

MILLSTONE TOWNSHIP COMMITTEE MEETING MINUTES FOR JANUARY 3, 2024

Municipal Clerk Hart calls the meeting to order 7:06 p.m. followed by a flag salute and a moment of silence led by Sgt. Murtha.

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:

Senator Owen Henry administered the Oath of Office to Chris Morris, Township Committee member for a three-year term, expiring December 31, 2026. Newly Elected Township Committee member, Jeff Ziner, was not in attendance and will be sworn in on or before the next meeting attended.

ROLL CALL: Committeeman Eric Davis – present, Committeeman Al Ferro – present, Committeeman Chris Morris – present, Committeeman Tara Zabrosky – present. Also, in attendance: Brian Chabarek, Esq. - Township Attorney, Kevin Abernethy – Township Administrator and Kathleen Hart - Municipal Clerk.

Municipal Clerk asked for a motion to appoint Mayor:

C/Davis nominated C/Ferro as Mayor for the year 2024; Second by C/Morris.

ROLL CALL VOTE:

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

M/Ferro asked for a motion to appoint Deputy Mayor:

C/Davis nominated C/Morris as Deputy Mayor for the year 2024; Second by C/Zabrosky.

ROLL CALL VOTE:

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

M/Ferro thanked his fellow committee members on appointing him Mayor for another year. The Township has had a banner year, adding 145 acres of preserve land and will keep going in that direction. M/Ferro will continue to fight and preserve this beautiful town and enhance the quality of life.

DM/Morris thanked his fellow committee members on appointing him Deputy Mayor for another year. He thanked the professionals and staff supporting the Township Committee. The Township Committee will continue to focus on maintaining what we have and what the community needs. He is looking forward to continuing to serve.

M/Ferro stated that we have a very good relationship with the County and State. In the audience is Assemblyman Alex Sauickie who has been an instrumental part in achieving some of the goals the Township has. He has an open-door policy and gets things done. He has put in over 100 bills in 2023. Also, in attendance are newly elected Senator Owen Henry, who will add to the team and make it great and Sergeant Tom Murtha who is instrumental in keeping Millstone safe. M/Ferro acknowledged and thanked the following for all their hard work: Marianne Heyesey, Environmental Secretary, Matt Shafai, Township Engineer, Kathleen Hart, Municipal Clerk and Brian Chabarek, Esq., Township Attorney.

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Assemblyman Alex Sauickie stated that it is a pleasure and an honor to be in attendance. He represents 13 municipalities, and it has been a busy but great year. He has put in over 100 bills and proud to say that he has gotten the most bills passed in 2023. He focused on preserving farmland and warehouse development. He will continue to work hard and get things done. Happy New Year to all.

Senator Owen Henry stated that he was the former Mayor of Old Bridge for 12 years and is looking forward to representing the 13 municipalities. Each town is different and he is looking forward to working with all of the municipalities in his district. Happy New Year to all.

Gerry Stankiewicz, Township Auditor, spoke on the financial status of the Township, which is very sound.

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 was moved by DM/Morris; second by C/Davis.

ROLL CALL VOTE:

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

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 was moved by C/Davis; second by C/Zabrosky.

ROLL CALL VOTE:

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

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

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- 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 911 Coordinator
- 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 Awarding Contract for Sodium Chloride (Rock Salt) as per Monmouth County Contract F-65-2023
- 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

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- 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
- 24-59 Resolution Increasing Contract Amount for the Township Attorney for the Calendar Year 2023

Motion to adopt Consent Agenda 24-01 through 24-59 was moved by DM/Morris; second by C/Davis.

ROLL CALL VOTE:

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

TOWNSHIP COMMITTEE MINUTES:

1. Executive Meeting Minutes – December 20, 2023

Motion to adopt was moved by DM/Morris; second by C/Davis.

ROLL CALL VOTE:

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

2. Regular Meeting Minutes – December 20, 2023

Motion to adopt was moved by DM/Morris; second by C/Zabrosky.

ROLL CALL VOTE:

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

APPOINTMENTS TO BE MADE BY THE MAYOR:

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 a one (1) year term, commencing January 1, 2024 and ending December 31, 2024.

Mayor’s Appointments to the Millstone Township Environmental Commission

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Be It Resolved that Liza Barbarello Andrews, Doug Lischick and Mark Mamrega are hereby appointed as members to the Millstone Township Environmental Commission for three (3) year terms commencing January 1, 2024 and ending December 31, 2026.

Be It Further Resolved that the Mayor hereby appoints Douglas Lischick as Chairperson to the Millstone Township Environmental Commission, term expiring December 31, 2024.

Mayor's Appointments To The Millstone Township Parks And Recreation Commission

Be It Resolved that Joseph Strickland is hereby appointed to the Millstone Township Recreation Commission as regular members for a five (5) year term commencing January 1, 2024 and ending December 31, 2028.

Be It Further Resolved that Stacie Curtis is hereby appointed to the Millstone Township Recreation Commission as regular members to fulfill the unexpired term of Brian Lourenco, term ending December 31, 2026.

Mayor's Appointments to the Millstone Township Planning Board

Be It Resolved that the Mayor shall serve as the Class I member to the Millstone Township Planning Board for a one (1) year term commencing January 1, 2024 and ending December 31, 2024.

Be It Further Resolved that Tara Zabrosky shall serve as Class III member to the Millstone Township Planning Board for a one (1) year term commencing January 1, 2024 and ending December 31, 2024.

Be It Further Resolved that Mitch Newman and Robert Beck shall serve as Class IV members to the Millstone Township Planning Board for a four (4) year term commencing January 1, 2024 and ending December 31, 2027.

Be It Further Resolved that Stephen Lambros shall serve as Class IV members to the Millstone Township Planning Board to fulfill the unexpired term of Jeff Ziner, term ending December 31, 2026.

Be It Further Resolved that Steve Parrino shall serve as Alternate 1 to the Millstone Township Planning Board for a two (2) year term commencing January 1, 2024 and ending December 31, 2025.

Mayor's Appointment to the Millstone Township Planning Board – Mayor's Designee

Be It Resolved that Jeff Ziner shall serve as the Class I member to the Millstone Township Planning Board at the pleasure of the Mayor, term expires December 31, 2024.

Mayor's Appointments to the Millstone Township Shade Tree Commission

Be It Resolved that Victoria Talyansky and Bruce Wolf are hereby appointed as members to the Millstone Township Shade Tree Commission, for five (5) year terms, commencing January 1, 2024 and ending December 31, 2028.

Be It Further Resolved that Scott D'Amico is hereby appointed as member to the Millstone Township Shade Tree Commission to fulfill the unexpired term of Ellen Terry, term ending December 31, 2024.

Be It Further Resolved that Patricia Basko is hereby appointed as member to the Millstone Township Shade Tree Commission to fulfill the unexpired term of Christopher Porcello, term ending December 31, 2024.

Mayor's Appointments to the Millstone Township Zoning Board Of Adjustment

Be It Resolved, by the Mayor of the Township of Millstone that Mary Beckish and Steven Barthelmes is

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hereby appointed as a Regular Member to the Millstone Township Zoning Board of Adjustment for a four (4) year term, commencing January 1, 2024 and term ending December 31, 2027.

Be It Further Resolved that Lisa Arpaia is hereby appointed as an Alternate No. 1 member to the Millstone Township Zoning Board of Adjustment for a two (2) year term, commencing January 1, 2024 and term ending December 31, 2025.

Mayor's Appointment to Sustainability Coordinator

Be It Resolved that Mary Beckish shall serve as the Millstone Township's Sustainability Coordinator, ending December 31, 2024.

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	Ferro
Shade Tree Commission	Davis
Construction Department	Ferro (P); Davis (S)
Open Space Preservation Council	Ziner
COAH	Zabrosky (P); Ziner (S)

DM/Morris stated that it is sad that Committeeman Ziner was not able to be in attendance but he looks forward to working with him.

C/Davis stated that he looks forward to serving another year and to feel free to reach out if anyone has any concerns.

C/Zabrosky stated that she looks forward to her liaison positions and to feel free to reach out if anyone has any concerns.

M/Ferro thanked the Township Administrator, Kevin Abernethy, who is also out sick, but is on the phone. He does an incredible job and hopes he feels better.

Township Administrator congratulates the newly elected committeeperson Jeff Ziner, the Mayor and Deputy Mayor on their appointments.

M/Ferro announced the following: Free Rabies Clinic will be held on Saturday, January 20, 2024 at Wagner Farm Park from 1-2pm. Christmas Tree Pickup is scheduled to start on January 8, 2024. Please have your tree out prior to January 8th. Spring Brush Drop Off is scheduled for April 20, April 27, May 4 and May 11 at 15

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Baird Road from 8am – 1pm. The 2024 Recycling Pickup dates are posted on the Township website.

PRIVILEGE OF THE FLOOR: (Limited to ½ Hour)

M/Ferro opens the meeting to the public at 7:54 p.m.

Cathy Lugo, 112 Baird Road, thanked the Mayor and Township Committee members for keeping Millstone a great place to live.

Jorge Terreros, Associate Director of Brookdale Community College in Freehold, spoke about how Brookdale College is trying to be more accessible for Millstone residents by making the Freehold location become a campus again which will make more classes available, instead of going to the main campus in Lincroft. This will make the commute time less.

M/Ferro closes the meeting to the public at 7:56 p.m.

M/Ferro thanked Michael McLaughlin on his three years as committeeman. He did a great job. Jeff Ziner will replace him and will do a great job as he has a wealth of knowledge. He has served on the Planning Board for close to 20 years.

ADJOURNMENT:

Motion to adjourn was moved by C/Davis; second by C/Zabrosky. All in Favor.

Time Out 7:58 p.m.

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

January 3, 2024 Township Committee Reorganization Meeting Minutes approved at a Township Committee meeting held on January 17, 2024.

Kathleen Hart, RMC
Municipal Clerk