

RESOLUTION NO.: 19-192
MEETING DATE: 09-04-19

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

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. Potential Litigation – 8 Mineral Springs Road

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/Dorfman, DM/Grbelja, C/Kuczinski, M/Masci
NAYS: None
ABSTAIN: None
ABSENT: C/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 September 4, 2019.

Kathleen Hart, RMC
Deputy Municipal Clerk

RESOLUTION NO. 19-193

SCHEDULE 19-09 S

CONSOLIDATED BILL LIST

TOWNSHIP OF MILLSTONE VOUCHERS FOR PAYMENT PRESENTED TO
THE TOWNSHIP COMMITTEE AT A MEETING
HELD ON September 4, 2019

SEE SCHEDULE 19-09 ATTACHED

A resolution was passed by the Township Committee for the payment of the vouchers listed on Schedule 19-09 attached.

Fiore Masci, Mayor

Nancy Grbelja, Deputy Mayor

Gary Dorfman, Committeeman

Albert Ferro, Committeeman

Michael Kuczinski, Committeeman

Attest: _____
Kathleen Hart
Deputy Municipal Clerk

TOWNSHIP OF MILLSTONE
RESOLUTION NO. 19-193
September 4, 2019

BE IT RESOLVED by the Township Committee of the Township of Millstone that the vouchers listed on Schedule 19-09, September 4, 2019, Consolidated Bill List, and the vouchers listed below as Schedule 19-09 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: \$ 1,596,563.20

SCHEDULE 19-09 S

PAYROLL FUND

TOTAL PAYROLL TRUST FUND \$ 376.76

GENERAL CAPITAL FUND

TOTAL GENERAL CAPITAL FUND \$ 7,743,184.00

GRANT FUND

TOTAL GRANT FUND \$ 6,362.04

RESERVE TRUST FUND

TOTAL RESERVE TRUST FUND \$ 0.00

BASIN MAINTENANCE TRUST

TOTAL BASIN MAINTENANCE TRUST \$ 130.17

SHADE TREE TRUST

TOTAL SHADE TREE TRUST \$ 0.00

COAH TRUST FUND

TOTAL COAH TRUST FUND \$ 30,118.86

OPEN SPACE FARMLAND TRUST FUND

TOTAL OPEN SPACE FARMLAND TRUST FUND \$ 105,890.60

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 \$ 24,541.62

ANIMAL CONTROL TRUST FUND

TOTAL DOG TRUST FUND \$ 210.15

TOTAL FOR ALL FUNDS \$ 9,507,377.40

ESCROW

DEVELOPERS ESCROW ACCOUNT UNDER \$5,000

TOTAL DEVELOPERS ESCROW UNDER \$5,000 \$ 9,048.80

DEVELOPERS ESCROW ACCOUNT OVER \$5,000

TOTAL DEVELOPERS ESCROW OVER \$5,000 \$ 13,062.00

TOTAL FOR ESCROW \$ 22,110.80

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

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

NAYS: None

ABSTAIN: None

ABSENT: C/Ferro

RESOLUTION NO.: 19-194
MEETING DATE: 09-04-19

**RESOLUTION GENERAL COMMENTS & RECOMMENDATIONS TO
THE 2018 ANNUAL AUDIT**

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

WHEREAS, N.J.S.A. 40A:5-4 requires the governing body of every local unit to have made an annual audit of its books, accounts and financial transactions, and

WHEREAS, the Annual Report of Audit for the year 2018 has been filed by a Registered Municipal Accountant with the Municipal Clerk pursuant to N.J.S.A. 40A: 5-6, and a copy has been received by each member of the governing body; and

WHEREAS, R.S. 52:27BB-34 authorizes the Local Finance Board of the State of New Jersey to prescribe reports pertaining to the local fiscal affairs; and

WHEREAS, the Local Finance Board has promulgated N.J.A.C. 5:30-6.5, as a regulation requiring that the governing body of each municipality shall, by resolution, certify to the Local Finance Board of the State of New Jersey that all members of the governing body have reviewed, as a minimum, the sections of the annual audit entitled "General Comments and Recommendations"; and

WHEREAS, the members of the Governing Body have personally reviewed, as a minimum, the Annual Report of Audit, and specifically the sections of the Annual Audit entitled "General Comments and Recommendations", as evidenced by the group affidavit form of the Governing Body attached hereto; and

WHEREAS, such resolution of certification shall be adopted by the Governing Body no later than forty-five days after the receipt of the annual audit, pursuant to N.J.A.C. 5:30-6.5; and

WHEREAS, after extensive review of the Township financial records by the Auditor, the Year 2018 Municipal Audit contains no recommendations and, therefore, no Corrective Action Plan is required; and

WHEREAS, all members of the Governing Body have received and have familiarized themselves with, at least, the minimum requirements of the Local Finance Board of the State of New Jersey, as stated aforesaid and have subscribed to the affidavit, as provided by the Local Finance Board; and

WHEREAS, failure to comply with the regulations of the Local Finance Board of the State of New Jersey may subject the members of the local governing body to the penalty provisions of R.S. 52:27BB-52, to wit:

R.S. 52:27BB-52: A local officer or member of a local governing body who, after a date fixed for compliance, fails or refuses to obey an order of the director (Director of Local Government Services), under the provisions of this Article, shall be guilty of a misdemeanor and, upon conviction, may be fined not more than one thousand dollars (\$1,000.00) or imprisoned for not more than one year, or both, in addition shall forfeit his office.

NOW, THEREFORE, BE IT RESOLVED that the Governing Body of the Township of Millstone does hereby comply with N.J.A.C. 5:30-6.5, does hereby submit a certified copy of the within Resolution and the required Affidavit to said Board to show evidence of said compliance, and does hereby adopt said 2018 Municipal Audit.

BE IT FURTHER RESOLVED that a certified copy of the within Resolution be forwarded to:

- a. Division of Local Government Services
- b. Township Auditor
- c. Business Administrator
- d. Township Chief Financial Officer

ROLL CALL:

AYES: DM/Grbelja, C/Kuczinski, C/Dorfman, M/Masci
NAYS: None
ABSTAIN: None
ABSENT: C/Ferro

I HEREBY CERTIFY that this is a true copy of a resolution passed at a meeting held on September 4, 2019.

Kathleen Hart, RMC
Deputy Township Clerk

RESOLUTION NO.: 19-195
MEETING DATE: 09-04-19

**RESOLUTION SETTING FORTH TOWNSHIP COMMITTEE ANSWER TO
GRIEVANCE FILED BY THE CWA LOCAL 1075 WITH REGARD TO POST-
RETIREMENT HEALTH INSURANCE COVERAGE**

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

WHEREAS, on August 5, 2019, the CWA Local 1075 filed a grievance with regard to Resolutions 19-166 and 19-167 concerning post-retirement health insurance coverage; and

WHEREAS, in accordance with the Grievance Procedure that is contained in Article VII of the Collective Negotiations Agreement (hereinafter "CNA"), the aforesaid grievance was presented by the Union at Step 2 of the Grievance Procedure with the Township Administrator; and

WHEREAS, in accordance with Step 2 of the Grievance Procedure that is contained in Article VII of the CNA, on or about August 7, 2019, a meeting was held by and between the Township Administrator and the Union in order to address the aforesaid grievance; and

WHEREAS, in accordance with the Grievance Procedure that is contained in Article VII of the CNA, the Township Administrator gave a written decision to the Union, wherein the Township Administrator denied the grievance on August 9, 2019 and properly notified the Union of the same; and

WHEREAS, in accordance with the Grievance Procedure that is contained in Article VII of the CNA, the Township Administrator forwarded the aforesaid grievance to the Township Committee in accordance with Step 3 of the Grievance Procedure; and

WHEREAS, in accordance with the Grievance Procedure that is contained in Article VII of the CNA, the Township Committee addressed the issue as part of its discussion in Executive Session at the Township Committee meeting which occurred on August 21, 2019; and

WHEREAS, in accordance with the Grievance Procedure that is contained in Article VII of the CNA, the Township Committee shall give a written answer to the grievance within fifteen (15) working days following the meeting, or within such additional period of time that may be mutually agreed upon.

NOW, THEREFORE BE IT RESOLVED, by the Township Committee of the Township of Millstone that the Grievance filed by CWA Local 1075 on August 5, 2019,

with regard to Resolutions 19-166 and 19-167 concerning post-retirement health insurance coverage, specifically surviving spouse coverage, be and is hereby denied.

BE IT FURTHER RESOLVED, that a copy of this Resolution, certified by the Township Clerk to be a true copy be forward to the CWA Local 1075.

ROLL CALL:

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

NAYS: None

ABSTAIN: None

ABSENT: C/Ferro

I HEREBY CERTIFY the foregoing to be a true copy of the Resolution adopted by the Millstone Township Committee at its meeting of September 4, 2019.

Kathleen Hart, RMC
Deputy Municipal Clerk

RESOLUTION NO.: 19-196
MEETING DATE: 09-04-19

**RESOLUTION AWARDING CONTRACT FOR 2019 FORD RANGER SUPER-CAB OR
EQUAL, CLASS I (3/4 TON) PICKUP TRUCK (LITTER PATROL VEHICLE)**

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

WHEREAS, the Township Purchasing Agent received bids on Tuesday, August 13, 2019 at 2:00 p.m. for a 2019 Ford Ranger, super-cab or equal, Class I (3/4 ton) pickup truck (Litter Patrol Vehicle); and

WHEREAS, the following bid was received:

Winner Ford	Alternate A - \$27,060.00
	Alternate B - \$30,174.00; and

WHEREAS, the Township Qualified Purchasing Agent has recommended award of the Contract to Winner Ford (Alternate B) in the amount of \$30,174.00; and

WHEREAS, the Township Chief Financial Officer has certified to the Deputy Township Clerk that funds are available in the following Accounts:

G-02-40-917-200	\$ 2,237.89
G-02-40-918-200	\$ 9,459.74
G-02-40-919-200	\$10,391.71
C-04-55-962-902	\$ 298.54
C-04-55-966-901	\$ 7,786.12

NOW, THEREFORE, BE IT RESOLVED that the Township Committee of the Township of Millstone hereby awards the Contract for a 2019 Ford Ranger, super-cab or equal, Class I (3/4 ton) pickup truck to Winner Ford in the amount of \$30,174.00.

BE IT FURTHER RESOLVED that a copy of this Resolution certified by the Township Clerk to be a true copy be forwarded to Winner Ford, the Township Chief Financial Officer and the Township Purchasing Agent.

ROLL CALL

AYES: DM/Grbelja, C/Kuczinski, C/Dorman, M/Masci
NAYS: None
ABSTAIN: None
ABSENT: C/Ferro

I HEREBY CERTIFY the foregoing to be a true copy of the Resolution adopted by the Millstone Township Committee at its meeting of September 4, 2019.

Kathleen Hart, RMC
Deputy Township Clerk

RESOLUTION NO.: 19-197
MEETING DATE: 09-04-19

**RESOLUTION AWARDING CONTRACT FOR 2019 FORD F-250 XL REGULAR CAB OR
EQUAL, CLASS II (1 TON) PICKUP TRUCK**

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

WHEREAS, the Township Purchasing Agent received bids on Tuesday, August 13, 2019 at 2:15 p.m. for a 2019 Ford F-250 regular cab or equal, Class II (1 ton) pickup truck; and

WHEREAS, the following bid was received:

Winner Ford \$40,060.00; and

WHEREAS, the Township Qualified Purchasing Agent has recommended award of the Contract to Winner Ford in the amount of \$40,060.00; and

WHEREAS, the Township Chief Financial Officer has certified to the Deputy Township Clerk that funds are available in the following Account: C-04-55-970-901

NOW, THEREFORE, BE IT RESOLVED that the Township Committee of the Township of Millstone hereby awards the Contract for a 2019 Ford F-250 regular cab or equal, Class II (1 ton) pickup truck to Winner Ford in the amount of \$40,060.00.

BE IT FURTHER RESOLVED that a copy of this Resolution certified by the Township Clerk to be a true copy be forwarded to Winner Ford, the Township Chief Financial Officer and the Township Purchasing Agent.

ROLL CALL

AYES: DM/Grbelja, C/Kuczinski, C/Dorfman, M/Masci
NAYS: None
ABSTAIN: None
ABSENT: C/Ferro

I HEREBY CERTIFY the foregoing to be a true copy of the Resolution adopted by the Millstone Township Committee at its meeting of September 4, 2019.

Kathleen Hart, RMC
Deputy Township Clerk

RESOLUTION NO.: 19-198
MEETING DATE: 09-04-19

**RESOLUTION RESCINDING RESOLUTION 19-187 APPOINTING BUILDING
SUBCODE OFFICIAL**

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

WHEREAS, at the August 21, 2019 Township Committee meeting Resolution 19-187 was adopted appointing Building Subcode Official; and

WHEREAS, the appointee, Kevin Holman has declined the position due to personal matters.

NOW THEREFORE BE IT RESOLVED by the Millstone Township Mayor and Township Committee that Resolution 19-187 is hereby rescinded.

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

1. New Jersey Department of Community Affairs
2. Matthew Pressey, Construction Code Official
4. Annette Murphy, Chief Financial Officer
4. Roger K. Staib, Business Administrator
5. Kevin Holman

ROLL CALL:

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

NAYS: **None**

ABSTAIN: **None**

ABSENT: **C/Ferro**

I HEREBY CERTIFY the foregoing to be a true copy of the Resolution adopted by the Millstone Township Committee at its meeting of September 4, 2019.

Kathleen Hart, RMC
Deputy Township Clerk

RESOLUTION NO.: 19-199
MEETING DATE: 09-04-19

**RESOLUTION RESCINDING RESOLUTION 19-188 APPOINTING BUILDING
INSPECTOR**

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

WHEREAS, at the August 21, 2019 Township Committee meeting Resolution 19-188 was adopted appointing Building Inspector; and

WHEREAS, the appointee, Kevin Holman, has declined the position due to personal matters.

NOW THEREFORE BE IT RESOLVED by the Millstone Township Mayor and Township Committee that Resolution 19-188 is hereby rescinded.

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

1. Matthew Pressey, Construction Code Official
4. Annette Murphy, Chief Financial Officer
4. Roger K. Staib, Business Administrator
5. Kevin Holman

ROLL CALL:

AYES: DM/Grbelja, C/Kuczinski, C/Dorfman, M/Masci
NAYS: None
ABSTAIN: None
ABSENT: C/Ferro

I HEREBY CERTIFY the foregoing to be a true copy of the Resolution adopted by the Millstone Township Committee at its meeting of September 4, 2019.

Kathleen Hart, RMC
Deputy Township Clerk

RESOLUTION NO.: 19-200
ADOPTION DATE: 09-04-19

**RESOLUTION APPOINTING MUNICIPAL CLERK AND REGISTRAR OF
VITAL STATISTICS**

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

WHEREAS, a vacancy exists in the position of Municipal Clerk for the Township of Millstone; and

WHEREAS, Kathleen Hart has served as the Deputy Municipal Clerk; and

WHEREAS, the Township Committee of the Township of Millstone reviewed the qualifications and has conducted several interviews of qualified candidates; and

WHEREAS, Kathleen Hart who is fully licensed by the State of New Jersey, Department of Community Affairs, as a Registered Municipal Clerk and Certified Municipal Registrar of Vital Statistics, has been selected by the Township Committee to serve as the Municipal Clerk and Registrar of Vital Statistics of the Township of Millstone, for a three (3) year term as required by New Jersey Statute, effective September 4, 2019.

NOW, THEREFORE BE IT RESOLVED, by the Township Committee of the Township of Millstone as follows:

1. Effective September 4, 2019, Kathleen Hart, RMC, CMR is hereby appointed Municipal Clerk and Registrar of Vital Statistics as promulgated by N.J.S.A. 40A:9-133;
2. The salary for the Municipal Clerk position to be paid to Kathleen Hart, RMC, CMR shall be allocated per annum as follows: Clerk \$58,915, Vital Statistics Registrar \$2,804, Web/Peg/Newsletter \$6,502, Health Benefits Coordinator \$6,178 and Animal Control Coordinator \$5,601.
3. This Resolution shall take effect September 4, 2019.

BE IT FURTHER RESOLVED, that a copy of this Resolution, certified by the Township Clerk to be a true copy be forward to the Township Administrator, Township Auditor and to the Division of Local Government Services.

ROLL CALL:

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

NAYS: None

ABSTAIN: None

ABSENT: C/Ferro

I HEREBY CERTIFY the foregoing to be a true copy of the Resolution adopted by the Millstone Township Committee at its meeting of September 4, 2019.

Kathleen Hart, RMC
Deputy Municipal Clerk