

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

**TOWNSHIP COMMITTEE REORGANIZATION MEETING AGENDA
JANUARY 3, 2024 @ 7:00 pm**

Meeting called to order at _____ 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, 2023.

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 Chris Morris and Jeff Ziner as members of the Township Committee.

ROLL CALL: Committeeperson Eric Davis ____, Committeeperson Al Ferro ____, Committeeperson Chris Morris ____, Committeeperson Tara Zabrosky ____, Committeeperson Jeff Ziner ____.

Municipal Clerk asks for a motion to appoint Mayor:

C/____ nominates C/_____ as Mayor for the year 2024 Second by C/_____.

VOTE: C/Davis ____, C/Morris ____, C/Zabrosky ____, C/Ziner ____, C/Ferro ____.

Mayor _____ asks for a motion to appoint Deputy Mayor:

C/____ nominates C/_____ for Deputy Mayor for the year 2024, second by C/_____.

VOTE: C/Davis ____, C/Morris ____, C/Zabrosky ____, C/Ziner ____, C/Ferro ____.

Statement by newly appointed Mayor.

Statement by newly appointed Deputy Mayor.

ORDINANCES:

FIRST READING

ORDINANCE 24-01

CALENDAR YEAR 2024 ORDINANCE TO EXCEED THE MUNICIPAL BUDGET APPROPRIATION LIMITS AND TO ESTABLISH A CAP BANK (N.J.S.A. 40A: 4-45.14)

EXPLANATORY STATEMENT: This Ordinance authorizes an increase to 3.5% over the previous year’s final appropriations.

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

VOTE: C/Morris ____, C/Zabrosky____, C/Ziner ____, C/Davis ____, C/Ferro_____

Second reading and Public Hearing to be held on January 17, 2024 at 8:00 p.m. at the Millstone Township Meeting Room, 215 Millstone Road, Perrineville, New Jersey.

FIRST READING

ORDINANCE 24-02

ORDINANCE ACCEPTING CONSERVATION EASEMENTS FOR BLOCK 23, LOT 3 (NEW LOTS 3.01 AND 3.02, AND A DEED OF DEDICATION FOR ROAD WIDENING PURPOSES FOR BLOCK 23, EXISTING LOT 2.03 (NEW LOT 3.02) LOCATED ON HIGHWAY 33 AND MILLSTONE ROAD

EXPLANATORY STATEMENT: This Ordinance accepts Conservation Easements for new Lots 3.01 and 3.02, and a Deed of Dedication for Block 23, existing Lot 2.03 (new Lot 3.02), upon completion of improvements and release of performance guarantees.

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

VOTE: C/Morris ____, C/Zabrosky____, C/Ziner, C/Davis ____, C/Ferro_____

Second reading and Public Hearing to be held on January 17, 2024 at 8:00 p.m. at the Millstone Township Meeting Room, 215 Millstone Road, Perrineville, New Jersey.

**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.**

- 24-01 Resolution Appointing Professionals for 2024
- 24-02 Resolution Appointing Qualified Purchasing Agent
- 24-03 Resolution-Appointing Full-Time Deputy Chief Financial Officer
- 24-04 Resolution Appointing Township Tax Search Officer
- 24-05 Resolution Appointing Public Agency Compliance Officer
- 24-06 Resolution Appointing Treasurer
- 24-07 Resolution Appointing Construction Department Appointments: Building Inspector, Electrical Inspector, Fire Protection Inspector and Plumbing Inspector
- 24-08 Resolution Appointing Code Enforcement Officer
- 24-09 Resolution Appointing Recycling Coordinator
- 24-10 Resolution Appointing Community Development Representative
- 24-11 Resolution Appointing Members to the Millstone Township Veteran’s Memorial Council
- 24-12 Resolution Appointing Fund Commissioner, Safety Director and Right to Know Coordinator to the Monmouth County Municipal JIF
- 24-13 Resolution Appointing 911Coordinator
- 24-14 Resolution Appointing Videographer
- 24-15 Resolution Appointing the Class III Member to the Millstone Township Planning Board
- 24-16 Resolution Appointing Members to the Open Space Preservation Council
- 24-17 Resolution Appointing Members to the Agricultural Advisory Council
- 24-18 Resolution Appointing Monmouth County Agriculture Development Board Representative

- 24-19 Resolution Appointing Members to the Municipal Alliance Committee's Executive Board
- 24-20 Resolution Awarding Contract for Municipal Court Security
- 24-21 Resolution Appointing Violations Clerk for the Municipal Court
- 24-22 Resolution Authorizing the Appointment of an Alternative Individual to Perform Duties of a Municipal Court Administrator when the Municipal Court Administrator is Unavailable
- 24-23 Resolution Authorizing Inter-Local Services Agreement Providing for Municipal Court Services for Roosevelt Borough
- 24-24 Resolution Appointing COAH Representative
- 24-25 Resolution Appointing Coordinator Between the Township of Millstone and the Office of Aging
- 24-26 Resolution Appointing Local Historian
- 24-27 Resolution Establishing The 2024 Temporary Budget
- 24-28 Resolution Adopting a Cash Management Plan
- 24-29 Resolution to Authorizing the Continuation of Petty Cash Funds
- 24-30 Resolution to Establish Official Depositories for Township Funds
- 24-31 Resolution Authorizing the Acceptance of Credit Card Payments for the Collection of Fees for Specific Services
- 24-32 Resolution to Authorizing Tax Collector to Hold Tax Sale
- 24-33 Resolution Authorizing the Cancellation of Minimal Balances and Overpayments by Tax Collector
- 24-34 Resolution Setting Interest Rates to be Charged on all Delinquent Taxes and Assessments
- 24-35 Resolution to Allow an Additional Penalty of 6% to be Collected Against a Delinquency in Excess of \$10,000.00
- 24-36 Resolution Authorizing Real Estate Tax Payments by Electronic Funds Transfer via Internet via CIT-e-Net, LLC
- 24-37 Resolution Authorizing the Tax Assessor to File Appeals Omitted and Added Assessment Appeals and Rollback Complaints with the Monmouth County Board of Taxation
- 24-38 Resolution Shared Services Agreement with Roosevelt Borough for Repair, Maintenance, Snow Removal and Ice Control on Nurko Road
- 24-39 Resolution Authorizing Contract with Edmunds GovTech
- 24-40 Resolution Appointing Conflict Municipal Court Judge
- 24-41 Resolution Authorizing Online Recreation Registration Payments Through Easy Merchant Plus/Stripe Connect
- 24-42 Resolution Granting Permission to Pay Certain Bills Prior to Committee Meetings
- 24-43 Resolution Appointing Municipal Court Judge
- 24-44 Resolution Appointing Clean Communities Coordinator
- 24-45 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
- 24-46 Resolution Authorizing State Contract Purchase for Unleaded (T-0083) and Diesel (T-1845) Fuel
- 24-47 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
- 24-48 Resolution Authorizing the Township of Millstone to Establish a Commodity Resale Agreement with the Millstone Township Board of Education
- 24-49 Resolution Authorizing Shared Services Agreement with Roosevelt Borough for Certified Municipal Recycling Coordinator and Recycling Reporting Services
- 24-50 Resolution Authorizing Contract with Action Data Services
- 24-51 Resolution Appointing Zoning Officer
- 24-52 Resolution of the Township Committee of the Township of Millstone Appointing Municipal Housing Liaison

- 24-53 Resolution Appointing Township Tax Collector
- 24-54 Resolution Appointing Deputy Tax Collector
- 24-55 Resolution Directing Tax Collector to Cancel & Refund Real Estate Taxes Listed on Schedule A
- 24-56 Resolution Directing Tax Collector to Cancel Real Estate Taxes on Block 56, Lot 9
- 24-57 Resolution Reappointing Township Administrator and Clean Communities Advocate
- 24-58 Authorizing 2024 Salaries for Union and Non-Union Employees

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

VOTE: C/Zabrosky____, C/Davis ____, C/McLaughlin ____, C/Morris ____, C/Ferro ____

TOWNSHIP COMMITTEE MINUTES:

1. Executive Meeting Minutes – December 20, 2023

Motion to adopt/table, Moved C/_____, Second C/_____. (Committee Discussion)

VOTE: C/Davis ____, C/McLaughlin ____, C/Morris ____, C/Zabrosky____, C/Ferro_____

2. Regular Meeting Minutes – December 20, 2023

Motion to adopt/table, Moved C/_____, Second C/_____. (Committee Discussion)

VOTE: C/McLaughlin ____, C/Morris ____, C/Zabrosky____, C/Davis ____, C/Ferro_____

APPOINTMENTS TO BE MADE BY THE MAYOR

- 1. Mayor's appointment to the Clarksburg Cultural Center
- 2. Mayor's appointments to the Millstone Township Environmental Commission
- 3. Mayor's appointments to the Millstone Township Parks and Recreation Commission
- 4. Mayor's appointments to the Millstone Township Planning Board
- 5. Mayor's appointment to the Millstone Township Planning Board - Mayor's Designee
- 6. Mayor's appointment to the Millstone Township Shade Tree Commission
- 7. Mayor's appointments to the Millstone Township Zoning Board of Adjustment
- 8. Mayor's appointment to Sustainability Coordinator

TOWNSHIP COMMITTEE LIAISON POSITIONS FOR 2024:

(P) = Primary and (S) = Secondary

Dept. of Public Works/Building and Grounds/Recycling	Morris (P); Ferro (S)
Finance	Davis (P); Ferro (S)
Health, Safety and Welfare	Zabrosky (P); Ziner (S)
Community Newsletter/Web Site/Cable TV	Ziner (P); Morris (S)
Office of Emergency Management	Ferro
Personnel	Ziner (P); Zabrosky (S)
Board of Parks and Recreation Commission	Morris (P); Ziner (S)
County & State Agencies	Ferro (P); Davis (S)
Drug Alliance	Ziner
Senior Citizens	Zabrosky
Environmental Commission	Davis
Historic Preservation Commission	Morris
Board of Education	Zabrosky (P); Ferro (S)
Municipal Court	Morris
Fire & First Aid	Ferro (P); Morris (S)
AG Board	Ziner (P); Morris (S)

State Police
Shade Tree Commission
Construction Department
Open Space Preservation Council
COAH

Ferro
Davis
Ferro (P); Davis (S)
Ziner
Zabrosky (P); Ziner (S)

Statement by Committeeperson 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 _____.

Motion to adjourn: Moved C/ _____, Second C/ _____. © Time Out _____.

DRAFT