

# Elk Township Combined Planning and Zoning Board

## Reorganization Meeting January 15, 2020

### Minutes

**Call to Order:** Board Secretary called the meeting to order at 7:00pm.

**Roll Call:**

**Present:** Bob Clark, Jay Hughes, Ed McKeever, Donna Nicholson, Ed Poisker, Eugene Shoultz (arrives and 7:06pm), Richard Schmidt, Jeanne White, Al Richardson (alt 1)

**Absent:** Matt Afflerbach, Mr. Swanson

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

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

➤ **Membership Appointments for 2020**

The Board Secretary read the following appointments and reappointments to the Combined Planning/Zoning Board for 2020:

- *Edward Poisker, Class I, Mayor's Designee, 1 year term, expires 12/31/20*
- *Donna Nicholson, Class III, Committee, 1 year term, expires 12/31/20*
- *Jeanne White Class IV, 4 year term, expires 12/31/23*
- *Bob Clark, Class II- Environmental, 4 year term- expires 12/31/23*
- *Al Richardson, Alternate #1, 2 year term: expires 12/31/21*

*Mrs. Nicholson moved to accept the appointments as read. Seconded by Mr. Poisker. 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**

*Mrs. Nicholson 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.*

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

*Mr. Poisker moved to appoint Jeanne White as Chairperson for the 2020 year, Seconded by Mrs. Nicholson.*

**Roll Call:**

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

**Against:** None

**Abstain:** None

**8, yes**

➤ **Nomination & Appointment of Vice Chairperson**

Board Member Shoultz arrived at 7:06pm

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

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

**Roll Call:**

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

**Against:** None      **Abstain:** None      **9, yes**

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

Board Secretary swore in the 2020 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 2020 by Resolution #2020-01**

The Board reviewed the meeting dates as outlined below for the third Wednesday of each month for 2020, except for the month of November and the 2021 reorganization meeting date.

\*The November meeting date will be Tuesday, November 10, 2020 due to a conflict with the League of Municipalities events that evening.

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

|                   |                                       |
|-------------------|---------------------------------------|
| February 19, 2020 | August 19, 2020                       |
| March 18, 2020    | September 16, 2020                    |
| April 15, 2020    | October 21, 2020                      |
| May 20, 2020      | *November 10, 2020                    |
| June 17, 2020     | December 16, 2020                     |
| July 15, 2020     | January 20, 2021, Reorganization Only |

Meeting Time: 7:00 pm

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

*Mrs. White 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. Schmidt made a motion to designate "South Jersey Times" as the official newspaper and "The Sentinel" as the secondary newspaper for the year 2020. Seconded by Mrs. Nicholson.*

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

**c. Nomination & Appointment of a Board Secretary by Resolution #2020-03**

*Mr. Hughes 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.*

*Mrs. White moved to nominate Anna Foley as Board Secretary for the year 2020. Seconded by Mrs. Nicholson. 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.*

*Mrs. White moved to appoint Anna Foley as Board Secretary for the year 2020. Seconded by Mrs. Nicholson. With all members in favor, the motion was carried.*

**d. Nomination & appointment of Board Solicitor by Resolution #2020-04:**

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

*Mr. Hughes moved to nominate the law firm of Dale T. Taylor. Seconded by Mr. Poisker. With no other nominations Mrs. White moved to close the floor to nominations, seconded by Mrs. Nicholson. 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 2020. Seconded by Mr. McKeever*

**Roll Call:**

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

*Against:* None                      *Abstain:* None                      9, yes      **Approved**

**appointment of Dale T. Taylor**

**e. Nomination & appointment of Professional Services of a Board Planner by Resolution #2020-05:**

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

*Mr. Schmidt moved to appoint the firm of Bach Associates as Professional Planner for the year 2020. Seconded by Mr. Hughes.*

**Roll Call:**

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

*Against:* None                      *Abstain:* None                      9, yes      **Approved appointment of Bach Associates**

**f. Nomination & Appointment of Professional Services of an Engineer by Resolution #2020-06:**

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

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

*Mr. Schmidt moved to appoint the firm of Federici & Akin as Professional Engineer for the year 2020. Seconded by Mr. McKeever.*

**Roll Call:**

*Voting in favor:* Clark, Hughes, McKeever, Nicholson, Poisker, Schmidt, White, Richardson, Shultz

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

Mayor Sammons swore in the Board's Professionals for the 2020 year.

➤ **General Public Portion**

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

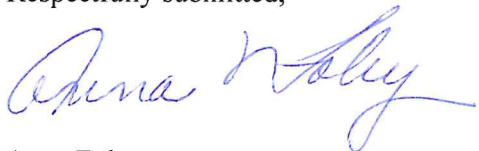
With no comment from the public, *Mr. Shultz moved to close to the public, seconded by Mr. Schmidt.* With all members in favor, *the motion was carried.*

➤ **Adjournment:**

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

Adjournment time: 7:40 pm

Respectfully submitted,



Anna Foley  
Board Secretary