

# Elk Township Combined Planning and Zoning Board

## Reorganization Meeting January 16, 2019

### Minutes

**Call to Order:** Board Secretary called the meeting to order at 7:30pm.

**Roll Call:**

**Present:** Matt Afflerbach, Bob Clark, Jay Hughes, Ed McKeever, Donna Nicholson, Ed Poisker, Richard Schmidt, Eugene Shoultz, Jeanne White, Al Richardson (alt 1), Wayne Swanson (alt 2)

**Open Public Meeting Act:** was read by the Board Secretary

**Flag Salute:** Secretary led the flag salute.

➤ **Membership Appointments for 2019**

The Board Secretary read the following appointments and reappointments to the Combined Planning/Zoning Board for 2019:

- *Edward Poisker, Class I, Mayor's Designee, 1 year term, expires 12/31/19*
- *Donna Nicholson, Class III, Committee, 1 year term, expires 12/31/19*
- *Richard Schmidt Class IV, 4 year term, expires 12/31/22*
- *Al Richardson, Alternate #1, filling unexpired term of Frank Goss, expires 12/31/19*
- *Wayne Swanson, Alternate #2, 2 year term, expires 12/31/20*

*Mr. Afflerbach moved to accept the appointments as read. Seconded by Mr. Clark. With all members in favor, the motion was carried.*

Board Secretary gave the oath of office to the reappointed and newly appointed members.

➤ **Nomination & Appointment of Chairperson**

*Mr. Afflerbach moved to open the floor to nominations for the position of Chairperson. Seconded by Mr. Poisker. With all members in favor, the motion was carried.*

*Mr. Afflerbach made a motion to nominate Jeanne White for the position of Chairperson. Mrs. Nicholson seconded the motion. With no other nominations, Mr. Afflerbach moved to close the floor to nominations, seconded by Mrs. Nicholson.*

*Mr. Afflerbach moved to appoint Jeanne White as Chairperson for the 2019 year, Seconded by Mrs. Nicholson.*

**Roll Call:**

**Voting in favor:** *Afflerbach, Clark, Hughes, McKeever, Nicholson, Poisker, Schmidt, Shoultz, White,*  
**Against:** *None*      **Abstain:** *None*      **9, yes**

➤ **Nomination & Appointment of Vice Chairperson**

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

*Mrs. Nicholson made a motion to nominate Jay Hughes for the position of Vice Chair, seconded by Mr. Afflerbach. With no other nominations, Mrs. White moved to close the floor to nominations, Seconded by Mrs. Nicholson.*

*Mrs. White moved to appoint Jay Hughes as Vice Chairman. Seconded by Mrs. Nicholson.*

**Roll Call:**

*Voting in favor: Afflerbach, Clark, Hughes, McKeever, Nicholson, Poisker, Schmidt, Shoultz, White*

*Against: None Abstain: None 9, yes*

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

Mayor Sammons swore in the 2019 Chair and Vice Chair and the meeting was turned over to the Chairperson.

➤ **Nominations/Appointments/Resolutions:**

**a. Establish meeting dates, time and place for the year 2019 by Resolution #2019-01**

The Board reviewed the meeting dates as outlined below for the third Wednesday of each month for 2019 and the 2020 reorganization meeting date and with a new meeting time of 7 pm:

The following the meeting dates, time and place were approved:

February 20, 2019	August 21, 2019
March 20, 2019	September 18, 2019
April 17, 2019	October 16, 2019
May 15, 2019	November 20, 2019
June 19, 2019	December 18, 2019
July 17, 2019	January 15, 2020, Reorganization

Meeting Time: 7:300 pm

Meeting Place: Elk Township Municipal Court Room, 680 Whig Lane, Monroeville, NJ

*Mr. Afflerbach made a motion to adopt the meeting dates, time & place as outlined.*

*Seconded by Mr. Schmidt. With all members in favor, the motion was carried.*

**b. Designation of Official and Secondary Newspapers by Resolution # 2019-02.**

*Mr. Hughes made a motion to designate "South Jersey Times" as the official newspaper and "The Sentinel" as the secondary newspaper for the year 2019. Seconded by Ms. White.*

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

**c. Nomination & Appointment of a Board Secretary by Resolution #2019-03**

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

*Mr. Hughes moved to nominate Anna Foley as Board Secretary for the year 2019. Seconded by Mr. Schmidt. With all members in favor, the motion was carried*

With no other nominations, *Mr. Hughes moved to close the floor to nominations, seconded by Mr. Schmidt.* With all members in favor, *the motion was carried.*

*Mr. Hughes moved to appoint Anna Foley as Board Secretary for the year 2019. Seconded by Mr. Schmidt.* With all members in favor, *the motion was carried.*

**Roll Call:**

*Voting in favor: Afflerbach, Clark, Hughes, McKeever, Nicholson, Poisker, Schmidt, Shoultz, White*  
*Against: None Abstain: None 9, yes*

**d. Nomination & appointment of Board Solicitor by Resolution #2019-04:**

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

*Mrs. White moved to nominate the law firm of Dale T. Taylor. Seconded by Mr. McKeever.* With no other nominations *Mr. Schmidt moved to close the floor to nominations, seconded by Mr. McKeever.* With all members in favor, *the motion was carried.*

*Mr. Schmidt moved to appoint the law firm of Dale T. Taylor as Board Solicitor for the year 2019. Seconded by Mr. McKeever.*

**Roll Call:**

*Voting in favor: Afflerbach, Clark, Hughes, McKeever, Nicholson, Poisker, Schmidt, Shoultz, White*  
*Against: None Abstain: None 9, yes Approved appointment of Dale T. Taylor*

**e. Nomination & appointment of Professional Services of a Board Planner by Resolution #2019-05:**

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

*Mrs. White moved to nominate the firm of Bach Associates. Seconded by Mrs. Nicholson.* With no other nominations, *Mr. McKeever moved to close the floor to nominations, seconded by Mr. Hughes.* With all members in favor, *the motion was carried.*

*Mr. McKeever moved to appoint the firm of Bach Associates as Professional Planner for the year 2019. Seconded by Mr. Hughes.*

**Roll Call:**

*Voting in favor: Afflerbach, Clark, Hughes, McKeever, Nicholson, Poisker, Schmidt, Shoultz, White*  
*Against: None Abstain: None 9, yes Approved appointment of Bach Associates*

**f. Nomination & appointment of Professional Services of an Engineer by Resolution #2019-06:**

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

*Mr. Afflerbach moved to nominate the firm of Federici & Akin. Seconded by Mrs. White.* With no other nominations, *Mr. Afflerbach moved to close the floor to nominations, seconded by Mr. Schmidt.* With all members in favor, *the motion was carried.*

*Mr. Afflerbach moved to appoint the firm of Federici & Akin as Professional Engineer for the year 2019. Seconded by Mr. Schmidt.*

**Roll Call:**

*Voting in favor: Afflerbach, Clark, Hughes, McKeever, Nicholson, Poisker, Schmidt, Skoultz, White*  
*Against: None Abstain: None 9, yes Approved appointment of Federici & Akin*

Mayor Sammons swore in the Board's Professionals for the 2019 year.

➤ **New Business: None**

➤ **Old Business: None**

➤ **General Public Portion**

*Mr. McKeever made a motion to open to the public, seconded by Mr. Hughes.*  
With all members in favor, *the motion was carried.*

Mayor Carolyn Sammons, 431 Union Street, congratulated the appointees for 2019.

Chairwoman White asked the Board's professionals to consider Board training sessions when the agendas are light. The professionals were in agreement and asked to be emailed any specific topic the Board would like to cover.

*Mrs. Nicholson moved to close to the public, seconded by Mr. Hughes.*  
With all members in favor, *the motion was carried.*

➤ **Adjournment:**

*Mr. Hughes moved to adjourn, Seconded by Mr. McKeever.*  
With all members in favor, *the motion was carried.*

Adjournment time: 7:50 pm

Respectfully submitted,

  
Anna Foley  
Board Secretary