

Elk Township Combined Planning and Zoning Board

Reorganization Meeting January 16, 2013

Minutes

Call to Order: Board Secretary called the meeting to order at 7:34pm.

Roll Call:

Present: Bill Carter, David McCreery, Chuck Nicholson, Eugene Shoultz, Patrick Spring, Rich Tondo, Jeanne White, Jay Hughes, Frank Goss, Deputy Mayor Carolyn Sammons (Mayor's Designee)

Absent: Ed McKeever, Mayor Barbaro

Open Public Meeting Act: was read by the Board Secretary

Flag Salute: Secretary led the flag salute.

➤ **Membership Reappointments for 2013**

The Board Secretary announced the following appointments and reappointments to the Combined Planning/Zoning Board for 2013:

- Jay Hughes, Alternate #1, 1 year term to expires: 12/31/2013
- Eugene Shoultz, Class IV, 4 year term to expires: 12/31/2016
- Richard Tondo, Class IV, 4 year term to expires: 12/31/2016
- David McCreery, Class II, 1 year term to expires: 12/31/2013
- Patrick Spring, Class III, 1 year term to expires: 12/31/2013

Deputy Mayor gave the oath of office to the reappointed and newly appointed members.

➤ **Nomination & Appointment of Chairman**

Member Jeanne White moved to open the floor to nominations for the position of Chairman. Seconded by Mr. McCreery. With all members in favor, the motion was carried.

Mr. Goss made a motion to nominate Chuck Nicholson for the position of Chairman. Mr. McCreery seconded the motion. With no other nominations Mr. Carter moved to close the floor to nominations, seconded by Mr. Shoultz

Mr. Carter moved to appoint Chuck Nicholson as Chairman for the 2013 year, Seconded by Mr. Shoultz. With all members in favor, the motion was carried.

➤ **Nomination & Appointment of Vice Chairman**

Mr. Nicholson moved to open the floor to nominations for the position of Vice Chairman for the year 2013, Seconded by Mr. McCreery. With all members in favor, the motion was carried.

Mrs. White made a motion to nominated Bill Carter for the position of Vice Chairman. Mr. Nicholson seconded the motion. With no other nominations, Mrs. White moved to close the floor to nominations, seconded by Mr. Nicholson.

Mr. Spring moved to appoint Bill Carter as Vice Chairman for the 2013 year, Seconded by Mrs. White.

With all members in favor, *the motion was carried.*

➤ **Oath of office - Chairman & Vice Chairman**

Deputy Mayor Sammons gave the oath of office to Chairman and Vice Chairman and the meeting was turned over to Chairman Nicholson.

➤ **Nominations/Appointments/Resolutions:**

Establish meeting dates, time and place for the year 2013.

The Board reviewed the meeting dates as outlined below for the third Wednesday of each month for the 2013 year.

The following meeting dates, time and place were read into the record by the Chairman:

February 20, 2013	August 21, 2013
March 20, 2013	September 18, 2013
April 17, 2013	October 16, 2013
May 15, 2013	November 20, 2013
June 19 2013	December 18, 201
July 17, 2013	January 15, 2014

Meeting Time: 7:30 pm

Meeting Place: Elk Township Municipal Court Room, 667 Whig Lane Road, Monroeville, NJ

Mr. Carter made a motion to adopt the meeting dates, time and place as read into the record. Seconded by Mr. Shoultz. With all members in favor, the motion was carried.

Mr. Hughes commented that the municipal building's address is scheduled to change as part of a 911 update. The board secretary will re-advertise once notified of the new address.

Designation of official and secondary newspapers.

Mr. Carter made a motion to designate "South Jersey Times" as the official newspaper and "The Sentinel" as the secondary newspaper for the year 2013. Seconded by Mr. Shoultz. With all members in favor, the motion was carried.

Nomination and appointment of Professional Services:

1) Nomination & appointment of Board Solicitor:

Mrs. White moved to open the floor to nominations for the position of Board Solicitor. Seconded by Mr. Nicholson. With all members in favor, the motion was carried.

Mr. Nicholson moved to nominate Joan S. Adams. Seconded by Mr. McCreery. With no other nominations Mr. Nicholson moved to close the floor to nominations, seconded by Mr. McCreery. With all members in favor the motion was carried.

Mrs. White moved to appoint Joan Adams, of the firm Adams & Adams, as board Solicitor for the year 2013. Seconded by Mr. Nicholson. With all members in favor, the motion was carried.

2) Nomination & appointment of Board Engineer:

Mr. Shoultz moved to open the floor to nominations for the position of Board Engineer. Seconded by Mr. Nicholson. With all members in favor, the motion was carried.

Mr. Shoultz moved to nominate the firm of Fralinger Engineering. Seconded by Mrs. White. With no other nominations, Mr. McCreery moved to close the floor to nominations, seconded by Mrs. White. With all members in favor, the motion was carried.

Mr. Nicholson moved to appoint the firm of Fralinger Engineering, as Board Engineer for the year 2013. Seconded by Mr. McCreery. With all members in favor, the motion was carried.

3) Nomination & appointment of Professional Planner:

Mr. Nicholson moved to open the floor to nominations for the position of Professional Planner. Seconded by Mr. Spring. With all members in favor, the motion was carried.

Mrs. White moved to nominate Bach Associates. Seconded by Mr. Spring. With no other nominations Mr. Nicholson moved to close the floor to nominations, seconded by Mr. Spring.

Mr. Nicholson moved to appoint Bach Associates as the Board's Professional Planner for the year 2013, Seconded by Mrs. White. With all members in favor, the motion was carried.

4) Nomination & Appointment of a Board Secretary:

Mr. Spring moved to open the floor to nominations for the position of Board Secretary. Seconded by Mrs. White With all members in favor, the motion was carried.

Mr. Nicholson moved to nominate Anna Foley. Seconded by Mrs. White. With no other nominations Mr. Nicholson moved to close the floor to nominations, seconded by Mrs. White. With all members in favor, the motion was carried

Mr. Nicholson moved to appoint Anna Foley as Board Secretary for the year 2013. Seconded by Mrs. White. With all members in favor, the motion was carried

5) Nomination & Appointment of a Conflict Planner:

Mr. Nicholson moved to open the floor to nominations for the position of Conflict Planner. Seconded by Mr. Spring. With all members in favor, the motion was carried.

Mr. Spring moved to nominate the firm of Fralinger Engineering. Seconded by Mr. Goss. With no other nominations Mrs. White moved to close the floor to nominations, seconded by Mr. Spring.

Mr. Spring moved to appoint the firm of Fralinger Engineering as Conflict Planner for the year 2013. Seconded by Mrs. White.

6) Nomination & Appointment Conflict Engineer:

Mr. Nicholson moved to open the floor to nominations for the position of Conflict Engineer for the year 2013. Seconded by Mr. McCreery. With all members in favor, the motion was carried.

Mrs. White moved to nominate the firm of Bach Associates as Conflict Engineer for the year 2012. Seconded by Mr. Spring. With no other nominations, Mr. Spring moved to close the floor to nominations, seconded by Mrs. White.

Mr. Spring moved to appoint the firm of Bach Associates as Conflict Planner for the year 2013. Seconded by Mr. Goss. With all members in favor, the motion was carried.

➤ Resolutions

Adopt & Memorialize the following resolutions:

2013-01 - establishing dates, time and place of Planning/Zoning Board meetings for the year 2013

2013-02 – designation of the Official Newspaper & Secondary Newspaper for 2013

2013-03 - authorizing contract for services of a Board Solicitor for 2013

2013-04 - authorizing contract for professional Engineering services for 2013

2013-05 - authorizing contract for professional Planning services for 2013

2013-06 - appointing a Board Secretary for the year 2013

2013-07 - authorizing contract for professional services of a Conflict Planner for 2013

2013-08 - authorizing contract for professional services of a Conflict Engineer for 2013

Mrs. White moved to adopt and memorialize resolutions 2013-01 through 2013-08, Seconded by Mr. Spring.

Roll Call:

Voting in favor: Carter, McCreery, Nicholson, Shoultz, Spring, Tondo, White, Hughes, Goss

Against: Abstain 9-0-0

2013-09 granting minor subdivision approval for block 171 lots 21 & 23 in Elk Township and block 1901 lots 9 & 10 in Clayton Borough, to applicant Frank McDonnell.

Mr. Nicholson moved to memorialize resolutions 2013-09, Seconded by Mr. Shoultz

Roll Call:

Voting in favor: Carter, Nicholson, Shoultz, White, Goss 5 yes

Memorialization of resolution 2013-10 for minor subdivision of block 72 lot 3 has been postponed at the request of the applicant's attorney and they agree to extend any time required under the municipal land use law.

➤ **Oath of Office to Professionals for the year 2013**

Deputy Mayor Sammons gave the oath of office to the 2013 appointed Professionals

➤ **General Public Portion**

Mr. Shoultz moved to open the General Public Portion, Seconded by Mr. Carter. With all members in favor, the motion was carried.

With no comment from the public, *Mr. Shoultz moved to close the public portion, seconded by Mr. Spring. With all members in favor, the motion was carried.*

➤ **Adjournment:**

Mrs. White moved to adjourn the 2013 Reorganization Meeting, Seconded by Mr. Goss.

With all members in favor, *the motion was carried.*

Adjournment time: 7:55 pm

Respectfully submitted,



Anna Foley
Board Secretary