

**MILLSTONE TOWNSHIP COMMITTEE REGULAR MEETING MINUTES FOR APRIL 7, 2021  
at 215 Millstone Road, Millstone Township, NJ 08510**

Mayor Dorfman calls the meeting to order at 7:08 p.m.

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 21, 2020.

ROLL CALL: Committeeman Al Ferro - present, Deputy Mayor Nancy Grbelja – present, Committeeman Michael McLaughlin – present, Committeeman Chris Morris – present and Mayor Gary Dorfman - present. Also, in attendance: Robert Munoz, Esq. - Township Attorney and Kathleen Hart - Municipal Clerk.

Municipal Clerk read Resolution 21-84 Authorizing the Holding of an Executive Session, at Which the Public Shall be Excluded

Motion to adopt Resolution 21-84 was moved by C/Ferro; second by C/McLaughlin.  
Committee Discussion: None

ROLL CALL VOTE:

AYES: C/Ferro, DM/Grbelja, C/McLaughlin, C/Morris, M/Dorfman  
NAYS: None  
ABSTAIN: None  
ABSENT: None

Motion to adjourn Executive Session and reconvene at the end of the regular session with no formal action to be taken was moved by C/Dorfman; second by C/Morris. All in Favor

Time In: 7:11 p.m.; Time Out: 8:10 p.m.

Mayor Dorfman calls the Regular Meeting to order at 8:13 p.m. followed by a flag salute and a moment of silence.

Due to the COVID-19 pandemic the Township Committee Meeting of April 7, 2021 is also being held virtually, utilizing the Zoom platform.

Join Zoom Meeting

<https://us02web.zoom.us/j/84205993256?pwd=KzU5b3Q0OVViWFhQcWxQMhZOTTNpUT09>

Meeting ID: 842 0599 3256

Passcode: 422718

One tap mobile

+13126266799,,84205993256# US (Chicago); +19292056099,,84205993256# US (New York)

Dial by your location

+1 312 626 6799 US (Chicago); +1 929 205 6099 US (New York)

+1 301 715 8592 US (Washington DC); +1 346 248 7799 US (Houston)

+1 669 900 6833 US (San Jose); +1 253 215 8782 US (Tacoma)

Meeting ID: 842 0599 3256

Find your local number: <https://us02web.zoom.us/j/84205993256?pwd=KzU5b3Q0OVViWFhQcWxQMhZOTTNpUT09>

For public comment section you can also email [askmillstone@millstonenj.gov](mailto:askmillstone@millstonenj.gov) with your questions or public comments along with your name and address. Your comments will be read into the record. This meeting will also be recorded and be replayed on the Millstone PEG Channel.

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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.

**CORRESPONDENCE:**

1. Retirement letter received from Pam D'Andrea effective April 16, 2021.

M/Dorfman and the Township Committee congratulates Pam on her retirement. Pam began her employment December 4, 2004 and has been a stellar employee. Pam is irreplaceable and wish her the best in her retirement.

Both Mitch Newman, Chairman of the Planning Board and Michael Novellino, Chairman of the Board of Adjustment compliment Pam on her professionalism and knowledge as the Planning Board and Board of Adjustment Secretary. Pam was also the Land Use Administrator. Pam has been a great asset to the Township. Pam is, if not, the best and is always diligent, respectful and happy to help out. She will be missed.

2. Letter received from Monmouth County Board of County Commissioners informing Millstone Township has been selected to receive the Open Space Grant funding in the amount of \$250,000 for Millstone Park Improvements – Phase II

**ORDINANCES:**

**FIRST READING**

**ORDINANCE 21-05     AN ORDINANCE AMENDING CHAPTER III, (POLICE REGULATIONS), SECTION 3-3 (PARKS) OF THE REVISED     GENERAL ORDINANCES OF THE TOWNSHIP OF     MILLSTONE, COUNTY OF MONMOUTH AND STATE OF NEW JERSEY**

**EXPLANATORY STATEMENT:** This Ordinance amends the prohibited uses in parks, trails, facilities and/or lands owned by the Township.

Motion to adopt on first reading and authorize publication of same was made by C/Morris; second by C/McLaughlin.

**ROLL CALL VOTE:**

**AYES:**             C/McLaughlin, C/Morris, C/Ferro, DM/Grbelja, M/Dorfman  
**NAYS:**             None  
**ABSTAIN:**        None  
**ABSENT:**         None

Second reading and Public Hearing to be held on April 21, 2021 at 8:00 p.m. at the Millstone Township Meeting Room, 215 Millstone Road, Perrineville, New Jersey.

**FIRST READING**

**ORDINANCE 21-06     AN ORDINANCE AMENDING CHAPTER II, ADMINISTRATION, SECTION 2-45 (PAYMENT TO TOWNSHIP) OF THE REVISED ORDINANCES OF THE TOWNSHIP OF MILLSTONE, COUNTY OF MONMOUTH AND STATE OF NEW JERSEY**

**EXPLANATORY STATEMENT:** This Ordinance provides that all payments made to the Township shall be made by check or credit card and that no cash will be accepted as payment of any obligation owed to the Township.

M/Dorfman said that we audited our receipts of money and there was a small quantity of payments being paid by cash. We were also paying increasing fees to the courier service to bring the cash to the bank. DM/Grbelja was not aware of this and would like the date of when this discussion to place.

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Motion to adopt on first reading and authorize publication of same was made by C/McLaughlin; second by M/Dorfman.

**ROLL CALL VOTE:**

AYES: C/McLaughlin, C/Morris, C/Ferro, M/Dorfman  
NAYS: None  
ABSTAIN: DM/Grbelja  
ABSENT: None

Motion to adopt/table on first reading and authorize publication of same.

Second reading and Public Hearing to be held on April 21, 2021 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.

- 21-85 Payment of Vouchers – April 7, 2021
- 21-86 Resolution Awarding Bid for 2021 Turf Fertilization and Chemical Program Schedule for Wagner Farm, Rocky Brook, Abate, Brandywine and Millstone Parks; Veterans Memorial; Municipal Building; Municipal Court House; Community Center and Clarksburg Cultural Center
- 21-87 Resolution Endorsing Treatment Works Application for Scannell Properties #434, LLC, Block 18.02, Lots 3, 4 & 5, 801, 805 Farrington Boulevard and 1 Debaun Road
- 21-88 State of New Jersey Department of Environmental Protection Green Acres Program - Enabling Resolution
- 21-90 Resolution Requesting Municipalities in New Jersey to Join Together in a Consortium of Municipalities to Help Improve JCP&L Overall Services

C/Ferro asks for Resolution 21-89 be pulled for discussion separately.

Motion to adopt Resolutions 21-85, 21-86, 21-87, 21-88, 21-90 was moved by C/Ferro; second by C/McLaughlin.

**ROLL CALL VOTE:**

AYES: DM/Grbelja, C/McLaughlin, C/Morris, C/Ferro, M/Dorfman  
NAYS: None  
ABSTAIN: None  
ABSENT: None

**RESOLUTION 21-89 Resolution Appointing Historic Commission Secretary**

C/Ferro would like to table this resolution. He was unaware of the interview that took place and would like notification prior to this decision. Discussion takes place and moving forward procedures will be put into place.

Motion to adopt Resolutions 21-89 was moved by DM/Grbelja; second by C/Morris.

**ROLL CALL VOTE:**

AYES: DM/Grbelja, C/McLaughlin, C/Morris, C/Ferro, M/Dorfman  
NAYS: None  
ABSTAIN: None

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ABSENT: None

Municipal Clerk asks for a motion to amend the agenda to include two new resolutions. Township Attorney states that these resolutions were due to the outcome of the closed session and there was not enough time to post the resolutions.

C/Ferro made a motion to amend the agenda to include the two additional resolutions; second by DM/Grbelja.

**ROLL CALL VOTE:**

AYES: DM/Grbelja, C/Morris, C/McLaughlin, C/Ferro, M/Dorfman

NAYS: None

ABSTAIN: None

ABSENT: None

Municipal Clerk read into record Resolution 21-91

**Resolution Authorizing an Application to New Jersey Heritage Tourism Grant Program**

WHEREAS, the New Jersey Historic Trust established the Heritage Tourism Planning Grant to provide site interpretive plan and to create links among other sites; and

WHEREAS, the Governing Body of Millstone Township desires to obtain a New Jersey Heritage Tourism Grant in the amount of \$50,000 to fund the Millstone Township Heritage Tourism Planning Project; and

WHEREAS, the total cost of the project including matching funds of \$16,667.00 will not exceed \$66,667.00; and

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

1. Gary Dorfman, Mayor of the Township of Millstone, or his successor to the office of Mayor or Township Administrator is authorized to (a) make an application to the New Jersey Heritage Tourism Grant Program and (b) provide additional application information and furnish such documents as may be required for the New Jersey Heritage Tourism Grant Program; and
2. If the State of New Jersey determines that the application is complete and in conformance with the New Jersey Heritage Tourism Grant Program, the municipality is committed to this project and willing to provide the match of \$16,667.00 through the approved Open Space Trust Fund in accordance with such policies and procedures, and applicable federal, state, and local government rules, regulations and statutes thereto; and
3. Gary Dorfman, Mayor of the Township of Millstone, or his successor to the office of Mayor or Township Administrator is authorized to sign and execute any required documents, agreements, and amendments thereto with the State of New Jersey for the approved Open Space Trust Funds; and
4. This resolution shall take effect immediately.

Motion to adopt Resolutions 21-91 was moved by DM/Grbelja; second by M/Dorfman.

**ROLL CALL:**

AYES: C/McLaughlin, C/Morris, C/Ferro, DM/Grbelja, M/Dorfman

NAYS: None

ABSTAIN: None

ABSENT: None

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Municipal Clerk read into record Resolution 21-92

Resolution Authorizing the Assurances and Acknowledges the Certification for the Application for the  
Millstone Township Heritage Tourism Planning Project

WHEREAS, the Township Committee of the Township of Millstone authorizes Gary Dorfman, Mayor to sign the assurances and acknowledges the certification above.

Motion to adopt Resolutions 21-92 was moved by DM/Grbelja; second by M/Dorfman.

**ROLL CALL:**

AYES: DM/Grbelja, C/McLaughlin, C/Morris, C/Ferro, M/Dorfman  
NAYS: None  
ABSTAIN: None  
ABSENT: None

**TOWNSHIP COMMITTEE MINUTES:**

1. Regular Meeting Minutes – March 17, 2021

Motion to adopt regular meeting minutes of March 17, 2021 was moved by C/Ferro; second by C/McLaughlin.

**ROLL CALL:**

AYES: C/McLaughlin, C/Morris, C/Ferro, DM/Grbelja, M/Dorfman  
NAYS: None  
ABSTAIN: None  
ABSENT: None

**APPLICATION FOR RAFFLE LICENSE:**

1. Millstone Township Elks #2613, Year Round Pull Tab Ticket Raffle from 5/1/21 – 4/30/22.

Motion to approve was moved by C/Morris; second by C/Ferro. All in Favor.

**APPLICATION FOR A CONSTRUCTION TRAILER PERMIT:**

1. Alston Construction, Block 23/Lot 8, construction trailer to be located at 505 State Highway 33 and has received Zoning Officer approval.

Motion to approve was moved by C/Ferro; Second by C/McLaughlin. All in Favor.

**LIAISON REPORTS:**

C/Ferro states he has been communicating with the Fire Department/EMS and the program has been phenomenal and very successful. There were 115 fire department calls, 95 EMS calls and 50 transports. The Fire Department/EMS had three calls simultaneously and they were able to handle all three calls within minutes of dispatch. The response time has been great.

C/Ferro states that Gianna Giacolona, along with the Environmental Commission, scheduled a clean-up to beautify Millstone Township. Together with 19 friends, the group met at the Middle School on April 1, 2021 and cleaned up Baird Road on both sides from the Middle School to Millstone Road. They collected approximately 15 black garbage bags full of trash. C/Ferro thanks all who were involved, including Lori Maher, Clean Communities Coordinator, and the Department of Public Works. C/Ferro hopes that Gianna and her friends can attend the Annual Stream Clean Up on April 17, 2021.

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C/Morris states that the spring recreation programs are open and moving forward with less restrictions. C/Morris states that construction has started at Millstone Park on the hardscape along and the storage building. It will continue for at least the next 60 days. The construction will be done during normal business hours with no construction done on the weekends. C/Morris asks residents to be aware of the construction and equipment at Millstone Park.

M/Dorfman expects that the recreation programs will have a high turnout in participation. The adult programs have an excess of 30 participants and he would like to thank the School Superintendent, Dr. Huss for allowing the school facilities to be available to some of the programs.

**NEW BUSINESS:**

Sophia Schindel speaks about her idea for her Girl Scout Gold Award project. She would like to beautify and enhance the Senior Center by adding benches and raised flower beds so that residents can go to relax and enjoy. She would like the Senior's to participate in planting flowers and it would be sustainably as she would leave instructions on how to plant flowers. Sophia Schindel is looking for donations or suggestions towards her idea. The Township Committee supports the project and asks her to reach out to the community for help and assistance. M/Dorfman asks Sophia to send an email to the Township Administrator about her project and C/Morris would be willing to help out and mentor.

**OLD BUSINESS:**

1. Brush Drop Off Dates are on April 10, 17, 24, May 1, 8, 15 with the hours of operation from 8AM - 1PM. The location is 15 Baird Road (across from Wagner Farm Park) The site will be supervised by the Department of Public Works. The Brush Drop Off site is limited to Millstone Township residents. Commercial vehicles will be permitted but must present a voucher that they received from the resident. To receive a voucher, the resident must contact the Municipal Clerk's office at 732-446-7414. One voucher per street address. If you have any further questions, please contact The Department of Public Coordinator Dan Specht at 732-917-2955.
2. Tire Disposal Event is April 17, 2021 from 9am to 11am at the Department Public Works, 899 Perrinville Road. This is a free tire drop off event to all Millstone residents and is sponsored by the Millstone Township Environmental Commission and Clean Communities Program. Space is limited. Please contact Nick Procaccini at 732-446-4249, ext. 1503 to schedule a time to drop off tires.
3. Millstone Township Environment Commission is having their Annual Stream Cleanup on April 17, 2021 from 9am – 12pm at the Millstone Municipal Court Building, located at 215 Millstone Road. Pre-registration is required at [watershed.org/stream-cleanups](http://watershed.org/stream-cleanups). The event is rain or shine and masks are required.
4. Millstone Township is hosting a paper shredding event on April 25, 2021 located at Millstone Park, 4 Red Valley Road from 9am – 1pm unless the trucks fill first. Remove large binder clips, staples and paper clips can remain with a limit of 100lbs. This is a free service to Monmouth County Residents only, no businesses allowed. This event is sponsored by Monmouth County.

**COMMENTS FROM THE DAIS:** NONE

**PRIVILEGE OF THE FLOOR** (Limited to ½ Hour) Members of the public participating by remote internet access or telephonic access shall be allotted up to three (3) minutes.

Mayor Dorfman open the meeting to the public at 9:10 p.m.

Victor Runner, 298 Millstone Road discusses many code issues he is having with his neighbor at 2 Anderson Court. Also mentions that rebar has been installed on Millstone Road that is not capped and is very dangerous. Code Enforcement will go out and check on the code violations. Any neighbor dispute will need to be brought to the attention of the New Jersey State Police.

Mayor Dorfman closes the meeting to the public at 9:22 p.m.

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M/Dorfman asks for a motion to reconvene executive session with no formal action to be taken. Moved by DM/Grbelja, Second C/Ferro. All in Favor.

Motion to adjourn Executive Session was moved by DM/Grbelja, Second C/Ferro. All in Favor

Time In: 9:23 p.m.; Time Out: 10:28 p.m.

ADJOURNMENT:

Motion to adjourn was moved by C/Morris; Second by M/Dorfman. All in Favor.

Time Out: 10:28 p.m.

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

April 7, 2021 Township Committee Meeting Minutes approved at a Township Committee meeting held on May 19, 2021.

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Kathleen Hart, RMC  
Municipal Clerk