

**RESOLUTION NO. 17-130**

**MEETING DATE: 07-19-17**

**RESOLUTION AUTHORIZING THE HOLDING OF AN EXECUTIVE SESSION, AT WHICH THE PUBLIC SHALL BE EXCLUDED**

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**C/Grbelja** offered the following Resolution and moved its adoption, which was second by **C/Dorfman**:

**WHEREAS**, N.J.S.A. 10:4-13 of the Open Public Meetings Act permits the exclusion of the public from meetings of public bodies in certain circumstances which are set forth in N.J.S.A. 10:4-12(b); and

**WHEREAS**, the Township Committee of the Township of Millstone is of the opinion that such circumstances presently exist.

**NOW, THEREFORE, BE IT RESOLVED** by the Township Committee of the Township of Millstone as follows:

1. The public shall be excluded for the discussion of any action upon the here in after specified subject matter.
2. The general nature of the subject matter to be discussed is as follows:
  - a. Items falling under attorney/client privilege

It is anticipated at this time that the above stated subject matter will be made public in approximately six months or at such time as any litigation discussed is resolved.

3. This Resolution shall take effect immediately.

**ROLL CALL:**

**AYES:** C/Dorfman, C/Grbelja, C/Masci

**NAYS:** None

**ABSTAIN:** None

**ABSENT:** C/Kinsey, M/Kuczinski

**I HEREBY CERTIFY** the foregoing to be a true copy of the Resolution adopted by the Township Committee of the Township of Millstone on July 19, 2017.

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Maria Dellasala, RMC  
Municipal Clerk

**RESOLUTION NO. 17-131**  
**MEETING DATE: 07-19-17**

**RESOLUTION GENERAL COMMENTS & RECOMMENDATIONS TO  
THE 2016 ANNUAL AUDIT**

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**C/Grbelja** offered the following Resolution and moved its adoption, which was second by **C/Masci**.

**WHEREAS**, N.J.S.A. 40A:5-4 requires the governing body of every local unit to have made an annual audit of its books, accounts and financial transactions, and

**WHEREAS**, the Annual Report of Audit for the year 2016 has been filed by a Registered Municipal Accountant with the Municipal Clerk pursuant to N.J.S.A. 40A: 5-6, and a copy has been received by each member of the governing body; and

**WHEREAS**, R.S. 52:27BB-34 authorizes the Local Finance Board of the State of New Jersey to prescribe reports pertaining to the local fiscal affairs; and

**WHEREAS**, the Local Finance Board has promulgated N.J.A.C. 5:30-6.5, as a regulation requiring that the governing body of each municipality shall, by resolution, certify to the Local Finance Board of the State of New Jersey that all members of the governing body have reviewed, as a minimum, the sections of the annual audit entitled "General Comments and Recommendations"; and

**WHEREAS**, the members of the Governing Body have personally reviewed, as a minimum, the Annual Report of Audit, and specifically the sections of the Annual Audit entitled "General Comments and Recommendations", as evidenced by the group affidavit form of the Governing Body attached hereto; and

**WHEREAS**, such resolution of certification shall be adopted by the Governing Body no later than forty-five days after the receipt of the annual audit, pursuant to N.J.A.C. 5:30-6.5; and

**WHEREAS**, after extensive review of the Township financial records by the Auditor, the Year 2016 Municipal Audit contains no recommendations and, therefore, no Corrective Action Plan is required; and

**WHEREAS**, all members of the Governing Body have received and have familiarized themselves with, at least, the minimum requirements of the Local Finance Board of the State of New Jersey, as stated aforesaid and have subscribed to the affidavit, as provided by the Local Finance Board; and

**WHEREAS**, failure to comply with the regulations of the Local Finance Board of the State of New Jersey may subject the members of the local governing body to the penalty provisions of R.S. 52:27BB-52, to wit:

R.S. 52:27BB-52: A local officer or member of a local governing body who, after a date fixed for compliance, fails or refuses to obey an order of the director (Director of Local Government Services), under the provisions of this Article, shall be guilty of a misdemeanor and, upon conviction, may be fined not more than one thousand dollars (\$1,000.00) or imprisoned for not more than one year, or both, in addition shall forfeit his office.

**NOW, THEREFORE, BE IT RESOLVED** that the Governing Body of the Township of Millstone does hereby comply with N.J.A.C. 5:30-6.5, does hereby submit a certified copy of the within Resolution and the required Affidavit to said Board to show evidence of said compliance, and does hereby adopt said 2016 Municipal Audit;

**BE IT FURTHER RESOLVED** that a certified copy of the within Resolution be forwarded to:

- a. Division of Local Government Services
- b. Township Auditor
- c. Township Administrator
- d. Township Chief Financial Officer

**ROLL CALL:**

**AYES:** C/Grbelja, C/Masci, C/Dorfman

**NAYS:** None

**ABSTAIN:** None

**ABSENT:** C/Kinsey, M/Kuczinski

**I HEREBY CERTIFY** that this is a true copy of a resolution passed at a meeting held on July 19, 2017.

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Maria Dellasala, RMC  
Municipal Clerk

RESOLUTION NO.: 17-132

SCHEDULE 17-07-B S

CONSOLIDATED BILL LIST

TOWNSHIP OF MILLSTONE VOUCHERS FOR PAYMENT PRESENTED TO  
THE TOWNSHIP COMMITTEE AT A MEETING  
HELD ON July 19, 2017

SEE SCHEDULE 17-07-B ATTACHED

A resolution was passed by the Township Committee for the payment of the vouchers listed on Schedule 17-07-B attached.

\_\_\_\_\_  
Michael Kuczinski, Mayor

\_\_\_\_\_  
Fiore Masci, Deputy Mayor

\_\_\_\_\_  
Nancy Grbelja, Committeewoman

\_\_\_\_\_  
Robert J. Kinsey, Committeeman

\_\_\_\_\_  
Gary Dorfman, Committeeman

Attest: \_\_\_\_\_  
Maria Dellasala  
Municipal Clerk

**TOWNSHIP OF MILLSTONE**  
**RESOLUTION NO.: 17-132**  
**July 19, 2017**

BE IT RESOLVED by the Township Committee of the Township of Millstone that the vouchers listed on Schedule 17-07-B, July 19, 2017, Consolidated Bill List, and the vouchers listed below as Schedule 17-07-B S, Supplement to Consolidated Bill List, as presented by the Township Treasurer, Amanda Salerno, to be paid from existing appropriations.

**CURRENT FUND**

TOTAL CURRENT FUND: \$ 8,657,702.32

**SCHEDULE 17-07-B S**

**PAYROLL FUND**

TOTAL PAYROLL TRUST FUND \$ 5,869.35

**GENERAL CAPITAL FUND**

TOTAL GENERAL CAPITAL FUND \$ 273,846.24

**GRANT FUND**

TOTAL GRANT FUND \$ 2,889.21

**BASIN MAINTENANCE TRUST**

TOTAL BASIN MAINTENANCE TRUST \$ 557.65

**RESERVE TRUST FUND**

TOTAL RESERVE TRUST FUND \$ 65.00

**TRUST OTHER**

TOTAL TRUST OTHER FUND \$ 0.00

**SHADE TREE TRUST**

TOTAL SHADE TREE TRUST \$ 0.00

**COAH TRUST FUND**

TOTAL COAH TRUST FUND \$ 4,776.60

**OPEN SPACE FARMLAND TRUST FUND**

TOTAL OPEN SPACE FARMLAND TRUST FUND \$ 3,205.83

**MUNICIPAL DRUG ALLIANCE FUND**

TOTAL MUNICIPAL DRUG ALLIANCE FUND \$ 0.00

**VET MEMORIAL FUND**

TOTAL VET MEMORIAL FUND \$ 0.00

**RECREATION TRUST FUND (DEDICATION BY RIDER)**

TOTAL RECREATION TRUST FUND \$ 27,341.88

**ANIMAL TRUST FUND**

TOTAL DOG TRUST FUND \$ 206.04

**TOTAL FOR ALL FUNDS \$ 8,976,460.12**

**ESCROW**

**DEVELOPERS ESCROW ACCOUNT UNDER \$5,000 BOA**

TOTAL DEVELOPERS ESCROW UNDER \$5,000 \$ 2,160.20

**DEVELOPERS ESCROW ACCOUNT OVER \$5,000 BOA**

TOTAL DEVELOPERS ESCROW OVER \$5,000 \$ 6,742.42

**TOTAL FOR ESCROW BANK OF AMERICA \$ 8,902.62**

RESOLUTION WAS OFFERED BY COMMITTEEPERSON GRBELJA  
AND MOVED ITS ADOPTION;  
MOTION WAS SECOND BY COMMITTEEPERSON MASCI  
RESOLUTION WAS ADOPTED ON THE FOLLOWING ROLL CALL VOTES:

AYES: C/GRBELJA, C/MASCI, C/DORFMAN

NAYS: NONE

ABSTAIN: NONE

ABSENT: C/KINSEY, M/KUCZINSKI

**RESOLUTION NO. 17-133**  
**MEETING DATE: 07-19-17**

**RESOLUTION ESTABLISHING LIEN AGAINST BLOCK 7, LOT 3.06,  
1034 WINDSOR ROAD, MILLSTONE TWP., NJ 08535**

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C/Grbelja offered the following Resolution and moved its adoption which was second by C/Masci.

**WHEREAS**, the drainage swale at 1034 Windsor Road, Millstone Twp., NJ 08535, Block 7, Lot 3.06, was obstructed by improperly constructed piping, causing flooding of adjoining property; and

**WHEREAS**, the Code Enforcement Officer was unable to get any responsible party to remove the obstruction to the drainage swale after numerous efforts; and

**WHEREAS**, the Township Administrator determined that it was necessary to have the obstruction to the drainage swale removed by the Department of Public Works; and

**WHEREAS**, the Township Administrator, or her designee, has certified to the Township Committee that the cost of such activity was \$1,925.00 ( a copy of the Certificate is attached hereto).

**NOW, THEREFORE, BE IT RESOLVED** by the Mayor and Township Committee of the Township of Millstone that it finds, upon its review of the attached Certificate, that the cost imposed is reasonable and certifies to the Tax Collector that a lien in the amount of \$1,925.00 be placed against the property so that the Township can be reimbursed its expense.

**BE IT FURTHER RESOLVED** that a copy of this Resolution, certified by the Township Clerk to be a true copy be forwarded to each of the following:

1. Township Administrator.
2. Township Tax Collector.
3. Property Owner as shown on the Tax Collector's Records.

**ROLL CALL:**

**AYES:** C/Grbelja, C/Masci, C/Dorfman

**NAYS:** None

**ABSTAIN:** None

**ABSENT:** C/Kinsey, M/Kuczinski

**I HEREBY CERTIFY** the foregoing to be a true copy of the Resolution adopted by the Millstone Township Committee at its meeting of July 19, 2017.

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Maria Dellasala, RMC  
Municipal Clerk

**RESOLUTION NO. 17-134  
MEETING DATE: 07-19-17**

**RESOLUTION ESTABLISHING LIEN AGAINST BLOCK 6, LOT 7.05,  
30 NURKO ROAD, MILLSTONE TWP., NJ 08535**

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**C/Grbelja** offered the following Resolution and moved its adoption which was second by **C/Masci**.

**WHEREAS**, the grass at 30 Nurko Road, Millstone Twp., NJ 08535, Block 6, Lot 7.05, was well exceeding the height permitted by the Township's Property Maintenance Code, in addition to creating a nuisance for the neighbors; and

**WHEREAS**, the Code Enforcement Officer was unable to get any responsible party to cut the grass after numerous efforts; and

**WHEREAS**, the Township Administrator determined that it was necessary to have the grass cut by the Department of Public Works; and

**WHEREAS**, the Township Administrator, or her designee, has certified to the Township Committee that the cost of such activity was \$505.000 ( a copy of the Certificate is attached hereto).

**NOW, THEREFORE, BE IT RESOLVED** by the Mayor and Township Committee of the Township of Millstone that it finds, upon its review of the attached Certificate, that the cost imposed is reasonable and certifies to the Tax Collector that a lien in the amount of \$505.00 be placed against the property so that the Township can be reimbursed its expense.

**BE IT FURTHER RESOLVED** that a copy of this Resolution, certified by the Township Clerk to be a true copy be forwarded to each of the following:

1. Township Administrator.
2. Township Tax Collector.
3. Property Owner as shown on the Tax Collector's Records.

**ROLL CALL:**

**AYES:** C/Grbelja, C/Masci, C/Dorfman

**NAYS:** None

**ABSTAIN:** None

**ABSENT:** C/Kinsey, M/Kuczinski

**I HEREBY CERTIFY** the foregoing to be a true copy of the Resolution adopted by the Millstone Township Committee at its meeting of July 19, 2017.

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Maria Dellasala, RMC  
Municipal Clerk



**RESOLUTION NO. 17-135  
MEETING DATE 07-19-17**

**RESOLUTION AWARDING CONTRACT FOR APPRAISAL SERVICES FOR BLOCK 34,  
LOT 13.01, A/K/A 510 STAGE COACH ROAD, MILLSTONE TOWNSHIP**

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**C/Grbelja** offered the following Resolution and moved its adoption, which was second by **C/Masci**:

**WHEREAS**, through a Shared Services Agreement with Monmouth Conservation Foundation, Request For Proposals for Appraisal Services on Block 34, Lot 13.01, A/K/A 510 Stage Coach Road, Millstone Township; and

**WHEREAS**, the Purchasing Official received the following proposals for Appraisal Services on Block 34, Lot 13.01; and

**WHEREAS**, the following Appraisal Services proposals were received:

- |                                      |            |
|--------------------------------------|------------|
| 1. Martin Appraisal Associates, Inc. | \$1,200.00 |
| 2. Curini Appraisal Company, Inc.    | \$1,662.50 |
| 3. Gagliano & Company                | \$2,500.00 |
| 4. Sterling Appraisal Service        | \$2,500.00 |

**WHEREAS**, the Purchasing Official has recommended awarding Contracts to Martin Appraisal Associates, Inc. and Curini Appraisal Company, Inc.; and

**WHEREAS**, the Township Chief Financial Officer has certified to the Township Clerk that funds are available in the following Account: OPEN SPACE TRUST

**NOW, THEREFORE, BE IT RESOLVED** that the Township Committee of the Township of Millstone hereby awards Contracts to Martin Appraisal Associates, Inc. and Curini Appraisal Company, Inc. for Appraisal Services on Block 34, Lot 13.01.

**BE IT FURTHER RESOLVED** that a certified copy of this Resolution be forwarded to the Open Space & Farmland Preservation Council.

**ROLL CALL:**

**AYES:** C/Grbelja, C/Masci, C/Dorfman

**NAYS:** None

**ABSTAIN:** None

**ABSENT:** C/Kinsey, M/Kuczinski

**I HEREBY CERTIFY** the foregoing to be a true copy of the Resolution adopted by the Millstone Township Committee at its meeting of July 19, 2017.

\_\_\_\_\_  
Maria Dellasala, RMC  
Municipal Clerk

**RESOLUTION NO. 17-136  
MEETING DATE: 07-19-17**

**RESOLUTION AUTHORIZING THE RENEWAL OF ALCOHOL BEVERAGE  
2017/2018 LICENSE FOR CLARKSBURG INN INC., T/A CLARKSBURG INN  
LICENSE NO. 1332-33-001-009**

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**C/Grbelja** offered the following Resolution and moved its adoption, which was second by **C/Masci**.

**WHEREAS**, application for renewal of Clarksburg Inn, Inc. T/A Clarksburg Inn for the 2017-2018 Alcoholic Beverage License has been filed with the Municipal Clerk prior to the commencement of the new license term which is sought; and

**WHEREAS**, Notices of the application for renewal of Municipal Licenses, other than Seasonal Retail Consumption Licenses, issued by Municipal Issuing Authorities are not required to advertise Notice of Application. In lieu thereof, the director shall cause a General Notice of Application to be published once a week, from the week of April 1, through the week of June 1, in a newspaper printed in the English language and published and circulated in the Counties in which the premises of the application for such renewals are located; and

**WHEREAS**, the Municipal filing fee of \$2,500.00 has been received by the Municipal Clerk and no objections have been made to the renewal of said licenses; and

**WHEREAS**, said application is complete and in reliance upon the information contained therein.

**NOW THEREFORE, BE IT RESOLVED**, by the Township Committee of the Township of Millstone, in the County of Monmouth, State of New Jersey, that the application of the below listed party be and is hereby approved for renewal of their Alcoholic Beverage License for the term year.

**PLENARY RETAIL CONSUMPTION LICENSE NO. 1332-33-001-009 TO  
CLARKSBURG INN, INC. T/A CLARKSBURG INN, LOCATED AT 465  
STAGECOACH ROAD, CLARKSBURG, NJ 08510. EFFECTIVE DATE OF NEW  
LICENSE TERM, JULY 1, 2017 TO JUNE 30, 2018. FEE PAID \$2,500.**

**BE IT FURTHER RESOLVED**, that a copy of this Resolution, certified by the Municipal Clerk to be a true copy be forwarded to the Division of Alcoholic Beverage, CN 087, Trenton, N.J. 08625-0087 and to the applicant.

**ROLL CALL:**

**AYES:** C/Grbelja, C/Masci, C/Dorfman

**NAYS:** None

**ABSTAIN:** None

**ABSENT:** C/Kinsey, M/Kuczinski

**I HEREBY CERTIFY** the foregoing to be a true copy of the Resolution adopted by the Millstone Township Committee at its meeting of July 19, 2017.

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Maria Dellasala, RMC  
Municipal Clerk

**RESOLUTION NO.17-137**  
**MEETING DATE: 07-19-17**

**RESOLUTION AWARDING CONTRACT FOR A TWO (2) 2017 FORD F-250 XL  
REGULAR CAB, FOUR WHEEL DRIVE, PICK-UP TRUCKS WITH 8 FOOT BED OR  
TWO (2) EQUIVALENT ¾ TON, CLASS II PICK-UP TRUCKS**

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**C/Grbelja** offered the following Resolution and moved its adoption which was second by **C/Masci**.

**WHEREAS**, the Township Purchasing Agent received bids on Wednesday, July 12, 2017 at 2:00 p.m. for two (2) 2017 Ford F-250 XL regular cab, four wheel drive, pick-up trucks with 8 foot bed or two (2) equivalent ¾ ton class II pick-up trucks; and

**WHEREAS**, the following bid was received:

Winner Ford	Item 1: \$75,796.00
	Item 2: \$ 2,707.00; and

**WHEREAS**, the Township Purchasing Agent has recommended award of the Contract to Winner Ford, in the amount of \$75,796.00 for Item 1 and \$2,707.00 for Item 2.

**NOW, THEREFORE, BE IT RESOLVED** that the Township Committee of the Township of Millstone hereby awards the Contract for two (2) 2017 Ford F-250 XL regular cab, four wheel drive, pick-up trucks with 8 foot bed or two (2) equivalent ¾ ton class II pick-up trucks to Winner Ford, in the amount of \$75,796.00 for Item 1 and \$2,707.00 for Item 2.

**BE IT FURTHER RESOLVED** that a copy of this Resolution certified by the Township Clerk to be a true copy be forwarded to Winner Ford, the Township's Chief Financial Officer and the Township's Purchasing Agent.

**ROLL CALL**

**AYES:** C/Grbelja, C/Masci, C/Dorfman

**NAYS:** None

**ABSTAIN:** None

**ABSENT:** C/Kinsey, M/Kuczinski

**I HEREBY CERTIFY** the foregoing to be a true copy of the Resolution adopted by the Millstone Township Committee at its meeting of July 19, 2017.

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Maria Dellasala, RMC  
Municipal Clerk