

**RESOLUTION NO. 18-111
MEETING DATE: 06-06-18**

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

C/Masci offered the following Resolution and moved its adoption, which was second by **M/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. COAH
 - b. Attorney/Client Privilege
 - c. Personnel
 - d. Contracts

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/Kinsey, C/Masci, M/Dorfman
NAYS: None
ABSTAIN: None
ABSENT: C/Grbelja, C/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 June 6, 2018.

Kathleen Hart, RMC
Deputy Municipal Clerk

RESOLUTION NO: 18-112
MEETING DATE: 06-06-18

RESOLUTION APPOINTING TOWNSHIP TAX COLLECTOR

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

WHEREAS, Millstone Township's Tax Collector has retired effective June 1, 2018, therefore, creating a vacancy in the position; and

WHEREAS, pursuant to NJSA 40A: 9-142, term of office, the appointment of Elizabeth Kiernan is effective June 4, 2018 and her four year term will commence January 1, 2019 through December 31, 2022;

NOW, THEREFORE, BE IT RESOLVED, by the Mayor and Township Committee of the Township of Millstone that Elizabeth Kiernan is hereby appointed as Tax Collector at a annual salary of \$12,000.00.

BE IT RESOLVED that a copy of this Resolution certified by the Municipal Clerk to be a true copy shall be forwarded to each of the following:

- (1) Elizabeth Kiernan - Tax Collector
- (2) Maria Dellasala, Administrator/Clerk
- (3) Annette Murphy - Chief Financial Officer
- (4) Director of the Division of Local Government Services

ROLL CALL:

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

I HEREBY CERTIFY the foregoing to be a true copy of the resolution adopted by the Millstone Township Committee at its meeting of June 6, 2018.

Kathleen Hart, RMC
Deputy Municipal Clerk

RESOLUTION NO. 18-113

MEETING DATE: 06-06-18

RESOLUTION APPOINTING DEPUTY TAX COLLECTOR

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

BE IT RESOLVED by the Township Committee of the Township of Millstone that Lorraine Maher be and is hereby appointed Deputy Tax Collector for the Township of Millstone effective June 4, 2018 at a annual salary of \$45,945.00.

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

- (1) Elizabeth Kiernan - Tax Collector
- (2) Maria Dellasala, Administrator/Clerk
- (3) Annette Murphy - Chief Financial Officer
- (4) Lorraine Maher - Deputy Tax Collector

ROLL CALL:

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

I HEREBY CERTIFY the foregoing to be a true copy of the Resolution adopted by the Millstone Township Committee at its meeting of June 6, 2018.

Kathleen Hart, RMC
Deputy Municipal Clerk

**RESOLUTION NO. 18-114
MEETING DATE 06-06-18**

**RESOLUTION APPOINTING A SECRETARY TO THE
OPEN SPACE AND FARMLAND PRESERVATION COUNCIL AND
AGRICULTURAL ADVISORY COUNCIL**

C/_____ offered the following Resolution and moved its adoption, which was second by C_____.

WHEREAS, a vacancy has been created in the Open Space and Farmland Preservation Council and the Agricultural Advisory Council effective June 4, 2018.

BE IT RESOLVED, by the Township Committee of the Township of Millstone that Melissa Peerboom is hereby appointed Secretary to the Open Space and Farmland Preservation Council and the Agricultural Advisory Council for the Township of Millstone with a annual salary \$47,472.00.

BE IT FURTHER RESOLVED that the Township Clerk will forward a certified true copy of this Resolution to:

- (1) The Open Space & Farmland Preservation Council
- (2) The Agricultural Advisory Council
- (3) Melissa Peerboom - OSFP & Ag Council Secretary
- (4) Maria Dellasala, Administrator/Clerk
- (5) Annette Murphy - Chief Financial Officer
- (6) Pamela D'Andrea - Land Use Administrator

ROLL CALL:

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

NAYS: None

ABSTAIN: None

ABSENT: C/Grbelja

I HEREBY CERTIFY the foregoing to be a true copy of the Resolution adopted by the Millstone Township Committee at its meeting of June 6, 2018.

Kathleen Hart, RMC
Deputy Municipal Clerk

**RESOLUTION NO. 18-115
MEETING DATE: 06-06-18**

**RESOLUTION APPOINTING TECHNICAL ASSISTANT TO THE
CONSTRUCTION OFFICIAL**

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

WHEREAS, there has been a vacancy for the position of Technical Assistant to the Construction Official; and

WHEREAS, the Mayor and Township Committee of the Township of Millstone desire to fill this position.

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Millstone, that Arlene Yarbrough is hereby appointed to the position of Technical Assistant to the Construction Official effective June 4, 2018 at a annual salary of \$41,616.00 (prorated for the year 2018).

BE IT FURTHER RESOLVED, that a certified copy of this Resolution be forwarded to the following:

1. Jeremy Kuipers, Construction Official
2. Annette Murphy, Chief Financial Officer
3. Maria Dellasala, Township Administrator/Clerk
4. Arlene Yarbrough, TACO

ROLL CALL:

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

I HEREBY CERTIFY the foregoing to be a true copy of the Resolution adopted by the Millstone Township Committee at its meeting of June 6, 2018.

Kathleen Hart, RMC
Deputy Municipal Clerk

RESOLUTION NO. 18-116

SCHEDULE 18-06 S

CONSOLIDATED BILL LIST

TOWNSHIP OF MILLSTONE VOUCHERS FOR PAYMENT PRESENTED TO
THE TOWNSHIP COMMITTEE AT A MEETING
HELD ON June 6, 2018

SEE SCHEDULE 18-06 ATTACHED

A resolution was passed by the Township Committee for the payment of the vouchers listed on Schedule 18-06 attached.

Gary Dorfman, Mayor

Nancy Grbelja, Deputy Mayor

Robert J. Kinsey, Committeeman

Michael Kuczinski, Committeeman

Fiore Masci, Committeeman

Attest: _____
Maria Dellasala
Municipal Clerk

TOWNSHIP OF MILLSTONE
RESOLUTION NO. 18-116
June 6, 2018

BE IT RESOLVED by the Township Committee of the Township of Millstone that the vouchers listed on Schedule 18-06, June 6, 2018, Consolidated Bill List, and the vouchers listed below as Schedule 18-06 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: \$ 501,026.75

SCHEDULE 18-06 S

PAYROLL FUND

TOTAL PAYROLL TRUST FUND \$ 5,739.35

GENERAL CAPITAL FUND

TOTAL GENERAL CAPITAL FUND \$ 17,726.31

GRANT FUND

TOTAL GRANT FUND \$ 2,311.83

RESERVE TRUST FUND

TOTAL RESERVE TRUST FUND \$ 1,068.31

BASIN MAINTENANCE TRUST

TOTAL BASIN MAINTENANCE TRUST \$ 3,581.91

SHADE TREE TRUST

TOTAL SHADE TREE TRUST \$ 0.00

COAH TRUST FUND

TOTAL COAH TRUST FUND \$ 3,264.80

OPEN SPACE FARMLAND TRUST FUND

TOTAL OPEN SPACE FARMLAND TRUST FUND \$ 9,280.00

MUNICIPAL DRUG ALLIANCE FUND

TOTAL MUNICIPAL DRUG ALLIANCE FUND \$ 200.00

VETERAN'S MEMORIAL TRUST FUND

TOTAL VET MEMORIAL TRUST FUND \$ 225.00

RECREATION TRUST FUND (DEDICATION BY RIDER)

TOTAL RECREATION TRUST FUND \$ 2,885.12

ANIMAL CONTROL TRUST FUND

TOTAL DOG TRUST FUND \$ 420.30

TOTAL FOR ALL FUNDS \$ 547,729.68

ESCROW

DEVELOPERS ESCROW ACCOUNT UNDER \$5,000

TOTAL DEVELOPERS ESCROW UNDER \$5,000 \$ 2,260.00

DEVELOPERS ESCROW ACCOUNT OVER \$5,000

TOTAL DEVELOPERS ESCROW OVER \$5,000 \$ 13,109.45

TOTAL FOR ESCROW \$ 15,369.45

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

AYES: C:/KINSEY, C/KUCZINSKI, C/MASCI, M/DORFMAN

NAYS: NONE

ABSTAIN: NONE

ABSENT: C/GRBELJA

**RESOLUTION NO. 18-117
MEETING DATE: 06-06-18**

**RESOLUTION AUTHORIZING THE RENEWAL OF ALCOHOL BEVERAGE
2018-2019 LICENSE FOR KMK REALTY ASSOCIATES, LLC,
LICENSE NO. 1332-33-006-001**

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

WHEREAS, application for renewal of KMK Realty Associates, LLC for the 2018-2019 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, KMK Realty Associates, LLC has applied and has been granted Special Ruling to permit renewal of inactive license pursuant to NJSA 33:1-12.39 for the 2018-2019 license from The State of New Jersey, Office of the Attorney General on May 14, 2018; 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. 1332-33-006-001 TO KMK REALTY ASSOCIATES, LLC, POCKET LICENSE. EFFECTIVE DATE OF NEW LICENSE TERM, JULY 1, 2018 TO JUNE 30, 2019. 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/Kinsey, C/Kuczinski, C/Masci, M/Dorfman
NAYS: None
ABSTAIN: None
ABSENT: C/Grbelja

I HEREBY CERTIFY the foregoing to be a true copy of the Resolution adopted by the Millstone Township Committee at its meeting of June 6, 2018.

Kathleen Hart, RMC
Deputy Municipal Clerk

**RESOLUTION NO. 18-118
MEETING DATE: 06-06-18**

**RESOLUTION AUTHORIZING THE RENEWAL OF ALCOHOL
BEVERAGE 2018-2019 LICENSE FOR INDUS HOLDINGS, INC.
T/A BUY RITE LIQUORS, LICENSE NO. 1332-44-004-007**

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

WHEREAS, application for renewal of Indus Holdings, Inc. T/A Buy Rite Liquors, for the 2018-2019 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 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 DISTRIBUTION LICENSE NO. 1332-44-004-007 TO INDUS HOLDINGS, INC. T/A BUY RITE LIQUORS, LOCATED AT 514 ROUTE 33 WEST, MILLSTONE TWP., NJ. 08535. EFFECTIVE DATE OF NEW LICENSE TERM, JULY 1, 2018 TO JUNE 30, 2019. FEE PAID \$2,500.00.

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/Kinsey, C/Kuczinski, C/Masci, M/Dorfman

NAYS: None

ABSTAIN: None

ABSENT: C/Grbelja

I HEREBY CERTIFY the foregoing to be a true copy of the Resolution adopted by the Millstone Township Committee at its meeting of June 6, 2018.

Kathleen Hart, RMC
Deputy Municipal Clerk

RESOLUTION NO. 18-119
MEETING DATE: 06-06-18

**RESOLUTION AUTHORIZING THE EXECUTION OF AN AMENDED AGREEMENT
BETWEEN THE TOWNSHIP OF MILLSTONE AND MONMOUTH CONSERVATION
FOUNDATION FOR OPEN SPACE AND FARMLAND PRESERVATION**

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

BE IT RESOLVED by the Township Committee of the Township of Millstone that the attached Amended Agreement is hereby approved and the Mayor and Township Administrator/Clerk are hereby authorized to execute said Agreement, not to exceed \$10,000.00.

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:

- a. Township Engineer
- b. Monmouth Conservation Foundation
- c. Township Attorney
- d. Township Administrator

ROLL CALL:

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

NAYS: None

ABSTAIN: None

ABSENT: C/Grbelja

I HEREBY CERTIFY the foregoing to be a true copy of the Resolution adopted by the Millstone Township Committee at its meeting of June 6, 2018.

Kathleen Hart, RMC
Deputy Municipal Clerk

RESOLUTION NO. 18-120
MEETING DATE: 06-06-18

RESOLUTION APPOINTING SEASONAL CLEAN COMMUNITIES EMPLOYEE

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

WHEREAS, Millstone Township's Clean Communities Program allows for the hiring of seasonal employees;

WHEREAS, the Administrator, the Clean Communities Coordinator and the DPW Coordinator are in agreement that Matthew Blazier should be offered this seasonal position at a rate of \$12.00 an hour for a maximum of 40 hour work week;

NOW, THEREFORE BE IT RESOLVED by the Township Committee of the Township of Millstone that Matthew Blazier is appointed the Seasonal Clean Communities Employee effective May 30, 2018; and

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

- (1) Lori Maher, Clean Communities Coordinator
- (2) Dan Specht, DPW Coordinator
- (3) Annette Murphy - Chief Financial Officer
- (4) Maria Dellasala - Administrator
- (5) Matthew Blazier

ROLL CALL:

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

I HEREBY CERTIFY the foregoing to be a true copy of the Resolution adopted by the Millstone Township Committee at its meeting of June 6, 2018.

Kathleen Hart, RMC
Deputy Municipal Clerk

RESOLUTION NO. 18-121
MEETING DATE: 06-06-18

RESOLUTION APPOINTING PART-TIME MUNICIPAL COURT ADMINISTRATOR

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

WHEREAS, after 25 years of service to the Township of Millstone, Diane Canzanella the Certified Municipal Court Administrator of the Millstone Township Municipal Court is retiring as of June 1, 2018 and,

WHEREAS, the Millstone Township Municipal Court is in need of a Certified Municipal Court Administrator and,

WHEREAS, proper notice for qualified candidates was duly advertised as per New Jersey Court Rule 1:34-3 and,

WHEREAS, a Municipal Court Administrator must adhere to N.J.S.A. 2B:12-11 or New Jersey Court Rule 1:41-3 and all applicants for the Millstone Township Municipal Court Administrator were presented and reviewed to the Superior Court of New Jersey, Monmouth County Vicinage, Municipal Division Management as per New Jersey Court Rule 1:34-3 and,

WHEREAS, based on a thorough review of applications and resumes submitted, the Monmouth County Municipal Division of the Superior Court of New Jersey interviewed qualified candidates along with the Millstone Township Municipal Court Judge and Millstone Township Administrator and,

NOW THEREFORE BE IT RESOLVED by the Millstone Township Mayor and Township Committee that based on the recommendation of the above mentioned interview committee that it hereby appoints Diana Santiago as the Township of Millstone Municipal Court Administrator.

BE IT FURTHER RESOLVED that Diana Santiago is a Certified Municipal Court Administrator and will be hired to work 25 hours a week effective June 18, 2018.

BE IT FURTHER RESOLVED that Diana Santiago will receive a annual salary of \$39,000 per year with no health benefits, commensurate sick, vacation, and personal days, work the necessary and pre-requisite court sessions, and will not receive overtime, and follow all of the rules and regulations established by the Township of Millstone.

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

1. Monmouth County Vicinage Division Manager - John Tonelli
2. Municipal Court Judge - Nicole Sonnenblick
3. Chief Financial Officer - Annette Murphy
4. Township Administrator - Maria Dellasala
5. Diana Santiago - Municipal Court Administrator

ROLL CALL:

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

NAYS: None

ABSTAIN: None

ABSENT: C/Grbelja

I HEREBY CERTIFY the foregoing to be a true copy of the Resolution adopted by the Millstone Township Committee at its meeting of June 6, 2018.

Kathleen Hart, RMC
Deputy Municipal Clerk

RESOLUTION NO. 18-122
MEETING DATE: 06-06-18

RESOLUTION APPOINTING FULL TIME VIOLATIONS CLERK

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

WHEREAS, Millstone Township's Municipal Court's Violations Clerk has retired effective July 1, 2018 therefore creating a vacancy in the position; and

WHEREAS, the Municipal Court Judge and the Township Administrator have interviewed candidates to service in this capacity; and

WHEREAS, the Municipal Court Judge and the Township Administrator have determined that Phyllis Iozzi is a qualified candidate to fill this vacancy.

BE IT RESOLVED by the Township Committee of the Township of Millstone that Phyllis Iozzi is hereby appointed Violations Clerk for the Municipal Court of Millstone Township effective June 11, 2018 and expires December 31, 2018 at an hourly rate of \$15.00 per hour.

BE IT FURTHER RESOLVED that a copy of this Resolution certified by the Municipal Clerk to be a true copy be forwarded to the Municipal Court Judge, Monmouth County AOC, the Court Administrator and to the appointee.

ROLL CALL:

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

I HEREBY CERTIFY the foregoing to be a true copy of the Resolution adopted by the Millstone Township Committee at its meeting of June 6, 2018.

Kathleen Hart, RMC
Deputy Municipal Clerk