

RESOLUTION NO. 20-127
INTRODUCTION DATE: 05-06-20
ADOPTION DATE: 06-03-20

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	1,699,200.00	1,596,650.00
Other Expenses	2,724,957.00	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	31

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 was held at 215 Millstone Road via Conference Call on June 3, 2020 at 8:00 p.m.

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. 1702, during the hours of 8:30 a.m. to 4:00 p.m.

ROLL CALL VOTE:

Ayes: C/Dorfman, C/Ferro, DM/Grbelja, C/Kuczinski, 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 June 3, 2020.

 Kathleen Hart, RMC
 Municipal Clerk

RESOLUTION NO. 20-138
MEETING DATE: 06-03-2020

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

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

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
 2. Personnel
 3. Protecting the Safety and Property of the Public

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

3. This Resolution shall take effect immediately.

ROLL CALL:

AYES: C/Dorfman, C/Ferro, DM/Grbelja, C/Kuczinski, 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 on June 3, 2020.

Kathleen Hart, RMC
Municipal Clerk

RESOLUTION NO. 20-139
MEETING DATE: 06-03-2020

RESOLUTION TO READ BUDGET BY TITLE ONLY

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

WHEREAS, N.J.S. 40A:4-8, as amended by Chapter 95, P.L. 2015 provides that the public hearing shall be held at the time and place specified in the advertisement thereof, but may be adjourned from time to time until the hearing is closed. The budget shall be read, at the public hearing in full, or it may be read by its title, if

1. At least one week prior to the date of the hearing and at the hearing, a complete copy of the approved budget,

- a. shall be made available for public inspection, and
- b. shall be made available to each person upon request, and

2. The governing body shall, by resolution passed by not less than a majority of the full membership, determine that the budget shall be read by its title and declare that the conditions set forth in subsection 1. of this section have been met.

After closing the hearing, the governing body may adopt the budget, by title without amendments, or may approve amendments as provided in N.J.S.40A:4-9 before adoption.

WHEREAS, these two conditions have been met.

NOW THEREFORE, BE IT RESOLVED by the Mayor and Township Committee of the Township of Millstone, County of Monmouth, State of New Jersey that the budget shall be read by title only.

ROLL CALL:

AYES: DM/Grbelja, C/Kuczinski, C/Dorfman, C/Ferro, 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 on June 3, 2019.

Kathleen Hart, RMC
Municipal Clerk

RESOLUTION NO. 20-140
MEETING DATE: 06-03-2020

RESOLUTION APPOINTING TOWNSHIP TAX COLLECTOR

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

WHEREAS, Millstone Township's Tax Collector resigned effective May 15, 2020, therefore, creating a vacancy in the position; and

WHEREAS, pursuant to N.J.S.A. 40A:9-142, term of office, the appointment of Lorraine Maher is effective June 1, 2020 and will fulfill the unexpired term of Elizabeth Kiernan, whose term expires December 31, 2022.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Township Committee of the Township of Millstone that Lorraine Maher is hereby appointed as Tax Collector at an annual salary of \$54,854.00.

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

- a. Lorraine Maher, Tax Collector
- b. Kevin Abernethy, Township Administrator/CFO
- c. Amanda Salerno, Township Treasurer
- d. Director of the 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 June 3, 2020.

Kathleen Hart, RMC
Township Clerk

RESOLUTION NO. 20-141

SCHEDULE 20-06 S

CONSOLIDATED BILL LIST

TOWNSHIP OF MILLSTONE VOUCHERS FOR PAYMENT PRESENTED TO
THE TOWNSHIP COMMITTEE AT A MEETING
HELD ON June 3, 2020

SEE SCHEDULE 20-06 ATTACHED

A resolution was passed by the Township Committee for the payment of the vouchers listed on Schedule 20-06 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. 20-141
June 3, 2020

BE IT RESOLVED by the Township Committee of the Township of Millstone that the vouchers listed on Schedule 20-06, June 3, 2020, Consolidated Bill List, and the vouchers listed below as Schedule 20-06 S, Supplement to Consolidated Bill List, as presented by the Township Treasurer, Amanda Salerno, to be paid from existing appropriations.

CURRENT FUND

TOTAL CURRENT FUND: \$ 334,448.53

SCHEDULE 20-06 S

PAYROLL FUND

TOTAL PAYROLL TRUST FUND \$ 5,601.58

GENERAL CAPITAL FUND

TOTAL GENERAL CAPITAL FUND \$ 19,462.50

GRANT FUND

TOTAL GRANT FUND \$ 0.00

RESERVE TRUST FUND

TOTAL RESERVE TRUST FUND \$ 0.00

BASIN MAINTENANCE TRUST

TOTAL BASIN MAINTENANCE TRUST \$ 107.68

SHADE TREE TRUST

TOTAL SHADE TREE TRUST \$ 0.00

COAH TRUST FUND

TOTAL COAH TRUST FUND \$ 1,940.00

OPEN SPACE FARMLAND TRUST FUND

TOTAL OPEN SPACE FARMLAND TRUST FUND \$ 8,624.25

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 \$ 985.12

ANIMAL CONTROL TRUST FUND

TOTAL DOG TRUST FUND \$ 223.50

TOTAL FOR ALL FUNDS \$ 371,393.16

ESCROW

DEVELOPERS ESCROW ACCOUNT UNDER \$5,000

TOTAL DEVELOPERS ESCROW UNDER \$5,000 \$ 2,140.00

DEVELOPERS ESCROW ACCOUNT OVER \$5,000

TOTAL DEVELOPERS ESCROW OVER \$5,000 \$ 1,415.00

TOTAL FOR ESCROW \$ 3,555.00

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

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

NAYS: None

ABSTAIN: None

ABSENT: None

RESOLUTION NO. 20-142
MEETING DATE: 06-03-2020

RESOLUTION AUTHORIZING SELF-EXAMINATION OF BUDGET

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

WHEREAS, N.J.S.A. 40A:4-78b has authorized the Local Finance Board to adopt rules that permit municipalities in sound fiscal condition to assume the responsibility, normally granted to the Director of the Division of Local Government Services, of conducting the annual budget examination; and

WHEREAS, N.J.A.C. 5:30-7 was adopted by the Local Finance Board on February 11, 1997; and

WHEREAS, pursuant to N.J.A.C. 5:30-7.2 through 7.5, the Township of Millstone has been declared eligible to participate in the program by the Division of Local government Services, and the Chief Financial officer has determined that the local government meets the necessary conditions to participate in the program for the 2020 budget year.

NOW THEREFORE BE IT RESOLVED, by the governing body of the Township of Millstone that in accordance with N.J.A.C. 5:30-7.6a & 7.6b and based upon the Chief Financial Officer's certification, the governing body has found the budget has met the following requirements:

I. That with reference to the following items, the amounts have been calculated pursuant to law and appropriated as such in the budget:

- a. Payment of interest and debt redemption charges
- b. Deferred charges and statutory expenditures
- c. Cash deficit of preceding year
- d. Reserve for uncollected taxes
- e. Other reserves and non-disbursement items
- f. Any inclusions of amounts required for school purposes.

2. That the provisions relating to limitation on increases of appropriations pursuant to N.J.S.A. 40A:4-45.2 and appropriations for exceptions to limits on appropriations found at N.J.S.A. 40A:4-45.3 et seq., are fully met (complies with CAP law).

3. That the budget is in such form, arrangement, and content as required by the Local Budget Law and N.J.A.C. 5:30-4 and 5:30-5.

4. That pursuant to the Local Budget Law:
 - a. All estimates of revenue are reasonable, accurate and correctly stated
 - b. Items of appropriation are properly set forth
 - c. In itemization, form, arrangement and content, the budget will permit the exercise of the comptroller function within the municipality.

5. The budget and associated amendments have been introduced and publicly advertised in accordance with the relevant provisions of the Local Budget Law, except that failure to meet the deadlines of N.J.S.A. 40A:4-5 shall not prevent such certification.

6. That all other applicable statutory requirements have been fulfilled.

BE IT FURTHER RESOLVED, that a copy of this resolution will be forwarded to the Director of the Division of Local Government Services upon adoption.

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 June 3, 2020.

Kathleen Hart, RMC
Municipal Clerk

RESOLUTION NO. 20-143
ADOPTION DATE: 06-03-2020

**RESOLUTION APPROVING THE CREATION AND ADMINISTRATION OF AN
EMERGENCY TEMPORARY APPROVAL PROCESS FOR OUTDOOR DINING
AND/OR BUSINESS OPERATIONS DUE TO THE COVID-19 PANDEMIC**

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

WHEREAS, the State of New Jersey, through Executive Orders regarding the COVID-19 Pandemic has forced the closure of and otherwise restricted eating establishments; and

WHEREAS, it is anticipated that in the near future, the State will begin to relax these restrictions, allowing restaurants to operate at either limited capacity, outdoors only or a combination of both; and

WHEREAS, it is anticipated that restaurants would be required to follow social distancing guidelines, including ensuring that patrons remain appropriate distances while dining, limiting restaurant capacity to a certain percentage of allowable patrons, allowing outdoor dining among other possible changes in operations; and

WHEREAS, the Township of Millstone recognizes that restaurants and businesses are critical to the vibrancy of Millstone Township and to ensure that our local restaurants remain successful, the Township Committee desires to provide opportunities to quickly and easily expand to outdoor dining space to promote compliance with the Governor's orders; and

WHEREAS, the Township Committee has determined that this resolution is an appropriate emergency measure and that it shall take effect immediately, it is imperative to provide assistance to Millstone Township's small businesses to help them continue their operations under the orders of the Governor and to maintain public safety while doing so.

NOW, THEREFORE BE IT RESOLVED, that the Township Committee does hereby offer the following in support of continuing and expanding business operations within the Township:

1. The Township Committee authorizes the Township Administrator to implement an abbreviated and emergency application process to allow businesses to quickly, safely and efficiently utilize outdoor areas to conduct operations consistent with the anticipated relaxation of the Executive Orders imposed upon those businesses.

2. The process for the abbreviated application with result in an approval by the Township Administrator of a temporary and emergency zoning permission to conduct the required operations outdoors, in parking areas, grassed areas and drives, so long as they are consistent with the safety of the public and all patrons, and any promogulated executive order.

3. The Township Administrator shall consult with the Township Zoning Officer, Township Engineer, Health Official and Fire Official to ensure consistency with his determination of safety.

4. In anticipation regarding actions of the State Alcoholic Beverage Commission to provide an abbreviated process for the expansion of licensed premises to both contiguous and non-contiguous areas in order to expand the consumption areas to these expanded areas, the Township Clerk is authorized, upon consultation with the Township Administrator, to approve such expansion of premises applications through the State's system, should the State promulgate the appropriate rules.

NOW, THEREFORE, BE IT RESOLVED that the Township Committee of the Township of Millstone does hereby affirm its approval of the outdoor dining.

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

- A. Township Administrator
- B. Township Zoning Officer
- C. Township Fire Official
- D. Township Health Official
- E. Township Attorney

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 June 3, 2020.

KATHLEEN HART, RMC
Township Clerk

RESOLUTION NO. 20-144
ADOPTION DATE: 06-03-2020

**RESOLUTION AMENDING THE USE OF THE STORM RECOVERY RESERVES TO
INCLUDE THE CORONAVIRUS EMERGENCY**

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

WHEREAS, the Township of Millstone has previously established a Snow Removal/Storm Recovery Reserve; and

WHEREAS, New Jersey Statute Title 40A:4-62.1 states that following the declaration of an emergency by the President of the United States or the Governor, a local unit may, by resolution, authorize the use of funds in the reserve for any purpose necessary to protect the safety, security, health, and welfare, of its citizens from the damage caused by the declared emergency; and

WHEREAS, any reimbursement of these expenditures shall be deposited back into the reserve; and

WHEREAS, a public emergency has been declared by both the President of the United States and the Governor of New Jersey in response to the coronavirus outbreak.

NOW, THEREFORE, BE IT RESOLVED, that the Township Committee of the Township of Millstone, in the County of Monmouth, State of New Jersey, hereby authorizes the use of funds in the Storm Recovery Reserve for any purpose necessary to protect the safety, security, health, and welfare, of its citizens from the damage caused by the declared emergency regarding the coronavirus outbreak, if deemed necessary.

BE IT FURTHER RESOLVED, that any reimbursement of these expenditures will be deposited back into the Reserve.

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

- A. Township Administrator
- B. Township Attorney

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 June 3, 2020.

KATHLEEN HART, RMC
Township Clerk