

Elk Township Combined Planning and Zoning Board

Reorganization Meeting

January 17, 2024

Minutes

Call to Order:

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

Roll Call:

Present: Mr. Afflerbach, Mr. Hughes, Mrs. Nicholson, Mr. Richardson,
Mr. Wolf, Mr. Peterson (alt. 1), Mr. Swanson (alt. 2)

Absent: Mr. Goetsch, Mr. Lucas, Mr. McKeever, Mrs. Wheeler

Open Public Meeting Act (Sunshine Law): was read by the Board Secretary

Mr. Goetsch entered the meeting at 7:01pm

Flag Salute: Secretary led the flag salute.

- **Membership Appointments for 2024**

The Board Secretary read the following appointments and reappointments to the Combined Planning & Zoning Board for 2024:

- Nate Lucas, Class I, Mayor 's Designee, I year term, expires 12/31/24
- Donna Nicholson, Class III, Committee, I year term, expires 12/31/24
- Ed Wolf, Class IV Member, 3 year term, expires 12/31/26
- Josh Peterson, Alternate #1, I year term, expires 12/31/24

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

- **Nomination & Appointment of Chairperson**

Mr. Hughes moved to open the floor to nominations for the position of Chairperson.

Seconded by Mrs. Nicholson.

Mr. Swanson made a motion to nominate Jay Hughes for the position of Chairperson.

Seconded by Mr. Richardson.

Mr. Wolf made a motion to nominate Matt Afflerbach for the position of Chairperson.

Seconded by Mrs. Nicholson.

Roll Call Vote to appoint Matt Afflerbach for the position of Chairperson.

Voting in Favor: Mr. Afflerbach, Mr. Goetsch, Mrs. Nicholson, Mr. Wolf, Mr. Peterson

Voting Against: Mr. Hughes, Mr. Richardson, Mr. Swanson

Abstaining: None

For: 5 Against: 3 Abstain: 0 5-3-0

Mr. Afflerbach was voted in as the Chairman for the Planning & Zoning Board for the year 2024

- **Nomination & Appointment of Vice Chairperson**

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

Mr. Afflerbach made a motion to nominate Jay Hughes for the position of Vice Chairperson.

Seconded by Mr. Richardson.

With no other nominations, Mrs. Nicholson moved to close the floor to nominations Seconded by Mr. Wolf.

Mr. Afflerbach moved to appoint Jay Hughes as Vice Chairperson for the 2023 year.

Seconded by

Mrs. Nicholson

Roll Call Vote to appoint Jay Hughes for the position of Vice Chairman.

Voting in Favor: Mr. Afflerbach, Mr. Goetsch, Mr. Hughes, Mrs. Nicholson,

Mr. Richardson, Mr. Wolf, Mr. Peterson, Mr. Swanson

Voting Against: None

Abstaining: None

For: 8 Against: 0 Abstain: 0 8-0-0

Mr. Hughes was voted in as the Vice-Chairman for the Planning & Zoning Board for the year 2024

Mr. Afflerbach and Mr. Hughes thanked the Board and are looking forward to working together doing the people's business and making sure that this community is a better place for not only us but for the community after us.

● **Nominations/Appointments/Resolutions**

a. **Establish meeting dates, time, and place for the year 2023 by Resolution #2024-01:**

The Board reviewed the meeting dates as outlined below for the third Wednesday of each month for 2024.

The following meeting dates, time and place were approved:

February 21, 2024	August 21, 2024
March 20, 2024	September 18, 2024
April 17, 2024	October 16, 2024
May 15, 2024	November 6, 2024
June 19 2024	December 18, 2024
July 17, 2024	January 15, 2024 Reorganization Only

Meeting Time: 7:00pm

Meeting Place: Elk Township Municipal Court Room, 680 Whig Lane, Monroeville, NJ 08343

Mrs. Nicholson made a motion to adopt the meeting dates, time and place as outlined. Seconded by Mr. Hughes. With all the members in favor, the motion was carried.

b. **Designation of Official and Secondary Newspapers by Resolution #2024-02:**

Mr. Hughes made a motion to designate "South Jersey Times" as the official newspaper and "The Sentinel" as the secondary newspaper for the year 2024.

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

c. **Nomination & Appointment of a Board Secretary by Resolution #2024-03:**

Mrs. Nicholson moved to appoint Ann Marie Weitzel as Board Secretary for the year 2024.

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

d. **Nomination & Appointment of Board Solicitor by Resolution #2024-04:**

Mr. Hughes moved to appoint the Law Firm of Dasti & Staiger as Board Solicitor for the year of 2024. Seconded by Mrs. Nicholson. With all members in favor, the motion was carried.

e. **Nomination & Appointment of Professional Services of a Board Planner by Resolution #2024-05:**

Mr. Hughes moved to appoint the firm of Bach and Associates, as Professional Planner for the year of 2024. Seconded by Mr. Richardson. With all members in favor, the motion was carried.

f. **Nomination & Appointment of Professional Services of a Board Engineer by Resolution #2024-06:**

Mr. Richardson moved to appoint the firm of Bach and Associates as Professional Engineer for the year 2024. Seconded by Mr. Wolf. With all members in favor, the motion was carried.

General Business:

- **Approval of Minutes:**

December 20, 2023

Mrs. Nicholson moved to approve the minutes from December 20, 2023 Seconded by Mr. Wolf
With all members in favor, the motion was carried.

**Mr. Swanson moved to enter into our General Public Portion, seconded by Mr. Goetsch.
With all members in favor, the motion was carried.**

Mayor Sammons congratulated the newly appointed members and wished them well in their terms.

Steve Bach, Board Engineer/Planner stated that Aura Redevelopment Plan would be coming to the Planning & Zoning Board in February for consistency review, with application to follow.

James Rambo, Committee Member wished to thank the members of the Planning & Zoning Board for taking the time out of their busy schedules to be here as members of the Planning & Zoning Board.

Mr. Hughes thanked Mayor Sammons and Committeeman Rambo for their time and service.

Mrs. Nicholson wished to thank Jeanne White for her 17 years of service on the Planning & Zoning Board.

**Mrs. Nicholson moved to close the General Public Portion, Seconded by Mrs. Swanson.
With all members in favor, the motion was carried**

- **Adjournment:**

**Mr. Wolf moved to adjourn, seconded by Mr. Richardson.
With all members in favor, the motion was carried.**

Adjournment time: **7:27 pm**

Respectfully submitted,

Ann Marie Weitzel, Board Secretary