel, Public Defender, Affordable Housing Administrator, Bankruptcy Counsel
- 14-02 Resolution Appointing Deputy Municipal Clerk
- 14-03 Resolution Appointing Local Registrar, Deputy Registrar and Alternate Registrar
- 14-04 Resolution Appointing Purchasing Agent
- 14-05 Resolution Appointing Public Agency Compliance Officer
- 14-06 Resolution Appointing Treasurer
- 14-07 Resolution Appointing Construction Department Appointments: Fire Protection Inspector,

Plumbing Inspector, Building Inspector and Electrical Inspector

- 14-08 Resolution Appointing Code Enforcement Officer
- 14-09 Resolution Appointing Purchasing Official
- 14-10 Resolution Appointing Recycling Coordinator
- 14-11 Resolution Appointing Community Development Representative for 2014
- 14-12 Resolution Appointing Monmouth County Transportation Council Representative for 2014
- 14-13 Resolution Appointing Members to the Millstone Township Veteran's Memorial Council
- 14-14 Resolution Appointing Middlesex County JIF Representative for 2014
- 14-15 Resolution Appointing 911 Coordinator
- 14-16 Resolution Appointing OEM Coordinator
- 14-17 Resolution Appointing the Class III Member to the Millstone Township Planning Board
- 14-18 Resolution Appointing Members to the Open Space and Farmland Preservation Council
- 14-19 Resolution Appointing Members to the Agricultural Advisory Council
- 14-20 Resolution Appointing Monmouth County Agriculture Development Board Representative for 2014
- 14-21 Resolution Appointing Members to the Municipal Alliance Committee's Executive Board
- 14-22 Resolution Appointing Violations Clerk
- 14-23 Resolution Authorizing the Appointment of Individuals to Perform Duties of a Municipal Court Administrator when the Municipal Court Administrator is Unavailable
- 14-24 Resolution Authorizing Inter-local Services Agreement Providing for Municipal Court Services for Roosevelt Borough
- 14-25 Resolution Appointing Richard Coppola COAH Representative for 2014
- 14-26 Resolution Appointing Coordinator Between the Township of Millstone and the Office of Aging, Margaret Patterson, term expires 12/31/14
- 14-27 Resolution Appointing Local Historian, Joanne Kelty
- 14-28 Resolution Adopting the Temporary Budget
- 14-29 Resolution Adopting a Cash Management Plan
- 14-30 Resolution to Authorize the Continuation of Petty Cash Funds for Calendar year 2014
- 14-31 Resolution to Establish Official Depository for Township Funds
- 14-32 Resolution Authorizing the Acceptance of Credit Card Payments for the Collection of Fees for Specific Services
- 14-33 Resolution to Authorize Tax Collector to Hold Tax Sale
- 14-34 Resolution Authorizing the Cancellation of Minimal Balances and Overpayments by Tax Collector for Calendar 2014
- 14-35 Resolution Setting Interest Rates to be Charged on all Delinquent Taxes and Assessments
- 14-36 Resolution to Allow an Additional Penalty of 6% to be Collected Against a Delinquency in Excess of \$10,000.00
- 14-37 Resolution Authorizing Real Estate Tax Payments by Electronic Funds Transfer via Internet via CIT-e-Net, LLC
- 14-38 Resolution Authorizing the Tax Assessor to File Appeals Omitted and Added Assessment Appeals and Rollback Complaints with the Monmouth County Board of Taxation
- 14-39 Resolution Appointing Administrator
- 14-40 Resolution Authorizing Contract with Edmunds & Associates, Inc.
- 14-41 Resolution Authorizing Contract with Eastern Armored Services Inc
- 14-42 Resolution Authorizing Contract with Action Data Services
- 14-43 Resolution Authorizing Recreation Registration Payments via Internet via Authorized.net LLC
- 14-44 Resolution Granting Permission to Pay Certain Bills Prior to Committee Meetings
- 14-45 Resolution Appointing Fire Protection Sub-Code Official, Michael Martin
- 14-46 Resolution Awarding Contract for Municipal Court Security for 2014
- 14-47 Resolution Shared Services Agreement with Roosevelt Borough

- 14-48 Resolution Awarding Contract for the Salt Mixture and Special Rock Salt Mixture as per Monmouth County Contract F-27-2014
- 14-49 Resolution Authorizing Deer Carcass Removal as per Monmouth County Contract F-95-2012
- 14-50 Resolution Authorizing State Contract Purchase for Unleaded Gasoline and Diesel Fuel as per State Contact No. A80909 and A82763
- 14-51 Resolution Appointing Construction Official
- 14-52 Resolution Appointing Municipal Housing Liaison
- 14-53 Resolution Appoint Department of Public Works Crew Chief
- 14-54 Resolution Appointing Electrical Subcode Official
- 14-55 Resolution Appointing Plumbing Subcode Official
- 14-56 Resolution Appointing Building Subcode Official

Motion to adopt, Moved C/Dorfman, Second C/Masci. Committee Discussion: None

VOTE:

AYES: C/Dorfman, C/Grbelja, C/Kuczinski, C/Masci, M/Kinsey

NAYS: None

ABSTAIN: None

ABSENT: None

APPOINTMENTS TO BE MADE BY THE MAYOR

Mayor's appointments to the Millstone Township Environmental Commission.

Mayor Kinsey appoints the following people to serve as members on the Millstone Township Environmental Commission.

BE IT RESOLVED that Mary Pinney and Tara Zabrosky are hereby appointed as members to the Millstone Township Environmental Commission for three (3) year terms commencing January 1, 2014 and ending December 31, 2016.

BE IT FURTHER RESOLVED that Mayor Kinsey hereby appoints Eric Davis as Chairperson to the Millstone Township Environmental Commission, term expiring December 31, 2014.

BE IT FURTHER RESOLVED that Jeff Torno is hereby appointed as Alternate I member to the Millstone Township Environmental Commission for a 2 year term commencing January 1, 2014 and ending December 31, 2015.

BE IT FURTHER RESOLVED that a copy of these appointments be forwarded to the Millstone Township Environmental Commission and to the appointees.

I HEREBY CERTIFY the foregoing to be a true copy of the appointments made by the Mayor of the Township of Millstone at its meeting of January 2, 2014.

Mayor's appointments to the Millstone Township Planning Board.

Mayor Kinsey appoints the following people to serve as members on the Millstone Township Planning Board.

BE IT FURTHER RESOLVED that Manny Blanco and Chris Pepe shall serve as Class IV members to the Millstone Township Planning Board for four (4) year terms commencing January 1, 2014 and ending December 31, 2017.

BE IT RESOLVED that Bob Kinsey shall serve as the Class I member to the Millstone Township Planning Board for a one (1) year term commencing January 1, 2014 and ending December 31, 2014.

BE IT FURTHER RESOLVED that Jeff Ziner shall serve as the Alternate I member to the Millstone Township Planning Board for a (2) two year term commencing January 1, 2014 and ending December 31, 2015.

BE IT FURTHER RESOLVED that a copy of this appointment be forwarded to the Millstone Township Planning Board and to the appointees.

I HEREBY CERTIFY the foregoing to be a true copy of the appointment made by the Mayor of the Township of Millstone at its meeting of January 2, 2014.

Mayor Kinsey appoints the following person to serve as the Mayor's designee on the Millstone Township Planning Board.

BE IT FURTHER RESOLVED that Fiore Masci shall serve as the Class I member to the Millstone Township Planning Board at the pleasure of the Mayor, term expires December 31, 2014.

BE IT FURTHER RESOLVED that a copy of this appointment be forwarded to the Millstone Township Planning Board and to the appointee.

I HEREBY CERTIFY the foregoing to be a true copy of the appointment made by the Mayor of the Township of Millstone at its meeting of January 2, 2014.

Mayor's appointments to the Millstone Township Board of Adjustment.

Mayor Kinsey appoints the following people to serve as members of the Millstone Township Board of Adjustment.

BE IT RESOLVED, by the Mayor of the Township of Millstone that Stephen Lambros is hereby appointed as a Regular Member to the Millstone Township Board of Adjustment for four-year term commencing January 1, 2014 and ending on December 31, 2017.

BE IT FURTHER RESOLVED, by the Mayor of the Township of Millstone that Patrick Mostyn is hereby appointed as an Alternate I to the Millstone Township Board of Adjustment for a 2 year term commencing January 1, 2014 and ending December 31, 2015.

BE IT FURTHER RESOLVED, that a copy of these appointments be forwarded to the Millstone Township Zoning Board of Adjustment and to the appointees.

I HEREBY CERTIFY, the foregoing to be a true copy of the appointments made by the Mayor of the Township of Millstone at its meeting of January 2, 2014.

Mayor's appointments to the Millstone Township Recreation Commission.

Mayor Kinsey appoints the following to serve as members on the Millstone Township Parks and Recreation Commission.

BE IT RESOLVED that Peter Kowal is hereby appointed to the Millstone Township Recreation Commission as a regular member to fulfill the unexpired term of James Bell, term expires December 31, 2015.

BE IT RESOLVED that Sharon Peake is hereby appointed to the Millstone Township Recreation Commission as the Alternate I member to fulfill the unexpired term Peter Kowal, term expires December 31, 2016.

BE IT FURTHER RESOLVED that a copy of this appointment be forwarded to the Millstone Township Parks and Recreation Commission and to the appointee.

I HEREBY CERTIFY the foregoing to be a true copy of the appointments made by the Mayor of the Township of Millstone at its meeting of January 2, 2014.

Mayor's appointments to the Millstone Township Shade Tree Commission.

Mayor Kinsey appoints the following person to serve as members on the Millstone Township Shade Tree Commission.

BE IT FURTHER RESOLVED that Debbie Novellino is hereby appointed as member of the Millstone Township Shade Tree Commission, for a five (5) year term commencing January 1, 2014 and ending December 31, 2018.

BE IT FURTHER RESOLVED that a copy of this appointment be forwarded to the Millstone Township Shade Tree Commission and to the appointee.

I HEREBY CERTIFY the foregoing to be a true copy of the appointment made by the Mayor of the Township of Millstone at its meeting of January 2, 2014.

Mayor's appointments to the Millstone Township Historic Preservation Commission.

Mayor Kinsey appoints the following persons to serve as members on the Millstone Township Historic Preservation Commission.

BE IT RESOLVED by the Mayor of the Township of Millstone that **Bonnie McFie** is hereby appointed Class B member of the Millstone Township Historic Preservation Commission for four (4) year term, term commencing January 1, 2014 and ending December 31, 2017.

BE IT RESOLVED by the Mayor of the Township of Millstone that **Michael Leaming** is hereby appointed Class C member of the Millstone Township Historic Preservation Commission for four (4) year term, term commencing January 1, 2014 and ending December 31, 2017.

BE IT RESOLVED by the Mayor of the Township of Millstone that **Marcy Havens** is hereby appointed Alt II member of the Millstone Township Historic Preservation Commission for a two (2) year term, term commencing January 1, 2014 and ending December 31, 2015

BE IT FURTHER RESOLVED that a copy of this appointment is forwarded to the Millstone Township Historic Preservation Commission and to the appointees.

I HEREBY CERTIFY the foregoing to be a true copy of the appointment made by the Mayor of the Township of Millstone at its meeting of January 2, 2014.

Mayor's appointments to the Millstone Township Office of Emergency Management.

Mayor Kinsey appoints the following Cabinet Member to the Office of Emergency Management:

Manny Blanco is here by appointed as a Deputy to the Office of Emergency Management for a (3) three year term beginning January 1, 2014 and expiring December 31, 2016.

Mike Maloney is here by appointed as a Deputy to the Office of Emergency Management to fulfill the unexpired term of Jerry Milden, term expires December 31, 2015.

Chris Weltner is here by appointed as a Deputy to the Office of Emergency Management to fulfill the unexpired term of Diane Canzanella, term expires December 31, 2015.

Scott Boland, Gary Borsuk, Dirk Bruyn, Pat Butch, Diane Canzanella, Patrick Digangi, Jeff Hawk, Tony Marra, Karen Otten, Bill Pratt and Maggi Romano are hereby appointed as members to the Office of Emergency Management for three year terms beginning January 1, 2014 and expiring December 31, 2016.

BE IT FUTHER RESOLVED, that a copy of the appointment be forwarded to Millstone Township Office Of Emergency Management and to the appointee's.

I HEREBY CERTIFY, the foregoing to be a true copy of the approval made by the Mayor of the Township of Millstone at its meeting of January 2, 2014.

COMMITTEE VOLUNTEER LIASIONS TO ADMINISTER VARIOUS TOWNSHIP DEPARTMENTS FOR 2014:

| | |
|---|-------------|
| Liaison of Dept. of Public Works/Building and Grounds/Recycling | C/Masci |
| Liaison of Finance | M/Kinsey |
| Liaison of Health, Safety and Welfare | C/Dorfman |
| Liaison of Community Newsletter/Web Site/Cable TV | C/Masci |
| Liaison of Office of Emergency Management | C/Kuczinski |
| Liaison of Personnel | C/Grbelja |
| Liaison to Board of Parks and Recreation Commission | M/Kinsey |
| Liaison to County & State Agencies | C/Grbelja |

| | |
|---|-------------|
| Liaison to Drug Alliance | C/Dorfman |
| Liaison to Senior Citizens | C/Grbelja |
| Liaison to Environmental Commission | C/Dorfman |
| Liaison to Historic Preservation Commission | C/Dorfman |
| Liaison to Board of Education | C/Masci |
| Liaison to Economic Development Council | C/Dorfman |
| Liaison to Municipal Court | C/Masci |
| Liaison to Fire & First Aid | C/Kuczinski |
| Liaison to AG Board | C/Grbelja |

TOWNSHIP COMMITTEE MINUTES:

1. December 18, 2013 Regular & Executive Session

Motion to adopt, Moved C/Grbelja, Second C/Masci. Committee Discussion: None

VOTE:

AYES: C/Kuczinski, C/Masci, C/Grbelja, M/Kinsey
NAYS: None
ABSTAIN: C/Dorfman
ABSENT: None

OTHER BUSINESS:

Rabies Clinics will be held on Saturday January 18, 2014, from 1:00 – 2:00pm at the Millstone Township Public Works Garage, 899 Perrineville Road, Perrineville, NJ.

PRIVILEGE OF THE FLOOR:

Mayor Kinsey opens the meeting to the public at 7:40 p.m.
 No Public Comment
 Mayor Kinsey closes the meeting to the public at 7:40 p.m.

**Mayor Kinsey 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 C/Grbelja, Second C/Dorfman. © Time Out 7:41 p.m.