

RESOLUTION NO. 23-92
MEETING DATE: 03-15-2023

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

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

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. Potential Land Acquisition
 3. Litigation
 4. Contracts

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/Davis, C/McLaughlin, DM/Morris, C/Zabrosky
NAYS: None
ABSTAIN: None
ABSENT: M/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 March 15, 2023.

Kathleen Hart, RMC
Municipal Clerk

RESOLUTION NO. 23-93

SCHEDULE 23-03B S

CONSOLIDATED BILL LIST

TOWNSHIP OF MILLSTONE VOUCHERS FOR PAYMENT PRESENTED TO
THE TOWNSHIP COMMITTEE AT A MEETING
HELD ON March 15, 2023

SEE SCHEDULE 23-03B ATTACHED

A resolution was passed by the Township Committee for the payment of the vouchers listed on Schedule 23-03B attached.

Al Ferro, Mayor

Chris Morris, Deputy Mayor

Eric Davis, Committeeman

Michael McLaughlin, Committeeman

Tara Zabrosky, Committeewoman

Attest: _____
Kathleen Hart
Municipal Clerk

TOWNSHIP OF MILLSTONE
RESOLUTION NO. 23-93
March 15, 2023

BE IT RESOLVED by the Township Committee of the Township of Millstone that the vouchers listed on Schedule 23-03B, March 15, 2023, Consolidated Bill List, and the vouchers listed below as Schedule 23-03B 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: \$ 753,062.19

SCHEDULE 23-03B S

PAYROLL FUND

TOTAL PAYROLL TRUST FUND \$ 6,216.33

GENERAL CAPITAL FUND

TOTAL GENERAL CAPITAL FUND \$ 70,931.95

GRANT FUND

TOTAL GRANT FUND \$ 230.77

RESERVE TRUST FUND

TOTAL RESERVE TRUST FUND \$ 1,331.79

BASIN MAINTENANCE TRUST

TOTAL BASIN MAINTENANCE TRUST \$ 0.00

SHADE TREE TRUST

TOTAL SHADE TREE TRUST \$ 0.00

COAH TRUST FUND

TOTAL COAH TRUST FUND \$ 11,235.05

OPEN SPACE FARMLAND TRUST FUND

TOTAL OPEN SPACE FARMLAND TRUST FUND \$ 47,756.95

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 \$ 1,001.75

ANIMAL CONTROL TRUST FUND

TOTAL DOG TRUST FUND \$ 238.04

TOTAL FOR ALL FUNDS \$ 892,004.82

ESCROW

DEVELOPERS ESCROW ACCOUNT UNDER \$5,000

TOTAL DEVELOPERS ESCROW UNDER \$5,000 \$ 7,261.12

DEVELOPERS ESCROW ACCOUNT OVER \$5,000

TOTAL DEVELOPERS ESCROW OVER \$5,000 \$ 9,824.00

TOTAL FOR ESCROW \$ 17,085.12

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

AYES: C/Zabrosky, C/Davis, C/McLaughlin, DM/Morris

NAYS: None

ABSTAIN: None

ABSENT: M/Ferro

RESOLUTION NO. 23-94
MEETING DATE: 03-15-2023

**RESOLUTION AUTHORIZING AWARD OF A CONTRACT FOR EMERGENCY
HVAC SERVICE CALL AND TEMPORARY REPAIR AT THE MUNICIPAL
BUILDING**

C/McLaughlin offered the following Resolution and moved its adoption which was second by C/Zabrosky.

WHEREAS, the Millstone Township Administrator, has advised of the need for emergency HVAC service call within the Township of Millstone at the Municipal Building located at 470 Stagecoach Road; and

WHEREAS, such repairs are needed immediately due to public health, safety or welfare needs; and

WHEREAS, the Purchasing Agent recommends an emergency contract be awarded to TLP Climate Control Systems, Inc. in the amount not to exceed \$630.00, to immediately make the necessary repair; and

WHEREAS, the Chief Financial Officer has certified funds are available in the following Budget Account: 3-01-26-310-198.

NOW, THEREFORE, BE IT RESOLVED that the Township Committee of the Township of Millstone hereby authorizes an Emergency Contract with TLP Climate Control Systems, Inc. in the amount not to exceed \$630.00.

BE IT FURTHER RESOLVED that certified copies of the within Resolution be forwarded to the Deputy Chief Financial Officer, the Purchasing Agent, the Administrator and TLP Climate Control Systems, Inc.

ROLL CALL:

AYES: C/Zabrosky, C/Davis, C/McLaughlin, DM/Morris
NAYS: None
ABSTAIN: None
ABSENT: M/Ferro

I HEREBY CERTIFY the foregoing to be a true copy of the Resolution adopted by the Millstone Township Committee at its meeting of March 15, 2023.

Kathleen Hart, RMC
Municipal Clerk

Township of Millstone

**RESOLUTION NO.: 23-95
MEETING DATE: 03-15-2023**

**AUTHORIZING 2023 SALARIES
FOR UNION AND NON-UNION EMPLOYEES**

C/McLaughlin offered the following Resolution and moved its adoption which was seconded by C/Zabrosky.

WHEREAS, the salaries are depicted for union employees and non-union employees for the respective titles, in 2023 as follows:

NOW, THEREFORE, BE IT RESOLVED those salaries are as follows:

<u>TITLE</u>	<u>Annual 2023 Salaries</u>
Mayor.....	\$ 7,750.00
Township Committee.....	7,500.00
Web/PEG/Newsletter.....	7,404.00
Technical Support.....	-
Administrative Assistant.....	-
Qualified Purchasing Agent.....	15,703.00
Municipal Clerk/Assessment Clerk.....	67,061.00
Health Benefits Coordinator.....	7,031.00
Deputy Township Clerk.....	-
Vital Statistics Registrar.....	3,196.00
Deputy Vital Statistics Registrar.....	-
Clean Communities Advocate.....	10,404.00
Clean Communities Coordinator.....	3,770.00
Animal Control Coordinator.....	6,375.00
Deputy Certified Municipal Financial Officer.....	71,240.00
Treasurer.....	58,757.00
Finance Clerk.....	-
Tax Collector/Search Officer.....	52.53 hr.
Deputy Tax Collector.....	41,184.00
Tax Collector Clerk - Backup.....	27.71-28.05 hr.
Tax Assessor.....	75,089.00
Tax Assessor Clerk/Inspector.....	27,531.00
Planning Board Secretary.....	38,625.00
Board of Adjustment Secretary.....	38,625.00
Open Space/Farmland Secretary.....	17,650.00
Construction Code Official.....	23,690.00
Technical Assistant to Construction Official ii.....	51,049.00
Technical Assistant to Construction Official i.....	46,106.00
Construction Secretary.....	-
Building Inspector/Sub-Code Official.....	94,760.00
Building Inspector.....	- hr.
Plumbing Inspector/Sub-Code Official.....	40,170.00
Fire Protection Inspector/Sub-Code Official.....	51.2726 hr.
Electrical Inspector/Sub-Code Official.....	42.8645 hr.
Temporary Inspectors.....	25.00-50.00 hr.
Code Enforcement Officer.....	30,024.00
Code Enforcement Assistant.....	16,399.00
Recycling Assistant.....	16,399.00
Zoning Official ii.....	15,759.00
Zoning Official i.....	12,006.00
Certified Public Works Manager.....	35,540.00
Public Works Crew Chief.....	32.0000 hr.
Public Works Assistant Crew Chief.....	27.0000 hr.
Public Works Assistant Coordinator.....	26.6889 hr.

Public Works Senior Operator - iii	-	hr.
Public Works Senior Operator - ii	26.0000	hr.
Public Works Senior Operator - i.....	24.0000	hr.
Public Works Operator - ii.....	22.0000	hr.
Public Works Operator - i.....	21.0000	hr.
Public Works Laborer With CDL - ii.....	20.0000	hr.
Public Works Laborer With CDL - i.....	18.0000	hr.
Public Works Laborer Without CDL - i.....	18.0000	hr.
Buildings & Grounds Maintenance Custodian	19.0000	hr.
Recycling Coordinator.....	18,018.00	
Recycling Yard Operator	24,1067	hr.
Parks Manager	-	
Recreation Coordinator.....	61,800.00	
Recreation Clerk	-	hr.
Summer Recreation Director.....	8,500.00	
Municipal Court Judge.....	20,200.00	
Court Administrator.....	68,711.00	
Violations Clerk.....	18.0000	hr.
Municipal Drug Alliance Coordinator.....	30.00	hr.
Municipal Drug Alliance Teachers.....	30.00	hr.
Temporary Employee	10.00-25.00	hr.
Temporary Snow Plow Driver.....	25.00	hr.
Videographer	15.00-40.00	hr.
Floater i.....	-	hr.
Floater ii	19.0000	hr.

Notes: Additional S/W notes, as follows:

- 1) Environmental Commission Secretary, Shade Tree Commission Secretary and Historic Preservation Commission Secretary shall receive \$75.00 for regular minutes and \$25 for executive minutes, and \$125 per meeting.
- 2) One designated Department of Public Works employee that successfully completed the Pesticide Applicator licensing requirements and maintains said license for Township use and assumes the duties and responsibilities associated with said license, shall receive a \$2,000 stipend. Such amount shall increase to \$2,500 effective 1/1/2025.
- 3) The Township will provide shirts with collars to the Construction Department Inspectors, Code Enforcement Official, Code Enforcement Assistant, Tax Assessor and Tax Assessor Clerk/Inspector equal to the number of days per week that they work on an annual basis. The Township will also provide a jacket, not to exceed \$150, which will be replaced on a salvage system, to the same employee.
- 4) Court personnel shall receive \$45 per call-out up to two hours, and \$20 per hour thereafter.
- 5) The hourly salary range for all summer recreation counselors is \$9.50 - \$22.
- 6) Overtime rate for hourly employees is 1 1/2 x hourly rate, in excess of 40 hours.

BE IT FURTHER RESOLVED that a certified copy of this Resolution, certified by the Township Clerk to be a true copy, be forwarded to each Union and Non-union employee, the Certified Municipal Financial Officer, the Treasurer and the Auditor.

VOTE:

AYES: C/Zabrosky, C/Davis, C/McLaughlin, DM/Morris
 NAYS: None
 ABSTAINED: None
 ABSENT: M/Ferro

I HEREBY CERTIFY the forgoing to be a true copy of the Resolution adopted by the Millstone Township Committee at its meeting of March 15, 2023.

KATHLEEN HART
 Township Clerk

RESOLUTION NO. 23-96
ADOPTION DATE: 03-15-2023

RESOLUTION AUTHORIZING EXECUTION OF AGREEMENT BETWEEN THE COUNTY OF MONMOUTH AND THE TOWNSHIP OF MILLSTONE FOR BROOKSIDE ROAD IMPROVEMENTS AND REPLACEMENT OF COUNTY CULVERT MS-38 PROJECT IN THE TOWNSHIP OF MILLSTONE, MONMOUTH COUNTY, NEW JERSEY

C/McLaughlin offered the following Resolution and moved its adoption which was seconded by C/Davis.

WHEREAS, the County of Monmouth and the Township of Millstone agree that the public interest requires infrastructure improvements along Millstone Township's Brookside Road and the replacement of Monmouth County's Culvert MS-38 (hereafter the "Project") located in the Township of Millstone; and

WHEREAS, plans for the improvements were prepared by the Township of Millstone's Engineer and examined and approved by the Monmouth County Engineer; and

WHEREAS, the Township of Millstone and County have agreed that the Township shall act as the lead agency for the construction phase of the Project and as such, the Township will be responsible for the advertisement, bidding and awarding of the construction contract, and the advertisement, selection and award of any Construction Inspection and Contract Administration Professional Services Contract; and

WHEREAS, the construction and installation will be performed utilizing the Township's publicly bid and awarded low bid contractor, and the selected low bid contractor for the Project will be subject to County approval which shall not be unreasonable withheld; and

WHEREAS, it is necessary for the County of Monmouth and the Township of Millstone to enter into an Agreement setting forth the terms and conditions for this Project; and

WHEREAS, said Agreement is subject to review and approval of the Township Attorney.

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Millstone that the Mayor and Township Clerk are hereby authorized to execute an Agreement with the County of Monmouth for infrastructure improvements along Millstone Township's Brookside Road and the replacement of Monmouth County's Culvert MS-38 Project, in a form to be reviewed and approved by the Township Attorney.

BE IT FURTHER RESOLVED that the Mayor and Township Clerk are hereby authorized to execute additional documents and undertake additional acts as are reasonable and necessary to accomplish the infrastructure improvements along Millstone Township's Brookside Road and the replacement of Monmouth County's Culvert MS-38 Project.

BE IT FURTHER RESOLVED that a copy of this Resolution, certified by the Township Clerk to be a true copy be forwarded to the County of Monmouth.

ROLL CALL:

AYES: C/Zabrosky, C/Davis, C/McLaughlin, DM/Morris
NAYS: None
ABSTAIN: None
ABSENT: M/Ferro

I HEREBY CERTIFY the foregoing to be a true copy of the Resolution adopted by the Millstone Township Committee at its meeting of March 15, 2023.

KATHLEEN HART, RMC
Township Clerk

**RESOLUTION NO.: 23-97
MEETING DATE: 03-15-2023**

RESOLUTION AUTHORIZING FRIENDS OF MILLSTONE TOWNSHIP HISTORIC REGISTERED PROPERTIES TO SEEK GRANTS AND ADMINISTER CAPITAL IMPROVEMENT PROJECTS ON HISTORIC PROPERTIES

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

WHEREAS, the Township of Millstone desires to seek grants for improvements to historic properties; and

WHEREAS, the Friends of Millstone Township Historic Registered Properties wish to seek grants to improve historic properties; and

WHEREAS, the Friends of Millstone Township Historic Registered Properties and the Township of Millstone have mutually benefitted from their current working relationship for over thirteen years by which the Friends have developed and administered events and programs for its residents and the school population, procured grant funds, and been given the authority to make these improvements.

NOW, THEREFORE, BE IT RESOLVED that the Township Committee of the Township of Millstone hereby authorizes the Friends of Millstone Township Historic Registered Properties to seek grants and administer capital improvement projects on historic sites located in the Township of Millstone.

BE IT FURTHER RESOLVED that any grant received shall not obligate Millstone Township to match the funds.

BE IT FURTHER RESOLVED that a copy of this Resolution certified by the Township Clerk to be a true copy be forwarded to the Friends of Millstone Township Historic Registered Properties.

ROLL CALL:

AYES: C/Zabrosky, C/Davis, C/McLaughlin, DM/Morris

NAYS: None

ABSTAIN: None

ABSENT: M/Ferro

I HEREBY CERTIFY the foregoing to be a true copy of the Resolution adopted by the Millstone Township Committee at its meeting of March 15, 2023.

Kathleen Hart, RMC
Municipal Clerk