

MILLSTONE TOWNSHIP COMMITTEE REORGANIZATION MEETING MINUTES FOR JANUARY 6, 2021

Municipal Clerk calls the meeting to order at 7:01 p.m.

STATEMENT OF NOTICE AS REQUIRED BY P.L. 1975, C231 IS READ.

I HEREBY ANNOUNCE THAT PURSUANT TO THE OPEN PUBLIC MEETING ACT, ADEQUATE NOTICE OF THIS MEETING HAS BEEN PROVIDED IN THE ANNUAL MEETING NOTICE WHICH WAS MAILED TO THE ASBURY PARK PRESS AND THE TRENTON TIMES, POSTED ON THE PUBLIC ANNOUNCEMENTS BULLETIN BOARD IN TOWN HALL AND FILED IN THE OFFICE OF THE TOWNSHIP CLERK ON DECEMBER 21, 2020.

Due to the COVID-19 pandemic the Township Committee Meeting of January 6, 2021 is also being held virtual, utilizing the Zoom platform.

Join Zoom Meeting

<https://us02web.zoom.us/j/83101579881?pwd=d2FtNHJHN2VzUzdMVXA3WnIzb09ydz09>

Meeting ID: 831 0157 9881

Passcode: 023153

One tap mobile

+13017158592,,83101579881# US (Washington D.C); +13126266799,,83101579881# US (Chicago)

Dial by your location:

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For public comment section you can also email askmillstone@millstonenj.gov with your questions or public comments along with your name and address. Your comments will be read into the record. This meeting will also be recorded and be replayed on the Millstone PEG Channel.

All attendees and participants agree to conduct themselves in a manner appropriate for public gathering. Individual speakers should be advised that no right of privacy protects a person's public comments made in a public forum. Accordingly, all participants bear responsibility for their own statements and commentary.

Oath of Office was administered by the Municipal Clerk to Michael McLaughlin and Christopher Morris as members of the Township Committee.

ROLL CALL: Committeeman Dorfman – present, Committeeman Ferro - present, Committeewoman Grbelja – present, Committeeman McLaughlin – present, Committeeman Morris - present. Also, in attendance: Robert Munoz - Township Attorney, Township Administrator – Kevin Abernethy and Kathleen Hart - Municipal Clerk.

Municipal Clerk asks for a motion to appoint Mayor:

C/Grbelja nominates C/Dorfman as Mayor for the year 2021; Second by C/Morris.

ROLL CALL VOTE:

AYES: C/Dorfman, C/Ferro, C/Grbelja, C/McLaughlin, C/Morris

NAYS: None

ABSTAIN: None

ABSENT: None

Mayor Dorfman asks for a motion to appoint Deputy Mayor:

C/Morris nominates C/Grbelja for Deputy Mayor for the year 2021; second by M/Dorfman.

ROLL CALL VOTE:

AYES: C/Dorfman, C/Grbelja, C/Morris
NAYS: None
ABSTAIN: C/Ferro, C/McLaughlin
ABSENT: None

M/Dorfman thanks his fellow Township Committee members for their support as Mayor and will do his absolute best on behalf of the Governing Body; with all working well together for the residents. M/Dorfman acknowledges two former committee persons Fiore Masci and Michael Kuczinski and welcomes two new members, Michael McLaughlin and Chris Morris. They will have big shoes to fill but is certain that they will bring their own personal attributes and experiences. We serve our citizens and we will work together doing what is best for all residents. Millstone is a very special place. Our efforts are supplemented by two large groups of people; Township Employees and Community Volunteers along with the Township Professionals. We can't do our job without the assistance and guidance of the volunteers to the boards and commission along with the Township professionals. Our Township Employees have continued operationally serving the people under COVID-19 with two key individuals, Kevin Abernethy, Township Administrator and the Kathleen Hart, Municipal Clerk. M/Dorfman said we are all looking forward to returning to normalcy and planning on two events this year: Millstone Day and a formal grand opening of Millstone Park. Millstone Park is a facility designed to fill the needs of the community. Thank you all for joining us tonight.

Township Administrator congratulates Michael McLaughlin and Chris Morris. It has been a challenging year and would also like to congratulate the township staff who has continued working during this very difficult year.

M/Dorfman ask all to stand for the Flag Salute followed by a moment of Silence.

RESOLUTIONS: CONSENT RESOLUTION POSTED ON BULLETIN BOARD.
ALL MATTERS LISTED UNDER ITEM "CONSENT AGENDA" ARE CONSIDERED ROUTINE BY THE TOWNSHIP COMMITTEE AND WILL BE ENACTED BY ONE (1) MOTION IN THE FORM LISTED BELOW. THERE WILL BE NO SEPARATE DISCUSSION ON THESE ITEMS, IF DISCUSSION IS DESIRED OF ANY ITEM, THAT ITEM WILL BE CONSIDERED SEPARATELY.

- 21-02 Resolution Appointing Professionals for 2021: Township Attorney, Special Counsel for Mt. Laurel Proceedings, Township Auditor, Township Planner, Township Bond Counsel, NJ Certified Tree Expert, Township Prosecutor, Township Public Defender, Alternate Public Defender
- 21-03 Resolution Appointing Deputy Registrar of Vital Statistics
- 21-04 Resolution Appointing Qualified Purchasing Agent
- 21-05 Resolution Appointing Public Agency Compliance Officer
- 21-06 Resolution Appointing Treasurer
- 21-07 Resolution Appointing Construction Department Appointments: Building Inspector, Electrical Inspector, Fire Protection Inspector and Plumbing Inspector
- 21-08 Resolution Appointing Code Enforcement Officer
- 21-09 Resolution Appointing Recycling Coordinator
- 21-10 Resolution Appointing Community Development Representative
- 21-11 Resolution Appointing Members to the Millstone Township Veteran's Memorial Council
- 21-12 Resolution Appointing Fund Commissioner, Safety Director and Right to Know Coordinator to

- the Monmouth County Municipal JIF
- 21-13 Resolution Appointing 911 Coordinator
 - 21-14 Resolution Appointing OEM Coordinator
 - 21-15 Resolution Appointing the Class III Member to the Millstone Township Planning Board
 - 21-16 Resolution Appointing Members to the Open Space Preservation Council
 - 21-17 Resolution Appointing Members to the Agricultural Advisory Council
 - 21-18 Resolution Appointing Monmouth County Agriculture Development Board Representative
 - 21-19 Resolution Appointing Members to the Municipal Alliance Committee's Executive Board
 - 21-20 Resolution Appointing Sound Recorder for the Municipal Court
 - 21-21 Resolution Appointing Violations Clerk for the Municipal Court
 - 21-22 Resolution Authorizing the Appointment of an Alternative Individual to Perform Duties of a Municipal Court Administrator when the Municipal Court Administrator is Unavailable
 - 21-23 Resolution Authorizing Inter-Local Services Agreement Providing for Municipal Court Services for Roosevelt Borough
 - 21-24 Resolution Appointing COAH Representative
 - 21-25 Resolution Appointing Coordinator Between the Township of Millstone and the Office of Aging
 - 21-26 Resolution Appointing Local Historian
 - 21-27 Resolution Appointing Municipal Court Judge
 - 21-28 Resolution Adopting a Cash Management Plan
 - 21-29 Resolution to Authorizing the Continuation of Petty Cash Funds
 - 21-30 Resolution to Establish Official Depositories for Township Funds
 - 21-31 Resolution Authorizing the Acceptance of Credit Card Payments for the Collection of Fees for Specific Services
 - 21-32 Resolution to Authorizing Tax Collector to Hold Tax Sale
 - 21-33 Resolution Authorizing the Cancellation of Minimal Balances and Overpayments by Tax Collector
 - 21-34 Resolution Setting Interest Rates to be Charged on all Delinquent Taxes and Assessments
 - 21-35 Resolution to Allow an Additional Penalty of 6% to be Collected Against a Delinquency in Excess of \$10,000.00
 - 21-36 Resolution Authorizing Real Estate Tax Payments by Electronic Funds Transfer via Internet via CIT-e-Net, LLC
 - 21-37 Resolution Authorizing the Tax Assessor to File Appeals Omitted and Added Assessment Appeals and Rollback Complaints with the Monmouth County Board of Taxation
 - 21-38 Resolution Shared Services Agreement with Roosevelt Borough for Repair, Maintenance, Snow Removal and Ice Control on Nurko Road
 - 21-39 Resolution Authorizing Contract with Edmunds & Associates, Inc.
 - 21-40 Resolution Authorizing Contract with Eastern Armored Services Inc
 - 21-41 Resolution Authorizing Online Recreation Registration Payments Through Easy Merchant Plus/Stripe Connect
 - 21-42 Resolution Granting Permission to Pay Certain Bills Prior to Committee Meetings
 - 21-43 Resolution Authorizing Deer Carcass Removal as Per Monmouth County Contract F-110-2116
 - 21-44 Resolution Awarding Contract for Sodium Chloride (Rock Salt) as per Monmouth County Contract F-39-2121
 - 21-45 Resolution Appointing Conflict Municipal Court Judge
 - 21-46 Resolution Authorizing Monmouth County Co-Op Purchase for Gasoline and Diesel Fuel as Per Monmouth County Contract F-38-2121
 - 21-47 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
 - 21-48 Resolution Authorizing the Township of Millstone to Establish a Commodity Resale Agreement with the Millstone Township Board of Education
 - 21-49 Resolution Authorizing Shared Services Agreement with Roosevelt Borough for Certified

Recycling Reporting Services

- 21-50 Resolution Authorizing Contract with Action Data Services
- 21-51 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
- 21-52 Resolution Authorizing Execution of an Interlocal Services Agreement for Regional Animal Control
- 21-53 Resolution of the Township Committee of the Township of Millstone Appointing Municipal Housing Liaison
- 21-54 Resolution Appointing Township Tax Search Officer
- 21-55 Resolution Appointing Full-Time Deputy Chief Financial Officer
- 21-56 Resolution Authorizing Award of a Non-Fair and Open Contract for Professional Financial and Accounting Consulting Services
- 21-57 Resolution Conditionally Approving a Two Year Mining Permit for Buck Mining and Materials, Inc., Block 28, Lots 11 & 13.01
- 21-58 Resolution to Transfer Funds on Appropriation Reserves #1

Township Attorney states that these resolutions will be adopted on one motion. Motion to adopt was moved by C/Ferro; Second C/Morris.

ROLL CALL VOTE:

AYES: C/Ferro, DM/Grbelja, C/McLaughlin, C/Morris, M/Dorfman
NAYS: None
ABSTAIN: None
ABSENT: None

APPOINTMENTS TO BE MADE BY THE MAYOR:

MAYOR’S APPOINTMENTS TO THE MILLSTONE TOWNSHIP BOARD OF ADJUSTMENT

BE IT RESOLVED, by the Mayor of the Township of Millstone that Steve Morelli and Patrick Mostyn are hereby appointed as Regular Members to the Millstone Township Board of Adjustment for a four-year (4) term commencing January 1, 2021 and ending December 31, 2024.

BE IT FURTHER RESOLVED, by the Mayor of the Township of Millstone that Andrew Ferrara is hereby appointed as a Regular Member to the Millstone Township Board of Adjustment to fulfill the unexpired term of Barry Frost, term expiring December 31, 2022.

BE IT FURTHER RESOLVED, by the Mayor of the Township of Millstone that Marc Mangano is hereby appointed as an Alternate I member to the Millstone Township Board of Adjustment to fulfill the unexpired term of Andrew Ferrara, term expiring December 31, 2021.

BE IT FURTHER RESOLVED, by the Mayor of the Township of Millstone that Tara Zabrosky is hereby appointed as an Alternate II member to the Millstone Township Board of Adjustment for a two-year (2) term commencing January 1, 2021 and ending December 31, 2022.

MAYOR’S APPOINTMENT TO STEWARD TO THE CLARKSBURG CULTURAL CENTER

BE IT RESOLVED that Doreen Polhemus shall serve as the Steward to the Clarksburg Cultural Center, for one (1) year term, commencing January 1, 2021 and ending December 31, 2021.

MAYOR’S APPOINTMENTS TO THE MILLSTONE TOWNSHIP

ENVIRONMENTAL COMMISSION

BE IT RESOLVED that Rene Peerboom, Doug Lischick and Eric Davis are hereby appointed as members to the Millstone Township Environmental Commission for three (3) year terms commencing January 1, 2021 and ending December 31, 2023.

BE IT FURTHER RESOLVED that the Mayor hereby appoints Eric Davis as Chairperson to the Millstone Township Environmental Commission, term expiring December 31, 2021.

BE IT FURTHER RESOLVED that Tom Tofte is hereby appointed as a member to the Millstone Township Environmental Commission to fulfill the unexpired term of Barry Frost, term expiring December 31, 2021.

BE IT FURTHER RESOLVED that Deepti Sinha is hereby appointed as Alternate I member to the Millstone Township Environmental Commission to fulfill the unexpired term of Tom Tofte, term expiring December 31, 2021.

M/Dorfman acknowledges and thanks Barry Frost for his many years of service to our community and look forward to his participation as a non-member.

MAYOR'S APPOINTMENT TO THE MILLSTONE TOWNSHIP
HISTORIC PRESERVATION COMMISSION

BE IT RESOLVED by the Mayor of the Township of Millstone that Diane Blackwell is hereby appointed Class C members of the Millstone Township Historic Preservation Commission for four (4) year term, commencing January 1, 2021 and ending December 31, 2024.

BE IT RESOLVED by the Mayor of the Township of Millstone that Jolene Conoscenti is hereby appointed Alternative I member of the Millstone Township Historic Preservation Commission for two (2) year term, commencing January 1, 2021 and ending December 31, 2022.

MAYOR'S APPOINTMENTS TO THE MILLSTONE TOWNSHIP
PARKS AND RECREATION COMMISSION

BE IT RESOLVED that Joseph Adornetti and Richard Skowronski are hereby appointed to the Millstone Township Recreation Commission as regular members for a five (5) year term commencing January 1, 2021 and ending December 31, 2025.

BE IT FURTHER RESOLVED that Renee Randazzo is hereby appointed to the Millstone Township Recreation Commission as a regular member to fulfill the unexpired term of Chris Morris, term ending December 31, 2024.

BE IT FURTHER RESOLVED that Anthony Italiano is hereby appointed to the Millstone Township Recreation Commission as Alternate I to fulfill the unexpired term of Renee Randazzo, term ending December 31, 2021.

MAYOR'S APPOINTMENTS TO THE MILLSTONE TOWNSHIP PLANNING BOARD

BE IT RESOLVED that Kevin Youngs shall serve as the Alternate II member to the Millstone Township Planning Board for a (2) two year term commencing January 1, 2021 and ending December 31, 2022.

MAYOR'S APPOINTMENT TO THE MILLSTONE TOWNSHIP PLANNING BOARD –
MAYOR'S DESIGNEE

BE IT RESOLVED that Pat Butch shall serve as the Class I member to the Millstone Township Planning Board at the pleasure of the Mayor, term expires December 31, 2021.

COMMITTEE VOLUNTEER LIAISONS TO ADMINISTER VARIOUS TOWNSHIP DEPARTMENTS FOR 2021:

M/Dorfman states that we have assigned liaison positions in the past with one Township Committee member serving as an individual liaison to the respective duties. In consideration to the new members and part of an effort to facilitate knowledge transfer and simple have more than one person involved on major events, I will be asking people to serve as a lead and second.

Liaison to Dept. of Public Works/Building and Grounds/Recycling	C/Ferro (Lead) C/Morris (Secondary)
Liaison to Finance	M/Dorfman (Lead) C/Ferro (Secondary)
Liaison to Health, Safety and Welfare	C/Ferro (Lead) C/McLaughlin (Secondary)
Liaison to Community Newsletter/Web Site/Cable TV	C/McLaughlin (Lead) C/Morris (Secondary)
Liaison to Office of Emergency Management	C/Ferro

Liaison to Personnel – M/Dorfman states that the Township Administrator is responsible for the day to day operations and it is his responsibility to manage the staff. If assistance is need, we will assign a respective Township Committee member depended upon the area involved to assist the Township Administrator.

Liaison to Board of Parks and Recreation Commission	C/Morris (Lead) M/Dorfman (Secondary)
Liaison to Liaison to County & State Agencies	M/Dorfman (Lead) C/Ferro (Secondary)
Liaison to Drug Alliance	C/McLaughlin
Liaison to Senior Citizens	DM/Grbelja
Liaison to Environmental Commission	C/Ferro (Lead) C/Dorfman (Secondary)
Liaison to Historic Preservation Commission	C/Morris
Liaison to Board of Education	M/Dorfman (Lead) DM/Grbelja (Secondary)
Liaison to Municipal Court	DM/Grbelja
Liaison to Fire & First Aid	C/Morris (Lead) C/Ferro (Secondary)
Liaison to AG Board	DM/Grbelja
Liaison to State Police	C/Ferro

M/Dorfman states that as to the liaison position to the Board of Education he would like to bring in C/McLaughlin to get involved with the intent of stepping aside from the lead in the forthcoming year.

M/Dorfman states there are two new liaison positions added:

Liaison to Shade Tree Commission
Liaison to Construction Department

C/McLaughlin
C/Ferro

STATEMENTS FROM THE TOWNSHIP COMMITTEE:

C/Morris said that it is an absolute pleasure and honor to serve. He would like to take this opportunity to thank his family for their support along with the current committee and township staff that he has had the privilege to work with over the past years. He congratulates C/McLaughlin and looking forward to the opportunity to continue to serve this great town.

C/McLaughlin said he would like to thank everyone, including his family, for the support he has received over the past several months. It is truly an honor to be here and looking forward to working with everyone for the better of Millstone Township.

C/Ferro said he wants to put 2020 behind us and hopes this pandemic gets resolved sooner than later so we can get back to somewhat being normal. There are a lot of good things that will happen in Millstone and even though the prior committee, which will be missed, contributed a lot through their tenure and over the years kept Millstone what it is. His driving force will be to keep Millstone as rural and beautiful as possible. With the two new members they will bring innovation and creativity, which will only enhance what we have been doing and what was done in the past. We will continue our vision of the master plan.

DM/Grbelja said she welcomes Chris and Mike on board. Our number one priority is to serve the residents of Millstone Township and hopefully 2021 will be a better year than 2020. If there is any way she can help out she is here to assist. DM/Grbelja is looking forward to working with both of them and looking forward to a better year.

PRIVILEGE OF THE FLOOR (Limited to ½ Hour) Members of the public participating by remote internet access or telephonic access shall be allotted up to three (3) minutes.

M/Dorfman opens the meeting to the public at 7:49 p.m.

Steve Lambros congratulates all Township Committee members. He congratulates Mike and Chris on their first term as committeemen and are glad that they won. They will do a great job for the community and be a big help to the Township Committee. They are both relatively young and should add a new dimension to the Township Committee with some different connections to the residents and more inclusive type of representation. Welcome and congratulations.

Tara Zabrosky, 99 Baird Road: She would like to thank the Mayor for appointing three liaison members to the Board of Education and really appreciates it.

M/Dorfman states the Board of Education is a separate entity, however, the Township has several shared services agreements with the Board of Education that help save money from each of their budgets. The Board of Education also helps the Township by making their facilities available for recreation programs. We are look forward to normalcy and will do what we can to support those efforts. C/Ferro states he spoke to Dr. Huss today and that the school is reopening with in person learning starting January 11th on a shorten schedule, 5 days a week. Hopefully, we can continue to have the schools open with in class instruction.

M/Dorfman closes the meeting to the public at 7:53 p.m.

MILLSTONE TOWNSHIP COMMITTEE REORGANIZATION MEETING MINUTES FOR JANUARY 6, 2021

Mayor Dorfman again welcomes C/Morris and C/McLaughlin, looks forward to a productive year on behalf of our fellow citizens, confident that we are all going to do a good job and will work well together. M/Dorfman would like to wish everyone a Healthy and Happy New Year! Anyone in attendance, please join us for some light refreshments. Anyone who is not, please join us again either in person or on Zoom. You can find all of the Township Committee contact information on the township website.

Motion to adjourn was Moved by C/McLaughlin; Second by C/Morris. All in Favor.

Time Out: 7:55 p.m.

Audio of the meeting is available in the Municipal Clerks Office.

January 6, 2021 Township Committee Reorganization Meeting Minutes approved at a Township Committee meeting held on February 3, 2021.

Kathleen Hart, RMC
Municipal Clerk