

MINUTES
HOPE TOWNSHIP PLANNING BOARD MEETING
JANUARY 7, 2019

The reorganization and business meeting of the Hope Township Planning Board was held on Monday, January 7, 2019. Attorney Roger Thomas called the meeting to order at 7: 30 p.m. He announced that notice of the meeting was given in compliance with the “Open Public Meetings Act – This meeting has been advertised in accordance with the provisions of the Open Public Meetings Act, Chapter 231, P.L. 1975.” Attorney Thomas led the Board in the pledge to the flag.

Swearing in of Board Members:

Attorney Thomas administered the oath of office to Terry Urfer, Mayor Timothy McDonough, Steve Larena, John Koonz, Robert May and Matthew Koski.

Roll Call:

Members present: Betsy Peterson, Steve Larena, Tom Toohey, Mayor Timothy McDonough, Terry Urfer, Matthew Koski, John Koonz, Donna Marie, and Robert May.

Members absent: Neil Rosenberg and Chris Maier

Also Present: Attorney Roger Thomas, Engineer Ted Rodman, and Secretary Alfia Schemm.

Reorganization:

Election of Chairman

Attorney Thomas called for a nomination for Chairman. Mr. Koonz made the motion to nominate Steven Larena for Chairman. Motion seconded by Mr. May. With there being no further nominations, the nominations were closed. In a roll call vote, all were in favor of nominating Steve Larena as Chairman for 2019.

Election of Vice Chairman

Chairman Larena called for a nomination for Vice Chairman. Mr. Koonz made the motion to nominate Robert May as Vice Chairman. Motion seconded by Ms. Peterson. In a roll call vote, all were in favor of nominating Robert May as Vice Chairman for 2019.

Appointment of Board Professionals:

Mr. Urfer made the motion to retain Dolan & Dolan, Roger Thomas Esq., as the Board Attorney. Motion seconded by Mr. Koonz. In a roll call vote, all were in favor.

Mr. Urfer made the motion to retain Rodman and Associates, Ted Rodman P.E., as the Board Engineer. Motion seconded by Mr. May. In a roll call vote, all were in favor.

Mr. Koonz made the motion to retain Heyer, Gruel and Associates, Fred Heyer, as the Board Planner. Motion seconded by Ms. Peterson. In a roll call vote, all were in favor.

Appointment of Board Secretary

Ms. Peterson made the motion to appoint Alfia Schemm as Board Secretary. Motion seconded by Mr. Koonz. In a roll call vote, all were in favor.

Designation of Meeting Dates, Time, Place

The meetings will commence at 7:30 p.m., on the distributed dates, at the Hope Township Municipal Building, 407 Hope-Great Meadows Road, Hope Township, Warren County, New Jersey, unless designated/advertised and/or announced differently.

Mr. Koonz made the motion to designate the Date, Time and Place as distributed. Motion seconded by Mr. May. In a roll call vote, all were in favor.

Adoption of the Official Newspaper

Mr. Koonz made the motion to designate the Star Gazette and the NJ Herald for publication of legal notices and to receive notices pursuant to the Open Public Meetings Act, the same as the Governing Body. Motion seconded by Mr. May. In a roll call vote, all were in favor.

Adoption of "Rules Governing Internal Affairs-Board Bylaws"

Mr. Koonz made the motion to adopt the Rules Governing Internal Affairs-Board Bylaws. Motion seconded by Mayor McDonough. In a roll call vote, all were in favor.

Adoption of Professionals Resolution

Mayor McDonough made the motion to adopt the Professionals Resolution. Motion seconded by Mr. Koonz. In a roll call vote, all were in favor.

Correspondence:

State of NJ; Solar Siting Analysis Update

State of NJ; Highlands Redevelopment Area Designation

The Correspondence was noted. Mr. Urfer stated that he will be attending the Highlands Meetings and he will provide the Board with the meeting dates. Mayor McDonough stated that there will probably be a future joint Highlands meeting with the Governing Body and the Planning Board.

Approval of Minutes:

The minutes of November 5, 2018 were distributed prior to the Board meeting. Ms. Peterson noted a correction, where she was present; however, she is listed as absent. Board Secretary Schemm stated that Mr. May was absent; however, he was listed as present. She will make the necessary corrections.

Mr. Koonz made the motion to adopt the minutes, as amended. Motion seconded by Mr. Koski. In a voice vote, all were in favor of adopting the minutes, except for Mr. May and Mr. Toohey, who were not present at the November 5, 2018 meeting and they abstained.

Old Business:

#16-001 Sarabjit Singh, Block 3700, Lot 400; Block 3701, Lot 100

Board Attorney Thomas announced that the Applicant has requested that this matter be carried to the Board's February 4th meeting, 7:30 p.m., at the Hope Township Community Center, without further public notice.

Memorializing Resolutions:

#18-002 Lawrence L. &Deborah C. Liguori, Block 1700, Lot 900

Mr. Koonz made the motion to adopt the Resolution. Motion seconded by Mayor McDonough. In a roll call vote, all were in favor, except for Mr. May and Mr. Toohey who were not present at the meeting and they abstained.

Bills:

Rodman Associates

Re: General	68.00
Re: Liguori	68.00

Mr. May made the motion to approve the bills. Motion seconded by Mr. Koonz. In a roll call vote, all were in favor.

Dolan & Dolan

Re: Liguori	909.57
Re: General	282.38
Re: Singh	1047.38

Mr. Koonz made the motion to approve the bills. Motion seconded by Mr. May. In a roll call vote, all were in favor, except for Mayor McDonough, Ms. Peterson, and Mr. Toohey, who abstained.

Open to the Public:

Mr. Berry was present requesting a copy of the Liguori Resolution. Board Attorney Thomas stated that the distributed Resolution was the one that was adopted. With there being no further public comment, the meeting was closed to the public.

Other:

Mayor McDonough announced that there will be a spaghetti dinner fundraiser for the Belstra family, who lost their home in a fire. He also stated that they are accepting donations for the family.

Budget Discussion

Mr. Urfer asked if the Planning Board should be providing input on the 2019 Budget. Ms. Peterson asked if the Board should consider budgeting for a Master Plan. Mr. Urfer also questioned whether the Board should be reviewing the Sign Ordinance. The Board discussed meeting to provide Budget input to the Governing Body and whether Planner input is needed. Board Attorney Thomas stated that he can provide the Board Planner with the complied Master Plan materials that have been discussed in the past year, so that the Board can get a cost estimate. The Board discussed meeting on the 4th Monday in January.

Mr. Koonz made the motion to meet on January 28th. Motion seconded by Mr. Urfer. Discussion on the motion: Board Secretary Schemm stated that she may not be available on that day and asked if the Board wished to meet on the 30th or the 31st. It was agreed to meet on the 31st. Both Mr. Koonz and Mr. Urfer amended their motion to meet on January 31st. In a roll call vote all were in favor.

Adjournment:

With there being no further business a motion was made and seconded to adjourn the meeting at 7:58 p.m.

Respectfully Submitted:

Alfia Schemm
Board Secretary
1/31/19