

RESOLUTION NO. 09-56

MEETING DATE: 2-4-09

**RESOLUTION ESTABLISHING POLICY RE: ELECTRONIC
COMMUNICATION DEVICES AND COMPUTERS**

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

WHEREAS, the Township Committee only meets on two (2) evenings per month and owes its undivided attention to the Township business before it; and

WHEREAS, the development of small electronic communication devices provides for the understandable distraction which can be caused by bringing those devices to the dais in a fully functional mode; and

WHEREAS, the use of those devices can cause distraction, not only for the person using the device, but also for other members of the Governing Body; and

WHEREAS, common courtesy dictates that such use not occur during the public meetings.

NOW, THEREFORE BE IT RESOLVED by the Township Committee of the Township of Millstone that it hereby establishes as its policy that no member of the Governing Body shall, during the public meeting of such Governing Body, make use of any electronic communication device or computer.

BE IT FURTHER RESOLVED, that all such electronic communication devices and computers shall not be on the dais and shall be turned off and out of sight.

BE IT FURTHER RESOLVED, that the Township Clerk and the Township Administrator, who sit on the dais, may maintain their cellular telephones in active mode, and shall provide each member of the Governing Body their cellular telephone numbers which Governing Body members may provide to family and other contacts who may have the need, in the event of an emergency, to contact the Governing Body member.

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

- a. Township Committee.
- b. Township Clerk.
- c. Township Administrator
- d. Township Attorney

ROLL CALL:

AYES: C/Kuczinski, C/Masci, C/Abilheira, M/Grbelja

NAYS: None

ABSTAIN: None

ABSENT: C/Kinsey

I HEREBY CERTIFY the foregoing to be a true copy of the Resolution adopted by the Millstone Township Committee at its meeting of February 4, 2009.

MARIA DELLASALA, RMC
Township Clerk

RESOLUTION NO. 19-120
MEETING DATE: 05-15-19

**RESOLUTION AMENDING RESOLUTION 09-56 ESTABLISHING POLICY FOR
ELECTRONIC COMMUNICATION DEVICES AND COMPUTERS**

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

WHEREAS, Resolution 09-56, adopted on February 4, 2019 established policies regarding Electronic Communication Devices and Computers; and

WHEREAS, the Township Committee of the Township of Millstone policy is that no member of the Governing Body shall, during the public meeting of such Governing Body, make use of any electronic communication device or computer; and

WHEREAS, the Township Committee of the Township of Millstone is amending the policy as follows: Governing Body members will now be permitted to use Township issued Computers during public meetings of such Governing Body.

NOW, THEREFORE BE IT RESOLVED by the Township Committee of the Township of Millstone that it hereby amends its policy and allows the Governing Body, during the public meeting of such Governing Body, make use of Township issued Computer during public meeting of such Governing Body.

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

- a. Township Committee.
- b. Township Clerk
- c. Township Attorney
- d. Business Administrator

ROLL CALL:

AYES: C/Kuczinski, C/Dorfman, C/Ferro, C/Grbelja, M/Masci
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 May 15, 2019.

Maria Dellasala, RMC
Municipal Clerk

2-1 TOWNSHIP COMMITTEE.

2-1.1 Legislative Power.

All legislative power of the Township, except in matters of health, shall be exercised by the Township Committee pursuant to law, and in matters of health by the Board of Health. (New)

2-1.2 Organization of the Township Committee.

The Township Committee shall organize annually during the first week in January, at which time it shall elect a Mayor and Deputy Mayor from among its members. The Mayor shall preside at meetings of the Township Committee and perform such other duties as the Township Committee or State law may prescribe. In the absence or disability of the Mayor, the Deputy Mayor shall perform all of the duties and functions of the Mayor. (New)

2-1.3 Powers of the Mayor.

The Mayor shall have those powers set forth in N.J.S.A. 40A:63-5. The Mayor shall be the chairman of the Township Committee and head of the municipal government. The Mayor shall preside at meetings of the Committee and shall have the right to debate and vote on all questions. The Mayor shall have all powers placed in the Mayor by general law including but not limited to the following:

- a. The power to sign and execute documents and agreements on behalf of the Township;
- b. The power to make proclamations concerning holidays and events of interest to the Township;
- c. The authority to exercise the ceremonial power of the Township;
- d. Every other power usually exercised by Mayors under the Township Committee form of government. (New)

2-1.4 Meetings of the Township Committee.

- a. *Regular Meetings.* The Township Committee shall hold its annual organizational meeting during the first week in January. The Committee shall hold regular meetings at least once a month in accordance with a schedule to be set forth in a resolution adopted by the Committee at its annual organizational meeting.
- b. *Special Meetings.* Special meetings of the Township Committee shall be held as the need arises and shall be held in compliance with "The Open Public Meetings Act." (New)

2-1.5 Meetings Open to the Public; Agenda.

All regular and special meetings of the Township Committee shall be open to the public, except for those portions of such meetings which the Township Committee determines to hold in private session pursuant to the provisions of "The Open Public Meetings Act." The rules of procedure to be followed and rules for the consideration of nominations submitted by the Mayor and for the conduct of other business of the Committee shall be provided by resolution.

- a. Items of business, excluding ordinances and as otherwise provided by law which are routine and which do not require discussions shall be included under a single section of the agenda known as the "consent agenda." The Township Clerk, in consultation with the Mayor or Township Attorney, if necessary, shall determine items to be so listed; however, any member of the Township Committee shall have the right to cause any such item(s) to be separately considered. Consent agenda items may be adopted or approved as the case may be collectively, upon a single motion and roll call vote of a majority of the Township Committee voting affirmatively.
- b. *Consent Agenda.* The "consent agenda" section of the meeting agenda shall be preceded by an explanatory note substantially set forth as follows:

"All matters listed under item "Consent Agenda" are considered routine and will be enacted by one (1) motion in the form listed below. There will be no separate discussion of these items. If discussion is desired of any item, any Township Committee member may cause that item to be considered separately." (New; Ord. No. 02-07, §I)

2-1.6 Township Committee Conference.

Subject to the provisions of "The Open Public Meetings Act," the Committee may meet at any time in executive session for the consideration of Township business or to meet with any officer or employee of the Township or any other person on Township business. No persons other than those specifically invited by the Committee shall be authorized to participate in any such executive session. (New)

2-1.7 Quorum.

A majority of the full membership of the Township Committee shall constitute a quorum. If a quorum is not present at the appointed time for any meeting, the presiding officer or the Clerk may declare the meeting adjourned. (New)

2-1.8 Roll Call Votes; Minutes.

The vote upon every ordinance, and upon resolutions shall be taken by roll call and the yeas and nays shall be entered on the minutes. The minutes of each meeting shall be maintained and signed by the Township Clerk. (New)

2-1.9 Ordinances.

All ordinances shall be introduced, read, heard and enacted in the manner provided by general law. (New)

2-1.10 Ordinance Book.

The ordinances book shall be signed by the Mayor and Township Clerk. (New)

2-1.11 Tape Retention.

Any tape recordings made by any Township bodies, including the Township Committee, boards, commissions, committees or councils of either executive or regular meetings of such bodies shall be maintained for a period of three (3) years from the date of the meeting so recorded and shall, thereafter, be destroyed only upon approval, by Resolution, of the Township Committee. (Ord. No. 03-11, §I)