

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

**TOWNSHIP COMMITTEE  
RE-ORGANIZATION AGENDA  
JANUARY 4, 2017 @ 7:00 pm**

**Municipal Clerk Maria Dellasala calls the meeting 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 NOTICE OF MEETINGS 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 27, 2016.**

Oath of Office administered to Committeeman Bob Kinsey.

**ROLL CALL:** C/Dorfman \_\_\_\_, C/Grbelja \_\_\_\_, C/Kinsey \_\_\_\_, C/Kuczinski \_\_\_\_, C/Masci \_\_\_\_.

**Municipal Clerk Maria Dellasala asks for a motion for Mayor:**

C/ \_\_\_\_ nominates C/ \_\_\_\_ as Mayor for the year 2017, Second by C/ \_\_\_\_.

**VOTE:** C/Dorfman \_\_\_\_, C/Grbelja \_\_\_\_, C/Kinsey \_\_\_\_, C/Kuczinski \_\_\_\_, C/Masci \_\_\_\_.

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

**VOTE:** C/Grbelja \_\_\_\_, C/Kinsey \_\_\_\_, C/Kuczinski \_\_\_\_, C/Masci \_\_\_\_, C/Dorfman \_\_\_\_.

**Statement by newly appointed 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.**

- 17-01 Resolution Appointing Professionals for 2017: Township Attorney (Robert Munoz), Township Engineer for 3 years (1/1/2017-12/31/19) Matt Shafai, Township Auditor (– Robert W. Allison.), Township Planner (Fred Heyer), Township Prosecutor (Richard Kelly), Township Bond Counsel (John D. Draikiwicz), Township Public Defender (Raymond Raya), Township Tree Expert(Lisa Spaziano) and Township Bankruptcy Counsel (James Aaron)
- 17-02 Resolution Appointing Deputy Municipal Clerk (Kathleen Hart)
- 17-03 Resolution Appointing Registrar (Kathleen Hart) and Deputy Registrar of Vital Statistics ( Lorraine Maher) and Alternate Registrar (Maria Dellasala)

- 17-04 Resolution Appointing Purchasing Agent (Amanda Salerno)
- 17-05 Resolution Appointing Public Agency Compliance Officer (Amanda Salerno)
- 17-06 Resolution Appointing Treasurer (Amanda Salerno)
- 17-07 Resolution Appointing Construction Department Appointments: Fire Protection Inspector (Michael Martin), Plumbing Inspector, (Dennis Gibson), Building Inspector (Michael Martin) and Electrical Inspector (Jeremy Kuipers)
- 17-08 Resolution Appointing Code Enforcement Officer (Dan Specht)
- 17-09 Resolution Appointing Purchasing Official (Maria Dellasala)
- 17-10 Resolution Appointing Recycling Coordinator (Dan Specht)
- 17-11 Resolution Appointing Community Development Representative (Maria Dellasala & Lorraine Maher)
- 17-12 Resolution appointing Township Qualified Purchasing Agent (Maria Dellasala)
- 17-13 Resolution Appointing Members to the Millstone Township Veteran's Memorial Council
- 17-14 Resolution Appointing Middlesex County JIF Representative (Maria Dellasala & Kathleen Hart)
- 17-15 Resolution Appointing 911Coordinator (Michael Kuczinski)
- 17-16 Resolution Appointing OEM Coordinator (Michael Kuczinski)
- 17-17 Resolution Appointing the Class III Member to the Millstone Township Planning Board (Nancy Grbelja)
- 17-18 Resolution Appointing Members to the Open Space and Farmland Preservation Council
- 17-19 Resolution Appointing Members to the Agricultural Advisory Council
- 17-20 Resolution Appointing Monmouth County Agriculture Development Board Representative for 2017 (Tom Dancer)
- 17-21 Resolution Appointing Members to the Municipal Alliance Committee's Executive Board
- 17-22 Resolution Appointing Violations Clerk (Dawn Wattai)
- 17-23 Resolution Authorizing the Appointment of Individuals to Perform Duties of a Municipal Court Administrator when the Municipal Court Administrator is Unavailable
  
- 17-24 Resolution Authorizing Inter-local Services Agreement Providing for Municipal Court Services for Roosevelt Borough
- 17-25 Resolution Appointing COAH Representative (Fred Heyer)
- 17-26 Resolution Appointing Coordinator Between the Township of Millstone and the Office of Aging (Margaret Patterson)
- 17-27 Resolution Appointing Local Historian (Joann Kelty)
- 17-28 Resolution Adopting the Temporary Budget
- 17-29 Resolution Adopting a Cash Management Plan
- 17-30 Resolution to Authorize the Continuation of Petty Cash Funds
- 17-31 Resolution to Establish Official Depositories for Township Funds
- 17-32 Resolution Authorizing the Acceptance of Credit Card Payments for the Collection of Fees for Specific Services
- 17-33 Resolution to Authorize Tax Collector to Hold Tax Sale
- 17-34 Resolution Authorizing the Cancellation of Minimal Balances and Overpayments by Tax Collector
- 17-35 Resolution Setting Interest Rates to be Charged on all Delinquent Taxes and Assessments
- 17-36 Resolution to Allow an Additional Penalty of 6% to be Collected Against a Delinquency in Excess of \$10,000.00
- 17-37 Resolution Authorizing Real Estate Tax Payments by Electronic Funds Transfer via Internet via CIT-e-Net, LLC
- 17-38 Resolution Authorizing the Tax Assessor to File Appeals Omitted and Added Assessment Appeals and Rollback Complaints with the Monmouth County Board of Taxation
- 17-39 Resolution Shared Services Agreement with Roosevelt Borough for Repair, Maintenance, Snow Removal and Ice Control on Nurko Road

- 17-40 Resolution Authorizing Contract with Edmunds & Associates, Inc.
- 17-41 Resolution Authorizing Contract with Eastern Armored Services Inc
- 17-42 Resolution Authorizing Contract with Action Data Services
- 17-43 Resolution Authorizing Recreation Registration Payments via Internet via Authorized.net LLC
- 17-44 Resolution Granting Permission to Pay Certain Bills Prior to Committee Meetings
- 17-45 Resolution Authorizing Deer Carcass Removal as per Monmouth County Contract F-95-2012
- 17-46 Resolution Awarding Contract for Municipal Court Security
- 17-47 Resolution Appointing Conflict Municipal Court Judge
- 17-48 Resolution Authorizing Shared Services Agreement between Millstone Township Board of Education and Millstone Township for Maintenance Services for HVAC and Electrical
- 17-49 Resolution Authorizing State Contract Purchase for Unleaded Gasoline and Diesel Fuel as per State Contract No. T0083/T1845
- 17-50 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

Motion to adopt/table, Moved \_\_\_\_\_, Second \_\_\_\_\_, (Committee Discussion) VOTE: C/Kuczinski \_\_\_\_\_, C/Masci \_\_\_\_\_, C/Dorfman \_\_\_\_\_, C/Grbelja \_\_\_\_\_ C/Kinsey \_\_\_\_\_.

**APPOINTMENTS TO BE MADE BY THE MAYOR**

1. Mayor’s appointments to the Millstone Township Environmental Commission
2. Mayor’s appointments to the Millstone Township Planning Board
3. Mayor’s appointments to the Millstone Township Board of Adjustment
4. Mayor’s appointments to the Millstone Township Recreation Commission
5. Mayor's appointments to the Millstone Township Historic Preservation Commission
6. Mayor's Appointments to the Office of Emergency Management

**COMMITTEE VOLUNTEER LIASIONS TO ADMINISTER VARIOUS TOWNSHIP DEPARTMENTS FOR 2017:**

Liaison of Dept. of Public Works/Building and Grounds/Recycling	C/
Liaison of Finance	C/
Liaison of Health, Safety and Welfare	C/
Liaison of Community Newsletter/Web Site/Cable TV	C/
Liaison of Office of Emergency Management	C/
Liaison of Personnel	C/
Liaison to Board of Parks and Recreation Commission	C/
Liaison to County & State Agencies	C/
Liaison to Drug Alliance	C/
Liaison to Senior Citizens	C/
Liaison to Environmental Commission	C/
Liaison to Historic Preservation Commission	C/
Liaison to Board of Education	C/
Liaison to Economic Development Council	C/
Liaison to Municipal Court	C/
Liaison to Fire & First Aid	C/
Liaison to AG Board	C/

Statement by Committeemen/Committeewoman if they so desire:

**TOWNSHIP COMMITTEE MINUTES:**

1. Regular and Executive Session December 21, 2016

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

VOTE: C/Dorfman \_\_\_\_\_, C/Grbelja \_\_\_\_\_, C/Kinsey \_\_\_\_\_, C/Kuczinski \_\_\_\_\_, C/Masci \_\_\_\_\_.

**OTHER BUSINESS:**

Rabies Clinics will be held on Saturday January 21, 2017, from 1:00 – 2:00pm at the Millstone Township Public Works Garage, 899 Perrineville Road, Perrineville, NJ.

**PRIVILEGE OF THE FLOOR:**

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

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

**Limited to 1/2 Hour**

**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 \_\_\_\_\_