

Elk Township Combined Planning and Zoning Board

Reorganization Meeting January 17, 2018

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 Shultz, Jeanne White, Frank Goss (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 2018**

The Board Secretary read the following appointments and reappointments to the Combined Planning/Zoning Board for 2018:

- *Edward Poisker, Class I, Mayor, 1 year term (12/31/18)*
- *Donna Nicholson, Class III, Committee 1 year term (12/31/18)*
- *Jay Hughes Class IV, School Board, 4 year term, expires 12/31/21*
- *Frank Goss, Alternate #1, 2 year term, expires 12/31/19*

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

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

Mr. Afflerbach moved to appoint Jeanne White as Chairperson for the 2018 year, Seconded by Mr. Shultz.

Roll Call:

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

➤ **Nomination & Appointment of Vice Chairperson**

Mrs. White moved to open the floor to nominations for the position of Vice Chairman, Seconded by Mr. Schmidt. 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 Mrs. White. With no other nominations, Mr. Afflerbach moved to close the floor to nominations, Seconded by Mr. Shoultz.

Mr. Afflerbach moved to appoint Jay Hughes as Vice Chairman. Seconded by Mr. Schmidt.

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**

Board Secretary swore in the 2018 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 2018 by Resolution #2018-01

The Board reviewed the meeting dates as outlined below for the third Wednesday of each month for 2018 and the 2019 reorganization meeting date. The dates were approved except for the month of November which was changed to the following week, November 28th, due to the Thanksgiving holiday.

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

February 21, 2018	August 15, 2018
March 21, 2018	September 19, 2018
April 18, 2018	October 17, 2018
May 16, 2018	*November 28, 2018
June 20, 2018	December 19, 2018
July 18, 2018	January 16, 2019, Reorganization

Meeting Time: 7:30 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. Clark. With all members in favor, the motion was carried.

b. Designation of Official and Secondary Newspapers by Resolution # 2018-02.

Mr. Afflerbach made a motion to designate “South Jersey Times” as the official newspaper and “The Sentinel” as the secondary newspaper for the year 2018. Seconded by Mr. Swanson. With all members in favor, the motion was carried.

c. Nomination & Appointment of a Board Secretary by Resolution #2018-03

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

Mr. Hughes moved to nominate Anna Foley as Board Secretary for the year 2018. 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. Shoultz. With all members in favor, *the motion was carried.*

Mr. Afflerbach moved to appoint Anna Foley as Board Secretary for the year 2018.

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

d. Nomination & appointment of Board Solicitor by Resolution #2018-04:

Mr. Shoultz moved to open the floor to nominations for the position of Board Solicitor.

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

Mrs. Nicholson moved to nominate the law firm of Dale T. Taylor. Seconded by Mr. Goss.

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

Mrs. White moved to appoint the law firm of Dale T. Taylor as Board Solicitor for the year 2018.

Seconded by Mr. Schmidt.

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 #2018-05:

Mr. Hughes 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.*

Mr. Schmidt moved to nominate the firm of Bach Associates. Seconded by Mr. Goss.

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

Mr. Goss moved to appoint the firm of Bach Associates as Professional Planner for the year 2018.

Seconded by Mr. Schmidt.

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 #2018-06:

Mr. Afflerbach moved to open the floor to nominations for the position of Professional Engineer,

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

Mrs. Nicholson moved to nominate the firm of Federici & Akin. Seconded by Mayor Poisker.

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

Mr. Shoultz moved to appoint the firm of Federici & Akin as Professional Engineer for the year 2018.

Seconded by Mr. Swanson.

Roll Call:

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

Against: None Abstain: None 9, yes Approved appointment of Federici & Akin

Mayor swore in the Board's Professionals for the 2018 year.

➤ **New Business:**

Weona Pond, LLC, block 44, lot 1, Letter application for an extension of time of 60 days to perfect a subdivision due to a County Planning Board delay.

The Board received a letter dated January 11, 2018, from Attorney Dante Romanini, requesting a 60 day extension of time. The extension request is permitted under NJSA 40:55D52d, which permits short extensions of time due to an outside agency delay.

The applicant is waiting to receive County Planning Board approval (plans signed and to satisfy the performance guarantee) before they are able to perfect the previously granted Final Major Subdivision approval.

The Board's Solicitor explained the County is backed up on their applications and that this is not an unusual request. Discussion followed and the Board agreed to grant a 90 day extension in order for the applicant to finalize all outstanding outside agency matters. The applicant's prior extension expired on January 16, 2018 therefore the 90 days would begin from that date, with the extension expiring on April 15, 2018.

Chairwoman White moved to grant the 90 day extension of time, seconded by Mr. Schmidt.

Roll Call:

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

Against: None Abstain: None 9, yes Approved

➤ **Old Business:**

None

➤ **General Public Portion**

Mr. Afflerbach made a motion to open to the public, seconded by Mrs. Nicholson.

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

With no comment from the public, *Mr. Swanson moved to close to the public, seconded by*

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

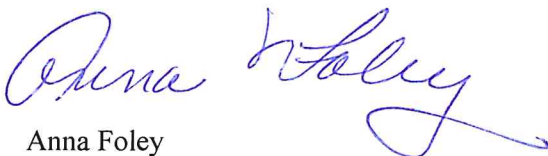
➤ **Adjournment:**

Mrs. Nicholson moved to adjourn, Seconded by Mr. Clark.

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

Adjournment time: 8:06 pm

Respectfully submitted,



Anna Foley
Board Secretary