

MILLSTONE TOWNSHIP COMMITTEE MEETING MINUTES FOR JANUARY 7, 2025

Municipal Clerk Hart calls the meeting to order 7:06 p.m. followed by a flag salute and a moment of silence.

STATEMENT OF NOTICE AS REQUIRED BY P.L. 1975, C231 IS READ.

I hereby announce that pursuant to the open public meeting act, adequate notice of this meeting has been provided in the annual meeting notice which was mailed to the Asbury Park Press and the Trenton Times, posted on the public announcements bulletin board in Town Hall and filed in the Office of the Township Clerk on December 20, 2024.

All attendees and participants agree to conduct themselves in a manner appropriate for public gathering. Individual speakers should be advised that no right of privacy protects a person’s public comments made in a public forum. Accordingly, all participants bear responsibility for their own statements and commentary.

OATH OF OFFICE:

Monmouth County Commissioner Ross Licitra administered the Oath of Office to Tara Zabrosky, Township Committee member for a three-year term, expiring December 31, 2027. Assemblyman Alex Sauickie administered the Oath of Office to Eric Davis, Township Committee member for a three-year term, expiring December 31, 2027.

ROLL CALL: Committeeman Eric Davis – present, Committeeman Al Ferro – present, Committeeman Chris Morris – present, Committeeman Tara Zabrosky – present and Committeeman Jeff Ziner - present. Also, in attendance: Brian Chabarek, Esq. - Township Attorney, Kevin Abernethy – Township Administrator and Kathleen Hart - Municipal Clerk.

Municipal Clerk asked for a motion to appoint Mayor:

C/Ziner nominated C/Ferro as Mayor for the year 2025; Second by C/Morris.

ROLL CALL VOTE:

AYES: C/Davis, C/Morris, C/Zabrosky, C/Ziner, C/Ferro
NAYS: None ABSTAIN: None ABSENT: None

M/Ferro asked for a motion to appoint Deputy Mayor:

C/Davis nominated C/Morris as Deputy Mayor for the year 2025; Second by C/Ziner.

ROLL CALL VOTE:

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

M/Ferro thanked his fellow committee members on appointing him Mayor for another year. It is a collaborate effort of this administration, all township employees in addition to numerous other individuals and introduced the following: Millstone Township Superintendent of Schools, James McCartney; Chief Michael Maloney; NJ State Police Hamilton Barracks Station Commander Lt. Salvato; Monmouth County Commissioner Ross Licitra; Assemblyman Alex Sauickie. M/Ferro also thanked all the volunteers on the Township boards and commissions.

DM/Morris thanked his fellow committee members on appointing him Deputy Mayor for another year. He thanked the professionals along with the Township employees for all their support. He is looking forward to continuing to serve.

M/Ferro introduced the newly appointed Millstone Township Superintendent of Schools, James McCartney. Mr. McCartney spoke about the strong foundation that is in Millstone Township and looks forward to working with the Township Committee and residents.

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M/Ferro introduced the newly appointed Fire Chief Michael Maloney. Chief Maloney spoke about his commitment to Millstone Township as a long-time resident and member of the Millstone Township Fire Department/EMS since 2005. Chief Maloney is also the OEM Coordinator for Millstone Township.

M/Ferro introduced the NJ State Police Hamilton Barracks Station Commander Lt. Salvato. Lt Salvato was recently assigned to the Hamilton Barracks and state that this is a partnership between the Township Committee and residents. If you have any concerns or questions, please bring it to the attention of the Township Committee.

Monmouth County Commissioner Ross Licitra spoke about how all the Commissioners are proud and honored of Millstone Township and how this government controls what is going on in town. Discussed the diversity in Monmouth County, from the farmlands in the western part to the shores of the Atlantic Ocean. Commissioner Licitra spoke about preserving open space and is proud to represent Monmouth County. M/Ferro stated that in 2024 Millstone closed on 200 acres of farmland with the assistant from Monmouth County.

Assemblyman Alex Sauickie stated that it is a pleasure and an honor to be in attendance. He represents 13 municipalities in four different counties. He serves on several committees and focuses on military veterans committee, agricultural committee and telecommunication and utilities committee. Earlier this year the Governor signed a bill that he worked hard on to get the open space preservation formula changed. He will continue to work hard and get things done. Happy New Year to all.

CORRESPONDENCE:

1. Resignation received from Robert Beck, Planning Board member, effective December 31, 2024.
2. Monmouth County Clerk advises Monmouth County Voters of new date for the Primary Election is June 10, 2025.

ORDINANCE:

FIRST READING

ORDINANCE 25-01

CALENDAR YEAR 2025 ORDINANCE TO EXCEED THE MUNICIPAL BUDGET APPROPRIATION LIMITS AND TO ESTABLISH A CAP BANK (N.J.S.A. 40A: 4-45.14)

EXPLANATORY STATEMENT: This Ordinance authorizes an increase to 3.5% over the previous year’s final appropriations.

Motion to adopt was moved by DM/Morris; second by C/Davis.

ROLL CALL VOTE:

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

NAYS: None **ABSTAIN:** None **ABSENT:** None

Second reading and Public Hearing to be held on February 5, 2025 at 8:00 p.m. at the Millstone Township Meeting Room, 215 Millstone Road, Perrineville, New Jersey.

RESOLUTIONS: **CONSENT RESOLUTION POSTED ON BULLETIN BOARD.**

ALL MATTERS LISTED UNDER ITEM “CONSENT AGENDA” ARE CONSIDERED ROUTINE BY THE TOWNSHIP COMMITTEE AND WILL BE ENACTED BY ONE (1) MOTION IN THE FORM LISTED BELOW. THERE WILL BE NO SEPARATE DISCUSSION ON THESE ITEMS, IF DISCUSSION IS DESIRED OF ANY ITEM, THAT ITEM WILL BE CONSIDERED SEPARATELY.

- 25-01 Resolution Appointing Professionals for 2025
- 25-02 Resolution Appointing Qualified Purchasing Agent
- 25-03 Resolution Reappointing Township Administrator and Clean Communities Advocate
- 25-04 Resolution Appointing Township Tax Search Officer

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- 25-05 Resolution Appointing Public Agency Compliance Officer
- 25-06 Resolution Appointing Treasurer
- 25-07 Resolution Appointing Construction Department Appointments
- 25-08 Resolution Appointing Code Enforcement Officer
- 25-09 Resolution Appointing Recycling Coordinator
- 25-10 Resolution Appointing Community Development Representative
- 25-11 Resolution Appointing Members to the Millstone Township Veteran's Memorial Council
- 25-12 Resolution Appointing Fund Commissioner, Safety Director and Right to Know Coordinator to the Monmouth County Municipal JIF
- 25-13 Resolution Appointing 911Coordinator
- 25-14 Resolution Appointing Videographer
- 25-15 Resolution Appointing the Class III Member to the Millstone Township Planning Board
- 25-16 Resolution Appointing Members to the Open Space Preservation Council
- 25-17 Resolution Appointing Members to the Agricultural Advisory Council
- 25-18 Resolution Appointing Monmouth County Agriculture Development Board Representative
- 25-19 Resolution Appointing Members to the Municipal Alliance Committee's Executive Board
- 25-20 Resolution Appointing Zoning Officer
- 25-21 Resolution Appointing Violations Clerk to the Municipal Court
- 25-22 Resolution Authorizing the Appointment of an Alternative Individual to Perform Duties of a Municipal Court Administrator when the Municipal Court Administrator is Unavailable
- 25-23 Resolution Authorizing Inter-Local Services Agreement Providing for Municipal Court Services for Roosevelt Borough
- 25-24 Resolution Appointing COAH Representative
- 25-25 Resolution Appointing Coordinator Between the Township of Millstone and the Office of Aging
- 25-26 Resolution Appointing Local Historian
- 25-27 Resolution Establishing the 2025 Temporary Budget
- 25-28 Resolution Adopting a Cash Management Plan
- 25-29 Resolution to Authorizing the Continuation of Petty Cash Funds for Calendar Year 2025
- 25-30 Resolution to Establish Official Depositories for Township Funds
- 25-31 Resolution Authorizing the Acceptance of Credit Card Payments for the Collection of Fees for Municipal Court
- 25-32 Resolution to Authorize Tax Collector to Hold Tax Sale
- 25-33 Resolution Authorizing the Cancellation of Minimal Balances and Overpayments by Tax Collector
- 25-34 Resolution Appointing Coordinator of the Millstone Township Office of Emergency Management
- 25-35 Resolution to Allow an Additional Penalty of 6% to be Collected Against a Delinquency in Excess of \$10,000.00
- 25-36 Resolution Authorizing Real Estate Tax Payments by Electronic Funds Transfer via Internet via Edmunds Govtech WIPP
- 25-37 Resolution Authorizing the Tax Assessor to File Appeals Omitted and Added Assessment Appeals and Rollback Complaints with the Monmouth County Board of Taxation
- 25-38 Resolution Authoring Shared Services Agreement with Roosevelt Borough for Repair, Maintenance, Snow Removal and Ice Control on Nurko Road
- 25-39 Resolution Authorizing Contract with Edmunds GovTech
- 25-40 Resolution Appointing Conflict Municipal Court Judge
- 25-41 Resolution Authorizing Online Recreation Registration Payments through Easy Merchant Plus/Stripe Connect
- 25-42 Resolution Granting Permission to Pay Certain Bills Prior to Committee Meetings
- 25-43 Resolution Appointing Clean Communities Coordinator
- 25-44 Resolution Authorizing Deer Carcass Removal as per Somerset County Contract CC-0058-24
- 25-45 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
- 25-46 Resolution Authorizing Contract with Action Data Services
- 25-47 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

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- 25-48 Resolution Authorizing the Township of Millstone to Establish a Commodity Resale Agreement with the Millstone Township Board of Education
- 25-49 Resolution Authorizing Shared Services Agreement with Roosevelt Borough for Certified Municipal Recycling Coordinator and Recycling Reporting Services
- 25-50 Resolution Authorizing Continued Membership with Sourcewell, a National Purchasing Cooperative and Authorizing a Contract through Sourcewell to Verizon Connect for a Fleet Management System
- 25-51 Resolution Appointing Part-Time Finance Clerk
- 25-52 Resolution Authorizing Award of a Non-Fair and Open Contract for Professional Risk Management Consultant Services
- 25-53 Resolution Increasing Contract Amount for the NJ License Tree Expert for the Calendar Year 2024
- 25-54 Resolution Appointing Seasonal Clean Communities Employees
- 25-55 Resolution Appointing Seasonal Clean Communities Employee
- 25-56 Resolution Appointing Deputy Emergency Management Coordinators
- 25-57 Resolution of the Township Committee of the Township of Millstone Appointing Municipal Housing Liaison

Motion to adopt was moved by C/Ziner; second by C/Ziner.

ROLL CALL VOTE:

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

NAYS: None ABSTAIN: None ABSENT: None

APPOINTMENTS TO BE MADE BY THE MAYOR

Mayor's appointment to the Clarksburg Cultural Center

BE IT RESOLVED that Doreen Polhemus shall serve as the Steward to the Clarksburg Cultural Center, for a one (1) year term, commencing January 1, 2025 and ending December 31, 2025.

Mayor's appointments to the Millstone Township Environmental Commission

BE IT RESOLVED that Benny Quagliarini and Amanda Blanco are hereby appointed as members to the Millstone Township Environmental Commission for three (3) year terms commencing January 1, 2025 and ending December 31, 2027.

BE IT FURTHER RESOLVED that the Mayor hereby appoints Douglas Lischick as Chairperson to the Millstone Township Environmental Commission, term expiring December 31, 2025.

Mayor's Appointments to the Millstone Township Historic Preservation Commission

BE IT RESOLVED by the Mayor of the Township of Millstone that Diane Blackwell is hereby appointed Class C member of the Millstone Township Historic Preservation Commission for four (4) year term, commencing January 1, 2025 and ending December 31, 2028.

BE IT FURTHER RESOLVED by the Mayor of the Township of Millstone that Mary Costagliola is hereby appointed Alternate member number one (1) of the Millstone Township Historic Preservation Commission for a two (2) year term, commencing January 1, 2025 and ending December 31, 2026.

Mayor's appointments to the Millstone Township Parks and Recreation Commission

BE IT RESOLVED that Renee Randazzo is hereby appointed to the Millstone Township Recreation Commission as a regular member for a five (5) year term commencing January 1, 2025 and ending December 31, 2029.

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BE IT FURTHER RESOLVED that Justin Andrillo is hereby appointed to the Millstone Township Recreation Commission as an Alternate No. 1 to fulfill the unexpired term of Stacie Curtis, term ending December 31, 2026.

Mayor's appointments to the Millstone Township Planning Board

BE IT RESOLVED that the Mayor shall serve as the Class I member to the Millstone Township Planning Board for a one (1) year term commencing January 1, 2025 and ending December 31, 2025.

BE IT FURTHER RESOLVED that Anthony Cipriano shall serve as Alternate No. 2 to the Millstone Township Planning Board for a two year term commencing January 1, 2025 and ending December 31, 2026.

Mayor's appointment to the Millstone Township Planning Board - Mayor's Designee

BE IT RESOLVED that Jeff Ziner shall serve as the Class I member to the Millstone Township Planning Board at the pleasure of the Mayor, term expires December 31, 2025.

Mayor's appointment to the Millstone Township Shade Tree Commission

BE IT RESOLVED that Mark Mamrega is hereby appointed as member to the Millstone Township Shade Tree Commission, for five (5) year terms, commencing January 1, 2025 and ending December 31, 2029.

Mayor's appointments to the Millstone Township Zoning Board of Adjustment

BE IT RESOLVED, by the Mayor of the Township of Millstone that Lloyd Cadigan is hereby appointed as a Regular Member to the Millstone Township Zoning Board of Adjustment for a four (4) year term, commencing January 1, 2025 and term ending December 31, 2028.

BE IT FURTHER RESOLVED that Leonard Datello is hereby appointed as an Alternate No. 1 member to the Millstone Township Zoning Board of Adjustment to fulfill the unexpired term of Lloyd Cadigan, term expiring December 31, 2025.

TOWNSHIP COMMITTEE LIAISON POSITIONS FOR 2025:

(P) = Primary and (S) = Secondary

Dept. of Public Works/Building and Grounds/Recycling	Morris (P); Ferro (S)
Finance	Davis (P); Ferro (S)
Health, Safety and Welfare	Zabrosky (P); Ziner (S)
Community Newsletter/Web Site/Cable TV	Ziner (P); Morris (S)
Office of Emergency Management	Ferro
Personnel	Ziner (P); Zabrosky (S)
Board of Parks and Recreation Commission	Morris (P); Ziner (S)
County & State Agencies	Ferro (P); Davis (S)
Drug Alliance	Ziner
Senior Citizens	Zabrosky
Environmental Commission	Davis
Historic Preservation Commission	Morris
Board of Education	Ziner (P); Ferro (S)
Municipal Court	Morris
Fire & First Aid	Ferro (P); Morris (S)
AG Board	Morris (P); Zabrosky (S)
State Police	Ferro
Shade Tree Commission	Davis
Construction Department	Davis (P); Ferro (S)
Open Space Preservation Council	Zabrosky
COAH	Zabrosky (P); Ziner (S)

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M/Ferro thanked the NJ State Police for all their support for all you do for Millstone Township. DM/Morris congratulates C/Davis, C/Zabrosky and all the other appointments done tonight. We have a tremendous team.

C/Zabrosky stated that she has been the liaison to the Board of Education for the past three years and it has had its up and downs. This year, C/Ziner will be liaison. Good luck to all.

M/Ferro stated that, in collaboration with the Board of Education, in 2024 we came up with a plan and were able to reduce taxes by approximately \$600.00 per household. We are going to continue the collaboration with the Board of Education.

M/Ferro stated that a committee has been formed for a project called “The Rest and Reflex” that is a tree and bench program to improve our parks at Millstone Park. A grant was submitted to Monmouth County Park Systems for a pavilion at Millstone Park and the grant was approved. These are a few projects that the Township Committee has been working on. The goal is to bring the community together.

PRIVILEGE OF THE FLOOR: (Limited to ½ Hour)

M/Ferro opens the meeting to the public at 7:55 p.m.

Ed Johnson, Executive Director of Governmental Affairs and Community Relations at Brookdale Community College stated he is here on behalf of Dr. David Stout, President of Brookdale Community College to extend his well wishes, Happy New Year and his commitment of the college to work together with municipalities. An invite will be sent to all Mayor’s in Monmouth County to join Dr. Stout on April 10th at the Lincroft Campus for Community College Month.

Ryan Walker, 11 Pine Hill congratulates C/Davis and C/Zabrosky on their appointments to the Township Committee and hopes all the agritourism mentioned at prior meetings comes to fruition.

C/Davis stated that the Shade Tree Commission has been working on a Tree Program where loved ones can plant a commemorative tree. The first tree, a Silver Oak Tree, was planted at the Middle School along with the commemorative plaque. More information will follow.

M/Ferro closes the meeting to the public at 7:58 p.m.

ADJOURNMENT:

Motion to adjourn was moved by C/Zabrosky; second by DM/Morris. All in Favor.

Time Out 7:59 p.m.

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

January 7, 2025 Township Committee Reorganization Meeting Minutes approved at a Township Committee meeting held on February 5, 2025.

Kathleen Hart, RMC
Municipal Clerk