

RESOLUTION NO. 20-01
MEETING DATE: 01-02-20

RESOLUTION APPOINTING PROFESSIONALS FOR 2020

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

WHEREAS, there exists a need for the services of a Township Attorney, Township Engineer, Special Counsel for Mt. Laurel Proceedings, Township Auditor, Township Planner, Township Bond Counsel, Township Prosecutor, Township Public Defender and Affordable Housing Administrator; and

WHEREAS, funds for this purpose will be provided for the first three months of 2020 in the 2020 Temporary Budget and funds for the balance of 2020 will be provided in the Budget for the Year 2020 when finally adopted, and the Treasurer has so certified in writing; and,

WHEREAS, The Local Public Contract Law (N.J.S.A. 40:A 11-1 et seq.) requires that the resolution of appointment be publicly advertised when professional services are engaged without competitive bids.

WHEREAS, these contracts are being awarded pursuant to a fair and open process.

NOW, THEREFORE, BE IT RESOLVED, by the Mayor and Township Committee of the Township of Millstone that:

1. The Township Committee of Millstone Township and its Mayor and Clerk are hereby authorized and directed to engage the services of:

PROFESSIONAL	FIRM	POSITION
Robert F. Munoz, Esq.	Davison, Eastman, Munoz, Paone, PA	Township Attorney
Michael B. Steib, P.A.	Michael B. Steib, P.A.	Special Counsel for Mt. Laurel Proceedings
Robert W. Allison, CPA	Holman, Frenia & Allison, PC	Township Auditor
Fred Heyer, P.P.	Heyer, Gruel & Associates	Township Planner
Matt Shafai	Leon S. Avakian	Township Engineer
John D. Draikiwicz	Gibbons P.C.	Township Bond Counsel
Susan L. Solda De Simone, Esq.	Susan L. Solda De Simone, Esq.	Township Prosecutor
Raymond Albert Raya, Esq.	Raymond Albert Raya, Esq.	Township Public Defender
Donna M. Blaze	Affordable Housing Alliance	Affordable Housing Administrator

2. These appointments are being made without competitive bidding because these appointments involve members of recognized professions, licensed and regulated by law, and are, therefore, specifically exempt under N.J.S.A. 40A:11-5.

3. These appointments are one (1) year appointments unless otherwise stated for the Year 2020, or until they are re-appointed and/or their successors are appointed and have qualified. Writings indicating the agreements between the parties have been sent or shall be or are on file with the Municipal Clerk of Millstone Township.

4. These contracts shall not exceed the budgeted line items in the Current Fund, The Open Space Trust Fund, COAH Trust and the General Capital Fund for all legal expenses, it being understood that this is a maximum amount. There is no obligation of the Township to expend this amount. Total fees paid out will be dependent upon litigation and legal projects which present themselves and are assigned during the upcoming year. No amounts are expended without submission and review of detailed, itemized vouchers for all time expended, as follows:

4a.	Attorney	\$200,000.00
	Auditor	\$ 30,000.00
	Planner	\$ 60,000.00
	Bond Counsel	\$ 15,000.00
	Prosecutor	\$ 23,000.00
	Public Defender	\$ 6,500.00

5. The following contract authorized hereby provides for the appointed professional to charge what are known as “escrow” accounts, i.e., funds deposited with the Township by those (generally developers) who agree to or are required to pay for the professionals time and expense for certain tasks. These funds do not come from taxpayers. Based on recent years “escrow” billings, the additional charges to be paid under this contract, not from taxpayers money, could be approximately, as follows:

5a.	Attorney	\$ 50,000.00
	Special Counsel for Mt. Laurel Proceedings	\$ 40,000.00
	Planner	\$ 40,000.00
	Affordable Housing	\$ 12,000.00

6. The Mayor and Municipal Clerk are hereby authorized to execute Contracts for the provisions of the above services, a copy of which Contracts shall be maintained in the Municipal Clerk's Office.

7. A copy of this Resolution certified to be a true copy by the Municipal Clerk, shall be published in the official newspaper of the Township as required by law, within 10 days of the adoption, and forwarded to each of the appointees and Township Treasurer.

BE IT FURTHER RESOLVED, that a certified copy of this Resolution be forwarded to the Chief Financial Officer and each of the above listed professionals.

I HEREBY CERTIFY the foregoing to be a true copy of the Resolution adopted by the Millstone Township Committee at its meeting of January 2, 2020.

ROLL CALL:

AYES: C/Kuczinski, C/Dorfman, C/Ferro, DM/Grbelja, M/Masci

NAYS: None

ABSTAIN: None

ABSENT: None

Kathleen Hart, RMC
Municipal Clerk

RESOLUTION NO. 20-02
MEETING DATE: 01-02-20

**RESOLUTION EXTENDING THE TERM OF ROGER STAIB AS THE ACTING
BUSINESS ADMINISTRATOR FOR THE TOWNSHIP OF MILLSTONE**

DM/Grbelja offered the following Resolution and moved its adoption which was seconded by **C/Dorfman**.

WHEREAS, on or about February 4, 2019, the Township of Millstone entered into a consultant agreement (the “Agreement”) with Roger Staib to serve as the Acting Business Administrator for the Township; and

WHEREAS, the Township of Millstone has previously extended the term to August 1, 2019 and December 31, 2019.

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Millstone that the term of the Agreement for Roger Staib to serve as Acting Business Administrator is hereby extended to January 31, 2020.

BE IT FURTHER RESOLVED that subject to the agreement of Roger Staib, said Agreement may be extended by action on motion and consent of the Township Committee.

BE IT FURTHER RESOLVED that a copy of this Resolution certified by the Township Clerk to be a true copy be forwarded to Roger Staib and the Township’s Chief Financial Officer.

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

I HEREBY CERTIFY the foregoing to be a true copy of the Resolution adopted by the Millstone Township Committee at its meeting of January 2, 2020.

KATHLEEN HART, RMC
Township Clerk

**RESOLUTION NO. 20-03
MEETING DATE: 01-02-20**

RESOLUTION APPOINTING DEPUTY REGISTRAR OF VITAL STATISTICS

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

BE IT FURTHER RESOLVED by the Township Committee of Township of Millstone that Lorraine Maher is hereby appointed as Deputy Registrar of Vital Statistics for a one (1) year term commencing January 1, 2020 and ending December 31, 2020.

BE IT FURTHER RESOLVED that a copy of the Resolution certified by the Municipal Clerk to be a true copy is forwarded to the State Registrar of Vital Statistics, P.O. Box 370, Trenton, New Jersey 08625-0370 and to the appointee.

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

I HEREBY CERTIFY the foregoing to be a true copy of the Resolution adopted by the Millstone Township Committee of the Township of Millstone at its meeting of January 2, 2020.

Kathleen Hart, RMC
Municipal Clerk

RESOLUTION NO. 20-04
MEETING DATE: 01-02-20

RESOLUTION APPOINTING TOWNSHIP QUALIFIED PURCHASING AGENT

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

BE IT RESOLVED by the Township Committee of the Township of Millstone that Amanda Salerno be and is hereby appointed Qualified Purchasing Agent for the Township of Millstone to serve a term commencing January 1, 2020 and expiring December 31, 2020.

BE IT FUTHER RESOLVED by the Township Committee of the Township of Millstone that the bid threshold shall be raised to \$40,000.

BE IT FURTHER RESOLVED that a copy of this Resolution certified by the Township Clerk to be a true copy is forwarded to the Department of Community Affairs, Division of Local Government Services, CFO and appointee.

AYES: C/Kuczinski, C/Dorfman, C/Ferro, DM/Grbelja, M/Masci

NAYS: None

ABSTAIN: None

ABSENT: None

I HEREBY CERTIFY the foregoing to be a true copy of the Resolution adopted by the Millstone Township Committee at its meeting of January 2, 2020.

Kathleen Hart, RMC
Municipal Clerk

RESOLUTION NO. 20-05
MEETING DATE: 01-02-20

RESOLUTION APPOINTING A PUBLIC AGENCY COMPLIANCE OFFICER

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

WHEREAS, it is necessary that the Township appoint a Public Agency Compliance Officer; and

WHEREAS, among the duties to be performed by the Public Agency Compliance Officer is the monitoring of Affirmative Action requirements submitted by vendors contracting with the municipality, which duties have been performed by the Qualified Purchasing Agent Amanda Salerno, to serve a term commencing January 1, 2020 and expiring December 31, 2020.

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Millstone that Amanda Salerno, Treasurer/Purchasing Agent, Millstone Township Municipal Building, 470 Stage Coach Road, Millstone Twp., NJ 08510, is hereby appointed the Public Agency Compliance Officer for the Township of Millstone.

BE IT FURTHER RESOLVED that a copy of this Resolution, certified by the Municipal Clerk to be a true copy, be forwarded to the Department of Treasury, Office of Affirmative Action, P.O. Box 002, Trenton, New Jersey 08625 and appointee.

ROLL CALL:

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

I HEREBY CERTIFY the foregoing to be a true copy of the Resolution adopted by the Township Committee of the Township of Millstone at its regular meeting held on January 2, 2020.

Kathleen Hart, RMC
Municipal Clerk

RESOLUTION NO. 20-06
MEETING DATE: 01-02-20

RESOLUTION APPOINTING TOWNSHIP TREASURER

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

BE IT RESOLVED by the Township Committee of the Township of Millstone that Amanda Salerno is hereby appointed Treasurer of the Township of Millstone term expiring on December 31, 2020.

BE IT FURTHER RESOLVED that a copy of this Resolution certified by the Municipal Clerk to be a true copy is forwarded to the appointee.

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

I HEREBY CERTIFY the foregoing to be a true copy of the Resolution adopted by the Millstone Township Committee at its meeting of January 2, 2020.

Kathleen Hart, RMC
Municipal Clerk

RESOLUTION NO. 20-07
MEETING DATE: 01-02-20

RESOLUTION MAKING CONSTRUCTION DEPARTMENT APPOINTMENTS

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

WHEREAS, there is a need to make certain appointments within the Construction Department of the Township; and

WHEREAS, the Township Committee has reviewed the positions for which appointments are necessary.

NOW, THEREFORE BE IT RESOLVED by the Township Committee of the Township of Millstone that the following appointments are hereby made:

<u>POSITION</u>	<u>NAME</u>	<u>TERM</u>	<u>EXPIRATION DATE</u>
Fire Protection Inspector	Travis Lamberson	1 year	12/31/20
Plumbing Inspector	Dennis Gibson	1 year	12/31/20
Building Inspector	Robert S. D'Amico	1 year	12/31/20
Electrical Inspector	Matthew Pressey	1 year	12/31/20

BE IT FURTHER RESOLVED that the appointments made hereby is effective immediately.

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

I HEREBY CERTIFY the foregoing to be a true copy of the Resolution adopted by the Millstone Township Committee at its meeting of January 2, 2020.

Kathleen Hart, RMC
Municipal Clerk

**RESOLUTION NO. 20-08
MEETING DATE: 01-02-20**

RESOLUTION APPOINTING TOWNSHIP CODE ENFORCEMENT OFFICER

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

BE IT RESOLVED by the Township Committee of the Township of Millstone that Daniel Specht be and is hereby appointed Code Enforcement Officer for the Township of Millstone to serve for a one (1) year term, commencing January 1, 2020 and expiring December 31, 2020.

BE IT FURTHER RESOLVED that a copy of this Resolution certified by the Municipal Clerk to be a true copy is forwarded to the appointee.

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

I HEREBY CERTIFY the foregoing to be a true copy of the Resolution adopted by the Millstone Township Committee at its meeting of January 2, 2020.

Kathleen Hart, RMC
Municipal Clerk

RESOLUTION NO. 20-09
MEETING DATE: 01-02-20

RESOLUTION APPOINTING RECYCLING COORDINATOR

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

WHEREAS, Section 43A-3 of the Code of the Township of Millstone provides for the position of Recycling Coordinator who shall be appointed by the Township Committee for a one (1) year term expiring December 31, 2020.

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Millstone that Daniel Specht is hereby appointed as the Recycling Coordinator for the Township of Millstone for a one (1) year term, commencing January 1, 2020 and expiring December 31, 2020.

BE IT FURTHER RESOLVED that a copy of this Resolution certified by the Municipal Clerk to be a true copy is forwarded to the Monmouth County Recycling Coordinator, 6000 Asbury Avenue, Tinton Falls, NJ 07724 and the appointee.

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

I HEREBY CERTIFY the foregoing to be a true copy of the Resolution adopted by the Millstone Township Committee at its meeting of January 2, 2020.

Kathleen Hart, RMC
Municipal Clerk

**RESOLUTION NO. 20-10
MEETING DATE: 01-02-20**

**RESOLUTION APPOINTING COMMUNITY DEVELOPMENT
REPRESENTATIVES**

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

BE IT RESOLVED by the Township Committee of the Township of Millstone that Roger Staib, Business Administrator is hereby appointed the Community Development Representative for the year 2020 for the Township of Millstone.

BE IT FURTHER RESOLVED by the Township Committee of the Township of Millstone that Kathleen Hart is hereby appointed as the Alternate Community Development Representative for the year 2020 for the Township of Millstone.

BE IT FURTHER RESOLVED that the Municipal Clerk forwards a certified true copy of this Resolution to Community Development Director, Hall of Records Annex, One East Main Street, Freehold, New Jersey 07728 and the appointees.

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

I HEREBY CERTIFY the foregoing to be a true copy of the Resolution adopted by the Millstone Township Committee at its meeting of January 2, 2020.

Kathleen Hart, RMC
Municipal Clerk

**RESOLUTION NO. 20-11
MEETING DATE: 01-02-20**

**RESOLUTION APPOINTING MEMBERS TO THE MILLSTONE
TOWNSHIP VETERAN'S MEMORIAL COUNCIL**

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

BE IT RESOLVED by the Township Committee of the Township of Millstone that the following are hereby appointed regular members to the permanent Millstone Township Veteran's Memorial Council beginning with the year 2020.

Regular Members:

Raymond Dothard
David Williamson
Michael Cunningham
Richard Hileman
William M. Nurko
Francis Simacek
Michael Varady
Sarah Rees

Alternate Member:

Jerry Gottlieb

Deceased Members:

Jack McLaughlin – Chairman Emeritus
Jeffery Miller – Chairman Emeritus
Richard D. Brody – Chairman Emeritus
Albert Lukowicz, Secretary/Treasurer Emeritus

BE IT FURTHER RESOLVED that a copy of this resolution is forwarded to the Millstone Township Veteran's Memorial Council and to the appointees.

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

I HEREBY CERTIFY the foregoing to be a true copy of the appointments made by the Millstone Township Committee at its meeting of January 2, 2020.

Kathleen Hart, RMC
Municipal Clerk

RESOLUTION NO. 20-12
MEETING DATE: 01-02-20

RESOLUTION APPOINTING FUND COMMISSIONER, SAFETY DIRECTOR AND RIGHT TO KNOW COORDINATOR TO THE MONMOUTH COUNTY MUNICIPAL JIF

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

WHEREAS, Public Law 2083, c.372 (N.J.S.A. 40A:10-36 et seq.) permits municipalities to join together to form a joint insurance fund; and

WHEREAS, the Monmouth County Municipal Joint Insurance Fund is duly constituted as a Municipal Self-Insurance Fund; and

WHEREAS, the Township of Millstone is a member of the Monmouth County Municipal Joint Insurance Fund; and

WHEREAS, the NJSA 40A:10-36 et seq. as well as the Bylaws of the Monmouth County Municipal Joint Insurance Fund provide that "in the manner generally prescribed by law, each member shall appoint one (1) commissioner to the Fund. Each member shall select either a member of its governing body or one of its employees and,

WHEREAS, the term of the appointment is either:

1. A commissioner, other than the special commissioner, who is a member of the appointing municipality's governing body shall hold office for two years or for the remainder of his/her term of office as a member of the governing body, whichever shall be less.
2. Commissioners who are employees of the appointing member shall hold office at the pleasure of the Township and can be removed by the Township at any time without cause.

NOW, THEREFORE, BE IT RESOLVED, that the Township Committee of the Township of Millstone does hereby appoint **Roger Staib**, Business Administrator to serve as Fund Commissioner, **Dan Specht** as Safety Director and **Jason Borsuk** as Right To Know Coordinator to the Monmouth County Municipal Joint Insurance Fund.

ROLL CALL:

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

I HEREBY CERTIFY the foregoing to be a true copy of the Resolution adopted by the Millstone Township Committee at its meeting of January 2, 2020.

Kathleen Hart, RMC
Municipal Clerk

**RESOLUTION NO. 20-13
MEETING DATE: 01-02-20**

RESOLUTION APPOINTING 911 COORDINATOR

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

BE IT RESOLVED by the Township Committee of the Township of Millstone that **Michael Kuczinski** is hereby appointed 911 Coordinator for the Township of Millstone to serve for a term of one (1) year, expiring December 31, 2020.

BE IT FURTHER RESOLVED that a copy of this Resolution certified by the Municipal Clerk to be a true copy is forwarded Michael Oppegaard, Coordinator Monmouth County Office of Emergency Management and to the appointee.

ROLL CALL:

AYES: C/Kuczinski, C/Dorfman, C/Ferro, DM/Grbelja, M/Masci

NAYS: None

ABSTAIN: None

ABSENT: None

I HEREBY CERTIFY the foregoing to be a true copy of the Resolution adopted by the Millstone Township Committee at its meeting of January 2, 2020.

Kathleen Hart, RMC
Municipal Clerk

**RESOLUTION NO. 20-14
MEETING DATE: 01-02-20**

**RESOLUTION APPOINTING COORDINATOR OF THE MILLSTONE TOWNSHIP
OFFICE OF EMERGENCY MANAGEMENT**

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

BE IT RESOLVED by the Township Committee of the Township of Millstone that **Michael Kuczinski** is hereby appointed OEM Coordinator for the Township of Millstone to serve for a term of one (1) year, expiring December 31, 2020.

BE IT FURTHER RESOLVED that a copy of this appointment is forwarded Michael Oppegaard, Coordinator Monmouth County Office of Emergency Management and to the appointee.

ROLL CALL:

AYES: C/Kuczinski, C/Dorfman, C/Ferro, DM/Grbelja, M/Masci

NAYS: None

ABSTAIN: None

ABSENT: None

I HEREBY CERTIFY the foregoing to be a true copy of the Resolution adopted by the Township Committee of the Township of Millstone at its meeting of January 2, 2020.

Kathleen Hart, RMC
Municipal Clerk

**RESOLUTION NO. 20-15
MEETING DATE: 01-02-20**

**RESOLUTION APPOINTING A CLASS III MEMBER TO THE MILLSTONE
TOWNSHIP PLANNING BOARD**

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

BE IT RESOLVED by the Township Committee of the Township of Millstone that **Committeewoman Nancy Grbelja** is hereby appointed the Class III Member to the Millstone Township Planning Board for a one (1) year term commencing January 1, 2020 and ending December 31, 2020.

BE IT FURTHER RESOLVED that a copy of this Resolution certified by the Municipal Clerk to be a true copy is forwarded to the appointee and the Millstone Township Planning Board.

ROLL CALL:

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

I HEREBY CERTIFY the foregoing to be a true copy of the Resolution adopted by the Millstone Township Committee at its meeting of January 2, 2020.

Kathleen Hart, RMC
Municipal Clerk

RESOLUTION NO. 20-16
MEETING DATE: 01-02-20

**RESOLUTION APPOINTING MEMBERS TO THE OPEN SPACE AND
FARMLAND PRESERVATION COUNCIL**

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

BE IT RESOLVED by the Township Committee of the Township of Millstone that the following people are appointed to the Open Space and Farmland Preservation Council:

1. **Kelly Scott**, is hereby appointed member of the Open Space and Farmland Preservation Council to seat number six (6) for a three (3) year term commencing January 1, 2020 and ending December 31, 2022.
2. **Michele Datello**, is hereby appointed member of the Open Space and Farmland Preservation Council to seat number seven (7) for a three (3) year term commencing January 1, 2020 and ending December 31, 2022.
3. **Sandy Riggin** is hereby appointed an Alternate II member of the Open Space and Farmland Preservation Council for a two (2) year term commencing January 1, 2020 and ending December 31, 2021.
4. **Nancy Grbelja**, is hereby appointed as Township Committee Liaison member of the Open Space and Farmland Preservation Council for a two (2) year term commencing January 1, 2020 and ending December 31, 2021.

BE IT FURTHER RESOLVED that a copy of this Resolution, certified by the Municipal Clerk to be a true copy, be forwarded to the Open Space and Farmland Preservation Council and each of the appointees.

ROLL CALL:

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

I HEREBY CERTIFY the foregoing to be a true copy of the Resolution adopted by the Millstone Township Committee at its meeting of January 2, 2020.

Kathleen Hart, RMC
Municipal Clerk

RESOLUTION NO. 20-17
MEETING DATE: 01-02-20

**RESOLUTION APPOINTING MEMBERS TO THE AGRICULTURAL
ADVISORY COUNCIL**

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

BE IT RESOLVED by the Township Committee of the Township of Millstone that the following people are appointed to the Agricultural Advisory Council:

1. **Patricia Butch** is hereby appointed member of the Agricultural Advisory Council to seat number one (1) for a two (2) year term commencing January 1, 2020 and ending December 31, 2021.
2. **George Asprocolas** is hereby appointed member of the Agricultural Advisory Council to seat number five (5) for a two (2) year term commencing January 1, 2020 and ending December 31, 2021.
3. **Amy Butewicz** is hereby appointed member of the Agricultural Advisory Council to seat number two (2) to fulfil the unexpired term of Tom Dancer ending December 31, 2020.

BE IT FURTHER RESOLVED that a copy of this Resolution certified by the Municipal Clerk to be a true copy be forwarded to the Agricultural Advisory Council and each of the appointees.

ROLL CALL:

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

I HEREBY CERTIFY the foregoing to be a true copy of the Resolution adopted by the Millstone Township Committee at its meeting of January 2, 2020.

Kathleen Hart, RMC
Municipal Clerk

**RESOLUTION NO. 20-18
MEETING DATE: 01-02-20**

**RESOLUTION APPOINTING MONMOUTH COUNTY AGRICULTURE
DEVELOPMENT BOARD REPRESENTATIVE**

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

BE IT RESOLVED by the Township Committee of the Township of Millstone that **Kelly Scott** is hereby appointed as representative of Millstone Township to the Monmouth County Agriculture Development Board for the year of 2020.

BE IT FURTHER RESOLVED that the Municipal Clerk will forward a certified true copy of this Resolution to the Monmouth County Agriculture Development Board, 1 East Main Street, Freehold, NJ 07728 and the appointee.

ROLL CALL:

AYES: C/Kuczinski, C/Dorfman, C/Ferro, DM/Grbelja, M/Masci

NAYS: None

ABSTAIN: None

ABSENT: None

I HEREBY CERTIFY the foregoing to be a true copy of the Resolution adopted by the Millstone Township Committee at its meeting of January 2, 2020.

Kathleen Hart, RMC
Municipal Clerk

RESOLUTION NO. 20-19
MEETING DATE: 01-02-20

**RESOLUTION MEMORIALIZING THE APPOINTMENT OF MEMBERS TO THE
MUNICIPAL DRUG ALLIANCE COMMITTEE**

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

WHEREAS, alcoholism and drug use are important public health and law enforcement problems in this area; and

WHEREAS, Millstone Township is desirous in continuing the Municipal Alliance Committee work presenting education and prevention programs, as well as short term counseling and intervention assistance in an effort to resolve the problems of abuse of alcohol and other drugs, and

WHEREAS, the Millstone Township Committee in accordance with P.L. 2089, CH. 51 recognizes the Municipal Alliance Committee and supports its efforts to organize and coordinate the schools, law enforcement, business groups, and other community organizations for the purpose of reducing alcoholism and drug abuse as well as establishing outreach programs for residents and other comprehensive awareness programs to meet the needs of the community; and

WHEREAS, the Township Committee has, on an annual basis, at its reorganization meeting in January of each year, appointed members to the Municipal Alliance Committee.

NOW, THEREFORE BE IT RESOLVED by the Township Committee of the Township of Millstone that the following people are hereby appointed to the Municipal Alliance Committee to serve as executive board members for the calendar year 2020:

- Helen Varvi
- Joanne Schiumo
- Raquel Khodash
- Frank LaMagna
- Maureen LaMagna
- Gary Brennan
- George Kent
- Jennifer Wilson

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

Desiree Whyte, MA
Assistant Director of Addictions
Monmouth County Office of Mental Health and Addiction Services
3000 Kozloski Rd.
Freehold, NJ 07728

ROLL CALL:

AYES: C/Kuczinski, C/Dorfman, C/Ferro, DM/Grbelja, M/Masci

NAYS: None

ABSTAIN: None

ABSENT: None

I HEREBY CERTIFY the foregoing to be a true copy of the Resolution adopted by the Millstone Township Committee at its meeting of January 2, 2020.

Kathleen Hart, RMC
Municipal Clerk

RESOLUTION NO. 20-20
MEETING DATE: 01-02-20

RESOLUTION TO TRANSFER FUNDS ON APPROPRIATION RESERVES #1

DM/Grbelja offered the following Resolution and moved its adoption, which was seconded by C/Dorfman.

WHEREAS, N.J.S.A. 40A:4-59 provides for the transfer of appropriation reserves within the first three months of the current fiscal year when it shall become necessary to expend for any purpose specified in the Budget an amount in excess of the respective sums appropriated therefore; and when there shall be an excess in one or more appropriation reserves over and above the amount deemed to be necessary to fulfill the purpose of such appropriations; transfer the amount of such excess to an appropriation reserve deemed to be insufficient to fulfill its purpose; and

WHEREAS, this condition now exists.

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Millstone in the County of Monmouth that the following transfer of 2019 appropriation reserves be and the same are hereby authorized and the Chief Financial Officer be and hereby is directed to make said transfers on the records:

<u>CURRENT ACCOUNT</u>		<u>FROM</u>	<u>TO</u>
Streets & Roads	OE	\$10,000	
Recreation	OE	<u>750</u>	
Legal	OE		\$10,000
Finance	OE		<u>750</u>
TOTAL		\$10,750	\$10,750

Explanations of the transfers are as follows:

To transfer available money to pay December fees that exceeded the estimates.

BE IT FURTHER RESOLVED that a copy of this Resolution certified by the Township Clerk to be a true copy be forwarded to the Chief Financial Officer and the Treasurer.

VOTE:

AYES: C/Kuczinski, C/Dorfman, C/Ferro, DM/Grbelja, M/Masci

NAYS: None

ABSTAIN: None

ABSENT: None

I HEREBY CERTIFY the foregoing to be a true copy of the Resolution adopted by the Millstone Township Committee at its meeting on January 2, 2020.

Kathleen Hart, RMC
Township Clerk

**RESOLUTION NO. 20-21
MEETING DATE: 01-02-20**

RESOLUTION APPOINTING VIOLATIONS CLERK

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

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. Term expires December 31, 2020.

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/Kuczinski, C/Dorfman, C/Ferro, DM/Grbelja, M/Masci
NAYS: None
ABSTAIN: None
ABSENT: None

I HEREBY CERTIFY the foregoing to be a true copy of the Resolution adopted by the Millstone Township Committee at its meeting of January 2, 2020.

Kathleen Hart, RMC
Municipal Clerk

RESOLUTION NO: 20-22
MEETING DATE: 01-02-20

**RESOLUTION AUTHORIZING THE APPOINTMENT OF INDIVIDUALS
TO PERFORM DUTIES OF A MUNICIPAL COURT ADMINISTRATOR WHEN
THE MUNICIPAL COURT ADMINISTRATOR IS UNAVAILABLE**

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

WHEREAS, the Township Committee of the Township of Millstone has been informed the Municipal Court Administrator that there are certain occasions when the Administrator is unavailable to perform the duties of their post; and

WHEREAS, the Township Committee of the Township of Millstone finds that it is necessary to always have an alternative individual/s available to perform those duties for 2020 from January 1, 2020 through December 31, 2020.

NOW THEREFORE BE IT RESOLVED by the Township Committee of the Township of Millstone that in the event that the Municipal Court Administrator is not available.

BE IT FURTHER RESOLVED that Stephanie Seyr, C.M.C.A. and Julia Burton, C.M.C.A. will be paid to cover Court session at a rate of \$100 per 3 hour court session and an additional \$25 for each hour (or a portion thereof) above 3 hours. In addition, the individual may be called upon for call outs and, if so, will receive \$45 per call out. The individual will not be deemed as employee of the Township when performing this function for the purposes of obtaining a pension and/or benefits.

BE IT FURTHER RESOLVED that a copy of this Resolution be provided to the Municipal Clerk, Municipal Court Administrator, Stephanie Seyr, C.M.C.A and Julia Burton, C.M.C.A.

ROLL CALL:

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

I HEREBY CERTIFY the foregoing to be a true copy of the Resolution adopted by the Millstone Township committee at its meeting of January 2, 2020.

Kathleen Hart, RMC
Municipal Clerk

RESOLUTION NO. 20-23
MEETING DATE: 01-02-20

**RESOLUTION AUTHORIZING INTERLOCAL SERVICES AGREEMENT PROVIDING FOR
MUNICIPAL COURT SERVICES WITH ROOSEVELT BOROUGH**

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

WHEREAS, N.J.S.A. 2B:12-1(c) and 40A:65-1 authorizes Agreements between municipalities for the performance and provisions of services related to the operation of a Municipal Court; and

WHEREAS, the Borough of Roosevelt has requested continuation of the previously existing arrangement whereby Municipal Court matters arising within the corporate boundaries of Roosevelt Borough are processed and heard in the Millstone Township Municipal Court system; and

WHEREAS, the Township and Roosevelt Borough wish to enter into an Agreement for the purposes of allowing the Borough to utilize the Township Municipal Court and related personnel and services.

NOW, THEREFORE BE IT RESOLVED by the Mayor and Township Committee of the Township of Millstone as following:

1. The Mayor and Municipal Clerk are hereby authorized to execute an Interlocal Services Agreement providing for Municipal Court services with the Borough of Roosevelt.
2. The Agreement shall be for a term of one year commencing January 1, 2020 and ending December 31, 2020 and the compensation to be paid to the Township by the Borough is \$6,000.00.
3. A copy of the executed Agreement shall be maintained in the Office of the Municipal Clerk and available for public inspection during regular business hours.

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

1. Honorable Judge Lisa P. Thorton , A.J.S.C., Monmouth County Assignment Judge, Superior Court.
2. Honorable Judge Nicole Sonnenblick, Millstone Township Municipal Judge.
3. Municipal Clerk, Borough of Roosevelt.
4. Department of Community Affairs, Division of Local Government Services.

ROLL CALL:

AYES: C/Kuczinski, C/Dorfman, C/Ferro, DM/Grbelja, M/Masci

NAYS: None

ABSTAIN: None

ABSENT: None

I HEREBY CERTIFY the foregoing to be a true copy of the Resolution adopted by the Millstone Township Committee at its meeting of January 2, 2020.

Kathleen Hart, RMC
Municipal Clerk

**RESOLUTION NO. 20-24
MEETING DATE: 01-02-20**

RESOLUTION APPOINTING COAH REPRESENTATIVE

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

BE IT RESOLVED by the Township Committee of the Township of Millstone that **Fred Heyer** is hereby appointed as the COAH representative for Millstone Township.

BE IT FURTHER RESOLVED that the Municipal Clerk will forward a certified true copy of this Resolution to COAH and the appointee for the 2020 calendar year.

ROLL CALL:

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

I HEREBY CERTIFY the foregoing to be a true copy of the Resolution adopted by the Millstone Township Committee at its meeting of January 2, 2020.

Kathleen Hart, RMC
Municipal Clerk

**RESOLUTION NO. 20-25
MEETING DATE: 01-02-20**

**RESOLUTION APPOINTING COORDINATOR BETWEEN THE TOWNSHIP OF
MILLSTONE AND THE OFFICE ON AGING**

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

BE IT RESOLVED by the Township Committee of the Township of Millstone that **Margaret Patterson** is hereby appointed the Coordinator between the Township of Millstone and the Office on Aging for Senior Citizens to serve for a term of one (1) year, expiring December 31, 2020.

BE IT FURTHER RESOLVED that a copy of this Resolution certified by the Municipal Clerk to be a true copy is forwarded to the appointee and to the Monmouth County Department of Human Services, Division on Aging, 3000 Kozloski Road, Freehold, NJ 07728 and the appointee.

ROLL CALL:

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

I HEREBY CERTIFY the foregoing to be a true copy of the Resolution adopted by the Millstone Township Committee at its meeting of January 2, 2020.

Kathleen Hart, RMC
Municipal Clerk

**RESOLUTION NO. 20-26
MEETING DATE: 01-02-20**

RESOLUTION APPOINTING LOCAL HISTORIAN

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

BE IT RESOLVED by the Township Committee of Township of Millstone that **Doreen Polhemus** is hereby appointed Local Historian for a term commencing January 1, 2020 and ending December 31, 2020.

BE IT FURTHER RESOLVED that a copy of this appointment be forwarded to the Millstone Township Historic Preservation Council and the appointee.

ROLL CALL:

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

I HEREBY CERTIFY the foregoing to be a true copy of the Resolution adopted by the Millstone Township Committee at its meeting of January 2, 2020.

Kathleen Hart, RMC
Municipal Clerk

RESOLUTION NO. 20-27
MEETING DATE: 01-02-20

RESOLUTION ESTABLISHING THE 2020 TEMPORARY BUDGET

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

WHEREAS, N.J.S.A. 40A: 4-19 provides that where any contract commitment or payments are to be made prior to the final adoption of the 2020 budget, temporary appropriations should be made for the purpose and amounts required in the manner and time therein provided; and

WHEREAS, the date of this resolution is within the first thirty days of January 2020; and

WHEREAS, the total appropriations for the 2019 budget, exclusive of any appropriations made for debt service, capital improvement fund and public assistance is the sum of \$4,995,140.72; and

WHEREAS, the temporary operating budget shall not exceed 26.25% of this amount, which is \$1,311,224.43.

2020 TEMPORARY OPERATING BUDGET

DEPARTMENT	S&W	OE
General Administration	\$ 28,000.00	\$ 35,000.00
Mayor & Committee	9,000.00	600.00
Municipal Clerk	20,000.00	3,000.00
Finance	37,000.00	30,000.00
Audit		3,000.00
Tax Collector	17,500.00	4,500.00
Tax Assessor	26,000.00	2,500.00
Legal		40,000.00
Engineering		5,000.00
Historic Preservation		500.00
Veterans Memorial		500.00
Open Space	18,000.00	1,000.00
Agricultural		1,000.00
COAH Administration		5,000.00
Planning Board	7,500.00	15,000.00
Zoning Board	7,500.00	3,000.00
Construction	66,000.00	50,000.00
Code Enforcement	11,000.00	1,000.00
General Liability Insurance		58,500.00

<u>DEPARTMENT</u>	<u>S&W</u>	<u>OE</u>
Workmen's Compensation		42,500.00
Health Insurance		200,000.00
Unemployment		4,000.00
Emergency Management		1,000.00
Aid to Volunteer Ambulance		17,500.00
Prosecutor		6,000.00
Streets & Roads	140,000.00	80,000.00
Shade Tree		1,000.00
Sanitation	12,000.00	62,000.00
Buildings & Grounds	9,000.00	30,000.00
Vehicle Maintenance		25,000.00
Public Health		4,500.00
Environmental Commission	600.00	500.00
Animal Control		6,050.00
Recreation	12,000.00	500.00
Park Maintenance		5,000.00
Electricity		21,000.00
Street Lights		22,000.00
Telephone		8,000.00
Natural Gas		11,000.00
Gasoline		10,000.00
Social Security		33,000.00
DCRP		2,000.00
Municipal Alliance-State Share		2,500.00
Municipal Alliance-Local Share		1,000.00
Municipal Court	28,000.00	5,000.00
Public Defender		1,900.00
Total	\$ 449,100.00	\$ 862,050.00

GRAND TOTAL **\$1,311,150.00**

2020 CAPITAL IMPROVEMENT FUND

Capital Improvement Fund	\$ 50,000.00
Total	\$ 50,000.00

2020 DEBT SERVICE (through 5/31/20)

Interest on Bonds	\$ 57,225.00
Principal on Bonds	100,000.00
Interest on Bonds (Open Space Trust)	118,625.00
Principal on Bonds (Open Space Trust)	190,000.00
Interest on Notes	45,947.02
Interest on Notes (COAH Trust)	19,321.18
Principal on Notes (COAH Trust)	<u>9,810.13</u>
Total	\$540,928.33

NOW, THEREFORE, BE IT RESOLVED that the above temporary operating appropriations in the amount of **\$1,311,150.00**, Capital Improvement Fund in the amount of **\$50,000.00**, and Debt Service payments in the amount of **\$540,928.33** be made and that a certified copy of this resolution be provided to the Chief Financial Officer for the records.

ROLL CALL:

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

I HEREBY CERTIFY the following to be a true copy of the Resolution adopted by the Township Committee at its meeting of January 2, 2020.

Kathleen Hart, RMC
Municipal Clerk

**RESOLUTION NO. 20-28
MEETING DATE: 1-02-20**

RESOLUTION ADOPTING CASH MANAGEMENT PLAN

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

WHEREAS, it is the desire of the Township of Millstone to establish and maintain a uniform and documented cash management plan regarding the use and investment of its cash assets, and;

WHEREAS, the Chief Financial Officer has developed an initial plan for the management of cash.

NOW, THEREFORE, BE IT RESOLVED, that the Governing Body of the Township of Millstone hereby adopts said cash management plan and that said plan be implemented immediately.

BE IT FURTHER RESOLVED, that the Millstone Township Clerk forward certified copies of this resolution together with a copy of the plan to all department heads and to any committees or commissions that are recipients of municipal funds.

ROLL CALL:

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

I HEREBY CERTIFY the foregoing to be a true copy of a Resolution adopted by the Millstone Township Committee at its meeting of January 2, 2020.

Kathleen Hart, RMC
Municipal Clerk

RESOLUTION NO. 20-29
MEETING DATE: 01-02-20

**RESOLUTION TO AUTHORIZE THE CONTINUATION OF
PETTY CASH FUNDS FOR CALENDAR YEAR 2020**

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

WHEREAS, in accordance with N.J.S.A. 40A:5-21 “A local unit may establish a petty cash fund upon written application to and after approval by the Director. All matters relating to the establishment, accounting, repayment, and discontinuance of such funds shall be in the discretion of the Director, who shall promulgate reasonable rule and regulation in respect thereto”.

WHEREAS, regulations require all petty cash funds be returned to the Local Unit’s Chief Financial Officer prior to December 31st of each year to be reestablished by subsequent resolution on or after January 1st of the following year. By prior resolution, establishment of petty cash funds is authorized at preceding year levels. Approval by the Director of the Division of Local Government Services is required for petty cash modifications.

NOW, THEREFORE, BE IT RESOLVED, that the Township Committee approves the continuance of Petty Cash funds for immediate needs consistent with 2020 authorized levels.

<u>DEPARTMENT</u>	<u>2020 Request</u>
Administration	\$ 200.00
Recreation	\$ 500.00

ROLL CALL:

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

I HEREBY CERTIFY that the Resolution is a true copy of the Resolution adopted by the Millstone Township Committee at its meeting held on January 2, 2020.

Kathleen Hart, RMC
Municipal Clerk

RESOLUTION NO. 20-30
MEETING DATE: 01-02-20

RESOLUTION TO ESTABLISH OFFICIAL DEPOSITORIES
FOR THE TOWNSHIP OF MILLSTONE

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

WHEREAS, N.J.S.A. 40A:5-14 mandates that the governing body of a municipal corporation shall, by resolution passed by a majority vote of the full membership thereof, designate, as a depository for its monies, a bank or trust company having its place of business in the state and organized under the laws of the United States or this state.

NOW, THEREFORE, BE IT RESOLVED, on the 2nd day of January 2020, by the Committee of the Township of Millstone, County of Monmouth, State of New Jersey, that:

Capital One, NA
First Commerce Bank
Freehold Savings Bank
Fulton Bank (fka The Bank)
Investors Savings Bank
Magyar Savings Bank
New Jersey Cash Management
Northfield Bank
Ocean First Bank
PNC Bank
Provident Bank
TD Bank
Two River Community Bank
Valley National Bank

BE IT FURTHER RESOLVED that said banks are hereby designated as depositories for the Township of Millstone for the 2020 year. Prior to the deposit of any municipal funds in the above-mentioned depositories, said bank shall file with the Chief Financial Officer a statement indicating that the bank is covered under the Governmental Unit Deposit Protection Act (R.S. 17:9-41).

BE IT FURTHER RESOLVED that said banks shall be hereby authorized to honor checks with the following signatures:

1) **SIGNATURES REQUIRED (three of the six):**

Mayor, Deputy Mayor,
Treasurer, Chief Financial Officer,
Township Administrator, Township Clerk

FOR THE FOLLOWING ACCOUNTS:

Operating Account, Payroll Trust, Alliance to Prevent Drug Abuse, General Capital Fund, Master Trust, COAH Trust, Animal Trust, Developers Escrow Accounts, Open Space Preservation Trust, Grant Fund, Veterans Memorial Trust, Recreation Trust, Basin Maintenance Trust, Shade Tree Trust and Reserve Trust Fund.

- 2) **SIGNATURES REQUIRED:**
Tax Collector and
Treasurer or CFO, and
Township Administrator or Township Clerk

FOR THE FOLLOWING ACCOUNT:
Tax Special Account.

- 3) **SIGNATURES REQUIRED:**
Court Administrator or Municipal Judge.

FOR THE FOLLOWING ACCOUNTS:
Township of Millstone
Court Account
Court Bail Account

Borough of Roosevelt
Court Account
Court Bail Account

- 4) **SIGNATURES REQUIRED:**
Township Clerk or Deputy Township Clerk

FOR THE FOLLOWING ACCOUNT:
Clerk's Account.

BE IT FURTHER RESOLVED that a copy of this resolution, certified by the Township Clerk to be a true copy, is forwarded to the Mayor and Deputy Mayor, the Township Administrator, the Chief Financial Officer, the Treasurer, the Tax Collector, the Township Clerk, the Court Administrator and the Auditor.

ROLL CALL:

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

I HEREBY CERTIFY the foregoing to be a true copy of the resolution adopted by the Millstone Township Committee at its meeting of January 2, 2020.

Kathleen Hart, RMC
Municipal Clerk

RESOLUTION NO. 20-31
MEETING DATE: 01-02-20

**RESOLUTION AUTHORIZING THE ACCEPTANCE OF CREDIT CARD PAYMENTS FOR
THE COLLECTION OF FEES FOR SPECIFIC SERVICES**

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

WHEREAS, the Department of Community Affairs, Division of Local Government Services, has promulgated regulations, N.J.A.C. 5:30-9 et seq, authorizing municipalities to accept credit card payments in accordance with the provisions of the Administrative Code and in regard to transactions related to the Municipal Court, pursuant to the Rules of Court promulgated by the New Jersey Supreme Court, as well as for other accounts, such as Construction and Recreation; and

WHEREAS, the Township Committee of the Township of Millstone is of the opinion that allowing residents to pay for various services by use of credit card payments could provide needed convenience; and processing is free to the residents (face to face transactions only); and

WHEREAS, the Township CFO has recommended such action through Ocean First Bank, who supports this service internally for the following accounts:

- Municipal Court Accounts (2)
- Construction
- Recreation

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Millstone that it hereby authorizes the acceptance of credit card payments for various services, including municipal court fees and fines, construction fees and permits and recreation fees.

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

- (a) Township CFO
- (b) Director, Division of Local Government Services
- (c) Municipal Court Administrator
- (d) Construction Official
- (e) Recreation Coordinator
- (f) Township Auditor

ROLL CALL:

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

I HEREBY CERTIFY the foregoing to be a true copy of the Resolution adopted by the Millstone Township Committee of the Township of Millstone at its meeting of January 2, 2020.

Kathleen Hart, RMC
Municipal Clerk

RESOLUTION NO. 20-32
MEETING DATE: 01-02-20

RESOLUTION TO AUTHORIZE TAX COLLECTOR TO HOLD TAX SALE

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

WHEREAS, the Township Committee authorizes the Tax Collector to conduct a tax sale for all prior year's taxes, municipal charges and municipal liens, pursuant to N.J. Law Chapter 99.

NOW, THEREFORE, BE IT RESOLVED that the Mayor and Township Committee authorize the Tax Collector to conduct a Tax Sale for prior year(s) delinquent taxes, municipal charges and municipal liens pursuant to N.J. Law Chapter 99.

ROLL CALL:

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

I HEREBY CERTIFY the foregoing to be a true copy of the Resolution adopted by the Millstone Township Committee of the Township of Millstone at its meeting of January 2, 2020.

Kathleen Hart, RMC
Municipal Clerk

RESOLUTION NO. 20-33
MEETING DATE: 01-02-20

**RESOLUTION AUTHORIZING THE CANCELLATION OF MINIMAL BALANCES
AND OVERPAYMENTS BY TAX COLLECTOR**

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

WHEREAS, New Jersey Statute 40A: 5-20 subsection b, permits the governing body of a municipality to adopt a resolution authorizing a municipal employee to process without further action on the part of the governing body, the cancellation of any property tax delinquency or refund of less that \$10.00; and

WHEREAS, the Tax Collector currently has minimal amounts affecting several prior years and will have minimal amounts affecting current and future years and is desirous of canceling these amount expeditiously;

NOW, THEREFORE, BE IT RESOLVED that the Mayor and Township Committee of the Township of Millstone, County of Monmouth, State of New Jersey as follows:

1. The Township Committee of the Township of Millstone hereby authorizes the Tax Collector to process, without further action on the part of the governing body, the cancellation of any property tax delinquency or refund of less that \$10.00

ROLL CALL:

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

I HEREBY CERTIFY the foregoing to be a true copy of the Resolution adopted by the Millstone Township Committee of the Township of Millstone at its meeting of January 2, 2020.

Kathleen Hart, RMC
Municipal Clerk

**RESOLUTION NO. 20-34
MEETING DATE: 01-02-20**

**RESOLUTION SETTING INTEREST RATES TO BE CHARGED ON ALL
DELINQUENT TAXES AND ASSESSMENTS**

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

WHEREAS, the Statutes of the state of New Jersey provide for the setting of an interest rate to be charged on all delinquent taxes and assessments; and

WHEREAS, the Township Committee of the Township of Millstone desires to establish the interest rate of (8%) percent per annum to be charged on delinquent taxes and assessments on the first \$1,500.00 and said interest to be waived for a ten (10) day period after they may become due and 18% on any balance over \$1,500.00, effective January 1, 2020.

NOW, THEREFORE, BE IT RESOLVED, by the Township Committee of the Township of Millstone that pursuant to the provisions of nonpayment of taxes and assessments, on or before the date when the same becomes delinquent it is hereby fixed at (8%) percent per annum for the first \$1,500.00, said interest may be waived for a ten (10) day period after actual due date, and (18%) on any balance over \$1,500.00, effective January 1, 2020.

ROLL CALL:

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

I HEREBY CERTIFY the foregoing to be a true copy of the Resolution adopted by the Millstone Township Committee at its meeting of January 2, 2020

Kathleen Hart, RMC
Municipal Clerk

RESOLUTION NO. 20-35
MEETING DATE: 01-02-20

**RESOLUTION TO ALLOW AN ADDITIONAL PENALTY OF 6% TO BE COLLECTED
AGAINST A DELINQUENCY IN EXCESS OF \$10,000.00**

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

WHEREAS, N.J.S.A. 54:4-67 has been amended to permit the fixing of said rate of 8% per annum of the first \$1,500.00 of the delinquency and 18% per annum on any amount in excess of \$1,500.00 and allows an additional penalty of 6% to be collected against delinquencies in excess of \$10,000.00 on properties that fail to pay delinquencies prior to the end of the calendar year.

NOW, THEREFORE, BE IT RESOLVED, by Mayor and Township Committee of the Township of Millstone, County of Monmouth, State of New Jersey as follows:

1. The Tax Collector is hereby authorized and directed to charge 8% per annum on the first \$1,500.00 of taxes becoming delinquent after due date, and 18% per annum on any delinquency over \$1,500.00. Taxes and penalties together that exceed \$10,000.00 and are in the arrears beyond December 31st, an additional penalty of 6% shall be charged against the delinquency.
2. Effective January 1, 2020, there will be a ten (10) day grace period of quarterly tax payments made by cash, check, or money order.
3. Any payments not made in accordance with this Resolution shall be charged interest from the due date as set forth above.
4. This Resolution shall be published in its entirety once in an official newspaper of the Township of Millstone.
5. The Municipal Clerk shall provide a certified copy of this Resolution to the Township Tax Collector, Township Attorney, and Township Auditor for the Township of Millstone.

ROLL CALL:

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

I HEREBY CERTIFY the foregoing to be a true copy of the Resolution adopted by the Millstone Township Committee at its meeting of January 2, 2020.

Kathleen Hart, RMC
Municipal Clerk

RESOLUTION NO. 20-36
MEETING DATE: 01-02-20

**RESOLUTION AUTHORIZING REAL ESTATE TAX PAYMENTS BY ELECTRONIC FUNDS
TRANSFER VIA INTERNET VIA CIT-e-NET LLC**

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

WHEREAS, the Department of Community Affairs, Division of Local Government Services, has promulgated regulations, N.J.A.C. 5:30-9 et seq, authorizing municipalities to utilize credit cards, debit cards, and electronic fund transfer mechanism of collecting local unit obligations; and

WHEREAS, the Township Committee of the Township of Millstone is of the opinion that allowing property owners to pay real estate taxes by use of electronic funds transfer via the Internet could provide needed convenience;

WHEREAS, the Township Tax Collector has recommended such action through CIT-e-NET LLC, 463 Main Street, Little Falls, NJ 07424.

NOW, THEREFORE, BE IT RESOLVED by Township Committee of the Township of Millstone that it hereby authorizes the payment of real estate tax obligations to be made by use of electronic funds transfer via the internet via CIT-e-NET LLC.

BE IT FURTHER RESOLVED that the Township Tax Collector, the Township Attorney and all other municipal officials are hereby authorized to take such action as is necessary to implement the purposes of the Resolution.

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

- (a) Township Tax Collector
- (b) Director, Division of Local Government Services, DCA
- (c) CIT-e-NET LLC
- (d) Township CFO

ROLL CALL:

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

I HEREBY CERTIFY the foregoing to be a true copy of the Resolution adopted by the Millstone Township Committee of the Township of Millstone at its meeting of January 2, 2020.

Kathleen Hart, RMC
Municipal Clerk

RESOLUTION NO. 20-37
MEETING DATE: 01-02-20

**A RESOLUTION AUTHORIZING THE TAX ASSESSOR TO FILE APPEALS, OMITTED AND
ADDED ASSESSMENT APPEALS, AND ROLLOVER COMPLAINTS WITH THE
MONMOUTH COUNTY BOARD OF TAXATION**

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

WHEREAS, a statutory provision is made for review and correction of errors prior to certification of an assessment list; and

WHEREAS, provision is also allowed for the discovery and correction of errors after establishment of the tax rate; and

WHEREAS, changes in property ownership at times necessitates adjustments in the veteran's and /or senior citizen's deduction allowed on the assessment list; and

WHEREAS, responsibility for maintenance and correction of the assessment list rests with the local Tax Assessor subject to specific laws and regulations.

NOW, THEREFORE, BE IT RESOLVED by the Committee of the Township of Millstone, County of Monmouth and State of New Jersey that the Tax Assessor is hereby authorized to file with the Monmouth County Board of Taxation all such appeals, including omitted and added assessment appeals, as may be necessary to maintain accuracy and equality in the assessment list of the Township of Millstone.

BE IT FURTHER RESOLVED that the Tax Assessor is hereby authorized to execute Stipulation of Settlement on behalf of Township of Millstone.

BE IT FURTHER RESOLVED that certified copies of this Resolution accompany any appeal filed by the Tax Assessor with the Monmouth County Board of Taxation.

ROLL CALL:

AYES: C/Kuczinski, C/Dorfman, C/Ferro, DM/Grbelja, M/Masci

NAYS: None

ABSTAIN: None

ABSENT: None

I HEREBY CERTIFY the foregoing to be a true copy of the Resolution adopted by the Millstone Township Committee at its meeting of January 2, 2020.

Kathleen Hart, RMC
Municipal Clerk

RESOLUTION NO. 20-38
MEETING DATE: 01-02-20

**RESOLUTION AUTHORIZING SHARED SERVICES AGREEMENT
WITH ROOSEVELT BOROUGH FOR REPAIR, MAINTENANCE, SNOW REMOVAL AND ICE
CONTROL ON NURKO ROAD**

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

WHEREAS, N.J.S.A.40A:65-4 as part of the Uniform Shared Services and Consolidation Act, authorizes local units to enter into an Agreement to provide or receive any service that each local unit participating in the Agreement is empowered to provide or receive within its own jurisdiction; and

WHEREAS, the Township of Millstone and Roosevelt Borough wish to enter into an Agreement for the purposes of:

1. Millstone shall provide the following services to Roosevelt, as needed and requested by Roosevelt: repair, maintenance, snow removal and ice control on Nurko Road.

NOW, THEREFORE BE IT RESOLVED by the Mayor and Township Committee of the Township of Millstone as following:

1. The Mayor and Municipal Clerk are hereby authorized to execute a Shared Services Agreement for repair, maintenance, snow removal and ice control on Nurko Road.
2. A copy of the executed Agreement shall be maintained in the Office of the Municipal Clerk and available for public inspection during regular business hours.

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

1. Borough Clerk, Borough of Roosevelt.
2. Department of Community Affairs, Division of Local Government Services.

ROLL CALL:

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

I HEREBY CERTIFY the foregoing to be a true copy of the Resolution adopted by the Millstone Township Committee at its meeting of January 2, 2020.

Kathleen Hart, RMC
Municipal Clerk

RESOLUTION NO. 20-39
MEETING DATE: 01-02-20

RESOLUTION AUTHORIZING CONTRACT WITH
EDMUNDS & ASSOCIATES INC.

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

WHEREAS, there is a need for a continuation of finance/purchasing, tax collection and escrow computer system for the Township Treasurer, Qualified Purchasing Agent, Tax Collector and Chief Financial Officer; and

WHEREAS, Edmunds & Associates, Inc., has provided a price of \$6,660.00 plus \$450.00 maintenance; and

WHEREAS, the Qualified Purchasing Agent has recommended that we honor the contract for a one (1) year period; and

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Township Committee of the Township of Millstone that the Mayor and Township Clerk are hereby authorized to execute a contract as described above in the maximum amount of \$7,110.00.

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

- (a) Edmunds & Associates, Inc.
- (b) Township Qualified Purchasing Agent
- (c) Township Treasurer
- (d) Township CFO
- (e) Tax Collector

ROLL CALL:

AYES: C/Kuczinski, C/Dorfman, C/Ferro, DM/Grbelja, M/Masci

NAYS: None

ABSTAIN: None

ABSENT: None

I HEREBY CERTIFY the foregoing to be a true copy of the Resolution adopted by the Millstone Township Committee at its meeting of January 2, 2020.

Kathleen Hart, RMC
Municipal Clerk

RESOLUTION NO. 20-40
MEETING DATE: 01-02-20

RESOLUTION AUTHORIZING CONTRACT WITH
EASTERN ARMORED SERVICES, INC.

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

WHEREAS, there is a continued need for armored car delivery services for deposits received by the Township of Millstone and delivered to Ocean First Bank; and

WHEREAS, Eastern Armored Service, Inc., has provided an annual price of \$7,979.00; and

WHEREAS, the Certified Financial Officer has recommended that we enter year 1 of the two (2) year contract period, expiring December 31, 2021; and

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Township Committee of the Township of Millstone that the Mayor and Township Clerk are hereby authorized to execute a contract as described above in the maximum amount of \$7,979.00.

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

- (a) Eastern Armored Services, Inc.
- (b) Township Qualified Purchasing Agent
- (c) Township Treasurer
- (d) Township CFO

ROLL CALL:

AYES: C/Kuczinski, C/Dorfman, C/Ferro, DM/Grbelja, M/Masci

NAYS: None

ABSTAIN: None

ABSENT: None

I HEREBY CERTIFY the foregoing to be a true copy of the Resolution adopted by the Millstone Township Committee at its meeting of January 2, 2020.

Kathleen Hart, RMC
Municipal Clerk

RESOLUTION NO. 20-41
MEETING DATE: 01-02-20

RESOLUTION AUTHORIZING ONLINE RECREATION REGISTRATION
PAYMENTS THROUGH EASY MERCHANT PLUS/STRIPE CONNECT

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

WHEREAS, the Department of Community Affairs, Division of Local Government Services, has promulgated regulations, N.J.A.C. 5:30-9 et seq, authorizing municipalities to utilize credit cards, debit cards, and electronic fund transfer mechanism of collecting local unit obligations; and

WHEREAS, the Township Committee of the Township of Millstone is of the opinion that allowing residents to pay for recreation registrations by use of electronic funds transfer via the Internet could provide needed convenience; and

WHEREAS, the Township Recreation Coordinator has recommended such action through Easy Merchant Plus/Stripe Connect. Easy Merchant Plus/Stripe Connect is an approved gateway utilized by League Athletics to transfer electronic funds to Ocean First Bank.

NOW, THEREFORE, BE IT RESOLVED by Township Committee of the Township of Millstone that it hereby authorizes the payment of recreation registrations to be made by use of electronic funds transfer via the internet via Easy Merchant Plus/Stripe Connect.

BE IT FURTHER RESOLVED that the Township Recreation Coordinator, the Township Attorney and all other municipal officials are hereby authorized to take such action as is necessary to implement the purposes of the Resolution.

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

- (a) Township Recreation Coordinator
- (b) Director, Division of Local Government Services, DCA
- (c) League Athletics
- (d) Ocean First Bank
- (e) Township CFO

ROLL CALL:

AYES: C/Kuczinski, C/Dorfman, C/Ferro, DM/Grbelja, M/Masci

NAYS: None

ABSTAIN: None

ABSENT: None

I HEREBY CERTIFY the foregoing to be a true copy of the Resolution adopted by the Millstone Township Committee of the Township of Millstone at its meeting of January 2, 2020.

Kathleen Hart, RMC
Township Clerk

RESOLUTION NO. 20-42
MEETING DATE: 01-02-20

**RESOLUTION GRANTING PERMISSION TO PAY
CERTAIN BILLS PRIOR TO COMMITTEE MEETINGS**

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

WHEREAS, the payment of certain bills is occasionally needed prior to the Regular Meeting of Mayor and Committee.

NOW, THEREFORE, BE IT RESOLVED, by the Township Committee of the Township of Millstone that the Mayor/Deputy Mayor, Municipal Clerk/Township Administrator and Treasurer/CFO are hereby authorized to sign checks for the following purposes, subject to approval at the next meeting of the Committee, and subject to the availability of funds:

1. School Taxes
2. County Taxes
3. Payrolls – all obligations
4. Health Benefits
5. Insurance Premiums
6. Employee related contractual obligations, garnishments, liens, unemployment, etc.
7. Postage – replenish meter
8. All Trust Fund Expenses
9. Debt Service
10. Petty Cash Fund
11. Petty Cash Fund – replenish fund
12. Gasoline Purchases
13. Government Fees, Applications, etc.
14. Utilities
15. Contractor Payments

BE IT FURTHER RESOLVED, that a certified copy of this resolution be supplied to the Chief Financial Officer for her information and action as necessary.

ROLL CALL:

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

I HEREBY CERTIFY that this is a true copy of a resolution passed at a meeting held on January 2, 2020.

Kathleen Hart, RMC
Municipal Clerk

RESOLUTION NO. 20-43
MEETING DATE: 01-02-20

**RESOLUTION AUTHORIZING DEER CARCASS REMOVAL AS PER
MONMOUTH COUNTY CONTRACT F-35-2020**

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

WHEREAS, the Township Committee of the Township of Millstone wishes to award contract for Deer Carcass Removal, from an authorized vendor under the Monmouth County Cooperative Program; and

WHEREAS, the purchase of goods and services by local contracting units is authorized by Local Contracts Law, 40A: 11-12; and

WHEREAS, Kelly Winthrop, LLC is under the Monmouth County Cooperative Program No. F-35-2020 for Deer Carcass Removal until December 31, 2021; and

WHEREAS, the Purchasing Agent recommends the utilization of this contract on the grounds that they can provide the quality of product at the most reasonable price; and

WHEREAS, the cost for the purchase is not to exceed \$5,000.00; and

WHEREAS, the Chief Financial Officer has certified the availability of funds for this contract are available in the line item number 0-01-26-290-204, upon adoption of the 2020 budget.

NOW, THEREFORE, BE IT RESOLVED, by the Mayor and Township Committee that the award for Deer Carcass Removal under Monmouth County Cooperative Program No. F-35-2020 be and is ratified.

ROLL CALL:

AYES: C/Kuczinski, C/Dorfman, C/Ferro, DM/Grbelja, M/Masci

NAYS: None

ABSTAIN: None

ABSENT: None

I HEREBY CERTIFY the foregoing to be a true copy of the Resolution adopted by the Township Committee of the Township of Millstone at its regular meeting held on January 2, 2020.

Kathleen Hart, RMC
Municipal Clerk

RESOLUTION NO. 20-44
MEETING DATE: 01-02-20

**RESOLUTION AWARDING CONTRACT FOR
MUNICIPAL COURT SECURITY**

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

WHEREAS, the Township Purchasing Agent received quotes from the Municipal Court Administrator for Municipal Court Security for 2020 and 2021; and

WHEREAS, the following quotes were received:

NJ State Police	\$97.82 Armed Officer per hour
Security 411	No Quote Received
State Corporate	\$36.00 Armed per hour \$23.00 Unarmed per hour

WHEREAS, the Township Qualified Purchasing Agent has recommended award of the Contract to the lowest responsible bidder, State Corporate; and

NOW, THEREFORE, BE IT RESOLVED that the Township Committee of the Township of Millstone that the Contract for 2020 and 2021 Municipal Court Security is awarded to State Corporate in the above amount, subject to the availability of funds in the 2020 and 2021 budget accounts.

BE IT FURTHER RESOLVED that a copy of this Resolution certified by the Municipal Clerk to be a true copy be forwarded to State Corporate, the Township's Chief Financial Officer, Township's Qualified Purchasing Agent and to the unsuccessful vendors.

ROLL CALL:

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

I HEREBY CERTIFY the foregoing to be a true copy of the Resolution adopted by the Millstone Township Committee at its meeting of January 2, 2020.

Kathleen Hart, RMC
Municipal Clerk

RESOLUTION NO. 20-45
MEETING DATE: 01-02-20

RESOLUTION APPOINTING CONFLICT MUNICIPAL COURT JUDGE

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

BE IT RESOLVED by the Township Committee of the Township of Millstone that when a conflict arises in the Municipal Court and Judge Nicole Sonnenblick needs to recuse herself a Conflict Municipal Court Judge will be appointed at a fee of \$300.00 per session. This appointment is for a one (1) year term beginning January 1, 2020 and ending December 31, 2020.

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

ROLL CALL:

AYES: C/Kuczinski, C/Dorfman, C/Ferro, DM/Grbelja, M/Masci

NAYS: None

ABSTAIN: None

ABSENT: None

I HEREBY CERTIFY the foregoing to be a true copy of the Resolution adopted by the Millstone Township Committee at its meeting of January 2, 2020.

Kathleen Hart, RMC
Municipal Clerk

RESOLUTION NO. 20-46
MEETING DATE: 01-02-20

RESOLUTION AUTHORIZING MONMOUTH COUNTY CO-OP PURCHASE
FOR GASOLINE AND DIESEL FUEL AS PER MONMOUTH COUNTY
CONTRACT F-38-2020

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

WHEREAS, the Township Committee of the Township of Millstone wishes to purchase gasoline and diesel fuel, from an authorized vendor under the Monmouth County Co-Op Purchasing Program;

WHEREAS, the purchase of goods and services by local contracting units is authorized by Local Contracts Law, 40A: 11-12; and

WHEREAS, J. Swanton Fuel Oil Co., Inc. is under the Monmouth County Cooperative Program No. F-38-2020 expiring 12/31/2020; and

WHEREAS, the Purchasing Agent recommends the utilization of this contract on the grounds that they can provide the quality of product at the most reasonable price; and

WHEREAS, the cost for the purchase is not to exceed \$50,000.00; and

WHEREAS, the Chief Financial Officer has certified the availability of funds for this contract are available in the line item number 0-01-31-460-275, upon adoption of the 2020 budget. (The displayed maximum dollar value is based on a reasonable estimate of goods required over the contract term, and the local unit is not required to spend this amount).

NOW, THEREFORE, BE IT RESOLVED, by the Mayor and Township Committee that the purchase of Gasoline and Diesel Fuel under Monmouth County Cooperative Program No. F-38-2020 be and is ratified.

ROLL CALL:

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

I HEREBY CERTIFY the foregoing to be a true copy of the Resolution adopted by the Township Committee of the Township of Millstone at its regular meeting held on January 2, 2020.

Kathleen Hart, RMC
Municipal Clerk

RESOLUTION NO. 20-47
MEETING DATE: 01-02-20

**RESOLUTION AUTHORIZING THE TAX COLLECTOR TO CHARGE A FEE FOR
THE ISSUANCE OF A DUPLICATE TAX SALE CERTIFICATE PURSUANT TO
CHAPTER 99 PUBLIC LAWS OF 1997**

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

WHEREAS, the Tax Collector of the Township of Millstone has issued a tax sale certificate to a successful bidder during the annual tax sale; and

WHEREAS, the purchaser of the aforesaid tax sale certificate has indicated to the Tax Collector that they have lost or otherwise misplaced the original tax sale certificate and have duly filed the appropriate Affidavit of Loss with the Tax Collector, a copy of which is attached hereto;

WHEREAS, New Jersey State Statute 54:5-21.1 authorizes the Tax Collector to issue a duplicate certificate which shall appear that it is a duplicate of the original one which was destroyed or lost and the date of said original one which date of the tax sale upon which it was issued and the name and the title of officer who issued same. The municipality may charge a fee not to exceed \$100 for such a duplicate certificate;

WHEREAS, no fee shall be collected if the redemption amount is \$200 or less; and

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Township Committee of the Township of Millstone in the County of Monmouth and State of New Jersey, that the Tax Collector of the Township of Millstone be and is hereby authorized, upon receipt of the appropriately executed and notarized Loss Affidavit, to charge a fee not to exceed \$100 for such duplicate certificate, in accordance with the requirements of Chapter 99 of Public Laws of 1997.

BE IT FURTHER RESOLVED that a copy of this Resolution, certified by the Municipal Clerk to be a true copy be forwarded to the Tax Collector.

ROLL CALL:

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

I HEREBY CERTIFY the foregoing to be a true copy of the Resolution adopted by the Millstone Township Committee at its meeting of January 2, 2020.

Kathleen Hart, RMC
Municipal Clerk

RESOLUTION: 20-48
MEETING DATE: 01-02-20

**RESOLUTION AUTHORIZING THE TOWNSHIP OF MILLSTONE TO ESTABLISH A
COMMODITY RESALE AGREEMENT WITH THE MILLSTONE TOWNSHIP
BOARD OF EDUCATION**

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

WHEREAS, *N.J.A.C. 5:34-7.15* authorizes contracting units to establish a Commodity Resale System; and

WHEREAS, the Township of Millstone, County of Monmouth, State of New Jersey is desirous of establishing a Commodity Resale System for the resale of Rock Salt; and

WHEREAS, the Township of Millstone, has agreed to serve as the Lead Agency for a Commodity Resale System with The Millstone Township Board of Education.

NOW, THEREFORE, BE IT RESOLVED on the 2nd. day of January 2020 (with an effective date of January 1, 2020) by the Governing Body of the Township of Millstone, County of Monmouth, State of New Jersey, as follows:

- The Governing Body hereby authorizes the creation of a Commodity Resale System to be known as the Township of Millstone/Millstone Township Board of Education Rock Salt Resale, with the Township of Millstone serving as the Lead Agency.
- The Mayor and Township Clerk are hereby authorized to enter into a contract with the Millstone Township Board of Education for the sale of Rock Salt.
- A single certified copy of this Resolution, along with a copy of the Purchase Agreement, and a copy of the Request for Registration or Modification of a Commodity Resale System Form shall be forwarded to the Director of the Division of Local Government Services within the State Department of Community Affairs.

This resolution shall take effect immediately upon passage.

ROLL CALL:

AYES: C/Kuczinski, C/Dorfman, C/Ferro, DM/Grbelja, M/Masci

NAYS: None

ABSTAIN: None

ABSENT: None

I HEREBY CERTIFY the foregoing to be a true copy of the Resolution adopted by the Millstone Township Committee at its meeting of January 2, 2020.

Kathleen Hart, RMC
Municipal Clerk

RESOLUTION NO. 20-49
MEETING DATE: 01-02-20

**RESOLUTION AUTHORIZING SHARED SERVICES AGREEMENT WITH ROOSEVELT
BOROUGH FOR CERTIFIED RECYCLING REPORTING SERVICES**

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

WHEREAS, N.J.S.A.40A:65-4 as part of the Uniform Shared Services and Consolidation Act, authorizes local units to enter into an Agreement to provide or receive any service that each local unit participating in the Agreement is empowered to provide or receive within its own jurisdiction; and

WHEREAS, the Township of Millstone and Roosevelt Borough wish to enter into an Agreement for the purposes of:

1. Millstone will provide Certified Recycling Reporting Services to Roosevelt for a cost not to exceed \$200 annually.

NOW, THEREFORE BE IT RESOLVED by the Mayor and Township Committee of the Township of Millstone as following:

1. The Mayor and Township Clerk are hereby authorized to execute a Shared Services Agreement for Certified Recycling Reporting Services.
2. A copy of the executed Agreement shall be maintained in the Office of the Township Clerk and available for public inspection during regular business hours.

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

1. Borough Clerk, Borough of Roosevelt.
2. Department of Community Affairs, Division of Local Government Services.

ROLL CALL:

AYES: C/Kuczinski, C/Dorfman, C/Ferro, DM/Grbelja, M/Masci

NAYS: None

ABSTAIN: None

ABSENT: None

I HEREBY CERTIFY the foregoing to be a true copy of the Resolution adopted by the Millstone Township Committee at its meeting of January 2, 2020.

Kathleen Hart, RMC
Municipal Clerk

RESOLUTION NO. 20-50
MEETING DATE: 01-02-20

**RESOLUTION AUTHORIZING CONTRACT WITH
ACTION DATA SERVICES**

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

WHEREAS, there is a continued need for payroll services for the Township of Millstone; and

WHEREAS, Action Data Services has provided a price for a four-year contract (with a one-year extension option) of \$7,511.00; and

WHEREAS, the fee for each year will remain the same, in accordance with the contract terms; and

WHEREAS, the Chief Financial Officer has recommended that we honor the contract for a four (4) year period expiring December 31, 2020, and consider the one-year extension through December 31, 2021;

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Township Committee of the Township of Millstone that the Mayor and Municipal Clerk are hereby authorized to execute a contract as described above in the amount of \$7,511.00.

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

- (a) Action Data Services
- (b) Township Purchasing Agent
- (c) Township Treasurer
- (d) Township CFO

ROLL CALL:

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

I HEREBY CERTIFY the foregoing to be a true copy of the Resolution adopted by the Millstone Township Committee at its meeting of January 2, 2020.

Kathleen Hart, RMC
Municipal Clerk

RESOLUTION 20-51
MEETING DATE: 01-02-20

RESOLUTION APPOINTING RISK MANAGEMENT CONSULTANT

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

WHEREAS, the Township of Millstone has resolved to join the Monmouth County Municipal Joint Insurance Fund, following a detailed analysis; and

WHEREAS, the bylaws of said Funds require that each Governing Body appoint a **RISK MANAGEMENT CONSULTANT** to perform various professional services as detailed in the bylaws; and

WHEREAS, the Board of Fund Commissioners established a fee equal to six percent (6%) of the Municipal assessment which expenditure represents reasonable compensation for the services required and was included in the cost considered by the Governing Body; and

WHEREAS, the judgmental nature of the Risk Management Consultant's duties renders comparative bidding impractical.

NOW THEREFORE, be it resolved that the Township of Millstone does hereby appoint Sean Kelly as its Risk Management Consultant in accordance with the Fund's bylaws from 1/1/2020 through 12/31/2021.

BE IT RESOLVED that the Mayor and Township Clerk of the Township of Millstone are hereby authorized and directed to execute the Risk Management Consultant's Agreement annexed hereto and to cause a notice of this decision to be published according to NJSA 40A:11-5 (1)(a)(i).

ROLL CALL:

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

I HEREBY CERTIFY the foregoing to be a true copy of the Resolution adopted by the Millstone Township Committee at its meeting of January 2, 2020.

Kathleen Hart, RMC
Municipal Clerk

RESOLUTION: 20-52
MEETING DATE: 01-02-20

RESOLUTION AMENDING SCHEDULE OF HOLIDAYS FOR 2020

DM/Grbelja offered the following Resolution and moved its adoption, which was seconded by **C/Dorfman**.

WHEREAS, by way of Resolution 19-247 duly adopted December 18, 2019, the Township Committee authorized the schedule of holidays for the calendar year 2020; and

WHEREAS, in light of a new Agreement reached with the Communication Workers of America, Local 1075, there was a change in the recognized holidays, wherein Election Day will be a working day and in lieu thereof, the employees will be afforded an additional paid day off either before or after the Christmas holiday break.

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Millstone that the schedule of holidays for the calendar year 2020 be and is hereby amended as follows:

THE FOLLOWING IS A LIST OF OFFICIAL HOLIDAYS FOR 2020:

January	1,	2020	Wednesday	New Year's Day
January	20,	2020	Monday	Martin Luther King Day
* February	12,	2020	Wednesday	Lincoln's Birthday Observed
February	17,	2020	Monday	President's Day
April	10,	2020	Friday	Good Friday
May	25,	2020	Monday	Memorial Day
July	3,	2020	Friday	Independence Day Observed
September	7,	2020	Monday	Labor Day
* October	12,	2020	Monday	Columbus Day
November	11,	2020	Wednesday	Veteran's Day
November	26,	2020	Thursday	Thanksgiving Day
** November	27,	2020	Friday	Day After Thanksgiving
December	25,	2020	Friday	Christmas Day
January	1,	2021	Friday	New Year's Day

INFORMATION: Holidays that fall on Saturday are celebrated on Friday. Holidays that fall on Sunday are celebrated on Monday. This is in accordance with the Monmouth County Holiday Schedule, which the Township follows.

***Floating Holiday – Municipal Offices Open.**

**** As approved by the Township's policy manual, the day after Thanksgiving municipal offices will be closed.**

ROLL CALL:

AYES: C/Kuczinski, C/Dorfman, C/Ferro, DM/Grbelja, M/Masci

NAYS: None

ABSTAIN: None

ABSENT: None

I HEREBY CERTIFY the following to be a true copy of the Resolution adopted by the Millstone Township Committee at its meeting of January 2, 2020.

Kathleen Hart, RMC
Municipal Clerk

RESOLUTION NO. 20-53
MEETING DATE: 01-02-20

**RESOLUTION CHANGING CUSTODIAN FOR THE ADMINISTRATION AND
RECREATION PETTY CASH FUNDS**

DM/Grbelja offered the following Resolution and moved its adoption, which was seconded by **C/Dorfman**.

WHEREAS, Annette Murphy was the custodian for both the Administration and Recreation Petty Cash Funds since May 15, 2019; and

WHEREAS, in accordance with N.J.S.A. 40:5-21, the Township of Millstone, County of Monmouth, is changing the custodian temporarily to Kathleen Hart; and

WHEREAS, the temporary custodian, Kathleen Hart, is bonded under a \$2,000,000.00 blanket bond, and such custodian shall maintain records for the funds in a manner conducive to proper accounting and auditing procedures.

NOW, THEREFORE, BE IT RESOLVED, that the Township Committee hereby authorizes such action and that two copies of this Resolution be filed with the Divisions of Local Government Services, New Jersey Department of Community Affairs for approval.

ROLL CALL:

AYES: C/Kuczinski, C/Dorfman, C/Ferro, DM/Grbelja, M/Masci

NAYS: None

ABSTAIN: None

ABSENT: None

I HEREBY CERTIFY that the Resolution is a true copy of the Resolution adopted by the Millstone Township Committee at its meeting held on January 2, 2020.

Kathleen Hart, RMC
Municipal Clerk

RESOLUTION NO. 20-54
MEETING DATE: 01-02-20

RESOLUTION AWARDING CONTRACT FOR SODIUM CHLORIDE (ROCK SALT)
AS PER MONMOUTH COUNTY CONTRACT F-39-2020

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

WHEREAS, the Township Committee of the Township of Millstone wishes to award contract for Sodium Chloride (Rock Salt) from an authorized vendor under the Monmouth County Cooperative Program; and

WHEREAS, the purchase of goods and services by local contracting units is authorized by Local Contracts Law, 40A: 11-12; and

WHEREAS, Morton Salt, Inc. is under the Monmouth County Cooperative Program No. F-39-2020 effective January 1, 2020 for furnishing and delivery of Sodium Chloride (Rock Salt) effective through December 31, 2021; and

WHEREAS, the Qualified Purchasing Agent recommends the utilization of this contract on the grounds that they can provide the quality of product at the most reasonable price; and

WHEREAS, the cost for the purchase is not to exceed \$100,000.00; and

WHEREAS, the Chief Financial Officer has certified the availability of funds for this contract are available upon the adoption of the 2020 budget in Account #0-01-26-290-178.

NOW, THEREFORE, BE IT RESOLVED, by the Mayor and Township Committee that the award for furnishing and delivery of Sodium Chloride (Rock Salt) under Monmouth County Cooperative Program No. F-39-2020 be and is ratified.

ROLL CALL:

AYES: C/Kuczinski, C/Dorfman, C/Ferro, DM/Grbelja, M/Masci

NAYS: None

ABSTAIN: None

ABSENT: None

I HEREBY CERTIFY the foregoing to be a true copy of the Resolution adopted by the Millstone Township Committee at its meeting of January 2, 2020.

Kathleen Hart, RMC
Municipal Clerk

RESOLUTION NO. 20-55
MEETING DATE: 01-02-20

RESOLUTION AUTHORIZING THE CONTINUATION OF A SHARED SERVICES/MUTUAL AID AGREEMENT BETWEEN THE TOWNSHIP OF JACKSON AND THE TOWNSHIP OF MILLSTONE PERTAINING TO CONFLICT OF INTEREST AND EMERGENCY COVERAGE CONSTRUCTION CODE ENFORCEMENT SERVICES

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

WHEREAS, the Township of Millstone previously entered into a Shared Services/Mutual Aid Agreement with the Township of Jackson to provide for Conflict of Interest and Emergency Coverage Construction Code Enforcement Services which expired on December 31, 2019; and

WHEREAS, Jackson Township has the personnel to meet that need; and

WHEREAS, Jackson Township and Millstone Township have agreed to extend the current Shared Services/Mutual Aid Agreement pursuant to 5:23-4.5(j); and

WHEREAS, the Agreement is on file in the Township Clerk's office and may be inspected by members of the public during regular business hours; and

WHEREAS, the Township of Millstone wishes to extend the Agreement with Jackson Township for the purpose of setting forth the terms and conditions regarding the provisions for Conflict of Interest and Emergency Coverage Construction Code Enforcement Services.

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Millstone, County of Monmouth, State of New Jersey as follows:

1. The Shared Services Agreement for Conflict of Interest and Emergency Coverage Construction Code Enforcement Services with the Township of Jackson shall be renewed for a period commencing January 1, 2020 through December 31, 2020, however; the parties may agree to extend this Agreement commencing January 1st from year to year (for a 12 month period), on the same terms and conditions.
2. A copy of said Agreement shall be kept on file within the Office of the Township Clerk.

BE IT FURTHER RESOLVED that a copy of this Resolution, certified by the Township Clerk to be a true copy be forwarded to Terence Wall - Jackson Township Administrator, Barry Olejarz - Construction Code Official Jackson Township, Millstone Township Construction Code Official, Annette Murphy - Millstone Township Chief Financial Officer and to the New Jersey Department of Community Affairs, Division of Local Government Services.

ROLL CALL:

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

I HEREBY CERTIFY the foregoing to be a true copy of the Resolution adopted by the Millstone Township Committee at its meeting of January 2, 2020.

Kathleen Hart, RMC
Municipal Clerk