

**RESOLUTION NO. 18-147**  
**MEETING DATE: 07-18-18**

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

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

**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. Attorney/Client Privilege
  2. 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/Grbelja, C/Kuczinski, C/Masci, M/Dorfman

**NAYS:** None

**ABSTAIN:** None

**ABSENT:** C/Kinsey

**I HEREBY CERTIFY** the foregoing to be a true copy of the Resolution adopted by the Township Committee of the Township of Millstone on July 18, 2018.

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Maria Dellasala, RMC  
Municipal Clerk

RESOLUTION NO. 17-148

SCHEDULE 18-07-B S

CONSOLIDATED BILL LIST

TOWNSHIP OF MILLSTONE VOUCHERS FOR PAYMENT PRESENTED TO  
THE TOWNSHIP COMMITTEE AT A MEETING  
HELD ON July 18, 2018

SEE SCHEDULE 18-76-B ATTACHED

A resolution was passed by the Township Committee for the payment of the vouchers listed on Schedule 18-07-B attached.

\_\_\_\_\_  
Gary Dorfman, Mayor

\_\_\_\_\_  
Nancy Grbelja, Deputy Mayor

\_\_\_\_\_  
Robert J. Kinsey, Committeeman

\_\_\_\_\_  
Michael Kuczinski, Committeeman

\_\_\_\_\_  
Fiore Masci, Committeeman

Attest: \_\_\_\_\_  
Maria Dellasala  
Municipal Clerk

**TOWNSHIP OF MILLSTONE  
RESOLUTION NO. 17-148  
July 18, 2018**

BE IT RESOLVED by the Township Committee of the Township of Millstone that the vouchers listed on Schedule 18-07-B, July 18, 2018, Consolidated Bill List, and the vouchers listed below as Schedule 18-07-B 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: \$ 264,553.32  
**SCHEDULE 18-07-B S**

**PAYROLL FUND**

TOTAL PAYROLL TRUST FUND \$ 4,195.07

**GENERAL CAPITAL FUND**

TOTAL GENERAL CAPITAL FUND \$ 20,675.54

**GRANT FUND**

TOTAL GRANT FUND \$ 4,817.39

**RESERVE TRUST FUND**

TOTAL RESERVE TRUST FUND \$ 354.00

**BASIN MAINTENANCE TRUST**

TOTAL BASIN MAINTENANCE TRUST \$ 968.96

**SHADE TREE TRUST**

TOTAL SHADE TREE TRUST \$ 0.00

**COAH TRUST FUND**

TOTAL COAH TRUST FUND \$ 7,751.78

**OPEN SPACE FARMLAND TRUST FUND**

TOTAL OPEN SPACE FARMLAND TRUST FUND \$ 2,111.70

**MUNICIPAL DRUG ALLIANCE FUND**

TOTAL MUNICIPAL DRUG ALLIANCE FUND \$ 0.00

**VET MEMORIAL FUND**

TOTAL VET MEMORIAL FUND \$ 0.00

**RECREATION TRUST FUND (DEDICATION BY RIDER)**

TOTAL RECREATION TRUST FUND \$ 15,465.91

**ANIMAL TRUST FUND**

TOTAL DOG TRUST FUND \$ 210.15

**TOTAL FOR ALL FUNDS \$ 321,103.82**

**ESCROW**

**DEVELOPERS ESCROW ACCOUNT UNDER \$5,000**

TOTAL DEVELOPERS ESCROW UNDER \$5,000 \$ 1,376.80

**DEVELOPERS ESCROW ACCOUNT OVER \$5,000**

TOTAL DEVELOPERS ESCROW OVER \$5,000 \$ 7,476.60

**TOTAL FOR ESCROW \$ 8,853.40**

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

AYES: C/GRBELJA, C/KUCZINSKI, C/MASCI, M/DORFMAN  
NAYS: NONE  
ABSTAIN: NONE  
ABSENT: C/KINSEY

**RESOLUTION NO. 18-149**  
**MEETING DATE: 07-18-18**

**RESOLUTION AUTHORIZING AN APPLICATION TO MONMOUTH  
COUNTY MUNICIPAL OPEN SPACE GRANT PROGRAM**

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C/**Kuczinski** offered the following resolution and moved its adoption, which was second by **M/Dorfman**.

**WHEREAS**, the Monmouth County Board of Chosen Freeholders has approved an Open Space Trust Fund and established a Municipal Open Space Program to provide Program Grant funds in connection with municipal acquisition of lands for County park, recreation, conservation and farmland preservation purposes, as well as for County recreation and conservation development and maintenance purposes; and

**WHEREAS**, the Governing Body of Millstone Township desires to obtain County Open Space Trust Funds in the amount of \$180,000.00 to fund the Barnegat Bay Conservation Area, located at 28 Burnt Tavern Road, Block 59 Lot 9.01 on the Millstone Township Tax Map; and

**WHEREAS**, the total cost of the project including all matching funds is \$361,000.00; and

**WHEREAS**, the Township of Millstone is the owner of and controls the project site.

**NOW, THEREFORE, BE IT RESOLVED BY** the Township Committee of the Township of Millstone **THAT**:

1. Maria Dellasala or the successor to the office of Township Administrator is authorized to (a) make an application to the County of Monmouth for Open Space Trust Funds, (b) provide additional application information and furnish such documents as may be required for the Municipal Open Space Grants Program and (c) act as the municipal contact person and correspondent of the above named municipality; and
2. Millstone Township is committed to this project and will provide the balance of funding necessary to complete the project in the form of non-county matching funds as required in the Policy and Procedures Manual for the Program; and
3. If the County of Monmouth determines that the application is complete and in conformance with the Monmouth County Municipal Open Space Program and the Policy and Procedures Manual for the Municipal Grants Program adopted

thereto, the municipality is willing to use the approved Open Space Trust Funds in accordance with such policies and procedures, and applicable federal, state, and local government rules, regulations and statutes thereto; and

4. Gary Dorfman or the successor to the office of Mayor is hereby authorized to sign and execute any required documents, agreements, and amendments thereto with the County of Monmouth for the approved Open Space Trust Funds; and
5. This resolution shall take effect immediately.

ROLL CALL:

AYES:	C/grbelja C/Kuczinski, C/Masci, M/Dorfman
NAYS:	None
ABSTAIN:	None
ABSENT:	C/Kinsey

CERTIFICATION

I, Maria Dellasala do hereby certify that the foregoing is a true copy of a resolution adopted by the Governing Body of Millstone Township at a meeting held on the 18th. day of July, 2018.

In Witness Whereof, I have hereunder set my hand and official seal of the municipality this 18th. day of July, 2012.

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Maria Dellasala, RMC  
Municipal Clerk

**RESOLUTION NO. 18-150  
MEETING DATE 07-18-18**

**RESOLUTION AWARDING CONTRACT FOR SURVEYING SERVICES FOR BLOCK 34,  
LOT 13.01, A/K/A 510 STAGECOACH ROAD, MILLSTONE TOWNSHIP**

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**C/Kuczinski** offered the following Resolution and moved its adoption, which was second by **M/Dorfman**:

**WHEREAS**, the Purchasing Official requested proposals for Surveying Services on Block 34, Lot 13.01, A/K/A 510 Stagecoach Road, Millstone Township; and

**WHEREAS**, the Purchasing Official received the following proposals for Surveying Services on Block 34, Lot 13.01; and

**WHEREAS**, the following Surveying Services proposals were received:

- |                                       |            |
|---------------------------------------|------------|
| 1. Harris Surveying, Inc.             | \$2,100.00 |
| 2. Johnson, Mirmiran & Thompson, Inc. | \$3,455.00 |
| 3. Yorkanis & White, Inc.             | \$4,420.00 |

**WHEREAS**, the Purchasing Official has recommended awarding a Contract to Harris Surveying, Inc.; and

**WHEREAS**, the Township Chief Financial Officer has certified to the Township Clerk that funds are available in the following Account: OPEN SPACE TRUST

**NOW, THEREFORE, BE IT RESOLVED** that the Township Committee of the Township of Millstone hereby awards a Contract to Harris Surveying, Inc. for Surveying Services on Block 34, Lot 13.01.

**BE IT FURTHER RESOLVED** that a certified copy of this Resolution be forwarded to the Open Space & Farmland Preservation Council.

**ROLL CALL:**

**AYES:** C/Grbelja, C/Kuczinski, C/Masci, M/Dorfman  
**NAYS:** None  
**ABSTAIN:** None  
**ABSENT:** C/Kinsey

**I HEREBY CERTIFY** the foregoing to be a true copy of the Resolution adopted by the Millstone Township Committee at its meeting of July 18, 2018.

\_\_\_\_\_  
Maria Dellasala, RMC  
Municipal Clerk

**RESOLUTION NO. 18-151**  
**MEETING DATE: 07-18-18**

**RESOLUTION APPOINTING MUNICIPAL COURT ADMINISTRATOR**

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C/Kuczinski offered the following Resolution and moved its adoption, which was second by M/Dorfman:

**WHEREAS**, after 25 years of service to the Township of Millstone, Diane Canzanella the Certified Municipal Court Administrator of the Millstone Township Municipal Court is retiring as of June 1, 2018 and,

**WHEREAS**, the Millstone Township Municipal Court is in need of a Certified Municipal Court Administrator and,

**WHEREAS**, proper notice for qualified candidates was duly advertised as per New Jersey Court Rule 1:34-3 and,

**WHEREAS**, a Municipal Court Administrator must adhere to N.J.S.A. 2B:12-11 or New Jersey Court Rule 1:41-3 and all applicants for the Millstone Township Municipal Court Administrator were presented and reviewed to the Superior Court of New Jersey, Monmouth County Vicinage, Municipal Division Management as per New Jersey Court Rule 1:34-3 and,

**WHEREAS**, based on a thorough review of applications and resumes submitted, the Monmouth County Municipal Division of the Superior Court of New Jersey interviewed qualified candidates along with the Millstone Township Municipal Court Judge and Millstone Township Administrator and,

**NOW THEREFORE BE IT RESOLVED** by the Millstone Township Mayor and Township Committee that based on the recommendation of the above mentioned interview committee that it hereby appoints Sonia K. Paxtor as the Township of Millstone Municipal Court Administrator.

**BE IT FURTHER RESOLVED** that Sonia K. Paxtor is a Certified Municipal Court Administrator and will be hired to work full time, 35 hours per week effective July 23, 2018.

**BE IT FURTHER RESOLVED** that Sonia K. Paxtor will receive a annual salary of \$60,000 per year with health benefits, commensurate sick, vacation, and personal days, work the necessary and pre-requisite court sessions, and will not receive overtime, and follow all of the rules and regulations established by the Township of Millstone.



**BE IT FURTHER RESOLVED** that a copy of this Resolution certified by the Township Clerk to be a true copy be forwarded to the:

1. Monmouth County Vicinage Division Manager - John Tonelli
2. Municipal Court Judge - Nicole Sonnenblick
3. Chief Financial Officer - Annette Murphy
4. Township Administrator - Maria Dellasala
5. Sonia K. Paxtor - Municipal Court Administrator

**ROLL CALL:**

**AYES:** C/Grbelja, C/Kuczinski, C/Masci, M/Dorfman

**NAYS:** None

**ABSTAIN:** None

**ABSENT:** C/Kinsey

**I HEREBY CERTIFY** the foregoing to be a true copy of the Resolution adopted by the Millstone Township Committee at its meeting of July 23, 2018.

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Maria Dellasala, RMC  
Municipal Clerk

**RESOLUTION NO: 18-152**  
**MEETING DATE: 07-18-18**

**RESOLUTION APPOINTING FULL-TIME DPW LABORER**

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**C/Kuczinski** offered the following resolution and moved its adoption, which was second by **M/Dorfman**.

**WHEREAS**, Millstone Township's has a full-time opening for a DPW Laborer person;  
and

**WHEREAS**, Matthew Hart, the temporary seasonal laborer has accepted the position for full-time DPW Laborer, effective July 16, 2018; and

**WHEREAS**, Matthew Hart hourly rate will be \$14.50 per hour; and

**WHEREAS**, on his one year anniversary, April 9, 2019, his hourly rate will increase to \$16.00 per hour.

**BE IT FURTHER RESOLVED** that a copy of this resolution, certified by the Township Clerk to be a true copy be forwarded to Matthew Hart, Dan Specht, Administrator, Public Works Coordinator and Annette Murphy, Chief Financial Officer.

**ROLL CALL:**

**AYES:** C/Grbelja, C/Kuczinski, C/Masci, M/Dorfman  
**NAYS:** None  
**ABSTAIN:** None  
**ABSENT:** C/Kinsey

**I HEREBY CERTIFY** the foregoing to be a true copy of the resolution adopted by the Millstone Township Committee at its meeting of July 18, 2018.

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Maria Dellasala, RMC  
Municipal Clerk

**RESOLUTION NO. 18-153  
MEETING DATE: 07-18-18**

**RESOLUTION APPOINTING ALT II MEMBER TO THE OPEN SPACE AND  
FARMLAND PRESERVATION COUNCIL**

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**C/Kuczinski** offered the following Resolution and moved its adoption, which was second by **M/Dorfman**:

**BE IT RESOLVED** by the Township Committee of the Township of Millstone that the following people are appointed to the Open Space and Farmland Preservation Council:

**Gene Madeam** is hereby appointed as Alternate II member of the Open Space and Farmland Preservation Council for a two (2) year term commencing January 1, 2018 and ending December 31, 2019.

**BE IT FURTHER RESOLVED** that a copy of this Resolution, certified by the Municipal Clerk to be a true copy, be forwarded to the Open Space and Farmland Preservation Council and each of the appointees.

**ROLL CALL:**

**AYES:** C/Grbelja, C/Kuczinski, C/Masci, M/Dorfman  
**NAYS:** None  
**ABSENT:** None  
**ABSTAIN:** C/Kinsey

**I HEREBY CERTIFY** the foregoing to be a true copy of the Resolution adopted by the Millstone Township Committee at its meeting of July 18, 2018.

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Maria Dellasala, RMC  
Municipal Clerk