

RESOLUTION NO. 20-126
MEETING DATE: 04-15-2020

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

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

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

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

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

1. The public shall be excluded for the discussion of any action upon the here in after specified subject matter.
2. The general nature of the subject matter to be discussed is as follows:
 1. Items Falling under Attorney/Client Privilege

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

3. This Resolution shall take effect immediately.

ROLL CALL:

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

I HEREBY CERTIFY the foregoing to be a true copy of the Resolution adopted by the Township Committee of the Township of Millstone on May 6, 2020.

Kathleen Hart, RMC
Municipal Clerk

RESOLUTION NO. 20-127
INTRODUCTION DATE: 05-06-2020
ADOPTION DATE:

2020 Municipal Budget
of the Township of Millstone, County of Monmouth
for the fiscal year 2020.

Revenue and Appropriation Summaries

Summary of Revenues	Anticipated	
	2020	2019
1. Surplus	750,000.00	600,000.00
2. Total Miscellaneous Revenues	2,444,779.63	2,347,920.82
3. Receipts from Delinquent Taxes	370,000.00	373,880.00
4. a) Local Tax for Municipal Purposes	3,319,260.78	3,132,327.98
b) Addition to Local School District Tax	-	-
c) Minimum Library Tax	-	-
Tot Amt to be Rsd by Taxes for Sup of Muni Bnd	3,319,260.78	3,132,327.98
Total General Revenues	6,884,040.41	6,454,128.80

Summary of Appropriations	2020 Budget	Final 2019 Budget
1. Operating Expenses: Salaries & Wages	1,717,200.00	1,596,650.00
Other Expenses	2,706,957.00	2,426,597.92
2. Deferred Charges & Other Appropriations	283,639.00	288,540.00
3. Capital Improvements	197,500.00	60,500.00
4. Debt Service (Include for School Purposes)	1,253,744.41	1,356,840.88
5. Reserve for Uncollected Taxes	725,000.00	725,000.00
Total General Appropriations	6,884,040.41	6,454,128.80
Total Number of Employees	29	29

Balance of Outstanding Debt	
	General
Interest	4,064,250.00
Principal	24,600,942.20
Outstanding Balance	28,665,192.20

Notice is hereby given that the budget and tax resolution was approved by the governing body of the Township of Millstone, County of Monmouth on May 6, 2020.

A hearing on the budget and tax resolution will be held at 215 Millstone Road Via Conference Call, on June 3, 2020 at 8:00 p.m. at which time and place objections to the Budget and Tax Resolution for the year 2020 may be presented by taxpayers or other interested persons.

Copies of the budget are available in the office of Kathleen Hart, Municipal Clerk, at the Municipal Building, 470 Stage Coach Road, Millstone Twp., NJ 08510, 732-446-4249 ext. 1701, during the hours of 8:30 a.m. to 4:00 p.m. It is also available on our website at www.millstonenj.gov.

ROLL CALL VOTE:

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

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 May 6, 2020.

Kathleen Hart, RMC
Municipal Clerk

RESOLUTION NO. 20-128
MEETING DATE: 05-06-20

RESOLUTION TO ADOPT TEMPORARY EMERGENCY
APPROPRIATIONS #3

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

WHEREAS, N.J.S.A. 40A: 4-20 provides that an addition to temporary appropriations necessary for the period prior to the adoption of the budget and regular appropriations, the Governing Body may, by resolution adopted by 2/3 vote of the full membership thereof, make emergency temporary appropriations for any purpose for which the appropriations may lawfully be made for the period between the beginning of the current fiscal year and the date of the adoption of the budget for said year.

WHEREAS, the total emergency temporary resolutions adopted in the year 2020 pursuant to the provisions of Chapter 96, P.L. 1951 (N.J.S.A. 40A: 4-20) including this resolution total **\$1,152,061.75**.

NOW THEREFORE BE IT RESOLVED by the Governing Body of the Township of Millstone, that in accordance with the provisions of N.J.S.A. 40A: 4-20, the Chief Financial Officer be authorized to make the following emergency temporary budget appropriations in the 2020 current fund temporary budget and that said amounts be included under the correct headings in the municipal budget as adopted.

BE IT FURTHER RESOLVED that one certified copy of this resolution be filed with the Director of Local Government Services and one certified copy with the Chief Financial Officer.

<u>DEPARTMENT</u>	<u>S&W</u>	<u>OE</u>
General Administration	12,500	
Mayor TC	9,000	
Clerk	7,500	
Finance	9,000	
Tax Collector	6,500	
Tax Assessor	11,000	
Open Space	7,500	
Planning Board	3,500	
Zoning Board	3,500	
Construction	19,500	
Code Enforcement	4,500	
Streets & Roads	57,000	
Sanitation	5,500	
Buildings & Grounds	4,000	
Environmental Commission	500	
Recreation	5,000	
Court	9,500	
General Admin		\$10,000
Clerk		3,000
Finance	5,000	
Tax Collector	2,000	

Legal	10,000
Engineering	5,000
Veterans Memorial	300
Open Space	500
Ag	500
Planning Board	8,000
Zoning Board	2,000
Construction	6,000
General Liability	58,050.75
Workmen Comp	3,822
Health Insurance	60,000
Health Benefit Waiver	6,000
Streets & Roads	50,000
Unemployment	2,000
Prosecutor	6,000
Sanitation	60,000
Buildings & Grounds	10,000
Vehicle Maintenance	20,000
Park Maintenance	15,000
Street Lighting	7,000
Telephone	2,500
Natural Gas	1,000
Gasoline	2,000
Social Security	12,000
DCRP	2,500
Public Defender	<u>2,000</u>

Sub-Total \$175,500\$372,172.75

TOTAL \$547,672.75

ROLL CALL:

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

NAYS: None

ABSTAIN: None

ABSENT: C/Ferro

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 May6, 2020.

Kathleen Hart, RMC
Municipal Clerk

RESOLUTION NO. 20-129

SCHEDULE 20-05 S

CONSOLIDATED BILL LIST

TOWNSHIP OF MILLSTONE VOUCHERS FOR PAYMENT PRESENTED TO
THE TOWNSHIP COMMITTEE AT A MEETING
HELD ON May 6, 2020

SEE SCHEDULE 20-05 ATTACHED

A resolution was passed by the Township Committee for the payment of the vouchers listed on Schedule 20-05 attached.

Fiore Masci, Mayor

Nancy Grbelja, Deputy Mayor

Gary Dorfman, Committeeman

Albert Ferro, Committeeman

Michael Kuczinski, Committeeman

Attest: _____
Kathleen Hart
Municipal Clerk

TOWNSHIP OF MILLSTONE
RESOLUTION NO. 20-129
May 6, 2020

BE IT RESOLVED by the Township Committee of the Township of Millstone that the vouchers listed on Schedule 20-05, May 6, 2020, Consolidated Bill List, and the vouchers listed below as Schedule 20-05 S, Supplement to Consolidated Bill List, as presented by the Township Treasurer, Amanda Salerno, to be paid from existing appropriations.

CURRENT FUND

TOTAL CURRENT FUND: \$ 8,959,947.19

SCHEDULE 20-05 S

PAYROLL FUND

TOTAL PAYROLL TRUST FUND \$ 5,720.69

GENERAL CAPITAL FUND

TOTAL GENERAL CAPITAL FUND \$ 3,320,712.07

GRANT FUND

TOTAL GRANT FUND \$ 270.62

RESERVE TRUST FUND

TOTAL RESERVE TRUST FUND \$ 0.00

BASIN MAINTENANCE TRUST

TOTAL BASIN MAINTENANCE TRUST \$ 151.07

SHADE TREE TRUST

TOTAL SHADE TREE TRUST \$ 0.00

COAH TRUST FUND

TOTAL COAH TRUST FUND \$ 30,890.48

OPEN SPACE FARMLAND TRUST FUND

TOTAL OPEN SPACE FARMLAND TRUST FUND \$ 4,181.25

MUNICIPAL DRUG ALLIANCE FUND

TOTAL MUNICIPAL DRUG ALLIANCE FUND \$ 0.00

VETERAN'S MEMORIAL TRUST FUND

TOTAL VET MEMORIAL TRUST FUND \$ 0.00

RECREATION TRUST FUND (DEDICATION BY RIDER)

TOTAL RECREATION TRUST FUND \$ 3,027.90

ANIMAL CONTROL TRUST FUND

TOTAL DOG TRUST FUND \$ 298.50

TOTAL FOR ALL FUNDS \$ 12,325,199.77

ESCROW

DEVELOPERS ESCROW ACCOUNT UNDER \$5,000

TOTAL DEVELOPERS ESCROW UNDER \$5,000 \$ 8,136.50

DEVELOPERS ESCROW ACCOUNT OVER \$5,000

TOTAL DEVELOPERS ESCROW OVER \$5,000 \$ 3,318.00

TOTAL FOR ESCROW \$ 11,454.50

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

AYES: C/DORFMAN, DM/GRBELJA, C/KUCZINSKI, M/MASCI

NAYS: NONE

ABSTAIN: NONE

ABSENT: C/FERRO

RESOLUTION NO. 20-130
MEETING DATE: 05-06-2020

**RESOLUTION AUTHORIZING THE MAYOR AND MUNICIPAL CLERK
TO EXECUTE THE FY2021-2023 AGREEMENT WITH MONMOUTH COUNTY FOR
COOPERATIVE PARTICIPATION IN THE COMMUNITY DEVELOPMENT
PROGRAM PURSUANT TO THE INTERLOCAL SERVICES ACT**

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

WHEREAS, certain Federal funds are potentially available to Monmouth County under Title I of the Housing and Community Development Act of 1974, as amended, commonly known as the Community Development Block Grant Program; and

WHEREAS, it is necessary to establish a legal basis for the County and its people to benefit from this program; and

WHEREAS, an Agreement has been proposed under which the and the County of Monmouth in cooperation with other municipalities will establish an Interlocal Services Program pursuant to N.J.S.A. 40:8B-1; and

WHEREAS, it is in the best interest of the Township of Millstone to enter into such an agreement.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Governing Body of the Township of Millstone, that the agreement entitled "AGREEMENT BETWEEN THE COUNTY OF MONMOUTH AND CERTAIN MUNICIPALITIES LOCATED HEREIN FOR THE ESTABLISHMENT OF A COOPERATIVE MEANS OF CONDUCTING CERTAIN COMMUNITY DEVELOPMENT ACTIVITIES", a copy of which is attached hereto, be executed by the Mayor and Municipal Clerk in accordance with the provisions of law.

BE IT FURTHER ORDAINED that this resolution shall take effect immediately upon its enactment.

ROLL CALL:

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

I HEREBY CERTIFY the foregoing to be a true copy of the Resolution adopted by the Millstone Township Committee at its meeting of May 6, 2020.

Kathleen Hart, RMC
Township Clerk

RESOLUTION NO. 20-131
MEETING DATE: 05-06-2020

RESOLUTION EXTENDING TAX PAYMENT GRACE PERIOD

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

WHEREAS, Governor Murphy has issued Executive Order No. 130 pertaining to extension of the tax payment grace period due to the COVID-19 crisis.

NOW, THEREFORE, BE IT RESOLVED that the Township Committee of the Township of Millstone herein extends the tax payment grace period until June 1, 2020.

BE IT FURTHER RESOLVED that the Tax Collector is hereby authorized to make corrections and notations upon the Municipal records as may be necessary to effect this Resolution.

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

ROLL CALL:

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

NAYS: None

ABSTAIN: None

ABSENT: C/Ferro

I HEREBY CERTIFY the foregoing to be a true copy of the Resolution adopted by the Millstone Township Committee at its meeting of May 6, 2020.

KATHLEEN HART, RMC
Municipal Clerk

RESOLUTION NO. 20-132
MEETING DATE: 05-6-2020

**GOVERNING BODY CERTIFICATION OF COMPLIANCE WITH THE
UNITED STATES EQUAL EMPLOYMENT OPPORTUNITY COMMISSION'S
"Enforcement Guidance on the Consideration of Arrest and Conviction Records in Employment
Decisions Under Title VII of the Civil Rights Act of 1964"**

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

WHEREAS, N.J.S.A. 40A:4-5 as amended by P.L. 2017, c.183 requires the governing body of each municipality and county to certify that their local unit's hiring practices comply with the United States Equal Employment Opportunity Commission's "Enforcement Guidance on the Consideration of Arrest and Conviction Records in Employment Decisions Under Title VII of the Civil Rights Act of 1964," *as amended*, 42 U.S.C. § 2000e *et seq.*, (April 25, 2012) before submitting its approved annual budget to the Division of Local Government Services in the New Jersey Department of Community Affairs; and

WHEREAS, the members of the governing body have familiarized themselves with the contents of the above-referenced enforcement guidance and with their local unit's hiring practices as they pertain to the consideration of an individual's criminal history, as evidenced by the group affidavit form of the governing body attached hereto.

NOW, THEREFORE BE IT RESOLVED, That the Township Committee of the Township of Millstone, hereby states that it has complied with N.J.S.A. 40A:4-5, as amended by P.L. 2017, c.183, by certifying that the local unit's hiring practices comply with the above-referenced enforcement guidance and hereby directs the Clerk to cause to be maintained and available for inspection a certified copy of this resolution and the required affidavit to show evidence of said compliance.

ROLL CALL:

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

NAYS: None

ABSTAIN: None

ABSENT: C/Ferro

I HEREBY CERTIFY the foregoing to be a true copy of the Resolution adopted by the Millstone Township Committee at its meeting of May 6, 2020.

Kathleen Hart, RMC
Municipal Clerk

**GOVERNING BODY CERTIFICATION PURSUANT TO P.L. 2017, C.183 OF COMPLIANCE
WITH THE UNITED STATES EQUAL EMPLOYMENT OPPORTUNITY COMMISSION'S
"Enforcement Guidance on the Consideration of Arrest and Conviction Records in
Employment Decisions Under Title VII of the Civil Rights Act of 1964"**

GROUP AFFIDAVIT FORM FOR MUNICIPALITIES AND COUNTIES

STATE OF NEW JERSEY
COUNTY OF MONMOUTH

We, members of the governing body of the Township of Millstone being duly sworn according to law, upon our oath depose and say:

1. We are duly elected members of the Township Committee of the Township of Millstone of the in the county of Monmouth;
2. Pursuant to P.L. 2017, c.183, we have familiarized ourselves with the contents of the United States Equal Employment Opportunity Commission's "Enforcement Guidance on the Consideration of Arrest and Conviction Records in Employment Decisions Under Title VII of the Civil Rights Act of 1964," *as amended*, 42 U.S.C. § 2000e *et seq.*, (April 25, 2012);
3. We are familiar with the local unit's hiring practices as they pertain to the consideration of an individual's criminal history;
4. We certify that the local unit's hiring practices comply with the above-referenced enforcement guidance.

(L.S.) Gary Dorfman

(L.S.)

(L.S.) Nancy Grbelja

(L.S.)

(L.S.) Al Ferro

(L.S.)

(L.S.) Michael Kuczinski

(L.S.)

(L.S.) Fiore Masci

(L.S.)

Sworn to and subscribed before me this _____ day of _____
Notary Public of New Jersey

Kathleen Hart, RMC
Municipal Clerk

The Municipal Clerk (or Clerk of the Board of Chosen Freeholders as the case may be) shall set forth the reason for the absence of signature of any members of the governing body.

IMPORTANT: This certificate must be executed before a municipality or county can submit its approved budget to the Division of Local Government Services. The executed certificate and the adopted resolution must be kept on file and available for inspection.

RESOLUTION NO. 20-133
ADOPTION DATE: 05-06-2020

**RESOLUTION AWARDING CONTRACT FOR TURF FERTILIZATION AND
CHEMICAL PROGRAM SCHEDULE FOR MILLSTONE PARK**

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

WHEREAS, on Wednesday, April 29, 2020 at 2:00 p.m. the Purchasing Agent accepted bids for the turf fertilization and chemical program schedule for Millstone Park; and

WHEREAS, the following bid was received:

On-Site Landscape Management, Inc.
P.O Box 294
Millstone, NJ 08535

\$29,726.00; and

WHEREAS, the Township Purchasing Agent has recommended awarding the Contract to the only bidder, On-Site Landscape Management, Inc. in the amount of \$29,726.00; and

WHEREAS, the Township's Chief Financial Officer has certified to the Township Clerk that funds are available in the following account: Upon Adoption of 2020 Budget (Res #20-133) 0-01-28-375-166 (Park Maint.)

NOW, THEREFORE, BE IT RESOLVED that the Township Committee of the Township of Millstone hereby awards a Contract to On-Site Landscape Management for the turf fertilization and chemical program schedule for Millstone Park in the amount of \$29,726.00.

BE IT FURTHER RESOLVED that a certified copy of the within Resolution be forwarded to On-Site Landscape Management, Inc. and to the Superintendent of Public Works.

ROLL CALL:

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

NAYS: None

ABSTAIN: None

ABSENT: C/Ferro

I HEREBY CERTIFY the foregoing to be a true copy of the Resolution adopted by the Millstone Township Committee at its meeting of May 6, 2020.

KATHLEEN HART, RMC
Municipal Clerk