

TOWNSHIP OF MILLSTONE  
Meeting Room  
215 Millstone Road  
Millstone Township, NJ 08535

**DRAFT**  
**TOWNSHIP COMMITTEE REORGANIZATION MEETING AGENDA**  
**JANUARY 5, 2022 @ 8:00 pm**

**Meeting called to order at 8:00 p.m. followed by Flag Salute and a moment of Silence.**

**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 20, 2021.

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 administered to Eric Davis and Tara Zabrosky as members of the Township Committee.

**ROLL CALL:** Committeeman Eric Davis \_\_\_\_, Committeeman Al Ferro \_\_\_\_, Committeeman Michael McLaughlin \_\_\_\_, Committeeman Chris Morris \_\_\_\_, Committeewoman Tara Zabrosky \_\_\_\_.

**Municipal Clerk asks for a motion to appoint Mayor:**

C/ \_\_\_\_ nominates C/ \_\_\_\_\_ as Mayor for the year 2022 Second by C/ \_\_\_\_.

**VOTE:** C/Davis \_\_\_\_, C/Ferro \_\_\_\_, C/McLaughlin \_\_\_\_, C/Morris \_\_\_\_, C/Zabrosky \_\_\_\_.

**Mayor \_\_\_\_\_ asks for a motion to appoint Deputy Mayor:**

C/ \_\_\_\_ nominates C/ \_\_\_\_\_ for Deputy Mayor for the year 2022, second by C/ \_\_\_\_.

**VOTE:** C/Davis \_\_\_\_, C/Ferro \_\_\_\_, C/McLaughlin \_\_\_\_, C/Morris \_\_\_\_, C/Zabrosky \_\_\_\_.

**Statement by newly appointed Mayor.**

**Statement by newly appointed Deputy Mayor.**

**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.**

- 22-01 Resolution Appointing Professionals for 2022: 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, Affordable Housing
- 22-02 Resolution Appointing Qualified Purchasing Agent
- 22-03 Resolution Appointing Anthony Mannino as Chief Financial Officer
- 22-04 Resolution Appointing Township Tax Search Officer
- 22-05 Resolution Appointing Public Agency Compliance Officer
- 22-06 Resolution Appointing Treasurer
- 22-07 Resolution Appointing Construction Department Appointments: Building Inspector, Electrical Inspector, Fire Protection Inspector and Plumbing Inspector
- 22-08 Resolution Appointing Code Enforcement Officer
- 22-09 Resolution Appointing Recycling Coordinator
- 22-10 Resolution Appointing Community Development Representative
- 22-11 Resolution Appointing Members to the Millstone Township Veteran's Memorial Council
- 22-12 Resolution Appointing Fund Commissioner, Safety Director and Right to Know Coordinator to the Monmouth County Municipal JIF
- 22-13 Resolution Appointing 911 Coordinator
- 22-14 Resolution Appointing Videographer
- 22-15 Resolution Appointing the Class III Member to the Millstone Township Planning Board
- 22-16 Resolution Appointing Members to the Open Space Preservation Council
- 22-17 Resolution Appointing Members to the Agricultural Advisory Council
- 22-18 Resolution Appointing Monmouth County Agriculture Development Board Representative
- 22-19 Resolution Appointing Members to the Municipal Alliance Committee's Executive Board
- 22-20 Resolution Appointing Sound Recorder for the Municipal Court
- 22-21 Resolution Appointing Violations Clerk for the Municipal Court
- 22-22 Resolution Authorizing the Appointment of an Alternative Individual to Perform Duties of a Municipal Court Administrator when the Municipal Court Administrator is Unavailable
- 22-23 Resolution Authorizing Inter-Local Services Agreement Providing for Municipal Court Services for Roosevelt Borough
- 22-24 Resolution Appointing COAH Representative
- 22-25 Resolution Appointing Coordinator Between the Township of Millstone and the Office of Aging
- 22-26 Resolution Appointing Local Historian
- 22-27 Resolution Establishing The 2022 Temporary Budget
- 22-28 Resolution Adopting a Cash Management Plan
- 22-29 Resolution to Authorizing the Continuation of Petty Cash Funds
- 22-30 Resolution to Establish Official Depositories for Township Funds
- 22-31 Resolution Authorizing the Acceptance of Credit Card Payments for the Collection of Fees for Specific Services
- 22-32 Resolution to Authorizing Tax Collector to Hold Tax Sale
- 22-33 Resolution Authorizing the Cancellation of Minimal Balances and Overpayments by Tax Collector
- 22-34 Resolution Setting Interest Rates to be Charged on all Delinquent Taxes and Assessments
- 22-35 Resolution to Allow an Additional Penalty of 6% to be Collected Against a Delinquency in Excess of \$10,000.00
- 22-36 Resolution Authorizing Real Estate Tax Payments by Electronic Funds Transfer via Internet via CIT-e-Net, LLC
- 22-37 Resolution Authorizing the Tax Assessor to File Appeals Omitted and Added Assessment Appeals and Rollback Complaints with the Monmouth County Board of Taxation
- 22-38 Resolution Shared Services Agreement with Roosevelt Borough for Repair, Maintenance, Snow Removal and Ice Control on Nurko Road

- 22-39 Resolution Authorizing Contract with Edmunds & Associates, Inc.
- 22-40 Resolution Appointing Conflict Municipal Court Judge
- 22-41 Resolution Authorizing Online Recreation Registration Payments Through Easy Merchant Plus/Stripe Connect
- 22-42 Resolution Granting Permission to Pay Certain Bills Prior to Committee Meetings
- 22-43 Resolution Authorizing Deer Carcass Removal as Per Monmouth County Contract F-16-2022
- 22-44 Resolution Appointing Clean Communities Coordinator
- 22-45 Resolution Appointing Risk Management Consultant
- 22-46 Resolution Authorizing State Contract Purchase for Unleaded (T-0083) and Diesel (T-1845) Fuel
- 22-47 Resolution Authorizing the Tax Collector to Charge a Fee for the Issuance of a Duplicate Tax Sale Certificate Pursuant to Chapter 99 Pubic Laws of 1997
- 22-48 Resolution Authorizing the Township of Millstone to Establish a Commodity Resale Agreement with the Millstone Township Board of Education
- 22-49 Resolution Authorizing Shared Services Agreement with Roosevelt Borough for Certified Recycling Reporting Services
- 22-50 Resolution Authorizing Contract with Action Data Services
- 22-51 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
- 22-52 Resolution of the Township Committee of the Township of Millstone Appointing Municipal Housing Liaison
- 22-53 Resolution Appointing Zoning Officer
- 22-54 Resolution Appointing Temporary Building Inspector
- 22-55 Resolution Appointing Full-Time Deputy Chief Financial Officer

Motion to adopt/table, Moved C/ \_\_\_\_\_, Second C/ \_\_\_\_\_, (Committee Discussion)

**VOTE:** C/Davis \_\_\_\_, C/Ferro \_\_\_\_, C/McLaughlin \_\_\_\_, C/Morris \_\_\_\_, C/Zabrosky\_\_\_\_\_.

**APPOINTMENTS TO BE MADE BY THE MAYOR**

1. Mayor’s appointments to the Millstone Township Board of Adjustment
2. Mayor's appointment to the Clarksburg Cultural Center
3. Mayor’s appointments to the Millstone Township Environmental Commission
4. Mayor’s appointments to the Millstone Township Office of Emergency Management
5. Mayor's appointments to the Millstone Township Historic Preservation Commission
6. Mayor’s appointments to the Millstone Township Parks and Recreation Commission
7. Mayor’s appointments to the Millstone Township Planning Board
8. Mayor's appointment to the Millstone Township Planning Board - Mayor's Designee

**TOWNSHIP COMMITTEE LIAISON POSITIONS FOR 2022:**

**(P) = Primary and (S) = Secondary**

Dept. of Public Works/Building and Grounds/Recycling	C/Morris (P); C/Ferro (S)
Finance	C/Zabrosky (P); C/Ferro (S)
Health, Safety and Welfare	C/Zabrosky (P); C/McLaughlin (S)
Community Newsletter/Web Site/Cable TV	C/McLaughlin (P); C/Morris (S)
Office of Emergency Management	C/Ferro
Personnel	C/McLaughlin (P); C/Zabrosky (S)
Board of Parks and Recreation Commission	C/Morris (P); C/McLaughlin (S)
County & State Agencies	C/Ferro (P); C/Davis (S)
Drug Alliance	C/McLaughlin
Senior Citizens	C/Zabrosky

Environmental Commission	C/Davis
Historic Preservation Commission	C/McLaughlin
Board of Education	C/Zabrosky (P); C/Ferro (S)
Municipal Court	C/Morris
Fire & First Aid	C/Morris (P); C/Ferro (S)
AG Board	C/Davis
State Police	C/Ferro
Shade Tree Commission	C/Davis
Construction Department	C/Ferro (P); C/Davis (S)
Open Space Preservation Council	C/Davis
COAH	C/Zabrosky

Statement by Committeemen/Committeewoman if they so desire:

**PRIVILEGE OF THE FLOOR** (Limited to ½ Hour)

Mayor opens meeting to the public at \_\_\_\_\_.

Mayor closes meeting to the public at \_\_\_\_\_.

**Mayor and the Township Committee would like to wish everyone a Healthy and Happy New Year!**

**Please join us for some light refreshments.**

**Motion to adjourn:** Moved C/ \_\_\_\_\_, Second C/ \_\_\_\_\_. © Time Out \_\_\_\_\_.