

**RESOLUTION NO. 22-01**  
**MEETING DATE: 01-05-22**

**RESOLUTION APPOINTING PROFESSIONALS FOR 2022**

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

**WHEREAS**, there exists a need for the services of a Township Attorney, Special Counsel for Mt. Laurel Proceedings, Township Auditor, Township Planner, Township Bond Counsel, Township Prosecutor, Township Public Defender; NJ Certified Tree Expert; Financial and Accounting Consulting Services and Affordable Housing Administrator; and

**WHEREAS**, funds for this purpose will be provided for the first three months of 2022 in the 2022 Temporary Budget and funds for the balance of 2022 will be provided in the Budget for the Year 2022 when finally adopted, and the Treasurer has so certified in writing; and

**WHEREAS**, The Local Public Contract Law (N.J.S.A. 40:A 11-1 et seq.) requires that the resolution of appointment be publicly advertised when professional services are engaged without competitive bids.

**WHEREAS**, these contracts are being awarded pursuant to a fair and open process.

**NOW, THEREFORE, BE IT RESOLVED**, by the Mayor and Township Committee of the Township of Millstone that:

1. The Township Committee of Millstone Township and its Mayor and Clerk are hereby authorized and directed to engage the services of:

<b>PROFESSIONAL</b>	<b>FIRM</b>	<b>POSITION</b>
Brian Chabarek, Esq.	Davison, Eastman, Munoz, Paone, PA	Township Attorney
Michael B. Steib, P.A.	Michael B. Steib, P.A.	Special Counsel for Mt. Laurel Proceedings
David T. McNally	Holt McNally & Assoc.	Township Auditor
Fred Heyer, P.P. and/or M. McKinley Mertz, P.P.	Heyer, Gruel & Associates	Township Planner
John D. Draikiwicz	Gibbons P.C.	Township Bond Counsel
Lisa Rosati	Tupelo Tree Experts, LLC	NJ Certified Tree Expert
Susan L. Solda De Simone, Esq.	Susan L. Solda De Simone, Esq.	Township Prosecutor
Raymond Albert Raya, Esq.	Raymond Albert Raya, Esq.	Township Public Defender
Stanley F. Werse, Esq.	Stanley F. Werse, Esq.	Alternate Public Defender
Matthew Holman	Holman Frenia Allison, P.C.	Financial and Accounting Consulting Services
Michelle Whelan	Affordable Housing Alliance	Affordable Housing Administrator

2. These appointments are being made without competitive bidding because these appointments involve members of recognized professions, licensed and regulated by law, and are, therefore, specifically exempt under N.J.S.A. 40A:11-5.

3. These appointments are one (1) year appointments unless otherwise stated for the Year 2022, or until they are re-appointed and/or their successors are appointed and have qualified. Writings indicating the agreements between the parties have been sent or shall be or are on file with the Municipal Clerk of Millstone Township.

4. These contracts shall not exceed the budgeted line items in the Current Fund, The Open Space Trust Fund, COAH Trust and the General Capital Fund for all legal expenses, it being understood that this is a maximum amount. There is no obligation of the Township to expend this amount. Total fees paid out will be dependent upon litigation and legal projects which present themselves and are assigned during the upcoming year. No amounts are expended without submission and review of detailed, itemized vouchers for all time expended, as follows:

4a.	Attorney	\$200,000.00
	Auditor	\$ 31,250.00
	Planner	\$ 60,000.00
	Bond Counsel	\$ 15,000.00
	Special Counsel for Mount Laurel Proceedings	\$ 40,000.00
	Financial & Accounting Consulting Services	\$ 45,000.00
	Affordable Housing Alliance	\$ 12,000.00
	Prosecutor	\$ 23,000.00
	Public Defender	\$ 7,000.00
	Alternate Public Defender	\$ 350.00 per appearance

5. The following contract authorized hereby provides for the appointed professional to charge what are known as “escrow” accounts, i.e., funds deposited with the Township by those (generally developers) who agree to or are required to pay for the professional’s time and expense for certain tasks. These funds do not come from taxpayers. Based on recent years “escrow” billings, the additional charges to be paid under this contract, not from taxpayers’ money, could be approximately, as follows:

5a.	Attorney	\$ 50,000.00
	Planner	\$ 40,000.00

6. The Mayor and Municipal Clerk are hereby authorized to execute Contracts for the provisions of the above services, a copy of which Contracts shall be maintained in the Municipal Clerk's Office.

7. A copy of this Resolution certified to be a true copy by the Municipal Clerk, shall be published in the official newspaper of the Township as required by law, within 10 days of the adoption, and forwarded to each of the appointees and Township Treasurer.

**BE IT FURTHER RESOLVED**, that a certified copy of this Resolution be forwarded to the Chief Financial Officer and each of the above listed professionals.

**ROLL CALL:**

**AYES:** C/Davis, C/McLaughlin, DM/Morris, C/Zabrosky, M/Ferro

**NAYS:** None

**ABSTAIN:** None

**ABSENT:** None

**I HEREBY CERTIFY** the foregoing to be a true copy of the Resolution adopted by the Millstone Township Committee at its meeting of January 5, 2022.

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Kathleen Hart, RMC  
Municipal Clerk

**RESOLUTION NO. 22-02**  
**MEETING DATE: 01-05-22**

**RESOLUTION APPOINTING TOWNSHIP QUALIFIED PURCHASING AGENT**

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

**BE IT RESOLVED** by the Township Committee of the Township of Millstone that Amanda Salerno be and is hereby appointed Qualified Purchasing Agent for the Township of Millstone to serve a term commencing January 1, 2022 and expiring December 31, 2022.

**BE IT FUTHER RESOLVED** by the Township Committee of the Township of Millstone that the bid threshold shall be raised to \$44,000.

**BE IT FURTHER RESOLVED** that a copy of this Resolution certified by the Township Clerk to be a true copy is forwarded to the Department of Community Affairs, Division of Local Government Services, CFO and appointee.

**ROLL CALL:**

**AYES:**           **C/Davis, C/McLaughlin, DM/Morris, C/Zabrosky, M/Ferro**

**NAYS:**           **None**

**ABSTAIN:**   **None**

**ABSENT:**   **None**

**I HEREBY CERTIFY** the foregoing to be a true copy of the Resolution adopted by the Millstone Township Committee at its meeting of January 5, 2022.

\_\_\_\_\_  
Kathleen Hart, RMC  
Municipal Clerk

**RESOLUTION NO. 22-03**  
**MEETING DATE: 01-05-22**

**RESOLUTION APPOINTING ANTHONY MANNINO AS CHIEF FINANCIAL OFFICER**

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

**WHEREAS**, in accordance with **N.J.S.A. 40A:9-140.10**, the Governing Body of the Township of Millstone shall appoint a Chief Financial Officer.

**NOW, THEREFORE, BE IT RESOLVED** that Anthony Mannino, the CMFO of Holman Frenia Allison, P.C. be appointed as Chief Financial Officer for a pro-rated yearly stipend of \$5,000.00 (Five Thousand Dollars) for the Township of Millstone.

**BE IT FURTHER RESOLVED**, that Holman Frenia Allison, P.C. will serve as supporting CMFO and Accounting Services.

**BE IT FURTHER RESOLVED** that a copy of this appointment is forwarded Kevin Abernethy, Township Administrator; Amanda Salerno, Township Treasurer and the appointee.

**ROLL CALL:**

**AYES:** **C/Davis, C/McLaughlin, DM/Morris, C/Zabrosky, M/Ferro**

**NAYS:** **None**

**ABSTAIN:** **None**

**ABSENT:** **None**

**I HEREBY CERTIFY** the foregoing to be a true copy of the Resolution adopted by the Township Committee of the Township of Millstone at its meeting of January 5, 2022.

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Kathleen Hart, RMC  
Municipal Clerk

**RESOLUTION NO. 22-04**  
**MEETING DATE: 01-05-22**

**RESOLUTION APPOINTING TOWNSHIP TAX SEARCH OFFICER**

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C/McLaughlin offered the following Resolution and moved it adoption, which was seconded by C/Davis.

**WHEREAS**, pursuant to N.J.S.A. 54:5-11, requires the governing body to designate, by resolution, a bonded official of the municipality to make examinations of its records as to unpaid municipal liens and to certify the result thereof.

**NOW, THEREFORE, BE IT RESOLVED**, that the governing body of the Township of Millstone, County of Monmouth, State of New Jersey, hereby appoint Elizabeth Kiernan to the position of Tax Search Officer, term expiring December 31, 2022.

**BE IT RESOLVED** that a copy of this Resolution, certified by the Municipal Clerk to be a true copy be forwarded to each of the following:

- a. Elizabeth Kiernan, Tax Collector
- b. Kevin Abernethy, Township Administrator/Acting CFO
- c. Director of the Division of Local Government Services

**ROLL CALL:**

AYES: C/Davis, C/McLaughlin, DM/Morris, C/Zabrosky, M/Ferro

NAYS: None

ABSTAIN: None

ABSENT: None

**I HEREBY CERTIFY** the foregoing to be a true copy of the Resolution adopted by the Millstone Township Committee at its meeting of January 5, 2022.

\_\_\_\_\_  
Kathleen Hart, RMC  
Municipal Clerk

**RESOLUTION NO. 22-05**  
**MEETING DATE: 01-05-22**

**RESOLUTION APPOINTING A PUBLIC AGENCY COMPLIANCE OFFICER**

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

**WHEREAS**, it is necessary that the Township appoint a Public Agency Compliance Officer; and

**WHEREAS**, among the duties to be performed by the Public Agency Compliance Officer is the monitoring of Affirmative Action requirements submitted by vendors contracting with the municipality, which duties have been performed by the Qualified Purchasing Agent Amanda Salerno, to serve a term commencing January 1, 2022 and expiring December 31, 2022.

**NOW, THEREFORE, BE IT RESOLVED** by the Township Committee of the Township of Millstone that Amanda Salerno, Treasurer/Purchasing Agent, Millstone Township Municipal Building, 470 Stage Coach Road, Millstone Twp., NJ 08510, is hereby appointed the Public Agency Compliance Officer for the Township of Millstone.

**BE IT FURTHER RESOLVED** that a copy of this Resolution, certified by the Municipal Clerk to be a true copy, be forwarded to the Department of Treasury, Office of Affirmative Action, P.O. Box 002, Trenton, New Jersey 08625 and appointee.

**ROLL CALL:**

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

**I HEREBY CERTIFY** the foregoing to be a true copy of the Resolution adopted by the Township Committee of the Township of Millstone at its regular meeting held on January 5, 2022.

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Kathleen Hart, RMC  
Municipal Clerk

**RESOLUTION NO. 22-06**  
**MEETING DATE: 01-05-22**

**RESOLUTION APPOINTING TOWNSHIP TREASURER**

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

**BE IT RESOLVED** by the Township Committee of the Township of Millstone that Amanda Salerno is hereby appointed Treasurer of the Township of Millstone term expiring on December 31, 2022.

**BE IT FURTHER RESOLVED** that a copy of this Resolution certified by the Municipal Clerk to be a true copy is forwarded to the appointee.

**ROLL CALL:**

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

**I HEREBY CERTIFY** the foregoing to be a true copy of the Resolution adopted by the Millstone Township Committee at its meeting of January 5, 2022.

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Kathleen Hart, RMC  
Municipal Clerk



**RESOLUTION NO. 22-07**  
**MEETING DATE: 01-05-22**

**RESOLUTION MAKING CONSTRUCTION DEPARTMENT APPOINTMENTS**

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

**WHEREAS**, there is a need to make certain appointments within the Construction Department of the Township; and

**WHEREAS**, the Township Committee has reviewed the positions for which appointments are necessary.

**NOW, THEREFORE BE IT RESOLVED** by the Township Committee of the Township of Millstone that the following appointments are hereby made:

<u>POSITION</u>	<u>NAME</u>	<u>TERM</u>	<u>EXPIRATION DATE</u>
Fire Protection Inspector	Travis Lamberson	1 year	12/31/22
Plumbing Inspector	Dennis Gibson	1 year	12/31/22
Building Inspector	Robert S. D'Amico	1 year	12/31/22
Electrical Inspector	James Kuipers	1 year	12/31/22

**BE IT FURTHER RESOLVED** that the appointments made hereby is effective immediately.

**ROLL CALL:**

**AYES:** C/Davis, C/McLaughlin, DM/Morris, C/Zabrosky, M/Ferro

**NAYS:** None

**ABSTAIN:** None

**ABSENT:** None

**I HEREBY CERTIFY** the foregoing to be a true copy of the Resolution adopted by the Millstone Township Committee at its meeting of January 5, 2022.

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Kathleen Hart, RMC  
Municipal Clerk

**RESOLUTION NO. 22-08  
MEETING DATE: 01-05-22**

**RESOLUTION APPOINTING TOWNSHIP CODE ENFORCEMENT OFFICER**

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

**BE IT RESOLVED** by the Township Committee of the Township of Millstone that Daniel Specht be and is hereby appointed Code Enforcement Officer for the Township of Millstone to serve for a one (1) year term, commencing January 1, 2022 and expiring December 31, 2022.

**BE IT FURTHER RESOLVED** that a copy of this Resolution certified by the Municipal Clerk to be a true copy is forwarded to the appointee.

**ROLL CALL:**

**AYES:** C/Davis, C/McLaughlin, DM/Morris, C/Zabrosky, M/Ferro

**NAYS:** None

**ABSTAIN:** None

**ABSENT:** None

**I HEREBY CERTIFY** the foregoing to be a true copy of the Resolution adopted by the Millstone Township Committee at its meeting of January 5, 2022.

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Kathleen Hart, RMC  
Municipal Clerk

**RESOLUTION NO. 22-09**  
**MEETING DATE: 01-05-22**

**RESOLUTION APPOINTING RECYCLING COORDINATOR**

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

**WHEREAS**, Section 19-1.8 of the Code of the Township of Millstone provides for the position of Recycling Coordinator who shall be appointed by the Township Committee for a one (1) year term expiring December 31, 2022.

**NOW, THEREFORE, BE IT RESOLVED** by the Township Committee of the Township of Millstone that Daniel Specht is hereby appointed as the Recycling Coordinator for the Township of Millstone for a one (1) year term, commencing January 1, 2022 and expiring December 31, 2022.

**BE IT FURTHER RESOLVED** that a copy of this Resolution certified by the Municipal Clerk to be a true copy is forwarded to the Monmouth County Recycling Coordinator, 6000 Asbury Avenue, Tinton Falls, NJ 07724 and the appointee.

**ROLL CALL:**

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

**I HEREBY CERTIFY** the foregoing to be a true copy of the Resolution adopted by the Millstone Township Committee at its meeting of January 5, 2022.

\_\_\_\_\_  
Kathleen Hart, RMC  
Municipal Clerk

**RESOLUTION NO. 22-10  
MEETING DATE: 01-05-22**

**RESOLUTION APPOINTING COMMUNITY DEVELOPMENT  
REPRESENTATIVES**

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

**BE IT RESOLVED** by the Township Committee of the Township of Millstone that Kevin Abernethy, Township Administrator is hereby appointed the Community Development Representative for the year 2022 for the Township of Millstone.

**BE IT FURTHER RESOLVED** by the Township Committee of the Township of Millstone that Kathleen Hart is hereby appointed as the Alternate Community Development Representative for the year 2022 for the Township of Millstone.

**BE IT FURTHER RESOLVED** that the Municipal Clerk forwards a certified true copy of this Resolution to Community Development Director, Hall of Records Annex, One East Main Street, Freehold, New Jersey 07728 and the appointees.

**ROLL CALL:**

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

**I HEREBY CERTIFY** the foregoing to be a true copy of the Resolution adopted by the Millstone Township Committee at its meeting of January 5, 2022.

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Kathleen Hart, RMC  
Municipal Clerk

**RESOLUTION NO. 22-11**  
**MEETING DATE: 01-05-22**

**RESOLUTION APPOINTING MEMBERS TO THE MILLSTONE  
TOWNSHIP VETERAN'S MEMORIAL COUNCIL**

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

**BE IT RESOLVED** by the Township Committee of the Township of Millstone that the following are hereby appointed regular members to the permanent Millstone Township Veteran's Memorial Council beginning with the year 2022.

**Regular Members:**

Raymond Dothard  
David Williamson  
Michael Cunningham  
Richard Hileman  
Francis Simacek  
Sarah Rees

**Honorary Member:**

William M. Nurko – Chairman Emeritus

**Deceased Members:**

Jack McLaughlin – Chairman Emeritus  
Jeffery Miller – Chairman Emeritus  
Richard D. Brody – Chairman Emeritus  
Albert Lukowicz, Secretary/Treasurer Emeritus  
Jerry Gottlieb

**BE IT FURTHER RESOLVED** that a copy of this resolution is forwarded to the Millstone Township Veteran's Memorial Council and to the appointees.

**ROLL CALL:**

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

**I HEREBY CERTIFY** the foregoing to be a true copy of the appointments made by the Millstone Township Committee at its meeting of January 5, 2022.

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Kathleen Hart, RMC  
Municipal Clerk

**RESOLUTION NO. 22-12**  
**MEETING DATE: 01-05-22**

**RESOLUTION APPOINTING FUND COMMISSIONER, SAFETY DIRECTOR AND RIGHT TO KNOW COORDINATOR TO THE MONMOUTH COUNTY MUNICIPAL JIF**

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

**WHEREAS**, Public Law 2083, c.372 (N.J.S.A. 40A:10-36 et seq.) permits municipalities to join together to form a joint insurance fund; and

**WHEREAS**, the Monmouth County Municipal Joint Insurance Fund is duly constituted as a Municipal Self-Insurance Fund; and

**WHEREAS**, the Township of Millstone is a member of the Monmouth County Municipal Joint Insurance Fund; and

**WHEREAS**, the NJSA 40A:10-36 et seq. as well as the Bylaws of the Monmouth County Municipal Joint Insurance Fund provide that "in the manner generally prescribed by law, each member shall appoint one (1) commissioner to the Fund. Each member shall select either a member of its governing body or one of its employees and,

**WHEREAS**, the term of the appointment is either:

1. A commissioner, other than the special commissioner, who is a member of the appointing municipality's governing body shall hold office for two years or for the remainder of his/her term of office as a member of the governing body, whichever shall be less.
2. Commissioners who are employees of the appointing member shall hold office at the pleasure of the Township and can be removed by the Township at any time without cause.

**NOW, THEREFORE, BE IT RESOLVED**, that the Township Committee of the Township of Millstone does hereby appoint **Kevin Abernethy**, Township Administrator to serve as Fund Commissioner, **Dan Specht** as Safety Director and **Jason Borsuk** as Right To Know Coordinator to the Monmouth County Municipal Joint Insurance Fund.

**ROLL CALL:**

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

**I HEREBY CERTIFY** the foregoing to be a true copy of the Resolution adopted by the Millstone Township Committee at its meeting of January 5, 2022.

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Kathleen Hart, RMC  
Municipal Clerk

**RESOLUTION NO. 22-13  
MEETING DATE: 01-05-22**

**RESOLUTION APPOINTING 911 COORDINATOR**

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

**BE IT RESOLVED** by the Township Committee of the Township of Millstone that **Kevin Abernathy** is hereby appointed 911 Coordinator for the Township of Millstone to serve for a term of one (1) year, expiring December 31, 2022.

**BE IT FURTHER RESOLVED** that a copy of this Resolution certified by the Municipal Clerk to be a true copy is forwarded Michael Oppegaard, Coordinator Monmouth County Office of Emergency Management and to the appointee.

**ROLL CALL:**

**AYES:** **C/Davis, C/McLaughlin, DM/Morris, C/Zabrosky, M/Ferro**

**NAYS:** **None**

**ABSTAIN:** **None**

**ABSENT:** **None**

**I HEREBY CERTIFY** the foregoing to be a true copy of the Resolution adopted by the Millstone Township Committee at its meeting of January 5, 2022.

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Kathleen Hart, RMC  
Municipal Clerk

**RESOLUTION NO. 22-14**  
**MEETING DATE: 01-05-22**

**RESOLUTION APPOINTING VIDEOGRAPHER**

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

**BE IT RESOLVED** by the Township Committee of the Township of Millstone that **Donna Arbia** is hereby appointed Videographer for the Township of Millstone to serve for a term of one (1) year, expiring December 31, 2022.

**BE IT FURTHER RESOLVED** that a copy of this appointment is forwarded Kevin Abernethy, Township Administrator/Acting CFO, Amanda Salerno, Township Treasurer and the appointee.

**ROLL CALL:**

**AYES:** **C/Davis, C/McLaughlin, DM/Morris, C/Zabrosky, M/Ferro**

**NAYS:** **None**

**ABSTAIN:** **None**

**ABSENT:** **None**

**I HEREBY CERTIFY** the foregoing to be a true copy of the Resolution adopted by the Township Committee of the Township of Millstone at its meeting of January 5, 2022.

\_\_\_\_\_  
Kathleen Hart, RMC  
Municipal Clerk



**RESOLUTION NO. 22-15  
MEETING DATE: 01-05-22**

**RESOLUTION APPOINTING A CLASS III MEMBER TO THE MILLSTONE  
TOWNSHIP PLANNING BOARD**

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

**BE IT RESOLVED** by the Township Committee of the Township of Millstone that **Tara Zabrosky** is hereby appointed the Class III Member to the Millstone Township Planning Board for a term beginning January 1, 2022 and expiring December 31, 2022.

**BE IT FURTHER RESOLVED** that a copy of this Resolution certified by the Municipal Clerk to be a true copy is forwarded to the appointee and the Millstone Township Planning Board.

**ROLL CALL:**

**AYES:** C/Davis, C/McLaughlin, DM/Morris, C/Zabrosky, M/Ferro

**NAYS:** None

**ABSTAIN:** None

**ABSENT:** None

**I HEREBY CERTIFY** the foregoing to be a true copy of the Resolution adopted by the Millstone Township Committee at its meeting of January 5, 2022.

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Kathleen Hart, RMC  
Municipal Clerk

**RESOLUTION NO. 22-16**  
**MEETING DATE: 01-05-22**

**RESOLUTION APPOINTING MEMBERS TO THE OPEN SPACE PRESERVATION COUNCIL**

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

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

1. **Jeff Smith**, is hereby appointed member of the Open Space Preservation Council to seat number one (1) for a three (3) year term commencing January 1, 2022 and ending December 31, 2024.
2. **Gene Madeam**, is hereby appointed member of the Open Space Preservation Council to seat number two (2) for a three (3) year term commencing January 1, 2022 and ending December 31, 2024.
3. **Sandy Riggin**, is hereby appointed member of the Open Space Preservation Council to seat number seven (7) to fulfill the unexpired term of Michelle Datello, term expiring December 31, 2022.
4. **Denielle Avila**, is hereby appointed an Alternate I member of the Open Space Preservation Council to fulfill the unexpired term of Jeff Smith, term expiring December 31, 2022.
5. **Jeff Ziner**, is hereby appointed as Planning Board Liaison member of the Open Space and Farmland Preservation Council to coincide with his respective current appointed term on the Planning Board expiring December 31, 2022.
6. **Eric Davis**, is hereby appointed as Township Committee Liaison member of the Open Space and Farmland Preservation Council for a one (1) year term commencing January 1, 2022 and ending December 31, 2022.

**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 Preservation Council and each of the appointees.

**ROLL CALL:**

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

**I HEREBY CERTIFY** the foregoing to be a true copy of the Resolution adopted by the Millstone Township Committee at its meeting of January 5, 2022.

\_\_\_\_\_  
Kathleen Hart, RMC  
Municipal Clerk

**RESOLUTION NO. 22-17**  
**MEETING DATE: 01-05-22**

**RESOLUTION APPOINTING MEMBERS TO THE AGRICULTURAL  
ADVISORY COUNCIL**

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

**BE IT RESOLVED** by the Township Committee of the Township of Millstone that the following people are appointed to the Agricultural Advisory Council:

1. **Amy Butewicz** is hereby appointed member of the Agricultural Advisory Council to seat number one (1) for a two (2) year term commencing January 1, 2022 and ending December 31, 2023.
2. **Pat Butch** is hereby appointed member of the Agricultural Advisory Council to seat number two (2) to fulfill the unexpired term of Amy Butewicz, term expiring December 31, 2022.
3. **George Asprocolas** is hereby appointed member of the Agricultural Advisory Council to seat number five (5) for a two (2) year term commencing January 1, 2022 and ending December 31, 2023.
4. **Milton (Bud) Reuter** is hereby appointed Alternate I member of the Agricultural Advisory Council for a two (2) year term commencing January 1, 2022 and ending December 31, 2023.

**BE IT FURTHER RESOLVED** that a copy of this Resolution certified by the Municipal Clerk to be a true copy be forwarded to the Agricultural Advisory Council and each of the appointees.

**ROLL CALL:**

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

**I HEREBY CERTIFY** the foregoing to be a true copy of the Resolution adopted by the Millstone Township Committee at its meeting of January 5, 2022.

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Kathleen Hart, RMC  
Municipal Clerk

**RESOLUTION NO. 22-18  
MEETING DATE: 01-05-22**

**RESOLUTION APPOINTING MONMOUTH COUNTY AGRICULTURE  
DEVELOPMENT BOARD REPRESENTATIVE**

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

**BE IT RESOLVED** by the Township Committee of the Township of Millstone that **Amy Butewicz** is hereby appointed as representative of Millstone Township to the Monmouth County Agriculture Development Board for the year of 2022.

**BE IT FURTHER RESOLVED** that the Municipal Clerk will forward a certified true copy of this Resolution to the Monmouth County Agriculture Development Board, 1 East Main Street, Freehold, NJ 07728 and the appointee.

**ROLL CALL:**

**AYES:** C/Davis, C/McLaughlin, DM/Morris, C/Zabrosky, M/Ferro

**NAYS:** None

**ABSTAIN:** None

**ABSENT:** None

**I HEREBY CERTIFY** the foregoing to be a true copy of the Resolution adopted by the Millstone Township Committee at its meeting of January 5, 2022.

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Kathleen Hart, RMC  
Municipal Clerk

**RESOLUTION NO. 22-19**  
**MEETING DATE: 01-05-22**

**RESOLUTION MEMORIALIZING THE APPOINTMENT OF MEMBERS TO THE  
MUNICIPAL ALLIANCE COMMITTEE**

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

**WHEREAS**, alcoholism and drug use are important public health and law enforcement problems in this area; and

**WHEREAS**, Millstone Township is desirous in continuing the Municipal Alliance Committee work presenting education and prevention programs, as well as short term counseling and intervention assistance in an effort to resolve the problems of abuse of alcohol and other drugs, and

**WHEREAS**, the Millstone Township Committee in accordance with P.L. 2089, CH. 51 recognizes the Municipal Alliance Committee and supports its efforts to organize and coordinate the schools, law enforcement, business groups, and other community organizations for the purpose of reducing alcoholism and drug abuse as well as establishing outreach programs for residents and other comprehensive awareness programs to meet the needs of the community; and

**WHEREAS**, the Township Committee has, on an annual basis, at its reorganization meeting in January of each year, appointed members to the Municipal Alliance Committee.

**NOW, THEREFORE BE IT RESOLVED** by the Township Committee of the Township of Millstone that the following people are hereby appointed to the Municipal Alliance Committee to serve as executive board members for the calendar year 2022:

- Helen Varvi
- Joanne Schiumo
- Frank LaMagna
- Maureen LaMagna
- George Kent
- Jennifer Wilson
- Debbie Simels
- Nancy Alvarez

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

Desiree Whyte, MA, Assistant Director of Addictions  
Monmouth County Office of Mental Health and Addiction Services  
3000 Kozloski Rd., Freehold, NJ 07728

Joanne E. Schuh CPS, DRCC  
Monmouth County Division of Behavioral Health  
County Alliance Coordinator  
3000 Kozloski Road, Freehold, NJ 07728

**ROLL CALL:**

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

**I HEREBY CERTIFY** the foregoing to be a true copy of the Resolution adopted by the Millstone Township Committee at its meeting of January 5, 2022.

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Kathleen Hart, RMC  
Municipal Clerk

**RESOLUTION NO: 22-20**  
**MEETING DATE: 01-05-22**

**RESOLUTION APPOINTING SOUND RECORDER FOR THE MUNICIPAL COURT**

---

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

**WHEREAS**, the Township Committee of the Township of Millstone Court requires a sound recorder during court sessions; and

**WHEREAS**, the Township Committee of the Township of Millstone finds that it is necessary to always have an individual to perform those duties from January 1, 2022 through December 31, 2022.

**NOW THEREFORE BE IT RESOLVED** that Stephanie Seyr is appointed the Sound Recorder during court sessions for the period of January 1, 2022 through December 31, 2022 at an hourly rate of \$100.00 up to three hours and an additional \$25 for each hour (or a portion thereof) above 3 hours. The individual will not be deemed as an employee of the Township when performing this function for the purposes of obtaining a pension and/or benefits.

**BE IT FURTHER RESOLVED** that a copy of this Resolution be provided to the Municipal Court Judge, Monmouth County AOC, Municipal Court Administrator, Chief Financial Officer and Stephanie Seyr.

**ROLL CALL:**

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

**I HEREBY CERTIFY** the foregoing to be a true copy of the Resolution adopted by the Millstone Township committee at its meeting of January 5, 2022.

---

Kathleen Hart, RMC  
Municipal Clerk

**RESOLUTION NO. 22-21**  
**MEETING DATE: 01-05-22**

**RESOLUTION APPOINTING VIOLATIONS CLERK TO THE MUNICIPAL COURT**

---

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

**BE IT RESOLVED** by the Township Committee of the Township of Millstone that **Phyllis Iozzi** is hereby appointed Violations Clerk for the Municipal Court of Millstone Township for a one (1) year term expiring December 31, 2022.

**BE IT FURTHER RESOLVED** that a copy of this Resolution be provided to the Municipal Court Judge, Monmouth County AOC, Municipal Court Administrator, Chief Financial Officer, Treasurer and to the appointee.

**ROLL CALL:**

**AYES:** C/Davis, C/McLaughlin, DM/Morris, C/Zabrosky, M/Ferro

**NAYS:** None

**ABSTAIN:** None

**ABSENT:** None

**I HEREBY CERTIFY** the foregoing to be a true copy of the Resolution adopted by the Millstone Township Committee at its meeting of January 5, 2022.

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Kathleen Hart, RMC  
Municipal Clerk



**RESOLUTION NO: 22-22**  
**MEETING DATE: 01-05-22**

**RESOLUTION AUTHORIZING THE APPOINTMENT OF AN ALTERNATIVE  
INDIVIDUAL TO PERFORM DUTIES OF A MUNICIPAL COURT ADMINISTRATOR  
WHEN THE MUNICIPAL COURT ADMINISTRATOR IS UNAVAILABLE**

---

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

**WHEREAS**, the Township Committee of the Township of Millstone has been informed the Municipal Court Administrator that there are certain occasions when the Administrator is unavailable to perform the duties of their post; and

**WHEREAS**, the Township Committee of the Township of Millstone finds that it is necessary to always have an alternative individual available to perform those duties from January 1, 2022 through December 31, 2022.

**NOW THEREFORE BE IT RESOLVED** by the Township Committee of the Township of Millstone that Julia Burton, C.M.C.A. is hereby appointed in the event that the Municipal Court Administrator is not available.

**BE IT FURTHER RESOLVED** that Julia Burton, C.M.C.A. will be paid to cover Court session at a rate of \$100 per 3 hour court session and an additional \$25 for each hour (or a portion thereof) above 3 hours. In addition, the individual may be called upon for call outs and, if so, will receive \$45 per call out. The individual will not be deemed as employee of the Township when performing this function for the purposes of obtaining a pension and/or benefits.

**BE IT FURTHER RESOLVED** that a copy of this Resolution be provided to the Municipal Court Judge, Monmouth County AOC, Municipal Court Administrator, Chief Financial Officer and Julia Burton, C.M.C.A.

**ROLL CALL:**

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

**I HEREBY CERTIFY** the foregoing to be a true copy of the Resolution adopted by the Millstone Township committee at its meeting of January 5, 2022.

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Kathleen Hart, RMC  
Municipal Clerk

**RESOLUTION NO. 22-23**  
**MEETING DATE: 01-05-22**

**RESOLUTION AUTHORIZING INTERLOCAL SERVICES AGREEMENT PROVIDING FOR  
MUNICIPAL COURT SERVICES WITH ROOSEVELT BOROUGH**

---

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

**WHEREAS**, N.J.S.A. 2B:12-1(c) and 40A:65-1 authorizes Agreements between municipalities for the performance and provisions of services related to the operation of a Municipal Court; and

**WHEREAS**, the Borough of Roosevelt has requested continuation of the previously existing arrangement whereby Municipal Court matters arising within the corporate boundaries of Roosevelt Borough are processed and heard in the Millstone Township Municipal Court system; and

**WHEREAS**, the Township and Roosevelt Borough wish to enter into an Agreement for the purposes of allowing the Borough to utilize the Township Municipal Court and related personnel and services.

**NOW, THEREFORE BE IT RESOLVED** by the Mayor and Township Committee of the Township of Millstone as following:

1. The Mayor and Municipal Clerk are hereby authorized to execute an Interlocal Services Agreement providing for Municipal Court services with the Borough of Roosevelt.
2. The Agreement shall be for a term of one year commencing January 1, 2022 and ending December 31, 2022 and the compensation to be paid to the Township by the Borough is \$6,000.00.
3. A copy of the executed Agreement shall be maintained in the Office of the Municipal Clerk and available for public inspection during regular business hours.

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

1. Honorable Judge Lisa P. Thorton , A.J.S.C., Monmouth County Assignment Judge, Superior Court.
2. Honorable Judge Nicole Sonnenblick, Millstone Township Municipal Judge.
3. Municipal Clerk, Borough of Roosevelt.
4. Millstone Township Chief Financial Officer.
5. Millstone Township Treasurer
6. Department of Community Affairs, Division of Local Government Services.

**ROLL CALL:**

**AYES:** C/Davis, C/McLaughlin, DM/Morris, C/Zabrosky, M/Ferro

**NAYS:** None

**ABSTAIN:** None

**ABSENT:** None

**I HEREBY CERTIFY** the foregoing to be a true copy of the Resolution adopted by the Millstone Township Committee at its meeting of January 5, 2022.

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Kathleen Hart, RMC  
Municipal Clerk

**RESOLUTION NO. 22-24  
MEETING DATE: 01-05-22**

**RESOLUTION APPOINTING COAH REPRESENTATIVE**

---

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

**BE IT RESOLVED** by the Township Committee of the Township of Millstone that **Fred Heyer, of Heyer, Gruel & Associates** is hereby appointed as the COAH representative for Millstone Township.

**BE IT FURTHER RESOLVED** that the Municipal Clerk will forward a certified true copy of this Resolution to COAH and the appointee for the 2022 calendar year.

**ROLL CALL:**

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

**I HEREBY CERTIFY** the foregoing to be a true copy of the Resolution adopted by the Millstone Township Committee at its meeting of January 5, 2022.

---

Kathleen Hart, RMC  
Municipal Clerk

**RESOLUTION NO. 22-25  
MEETING DATE: 01-05-22**

**RESOLUTION APPOINTING COORDINATOR BETWEEN THE TOWNSHIP OF  
MILLSTONE AND THE OFFICE ON AGING**

---

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

**BE IT RESOLVED** by the Township Committee of the Township of Millstone that **Margaret Patterson** is hereby appointed the Coordinator between the Township of Millstone and the Office on Aging for Senior Citizens to serve for a term of one (1) year, expiring December 31, 2022.

**BE IT FURTHER RESOLVED** that a copy of this Resolution certified by the Municipal Clerk to be a true copy is forwarded to the appointee and to the Monmouth County Department of Human Services, Division on Aging, 3000 Kozloski Road, Freehold, NJ 07728 and the appointee.

**ROLL CALL:**

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

**I HEREBY CERTIFY** the foregoing to be a true copy of the Resolution adopted by the Millstone Township Committee at its meeting of January 5, 2022.

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Kathleen Hart, RMC  
Municipal Clerk

**RESOLUTION NO. 22-26  
MEETING DATE: 01-05-22**

**RESOLUTION APPOINTING LOCAL HISTORIAN**

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

**BE IT RESOLVED** by the Township Committee of Township of Millstone that **Doreen Polhemus** is hereby appointed Local Historian for a term commencing January 1, 2022 and ending December 31, 2022.

**BE IT FURTHER RESOLVED** that a copy of this appointment be forwarded to the Millstone Township Historic Preservation Council and the appointee.

**ROLL CALL:**

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

**I HEREBY CERTIFY** the foregoing to be a true copy of the Resolution adopted by the Millstone Township Committee at its meeting of January 5, 2022.

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Kathleen Hart, RMC  
Municipal Clerk

**RESOLUTION NO. 22-27**  
**MEETING DATE: 01-05-22**

**RESOLUTION ESTABLISHING THE 2022 TEMPORARY BUDGET**

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**C/McLaughlin** offered the following Resolution and moved its adoption, which was seconded by **C/Davis**:

**WHEREAS**, N.J.S.A. 40A: 4-19 provides that where any contract commitment or payments are to be made prior to the final adoption of the 2022 budget, temporary appropriations should be made for the purpose and amounts required in the manner and time therein provided; and

**WHEREAS**, the date of this resolution is within the first thirty days of January 2022; and

**WHEREAS**, the total appropriations for the 2021 budget, exclusive of any appropriations made for debt service, capital improvement fund and public assistance is the sum of \$5,601,762.05; and

**WHEREAS**, the temporary operating budget shall not exceed 26.25% of this amount, which is \$1,470,462.53.

**2022 TEMPORARY OPERATING BUDGET**

<b>DEPARTMENT</b>	<b>S&amp;W</b>	<b>OE</b>
General Administration	\$ 52,000.00	\$ 36,000.00
Mayor & Committee	9,000.00	500.00
Municipal Clerk	20,000.00	3,500.00
Finance	43,000.00	35,500.00
Audit		3,000.00
Tax Collector	18,000.00	4,500.00
Tax Assessor	27,000.00	2,500.00
Legal		40,000.00
Engineering		5,000.00
Historic Preservation	600.00	500.00
Veterans Memorial		500.00
Friends		3,000.00
Open Space	17,000.00	1,000.00
Agricultural		1,000.00
Planning Board	7,500.00	15,000.00
Zoning Board	7,500.00	3,000.00
Construction	78,000.00	50,000.00
Code Enforcement	11,000.00	1,000.00

<b>DEPARTMENT</b>	<b>S&amp;W</b>	<b>OE</b>
General Liability Insurance		70,300.00
Workmen's Compensation		40,000.00
Health Insurance		200,000.00
Unemployment		4,000.00
Emergency Management		1,000.00
Interlocal Fire Dept		50,000.00
Prosecutor		6,000.00
Streets & Roads	170,000.00	80,000.00
Shade Tree		1,000.00
Sanitation	14,000.00	66,000.00
Buildings & Grounds	9,000.00	30,000.00
Vehicle Maintenance		25,000.00
Public Health		5,000.00
Environmental Commission	600.00	500.00
Animal Control		6,200.00
Recreation	17,000.00	1,000.00
Park Maintenance		14,000.00
Electricity		22,000.00
Street Lights		25,000.00
Telephone		9,000.00
Natural Gas		18,000.00
Gasoline		10,000.00
Social Security		36,000.00
DCRP		4,500.00
Municipal Alliance-State Share		2,500.00
Municipal Alliance-Local Share		1,000.00
Municipal Court	27,000.00	5,000.00
Public Defender		2,000.00
<b>Total</b>	<b>\$ 528,200.00</b>	<b>\$ 940,500.00</b>

**GRAND TOTAL** **\$1,468,700.00**

**2022 CAPITAL IMPROVEMENT FUND**

Capital Improvement Fund	\$ 50,000.00
<b>Total</b>	<b>\$ 50,000.00</b>

**2022 DEBT SERVICE (through 4/30/22)**

Interest on Bonds	\$ 52,100.00
Principal on Bonds	115,000.00
Interest on Bonds (Open Space Trust)	108,875.00
Principal on Bonds (Open Space Trust)	210,000.00
<b>Total</b>	<b>\$485,975.00</b>

**NOW, THEREFORE, BE IT RESOLVED** that the above temporary operating appropriations in the amount of **\$1,468,700.00**, Capital Improvement Fund in the amount of **\$50,000.00**, and Debt Service payments in the amount of **\$485,975.00** be made and that a certified copy of this resolution be provided to the Chief Financial Officer for the records.

**ROLL CALL:**

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

**I HEREBY CERTIFY** the following to be a true copy of the Resolution adopted by the Township Committee at its meeting of January 5, 2022.

\_\_\_\_\_  
Kathleen Hart, RMC  
Municipal Clerk



**RESOLUTION NO. 22-28**  
**MEETING DATE: 01-05-22**

**RESOLUTION ADOPTING CASH MANAGEMENT PLAN**

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**C/McLaughlin** offered the following Resolution and moved its adoption, which was seconded by **C/Davis**:

**WHEREAS**, it is the desire of the Township of Millstone to establish and maintain a uniform and documented cash management plan regarding the use and investment of its cash assets, and;

**WHEREAS**, the Chief Financial Officer has developed an initial plan for the management of cash;

**NOW, THEREFORE, BE IT RESOLVED**, that the Governing Body of the Township of Millstone hereby adopts said cash management plan and that said plan be implemented immediately;

**BE IT FURTHER RESOLVED**, that the Millstone Township Clerk forward certified copies of this resolution together with a copy of the plan to all department heads and to any committees or commissions that are recipients of municipal funds.

**ROLL CALL:**

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

**I HEREBY CERTIFY** the foregoing to be a true copy of a Resolution adopted by the Millstone Township Committee at its meeting of January 5, 2022.

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Kathleen Hart, RMC  
Township Clerk

## **CASH MANAGEMENT PLAN**

**I. PURPOSE:** To establish the parameters for cash management of the Township of Millstone.

**II. SCOPE:** Includes all departments of the Township of Millstone including appointed committees, commissions and any other organization of the Township of Millstone who are recipients of municipal funds and are responsible for depositing any funds with the Township of Millstone as municipal revenues.

### **III. IDENTIFICATION OF REVENUES AND DISBURSEMENTS:**

**A. Revenue: All revenue received by the Township of Millstone will be handled in the following manner:**

1. All revenue received must be deposited within 48 hours.
2. Any revenue received, but not immediately available for deposit on that day, must be secured in a fireproof safe or device.
3. All revenue received by a department must be identifiable to a particular source (i.e. account number, lot & block, license, activity, etc.).
4. All revenue received must be deposited in an interest bearing account, except those funds identified for the purpose of compensating balances for bank services received. Revenue received and held in trust status not requiring interest is exempt (i.e. bail account).
5. Funds invested on behalf of the Township of Millstone must be made in accordance with the provisions of N.J.S.A. 40A:5-14 and 40A:5-15.1.

**B. Disbursements: All disbursements made on behalf of the Township of Millstone will be made in the following manner:**

1. All disbursements must be made only from a Township purchase order and/or voucher prepared in accordance with the Millstone Township purchasing policy manual.
2. The Purchasing Agent must encumber all purchase orders in accordance with the Millstone Township purchasing policy before they can be considered valid. It is critical that funds are encumbered by purchase order PRIOR TO the purchase of goods or services.
3. All vouchers prior to payment must be signed by the vendor certifying delivery of the goods or services and signed by a responsible individual having knowledge of the receipt of those goods or services purchased. Additionally, all vouchers shall be signed by a member of the Governing Body.

4. All checks must be approved by the Governing Body prior to the actual disbursement of funds except the following:
  1. Payroll
  2. Payroll Services (ADS)
  3. Insurance
  4. Pension and deferred compensation
  5. Garnishments and Union Dues
  6. Tax Liens
5. All checks disbursed by the Township of Millstone must have the appropriate signatures, as specified below, and signed in original ink or mayoral stamp.
6. The Chief Financial Officer or Deputy CFO must reconcile all bank accounts.
7. All checks disbursed must be in numerical sequence and accounted for, including any voided checks.

NOTE: Court Accounts follow State procedures and are therefore exempt from the Township's Disbursements Procedures.

**IV. DESIGNATION OF AUTHORIZED SIGNERS:** Said bank shall be hereby authorized to honor checks with the following signatures:

A. SIGNATURES REQUIRED (three of the seven):  
Mayor, Deputy Mayor  
Treasurer, Deputy CFO, CFO  
Township Administrator, Township Clerk

FOR THE FOLLOWING ACCOUNTS:

Operating Account, Payroll Trust, Alliance to Prevent Drug Abuse, General Capital Fund, COAH Trust, Animal Trust, Developers Escrow Accounts, Open Space Preservation Trust, Grant Fund, Veterans Memorial Trust, Recreation Trust, Basin Maintenance Trust, Shade Tree Trust and Reserve Trust Fund.

B. SIGNATURES REQUIRED:  
Tax Collector and  
Treasurer or Deputy CFO, CFO and  
Township Administrator or Township Clerk

FOR THE FOLLOWING ACCOUNTS:

Tax Special Account.

C. SIGNATURES REQUIRED:  
Court Administrator or  
Municipal Judge

FOR THE FOLLOWING ACCOUNTS:

Township of Millstone

Court Account

Court Bail Account

Borough of Roosevelt

Court Account

Court Bail Account

D. SIGNATURES REQUIRED:  
Township Clerk or  
Township Administrator

FOR THE FOLLOWING ACCOUNT:

Clerk's Account

V. **DESIGNATION OF DEPOSITORIES:**

- A. The designation of depositories of municipal funds shall be made in accordance with N.J.S.A. 40A:5-14:

Capital One, NA  
First Commerce Bank  
Freehold Savings Bank  
Fulton Bank (fka The Bank)  
Investors Savings Bank  
Magyar Savings Bank  
New Jersey Cash Management  
Northfield Bank  
Ocean First Bank  
PNC Bank  
Provident Bank  
TD Bank  
Two River Community Bank  
Valley National Bank

- B. All designated depositories shall submit to the CFO on a semi-annual basis a Government Unit Deposit Protection Act (GUDPA) Notification of Eligibility approved by the NJ Division of Banking.

C. The following are considered permissible investments under this plan:

Governmental Money Market Funds

Certificates of Deposits

Savings Bank Depositories

Federal Agency Issues

U.S. Treasury Securities

Municipal, County, Fire District and Board of Education Notes

## **VI. ADMINISTRATION**

The Chief Financial Officer and/or Administrator of the Township of Millstone shall be charged with the administration of this plan.

**RESOLUTION NO. 22-29**  
**MEETING DATE: 01-05-22**

**RESOLUTION TO AUTHORIZE THE CONTINUATION OF  
PETTY CASH FUNDS FOR CALENDAR YEAR 2022**

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C/McLaughlin offered the following Resolution and moved its adoption, which was second by C/Davis.

**WHEREAS, in accordance with N.J.S.A. 40A:5-21** “A local unit may establish a petty cash fund upon written application to and after approval by the Director. All matters relating to the establishment, accounting, repayment, and discontinuance of such funds shall be in the discretion of the Director, who shall promulgate reasonable rule and regulation in respect thereto”.

**WHEREAS,** regulations require all petty cash funds be returned to the Local Unit’s Chief Financial Officer prior to December 31<sup>st</sup> of each year to be reestablished by subsequent resolution on or after January 1<sup>st</sup> of the following year. By prior resolution, establishment of petty cash funds is authorized at preceding year levels. Approval by the Director of the Division of Local Government Services is required for petty cash modifications.

**NOW, THEREFORE, BE IT RESOLVED,** that the Township Committee approves the continuance of Petty Cash funds for immediate needs consistent with 2022 authorized levels.

<u>DEPARTMENT</u>	<u>2022 Request</u>
Administration	\$ 200.00
Recreation	\$ 500.00

**ROLL CALL:**

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

**I HEREBY CERTIFY** that the Resolution is a true copy of the Resolution adopted by the Millstone Township Committee at its meeting held on January 5, 2022.

\_\_\_\_\_  
Kathleen Hart, RMC  
Municipal Clerk

**RESOLUTION NO. 22-30**  
**MEETING DATE: 01-05-22**

**RESOLUTION TO ESTABLISH OFFICIAL DEPOSITORIES**  
**FOR THE TOWNSHIP OF MILLSTONE**

---

C/McLaughlin offered the following resolution and moved its adoption, which was second by C/Davis:

**WHEREAS**, N.J.S.A. 40A:5-14 mandates that the governing body of a municipal corporation shall, by resolution passed by a majority vote of the full membership thereof, designate, as a depository for its monies, a bank or trust company having its place of business in the state and organized under the laws of the United States or this state;

**NOW, THEREFORE, BE IT RESOLVED**, on the 5th day of January 2022, by the Committee of the Township of Millstone, County of Monmouth, State of New Jersey, that:

Capital One, NA  
First Commerce Bank  
Freehold Savings Bank  
Fulton Bank (fka The Bank)  
Investors Savings Bank  
Magyar Savings Bank  
New Jersey Cash Management  
Northfield Bank  
Ocean First Bank  
PNC Bank  
Provident Bank  
TD Bank  
Two River Community Bank  
Valley National Bank

**BE IT FURTHER RESOLVED** that said banks are hereby designated as depositories for the Township of Millstone for the 2021 year. Prior to the deposit of any municipal funds in the above-mentioned depositories, said bank shall file with the Chief Financial Officer a statement indicating that the bank is covered under the Governmental Unit Deposit Protection Act (R.S. 17:9-41).

**BE IT FURTHER RESOLVED** that said banks shall be hereby authorized to honor checks with the following signatures:

- 1) **SIGNATURES REQUIRED (three of the six):**  
Mayor, Deputy Mayor,  
Treasurer, Deputy CFO, CFO  
Township Administrator, Township Clerk

FOR THE FOLLOWING ACCOUNTS:

Operating Account, Payroll Trust, Alliance to Prevent Drug Abuse, General Capital Fund, Master Trust, COAH Trust, Animal Trust, Developers Escrow Accounts, Open Space Preservation Trust,

Grant Fund, Veterans Memorial Trust, Recreation Trust, Basin Maintenance Trust, Shade Tree Trust and Reserve Trust Fund.

- 2) **SIGNATURES REQUIRED:**  
Tax Collector and  
Treasurer or Deputy CFO, CFO and  
Township Administrator or Township Clerk

FOR THE FOLLOWING ACCOUNT:  
Tax Special Account.

- 3) **SIGNATURES REQUIRED:**  
Court Administrator or Municipal Judge.

FOR THE FOLLOWING ACCOUNTS:  
Township of Millstone  
Court Account  
Court Bail Account

Borough of Roosevelt  
Court Account  
Court Bail Account

- 4) **SIGNATURES REQUIRED:**  
Township Clerk or Township Administrator

FOR THE FOLLOWING ACCOUNT:  
Clerk's Account.

**BE IT FURTHER RESOLVED** that a copy of this resolution, certified by the Township Clerk to be a true copy, is forwarded to the Mayor and Deputy Mayor, the Township Administrator, the Chief Financial Officer, the Deputy CFO, the Treasurer, the Tax Collector, the Township Clerk, the Court Administrator and the Auditor.

**ROLL CALL:**

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

**I HEREBY CERTIFY** the foregoing to be a true copy of the resolution adopted by the Millstone Township Committee at its meeting of January 5, 2022.

---

Kathleen Hart, RMC  
Municipal Clerk



**RESOLUTION NO. 22-31**  
**MEETING DATE: 01-05-22**

**RESOLUTION AUTHORIZING THE ACCEPTANCE OF CREDIT CARD PAYMENTS FOR  
THE COLLECTION OF FEES FOR SPECIFIC SERVICES**

---

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

**WHEREAS**, the Department of Community Affairs, Division of Local Government Services, has promulgated regulations, N.J.A.C. 5:30-9 et seq, authorizing municipalities to accept credit card payments in accordance with the provisions of the Administrative Code and in regard to transactions related to the Municipal Court, pursuant to the Rules of Court promulgated by the New Jersey Supreme Court, as well as for other accounts, such as Construction and Recreation; and

**WHEREAS**, the Township Committee of the Township of Millstone is of the opinion that allowing residents to pay for various services by use of credit card payments could provide needed convenience; and processing is free to the residents (face to face transactions only); and

**WHEREAS**, the Township CFO has recommended such action through Ocean First Bank, who supports this service internally for the following accounts:

- Municipal Court Accounts (2)
- Construction
- Recreation

**NOW, THEREFORE, BE IT RESOLVED** by the Township Committee of the Township of Millstone that it hereby authorizes the acceptance of credit card payments for various services, including municipal court fees and fines, construction fees and permits and recreation fees.

**BE IT FURTHER RESOLVED** that a copy of the Resolution, certified by the Municipal Clerk to be a true copy be forwarded to each of the following:

- (a) Township CFO
- (b) Director, Division of Local Government Services
- (c) Municipal Court Administrator
- (d) Construction Official
- (e) Recreation Coordinator
- (f) Township Auditor

**ROLL CALL:**

**AYES:** **C/Davis, C/McLaughlin, DM/Morris, C/Zabrosky, M/Ferro**

**NAYS:** **None**

**ABSTAIN:** **None**

**ABSENT:** **None**

**I HEREBY CERTIFY** the foregoing to be a true copy of the Resolution adopted by the Millstone Township Committee of the Township of Millstone at its meeting of January 5, 2022.

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Kathleen Hart, RMC  
Municipal Clerk

**RESOLUTION NO. 22-32  
MEETING DATE: 01-05-22**

**RESOLUTION TO AUTHORIZE TAX COLLECTOR TO HOLD TAX SALE**

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

**WHEREAS**, the Township Committee authorizes the Tax Collector to conduct a tax sale for all prior year's taxes, municipal charges and municipal liens, pursuant to N.J. Law Chapter 99.

**NOW, THEREFORE, BE IT RESOLVED** that the Mayor and Township Committee authorize the Tax Collector to conduct a Tax Sale for prior year(s) delinquent taxes, municipal charges and municipal liens pursuant to N.J. Law Chapter 99.

**ROLL CALL:**

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

**I HEREBY CERTIFY** the foregoing to be a true copy of the Resolution adopted by the Millstone Township Committee of the Township of Millstone at its meeting of January 5, 2022.

---

Kathleen Hart, RMC  
Municipal Clerk

**RESOLUTION NO. 22-33**  
**MEETING DATE: 01-05-22**

**RESOLUTION AUTHORIZING THE CANCELLATION OF MINIMAL BALANCES  
AND OVERPAYMENTS BY TAX COLLECTOR**

---

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

**WHEREAS**, New Jersey Statute 40A:5-17.1 subsection b, permits the governing body of a municipality to adopt a resolution authorizing a municipal employee to process without further action on the part of the governing body, the cancellation of any property tax delinquency or refund of less than \$10.00; and

**WHEREAS**, the Tax Collector currently has minimal amounts affecting several prior years and will have minimal amounts affecting current and future years and is desirous of canceling these amounts expeditiously;

**NOW, THEREFORE, BE IT RESOLVED** that the Mayor and Township Committee of the Township of Millstone, County of Monmouth, State of New Jersey as follows:

1. The Township Committee of the Township of Millstone hereby authorizes the Tax Collector to process, without further action on the part of the governing body, the cancellation of any property tax delinquency or refund of less than \$10.00

**ROLL CALL:**

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

**I HEREBY CERTIFY** the foregoing to be a true copy of the Resolution adopted by the Millstone Township Committee of the Township of Millstone at its meeting of January 5, 2022.

---

Kathleen Hart, RMC  
Municipal Clerk

**RESOLUTION NO. 22-34  
MEETING DATE: 01-05-22**

**RESOLUTION SETTING INTEREST RATES TO BE CHARGED ON ALL  
DELINQUENT TAXES AND ASSESSMENTS**

---

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

**WHEREAS**, the Statutes of the state of New Jersey provide for the setting of an interest rate to be charged on all delinquent taxes and assessments; and

**WHEREAS**, the Township Committee of the Township of Millstone desires to establish the interest rate of (8%) percent per annum to be charged on delinquent taxes and assessments on the first \$1,500.00 and said interest to be waived for a ten (10) day period after they may become due and 18% on any balance over \$1,500.00, effective January 1, 2022.

**NOW, THEREFORE, BE IT RESOLVED**, by the Township Committee of the Township of Millstone that pursuant to the provisions of nonpayment of taxes and assessments, on or before the date when the same becomes delinquent it is hereby fixed at (8%) percent per annum for the first \$1,500.00, said interest may be waived for a ten (10) day period after actual due date, and (18%) on any balance over \$1,500.00, effective January 1, 2022.

**ROLL CALL:**

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

**I HEREBY CERTIFY** the foregoing to be a true copy of the Resolution adopted by the Millstone Township Committee at its meeting of January 5, 2022.

---

Kathleen Hart, RMC  
Municipal Clerk

**RESOLUTION NO. 22-35**  
**MEETING DATE: 01-05-22**

**RESOLUTION TO ALLOW AN ADDITIONAL PENALTY OF 6% TO BE COLLECTED  
AGAINST A DELINQUENCY IN EXCESS OF \$10,000.00**

---

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

**WHEREAS**, N.J.S.A. 54:4-67 has been amended to permit the fixing of said rate of 8% per annum of the first \$1,500.00 of the delinquency and 18% per annum on any amount in excess of \$1,500.00 and allows an additional penalty of 6% to be collected against delinquencies in excess of \$10,000.00 on properties that fail to pay delinquencies prior to the end of the calendar year.

**NOW, THEREFORE, BE IT RESOLVED**, by Mayor and Township Committee of the Township of Millstone, County of Monmouth, State of New Jersey as follows:

1. The Tax Collector is hereby authorized and directed to charge 8% per annum on the first \$1,500.00 of taxes becoming delinquent after due date, and 18% per annum on any delinquency over \$1,500.00. Taxes and penalties together that exceed \$10,000.00 and are in the arrears beyond December 31<sup>st</sup>, an additional penalty of 6% shall be charged against the delinquency.
2. Effective January 1, 2022, there will be a ten (10) day grace period of quarterly tax payments made by cash, check, or money order.
3. Any payments not made in accordance with this Resolution shall be charged interest from the due date as set forth above.
4. This Resolution shall be published in its entirety once in an official newspaper of the Township of Millstone.
5. The Municipal Clerk shall provide a certified copy of this Resolution to the Township Tax Collector, Township Attorney, and Township Auditor for the Township of Millstone.

**ROLL CALL:**

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

**I HEREBY CERTIFY** the foregoing to be a true copy of the Resolution adopted by the Millstone Township Committee at its meeting of January 5, 2022.

---

Kathleen Hart, RMC  
Municipal Clerk

**RESOLUTION NO. 22-36**  
**MEETING DATE: 01-05-22**

**RESOLUTION AUTHORIZING REAL ESTATE TAX PAYMENTS BY ELECTRONIC FUNDS  
TRANSFER VIA INTERNET VIA CIT-e-NET LLC**

---

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

**WHEREAS**, the Department of Community Affairs, Division of Local Government Services, has promulgated regulations, N.J.A.C. 5:30-9 et seq, authorizing municipalities to utilize credit cards, debit cards, and electronic fund transfer mechanism of collecting local unit obligations; and

**WHEREAS**, the Township Committee of the Township of Millstone is of the opinion that allowing property owners to pay real estate taxes by use of electronic funds transfer via the Internet could provide needed convenience;

**WHEREAS**, the Township Tax Collector has recommended such action through CIT-e-NET LLC, 463 Main Street, Little Falls, NJ 07424.

**NOW, THEREFORE, BE IT RESOLVED** by Township Committee of the Township of Millstone that it hereby authorizes the payment of real estate tax obligations to be made by use of electronic funds transfer via the internet via CIT-e-NET LLC.

**BE IT FURTHER RESOLVED** that the Township Tax Collector, the Township Attorney and all other municipal officials are hereby authorized to take such action as is necessary to implement the purposes of the Resolution.

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

- (a) Township Tax Collector
- (b) Director, Division of Local Government Services, DCA
- (c) CIT-e-NET LLC
- (d) Township CFO

**ROLL CALL:**

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

**I HEREBY CERTIFY** the foregoing to be a true copy of the Resolution adopted by the Millstone Township Committee of the Township of Millstone at its meeting of January 5, 2022.

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Kathleen Hart, RMC  
Municipal Clerk

**RESOLUTION NO. 22-37**  
**MEETING DATE: 01-05-22**

**A RESOLUTION AUTHORIZING THE TAX ASSESSOR TO FILE APPEALS, OMITTED AND  
ADDED ASSESSMENT APPEALS, AND ROLLBACK COMPLAINTS WITH THE  
MONMOUTH COUNTY BOARD OF TAXATION**

---

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

**WHEREAS**, a statutory provision is made for review and correction of errors prior to certification of an assessment list; and

**WHEREAS**, provision is also allowed for the discovery and correction of errors after establishment of the tax rate; and

**WHEREAS**, changes in property ownership at times necessitates adjustments in the veteran's and /or senior citizen's deduction allowed on the assessment list; and

**WHEREAS**, responsibility for maintenance and correction of the assessment list rests with the local Tax Assessor subject to specific laws and regulations.

**NOW, THEREFORE, BE IT RESOLVED** by the Committee of the Township of Millstone, County of Monmouth and State of New Jersey that the Tax Assessor is hereby authorized to file with the Monmouth County Board of Taxation all such appeals, including omitted and added assessment appeals, as may be necessary to maintain accuracy and equality in the assessment list of the Township of Millstone.

**BE IT FURTHER RESOLVED** that the Tax Assessor is hereby authorized to execute Stipulation of Settlement on behalf of Township of Millstone.

**BE IT FURTHER RESOLVED** that a certified copies of this Resolution accompany any appeal filed by the Tax Assessor with the Monmouth County Board of Taxation.

**ROLL CALL:**

**AYES:** C/Davis, C/McLaughlin, DM/Morris, C/Zabrosky, M/Ferro

**NAYS:** None

**ABSTAIN:** None

**ABSENT:** None

**I HEREBY CERTIFY** the foregoing to be a true copy of the Resolution adopted by the Millstone Township Committee at its meeting of January 5, 2022.

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Kathleen Hart, RMC  
Municipal Clerk

**RESOLUTION NO. 22-38  
MEETING DATE: 01-05-22**

**RESOLUTION AUTHORIZING SHARED SERVICES AGREEMENT  
WITH ROOSEVELT BOROUGH FOR REPAIR, MAINTENANCE, SNOW REMOVAL AND  
ICE CONTROL ON NURKO ROAD**

---

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

**WHEREAS**, N.J.S.A.40A:65-4 as part of the Uniform Shared Services and Consolidation Act, authorizes local units to enter into an Agreement to provide or receive any service that each local unit participating in the Agreement is empowered to provide or receive within its own jurisdiction; and

**WHEREAS**, the Township of Millstone and Roosevelt Borough wish to enter into an Agreement for the purposes of:

1. Millstone shall provide the following services to Roosevelt, as needed and requested by Roosevelt: repair, maintenance, snow removal and ice control on Nurko Road.

**NOW, THEREFORE BE IT RESOLVED** by the Mayor and Township Committee of the Township of Millstone as following:

1. The Mayor and Municipal Clerk are hereby authorized to execute a Shared Services Agreement for repair, maintenance, snow removal and ice control on Nurko Road.
2. A copy of the executed Agreement shall be maintained in the Office of the Municipal Clerk and available for public inspection during regular business hours.

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

1. Borough Clerk, Borough of Roosevelt.
2. Millstone Township Chief Financial Officer.
3. Millstone Township Treasurer
4. Dan Specht, DPW Coordinator
5. Department of Community Affairs, Division of Local Government Services.

**ROLL CALL:**

**AYES:** C/Davis, C/McLaughlin, DM/Morris, C/Zabrosky, M/Ferro

**NAYS:** None

**ABSTAIN:** None

**ABSENT:** None

**I HEREBY CERTIFY** the foregoing to be a true copy of the Resolution adopted by the Millstone Township Committee at its meeting of January 5, 2022.

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Kathleen Hart, RMC  
Municipal Clerk



**RESOLUTION NO. 22-39**  
**MEETING DATE: 01-05-22**

**RESOLUTION AUTHORIZING CONTRACT WITH**  
**EDMUNDS & ASSOCIATES INC.**

---

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

**WHEREAS**, there is a need for a continuation of finance/purchasing, tax collection and escrow computer system for the Township Treasurer, Qualified Purchasing Agent, Tax Collector and Chief Financial Officer; and

**WHEREAS**, Edmunds & Associates, Inc., has provided a price of \$7,950.40 for 2022; and

**WHEREAS**, the Qualified Purchasing Agent has recommended that we honor the contract for a one (1) year period.

**NOW, THEREFORE, BE IT RESOLVED** by the Mayor and Township Committee of the Township of Millstone that the Township Administrator is hereby authorized to execute a contract as described above in the maximum amount of \$7,950.40.

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

- (a) Edmunds & Associates, Inc.
- (b) Township Qualified Purchasing Agent
- (c) Township Treasurer
- (d) Township CFO
- (e) Tax Collector

**ROLL CALL:**

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

**I HEREBY CERTIFY** the foregoing to be a true copy of the Resolution adopted by the Millstone Township Committee at its meeting of January 5, 2022.

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Kathleen Hart, RMC  
Municipal Clerk

**RESOLUTION NO. 22-40  
MEETING DATE: 01-06-21**

**RESOLUTION APPOINTING CONFLICT MUNICIPAL COURT JUDGE**

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

**BE IT RESOLVED** by the Township Committee of the Township of Millstone that when a conflict arises in the Municipal Court and Judge Nicole Sonnenblick needs to recuse herself a Conflict Municipal Court Judge will be appointed at a fee of \$300.00 per session. This appointment is for a one (1) year term beginning January 1, 2022 and ending December 31, 2022.

**BE IT FURTHER RESOLVED** that a copy of the Resolution certified by the Township Clerk to be a true copy be forwarded to the Municipal Court Administrator, Monmouth County AOC, Municipal Court Judge and Chief Financial Officer.

**ROLL CALL:**

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

**I HEREBY CERTIFY** the foregoing to be a true copy of the Resolution adopted by the Millstone Township Committee at its meeting of January 5, 2022.

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Kathleen Hart, RMC  
Municipal Clerk

**RESOLUTION NO. 22-41**  
**MEETING DATE: 01-05-22**

**RESOLUTION AUTHORIZING ONLINE RECREATION REGISTRATION**  
**PAYMENTS THROUGH EASY MERCHANT PLUS/STRIPE CONNECT**

---

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

**WHEREAS**, the Department of Community Affairs, Division of Local Government Services, has promulgated regulations, N.J.A.C. 5:30-9 et seq, authorizing municipalities to utilize credit cards, debit cards, and electronic fund transfer mechanism of collecting local unit obligations; and

**WHEREAS**, the Township Committee of the Township of Millstone is of the opinion that allowing residents to pay for recreation registrations by use of electronic funds transfer via the Internet could provide needed convenience; and

**WHEREAS**, the Township Recreation Coordinator has recommended such action through Easy Merchant Plus/Stripe Connect. Easy Merchant Plus/Stripe Connect is an approved gateway utilized by League Athletics to transfer electronic funds to Ocean First Bank.

**NOW, THEREFORE, BE IT RESOLVED** by Township Committee of the Township of Millstone that it hereby authorizes the payment of recreation registrations to be made by use of electronic funds transfer via the internet via Easy Merchant Plus/Stripe Connect.

**BE IT FURTHER RESOLVED** that the Township Recreation Coordinator, the Township Attorney and all other municipal officials are hereby authorized to take such action as is necessary to implement the purposes of the Resolution.

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

- (a) Township Recreation Coordinator
- (b) Director, Division of Local Government Services, DCA
- (c) League Athletics
- (d) Ocean First Bank
- (e) Township CFO

**ROLL CALL:**

**AYES:** C/Davis, C/McLaughlin, DM/Morris, C/Zabrosky, M/Ferro

**NAYS:** None

**ABSTAIN:** None

**ABSENT:** None

**I HEREBY CERTIFY** the foregoing to be a true copy of the Resolution adopted by the Millstone Township Committee of the Township of Millstone at its meeting of January 5, 2022.

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Kathleen Hart, RMC  
Township Clerk

**RESOLUTION NO. 22-42**  
**MEETING DATE: 01-05-22**

**RESOLUTION GRANTING PERMISSION TO PAY  
CERTAIN BILLS PRIOR TO COMMITTEE MEETINGS**

---

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

**WHEREAS**, the payment of certain bills is occasionally needed prior to the Regular Meeting of Mayor and Committee.

**NOW, THEREFORE, BE IT RESOLVED**, by the Township Committee of the Township of Millstone that the Mayor/Deputy Mayor, Municipal Clerk/Township Administrator and Treasurer/CFO/Deputy CFO are hereby authorized to sign checks for the following purposes, subject to approval at the next meeting of the Committee, and subject to the availability of funds:

1. School Taxes
2. County Taxes
3. Payrolls – all obligations
4. Health Benefits
5. Insurance Premiums
6. Employee related contractual obligations, garnishments, liens, unemployment, etc.
7. Postage – replenish meter
8. All Trust Fund Expenses
9. Debt Service
10. Petty Cash Fund
11. Petty Cash Fund – replenish fund
12. Gasoline Purchases
13. Government Fees, Applications, etc.
14. Utilities
15. Contractor Payments

**BE IT FURTHER RESOLVED**, that a certified copy of this resolution be supplied to the Chief Financial Officer for her information and action as necessary.

**ROLL CALL:**

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

**I HEREBY CERTIFY** that this is a true copy of a resolution passed at a meeting held on January 5, 2022.

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Kathleen Hart, RMC  
Municipal Clerk

**RESOLUTION NO. 22-43**  
**MEETING DATE: 01-05-22**

**RESOLUTION AUTHORIZING DEER CARCASS REMOVAL AS PER  
MONMOUTH COUNTY CONTRACT F-16-2022**

---

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

**WHEREAS**, the Township Committee of the Township of Millstone wishes to award contract for Deer Carcass Removal, from an authorized vendor under the Monmouth County Cooperative Program; and

**WHEREAS**, the purchase of goods and services by local contracting units is authorized by Local Contracts Law, 40A: 11-12; and

**WHEREAS**, Kelly Winthrop, LLC is under the Monmouth County Cooperative Program No. F-16-2022 for Deer Carcass Removal until December 31, 2023; and

**WHEREAS**, the Purchasing Agent recommends the utilization of this contract on the grounds that they can provide the quality of product at the most reasonable price; and

**WHEREAS**, the cost for the purchase is not to exceed \$5,000.00; and

**WHEREAS**, the Chief Financial Officer has certified the availability of funds for this contract are available in the line item number 2-01-26-290-204, upon adoption of the 2022 budget.

**NOW, THEREFORE, BE IT RESOLVED**, by the Mayor and Township Committee that the award for Deer Carcass Removal under Monmouth County Cooperative Program No. F-16-2022 be and is ratified.

**ROLL CALL:**

**AYES:** C/Davis, C/McLaughlin, DM/Morris, C/Zabrosky, M/Ferro

**NAYS:** None

**ABSTAIN:** None

**ABSENT:** None

**I HEREBY CERTIFY** the foregoing to be a true copy of the Resolution adopted by the Township Committee of the Township of Millstone at its regular meeting held on January 5, 2022.

---

Kathleen Hart, RMC  
Municipal Clerk

**RESOLUTION NO: 22-44**  
**MEETING DATE: 01-05-22**

**RESOLUTION APPOINTING CLEAN COMMUNITIES COORDINATOR**

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**C/McLaughlin** offered the following resolution and moved its adoption, which was seconded by **C/Davis**.

**BE IT RESOLVED** that **Jason Borsuk** is hereby appointed as Clean Communities Coordinator for the term January 1, 2022 through December 31, 2022.

**BE IT FURTHER RESOLVED**, a copy of this resolution, certified by the Township Clerk to be a true copy be forwarded to JoAnn Gemenden, Executive Director, New Jersey Clean Communities Council, 222 W. State Street, Trenton, NJ 08608; Township Administrator/CFO; Township Treasurer and appointee.

**ROLL CALL:**

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

**I HEREBY CERTIFY** the foregoing to be a true copy of the resolution adopted by the Millstone Township Committee at its regular meeting of January 5, 2022.

---

Kathleen Hart, RMC  
Municipal Clerk

**RESOLUTION 22-45**  
**MEETING DATE: 01-05-22**

**RESOLUTION AUTHORIZING AWARD OF A NON-FAIR AND OPEN CONTRACT FOR  
PROFESSIONAL RISK MANAGEMENT CONSULTANT SERVICES**

---

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

**WHEREAS**, the Township of Millstone has resolved to join the Monmouth County Municipal Joint Insurance Fund, following a detailed analysis; and

**WHEREAS**, the bylaws of said Funds require that each Governing Body appoint a Risk Management Consultant to perform various professional services as detailed in the bylaws; and

**WHEREAS**, the Board of Fund Commissioners established a fee equal to six percent (6%) of the Municipal assessment which expenditure represents reasonable compensation for the services required and was included in the cost considered by the Governing Body; and

**WHEREAS**, such professional services can only be provided by licensed professionals and Sean Kelly of CBIZ Insurance Services, Inc. d/b/a CBIZ Borden Perlman, is so recognized; and

**WHEREAS**, CBIZ Insurance Services, Inc. d/b/a CBIZ Borden Perlman has completed and submitted a Political Contribution Disclosure Form in accordance with P.L. 2005, c. 271.

**NOW THEREFORE, BE IT RESOLVED** that the Mayor and Township Clerk of the Township of Millstone are hereby authorized and directed to execute the Risk Management Consultant's Agreement annexed hereto and to cause a notice of this decision to be published according to NJSA 40A:1 1-5 (1)(a)(i).

**ROLL CALL:**

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

**I HEREBY CERTIFY** the foregoing to be a true copy of the Resolution adopted by the Millstone Township Committee at its meeting of January 5, 2022.

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Kathleen Hart, RMC  
Municipal Clerk

**RESOLUTION NO. 22-46  
MEETING DATE: 01-05-22**

**RESOLUTION AUTHORIZING STATE CONTRACT PURCHASE FOR  
UNLEADED (T-0083) AND DIESEL (T-1845) FUEL  
(STATE CONTRACT 19-FLEET-00975 and 19-FOOD-01102)**

---

C/McLaughlin offered the following Resolution and moved its adoption, which was second by C/Davis.

**WHEREAS**, the Township Committee of the Township of Millstone wishes to purchase unleaded and diesel fuel, from an authorized vendor under the State of New Jersey State Contract Purchasing Program; and

**WHEREAS**, the purchase of goods and services by local contracting units is authorized by Local Contracts Law, 40A: 11-12; and

**WHEREAS**, J. Swanton Fuel Oil Co., Inc. is under the State Contract No. 19-FLEET-00975 (expiring 10/31/2024) and 19-FOOD-01102 (expiring (03/31/2025) for 2022; and

**WHEREAS**, the Purchasing Agent recommends the utilization of this contract on the grounds that they can provide the quality of product at the most reasonable price; and

**WHEREAS**, the cost for the purchase is not to exceed \$50,000.00; and

**WHEREAS**, the Chief Financial Officer has certified the availability of funds for this contract are available in the line item number 2-01-31-460-275, upon adoption of the 2022 budget. (The displayed maximum dollar value is based on a reasonable estimate of goods required over the contract term, and the local unit is not required to spend this amount).

**NOW, THEREFORE, BE IT RESOLVED**, by the Mayor and Township Committee that the purchase of Unleaded and Diesel Fuel under State Contract Nos. 19-FLEET-00975 and 19-FOOD-01102 be and is ratified.

**ROLL CALL:**

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

**I HEREBY CERTIFY** the foregoing to be a true copy of the Resolution adopted by the Township Committee of the Township of Millstone at its regular meeting held on January 5, 2022.

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Kathleen Hart, RMC  
Municipal Clerk



**RESOLUTION NO. 22-47**  
**MEETING DATE: 01-05-22**

**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**

---

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

**WHEREAS**, the Tax Collector of the Township of Millstone issues tax sale certificates to successful bidders during an annual tax sale; and

**WHEREAS**, if the purchaser of any tax sale certificate indicates to the Tax Collector that they have lost or otherwise misplaced the original tax sale certificate, they must file an appropriate Affidavit of Loss with the Tax Collector;

**WHEREAS**, New Jersey State Statute 54:5-21.1 authorizes the Tax Collector to issue a duplicate certificate to the original one which was destroyed or lost, and the date of the tax sale upon which it was issued, and the name and the title of officer who issued same. The municipality may charge a fee not to exceed \$100.00 for such a duplicate certificate;

**WHEREAS**, no fee shall be collected if the redemption amount is \$200.00 or less.

**NOW, THEREFORE, BE IT RESOLVED** by the Mayor and Township Committee of the Township of Millstone in the County of Monmouth and State of New Jersey, that the Tax Collector of the Township of Millstone be and is hereby authorized, upon receipt of the appropriately executed and notarized Loss Affidavit, to charge a fee not to exceed \$100.00 for such duplicate certificate, in accordance with the requirements of Chapter 99 of Public Laws of 1997.

**BE IT FURTHER RESOLVED** that a copy of this Resolution, certified by the Municipal Clerk to be a true copy be forwarded to the Tax Collector.

**ROLL CALL:**

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

**I HEREBY CERTIFY** the foregoing to be a true copy of the Resolution adopted by the Millstone Township Committee at its meeting of January 5, 2022.

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Kathleen Hart, RMC  
Municipal Clerk

**RESOLUTION: 22-48**  
**MEETING DATE: 01-05-22**

**RESOLUTION AUTHORIZING THE TOWNSHIP OF MILLSTONE TO ESTABLISH A  
COMMODITY RESALE AGREEMENT WITH THE MILLSTONE TOWNSHIP  
BOARD OF EDUCATION**

---

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

**WHEREAS**, *N.J.A.C. 5:34-7.15* authorizes contracting units to establish a Commodity Resale System; and

**WHEREAS**, the Township of Millstone, County of Monmouth, State of New Jersey is desirous of establishing a Commodity Resale System for the resale of Rock Salt; and

**WHEREAS**, the Township of Millstone, has agreed to serve as the Lead Agency for a Commodity Resale System with The Millstone Township Board of Education.

**NOW, THEREFORE, BE IT RESOLVED** on the 5th day of January 2022 (with an effective date of January 1, 2022) by the Governing Body of the Township of Millstone, County of Monmouth, State of New Jersey, as follows:

- The Governing Body hereby authorizes the creation of a Commodity Resale System to be known as the Township of Millstone/Millstone Township Board of Education Rock Salt Resale, with the Township of Millstone serving as the Lead Agency.
- The Mayor and Township Clerk are hereby authorized to enter into a contract with the Millstone Township Board of Education for the sale of Rock Salt.
- A single certified copy of this Resolution, along with a copy of the Purchase Agreement, and a copy of the Request for Registration or Modification of a Commodity Resale System Form shall be forwarded to the Director of the Division of Local Government Services within the State Department of Community Affairs.

This resolution shall take effect immediately upon passage.

**ROLL CALL:**

**AYES:** C/Davis, C/McLaughlin, DM/Morris, C/Zabrosky, M/Ferro

**NAYS:** None

**ABSTAIN:** None

**ABSENT:** None

**I HEREBY CERTIFY** the foregoing to be a true copy of the Resolution adopted by the Millstone Township Committee at its meeting of January 5, 2022.

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Kathleen Hart, RMC  
Municipal Clerk

**RESOLUTION NO. 22-49**  
**MEETING DATE: 01-05-22**

**RESOLUTION AUTHORIZING SHARED SERVICES AGREEMENT WITH ROOSEVELT  
BOROUGH FOR CERTIFIED RECYCLING REPORTING SERVICES**

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

**WHEREAS**, N.J.S.A.40A:65-4 as part of the Uniform Shared Services and Consolidation Act, authorizes local units to enter into an Agreement to provide or receive any service that each local unit participating in the Agreement is empowered to provide or receive within its own jurisdiction; and

**WHEREAS**, the Township of Millstone and Roosevelt Borough wish to enter into an Agreement for the purposes of:

1. Millstone will provide Certified Recycling Reporting Services to Roosevelt for a cost not to exceed \$200.00 annually.

**NOW, THEREFORE BE IT RESOLVED** by the Mayor and Township Committee of the Township of Millstone as following:

1. The Mayor and Township Clerk are hereby authorized to execute a Shared Services Agreement for Certified Recycling Reporting Services.
2. A copy of the executed Agreement shall be maintained in the Office of the Township Clerk and available for public inspection during regular business hours.

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

1. Borough Clerk, Borough of Roosevelt.
2. Dan Specht, Millstone Township Recycling Coordinator
3. Millstone Township Treasurer
4. Millstone Township Administrator/CFO
5. Department of Community Affairs, Division of Local Government Services.

**ROLL CALL:**

**AYES:** C/Davis, C/McLaughlin, DM/Morris, C/Zabrosky, M/Ferro

**NAYS:** None

**ABSTAIN:** None

**ABSENT:** None

**I HEREBY CERTIFY** the foregoing to be a true copy of the Resolution adopted by the Millstone Township Committee at its meeting of January 5, 2022.

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Kathleen Hart, RMC  
Municipal Clerk

**RESOLUTION NO. 22-50**  
**MEETING DATE: 01-05-22**

**RESOLUTION AUTHORIZING CONTRACT WITH  
ACTION DATA SERVICES**

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

**WHEREAS**, there is a continued need for payroll services for the Township of Millstone; and

**WHEREAS**, Action Data Services has provided a price for a four-year contract (with a one-year extension option) of \$7,511.00; and

**WHEREAS**, the fee for each year will remain the same, in accordance with the contract terms; and

**WHEREAS**, the Chief Financial Officer has recommended that we honor the contract for a four (4) year period expiring December 31, 2025, and consider the one-year extension through December 31, 2026.

**NOW, THEREFORE, BE IT RESOLVED** by the Mayor and Township Committee of the Township of Millstone that the Township Administrator is hereby authorized to execute a contract as described above in the amount of \$7,511.00.

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

- (a) Action Data Services
- (b) Township Purchasing Agent
- (c) Township Treasurer
- (d) Township CFO

**ROLL CALL:**

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

**I HEREBY CERTIFY** the foregoing to be a true copy of the Resolution adopted by the Millstone Township Committee at its meeting of January 5, 2022.

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Kathleen Hart, RMC  
Municipal Clerk

**RESOLUTION NO. 22-51**  
**MEETING DATE: 01-05-22**

**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**

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C/McLaughlin offered the following Resolution and moved its adoption which was second by C/Davis.

**WHEREAS**, the Township of Millstone previously entered into a Shared Services/Mutual Aid Agreement with the Township of Jackson to provide for Conflict of Interest and Emergency Coverage Construction Code Enforcement Services which expired on December 31, 2021; and

**WHEREAS**, Jackson Township has the personnel to meet that need; and

**WHEREAS**, Jackson Township and Millstone Township have agreed to extend the current Shared Services/Mutual Aid Agreement pursuant to N.J.A.C. 5:23-4.5(j); and

**WHEREAS**, the Agreement is on file in the Township Clerk's office and may be inspected by members of the public during regular business hours; and

**WHEREAS**, the Township of Millstone wishes to extend the Agreement with Jackson Township for the purpose of setting forth the terms and conditions regarding the provisions for Conflict of Interest and Emergency Coverage Construction Code Enforcement Services.

**NOW, THEREFORE, BE IT RESOLVED** by the Township Committee of the Township of Millstone, County of Monmouth, State of New Jersey as follows:

1. The Shared Services Agreement for Conflict of Interest and Emergency Coverage Construction Code Enforcement Services with the Township of Jackson shall be renewed for a period commencing January 1, 2022 through December 31, 2022, however; the parties may agree to extend this Agreement commencing January 1<sup>st</sup> from year to year (for a 12 month period), on the same terms and conditions.
2. A copy of said Agreement shall be kept on file within the Office of the Township Clerk.

**BE IT FURTHER RESOLVED** that a copy of this Resolution, certified by the Township Clerk to be a true copy be forwarded to Terence Wall - Jackson Township Administrator, Barry Olejarz - Construction Code Official Jackson Township, Millstone Township Construction Code Official, Millstone Township Chief Financial Officer and to the New Jersey Department of Community Affairs, Division of Local Government Services.

**ROLL CALL:**

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

**I HEREBY CERTIFY** the foregoing to be a true copy of the Resolution adopted by the Millstone Township Committee at its meeting of January 5, 2022.

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Kathleen Hart, RMC  
Municipal Clerk

**RESOLUTION NO. 22-52**  
**MEETING DATE: 01-05-22**

**RESOLUTION OF THE TOWNSHIP COMMITTEE OF THE TOWNSHIP OF  
MILLSTONE APPOINTING MUNICIPAL HOUSING LIAISON**

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C/McLaughlin offered the following Resolution and moved its adoption, which was second by C/Davis.

**WHEREAS**, the New Jersey Municipal Land Use Law N.J.S.A. 40:55D-1 et seq. confers upon the local Planning Board jurisdiction to prepare, adopt and amend a Master Plan with a component or the components thereof, pursuant to N.J.S.A. 40:55D-28; and

**WHEREAS**, Southern Burlington County NAACP v. Tp. of Mount Laurel, 92 N.J. 158 ( 1983) (hereinafter "Mount Laurel I"), the Fair Housing Act, N.J.S.A. 52:27D-301, *et seq.*, the regulations adopted by the Council On Affordable Housing (hereinafter "COAH"), and other applicable laws require all New Jersey municipalities to create a realistic opportunity for the provision of low and moderate income housing (hereinafter "affordable housing"); and

**WHEREAS**, pursuant to N.J.S.A. 40:55D-28 and N.J.S.A. 52:27D-310 the Master Plan shall include a municipal housing element designed to achieve the goal of access to affordable housing to meet present and prospective needs, with particular attention to low and moderate income housing; and

**WHEREAS**, it has been determined that the Municipality must address its obligation of its affordable housing Fair Share Plan, meaning the Municipality must provide a realistic opportunity for the creation of units affordable to low and moderate income households and conforming to the regulations of COAH and the Uniform Housing Affordability Controls ("UHAC"); and

**WHEREAS**, pursuant to In Re N.J.A.C. 5:96 and 5:97, 221, N.J. 1 (2015) (Mount Laurel IV) the Township of Millstone filed the Declaratory Judgment action entitled In the Matter of the Application of the Township of Millstone and the Planning Board of the Township of Millstone, County of Monmouth Docket No. MON-L-2501-15 on July 2, 2015 seeking, among other things, a judicial declaration that its Housing Element and Fair Share Plan satisfies its "fair share" of the regional need for low and moderate income housing pursuant to the Mount Laurel Doctrine; and

**WHEREAS**, the Township simultaneously sought and ultimately secured an Order protecting the Township from all exclusionary zoning lawsuits while it pursues approval of its Amended Housing Element and Fair Share Plan; and

**WHEREAS**, the immunity secured by the Township remains in place as of this date; and

**WHEREAS**, the Township has reached a Settlement Agreement of the above litigation dated September 5, 2019 which was approved by the Honorable Linda G. Jones, J.S.C. by Order dated November 12, 2019 which Order requires the Planning Board and the Township to adopt and endorse an Amended Housing Element and Fair Share Plan consistent with the terms of the Settlement Agreement; and

**WHEREAS**, the Planning Board has, through its professionals, prepared and adopted the Amended Housing Element and Fair Share Plan consistent with the terms of the Settlement Agreement; and

**WHEREAS**, the Amended Housing Element and Fair Share Plan and Affordable Housing Fee Spending Plan include provisions to address the Municipality's obligation through repeal and replacement of Article 8 of the Code of the Township of Millstone "Affordable Housing"; and

**WHEREAS**, Chapter 35, Article 8, Section 18 provides for the appointment of a Municipal Housing Liaison who shall be responsible for the oversight and administration of the affordable housing program for Millstone Township; and

**WHEREAS**, the Township Committee considered persons appropriate to oversee and administer the affordable housing program for Millstone Township and having determined that **Kevin Abernethy** possesses the necessary background, knowledge and experience to perform the aforesaid services.

**NOW THEREFORE BE IT RESOLVED**, by the Township Committee of the Township of Millstone, in the County of Monmouth and State of New Jersey that **Kevin Abernethy** is hereby appointed to serve as Municipal Housing Liaison for the period of January 1, 2022 to December 31, 2022.

**ROLL CALL:**

**AYES:** C/Davis, C/McLaughlin, DM/Morris, C/Zabrosky, M/Ferro

**NAYS:** None

**ABSTAIN:** None

**ABSENT:** None

**I HEREBY CERTIFY** the foregoing to be a true copy of the Resolution adopted by the Township Committee of the Township of Millstone at its regular meeting held on January 5, 2022.

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Kathleen Hart, RMC  
Municipal Clerk

**RESOLUTION NO. 22-53  
MEETING DATE: 01-05-22**

**RESOLUTION APPOINTING ZONING OFFICER**

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**C/McLaughlin** offered the following Resolution and moved its adoption which was second by **C/Davis**.

**WHEREAS**, there is a need for a Zoning Officer in the Township of Millstone; and

**WHEREAS**, the Township Administrator has determined that **Nicholas Procaccini** is a qualified candidate and has received certification for Zoning Administration and Enforcement to fulfill this need.

**NOW, THEREFORE BE IT RESOLVED** by the Township Committee of the Township of Millstone that **Nicholas Procaccini** is hereby appointed as Zoning Officer for a term of one (1) year, expiring December 31, 2022.

**BE IT FURTHER RESOLVED**, that a copy of this Resolution certified by the Township Clerk to be a true copy be forwarded to the Chief Financial Officer, Treasurer and the appointee.

**ROLL CALL:**

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

**I HEREBY CERTIFY** the foregoing to be a true copy of the Resolution adopted by the Millstone Township Committee at its meeting of January 5, 2022.

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Kathleen Hart, RMC  
Municipal Clerk



**RESOLUTION NO: 22-54**  
**MEETING DATE: 01-05-22**

**RESOLUTION APPOINTING TEMPORARY BUILDING INSPECTOR**

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**C/McLaughlin** offered the following resolution and moved its adoption, which was seconded by **C/Davis**.

**WHEREAS**, Millstone Township's Construction Department has a need to fill a temporary position; and

**WHEREAS**, the Administrator and the Construction Official are in agreement that Robin Witkowski should be offered the position of Temporary Building Inspector at an hourly rate of \$38.00, for a maximum of 16 hours per week.

**NOW, THEREFORE BE IT RESOLVED** by the Township Committee of the Township of Millstone that Robin Witkowski is appointed the Temporary Building Inspector from December 21, 2021 and ending February 18, 2022.

**BE IT RESOLVED** that a copy of this resolution, certified by the Municipal Clerk to be a true copy shall be forwarded to each of the following:

- (1) New Jersey Department of Community Affairs
- (2) Kevin Abernethy – Township Administrator/CFO
- (3) Dennis Gibson – Construction Official
- (4) Amanda Salerno – Treasurer
- (5) Robin Witkowski – Building Inspector

**ROLL CALL:**

AYES: C/Davis, C/McLaughlin, DM/Morris, C/Zabrosky, M/Ferro

NAYS: None

ABSTAIN: None

ABSENT: None

**I HEREBY CERTIFY** the foregoing to be a true copy of the resolution adopted by the Millstone Township Committee at its regular meeting of January 5, 2022.

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Kathleen Hart, RMC  
Township Clerk

**RESOLUTION NO. 22-55**  
**MEETING DATE: 01-05-22**

**RESOLUTION APPOINTING FULL-TIME DEPUTY CHIEF FINANCIAL OFFICER**

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

BE IT RESOLVED by the Township Committee of the Township of Millstone that **Melissa Peerboom** is hereby appointed Full-Time Deputy Chief Financial Officer for the Township of Millstone to serve for a term of one (1) year, expiring December 31, 2022 contingent upon passing the Certified Municipal Finance Officers' examination in June 2022.

**BE IT FURTHER RESOLVED** that a copy of this appointment is forwarded Kevin Abernethy, Township Administrator, CFO, Amanda Salerno, Township Treasurer and the appointee.

**ROLL CALL:**

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

**I HEREBY CERTIFY** the foregoing to be a true copy of the Resolution adopted by the Township Committee of the Township of Millstone at its meeting of January 5, 2022.

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Kathleen Hart, RMC  
Municipal Clerk

**RESOLUTION NO. 22-56  
MEETING DATE: 01-05-22**

**RESOLUTION APPOINTING COORDINATOR OF THE MILLSTONE TOWNSHIP  
OFFICE OF EMERGENCY MANAGEMENT**

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

**BE IT RESOLVED** by the Township Committee of the Township of Millstone that **Al Ferro** is hereby appointed OEM Coordinator for the Township of Millstone per N.J.S.A. App. A:9-40.1 to serve for a term of three (3) years, expiring December 31, 2024.

**BE IT FURTHER RESOLVED** that a copy of this appointment is forwarded Michael Oppegaard, Coordinator Monmouth County Office of Emergency Management and to the appointee.

**ROLL CALL:**

**AYES:** C/Davis, C/McLaughlin, DM/Morris, C/Zabrosky, M/Ferro

**NAYS:** None

**ABSTAIN:** None

**ABSENT:** None

**I HEREBY CERTIFY** the foregoing to be a true copy of the Resolution adopted by the Township Committee of the Township of Millstone at its meeting of January 5, 2022.

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Kathleen Hart, RMC  
Municipal Clerk