

**MINUTES**  
**HOPE TOWNSHIP PLANNING BOARD MEETING**  
**FEBRUARY 1, 2021**

The reorganization and business meeting of the Hope Township Planning Board was held on Monday, February 1, 2021. Attorney Roger Thomas called the meeting to order at 7:32 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.” He then 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, Brad Bartow and Donna Marie.

**Roll Call:**

**Members present:** Chris Maier, Steve Larena, Brad Bartow, Terry Urfer, Betsey Peterson, Donna Marie, Mayor Timothy McDonough, and Robert May.

**Members absent:** John Koonz, Tom Toohey, and Matthew Koski

**Also Present:** Attorney Roger Thomas and Secretary Alfia Schemm.

**Reorganization:**

**Election of Chairman**

Attorney Thomas called for a nomination for Chairman. Mr. Maier made the motion to nominate Steve 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.

**Election of Vice Chairman**

Chairman Larena called for a nomination for Vice Chairman and he made the motion to nominate Robert May. Motion seconded by Ms. Peterson. With there being no further nominations, the nominations were closed. In a roll call vote, all were in favor of nominating Robert May as Vice Chairman.

**Appointment of Board Professionals:**

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

Mayor McDonough made the motion to retain Rodman and Associates, Ted Rodman P.E., as the Board Engineer. He stated that although Mr. Rodman is beginning to step away from his other Townships, he is pleased that Mr. Rodman has agreed to continue to represent Hope Township. Motion seconded by Mr. Bartow. In a roll call vote, all were in favor.

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

**Appointment of Board Secretary**

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

**Designation of Meeting Dates, Time, Place/ Adoption of the Official Newspaper**

The Board discussed the July meeting date. It was agreed to set the meetings as per the distributed Resolution, to be revisited later, if needed, commencing at 7:30 p.m., via Zoom until further notice, and at the Hope Township Municipal Building, 407 Hope-Great Meadows Road, Hope Township, Warren County, New Jersey once COVID restrictions, are lifted and unless designated/advertised and announced elsewhere. The official newspapers being the same as the Governing Body: the Express Times-NJ Zone edition and the NJ Herald.

Mr. Bartow made the motion to designate the Date, Time and Place as distributed and to designate the Express Times NJ Zone edition and the NJ Herald for the publication of legal notices and to receive notices pursuant to the Open Public Meetings Act, the same as the Governing Body. Motion seconded by Ms. Marie. In a voice vote, all were in favor.

**Adoption of "Rules Governing Internal Affairs-Board Bylaws"**

Mr. Maier 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. Bartow. In a voice vote, all were in favor.

**Correspondence:**

1-26-21 Hope Township Environmental Commission, Re: Work Meetings

2-01-21 Pete Peterson, Re: POP Zone

The correspondence was acknowledged. Board Secretary Schemm stated that she has not distributed Mr. Peterson's letter, received earlier this evening, as she was advised that the letter will be read into the record.

**Approval of Minutes:**

The minutes of December 7, 2020 were distributed prior to the Board meeting.

Mr. Maier made the motion to adopt the minutes. Motion seconded by Mayor McDonough. In a voice vote, all were in favor of adopting the minutes, except for Mr. Bartow, who was not present at the December meeting and he abstained.

**Other Business:****Environmental Commission Memo**

Ms. Petersons stated that she supports the Environmental Commission's Memo regarding holding additional meetings (with no Board Professionals) to review and discuss various topics. Mr. Urfer agreed. The Board reviewed scheduling that discussion at the regular meetings until such time as there is a conflict. Board Secretary Schemm stated that she has a potential conflict with the fourth Monday of the month as she has another meeting in another Township. Ms. Peterson offered to prepare a list of discussion topics, that can be distributed, prior to the next meeting.

Monica Sobon stated that another date can be selected, if the 4th Monday of the month does not work for the Board. She stated that they just want more opportunities to discuss the topics of concern.

**Stormwater Control Ordinance**

The Board discussed the draft Model Ordinance that has been distributed as it is

supposed to be adopted by March 2nd. It was noted that the suggested modifications, from the Environmental Commission, can be addressed at a later date, as Board Engineer Rodman is not present this evening. Board action should be taken this evening so that the Township Committee can introduce the draft Ordinance and then schedule a public hearing.

Mr. Bartow made the motion to recommend the draft Ordinance to the Governing Body as distributed. Motion seconded by Mr. Maier, with the provision that the penalties not be included in the Ordinance. Mr. Bartow amended his motion, to reflect Mr. Maier's concerns. Discussion on the motion: Board Secretary Schemm stated that a revised draft Ordinance (with the listed penalties) was distributed on Friday afternoon, as they were left out by mistake. Mr. Maier stated that Hope Township should not become an arm of the State of NJ to mete out penalties. Board Secretary Schemm that there are penalties listed in the current Storm Water Control Ordinance and the penalties were supposed to be carried forward to the draft Ordinance under consideration. It was noted that the Planning Board is making a recommendation and in the end the Township can adopt whichever draft of the Ordinance. In a roll call vote, all were in favor. Abstaining: Mayor McDonough and Ms. Peterson.

**POP Zone Discussion**

Chairman Larena stated that this topic will be addressed at the March meeting. Mayor McDonough left at 8:13 p.m.

**Bills:**

**Rodman Associates**

Re: General 210.00

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

**Dolan & Dolan**

Re: General 504. 14

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

**NJ Planning Officials**

Re: Annual Dues 185.00

Ms. Marie made the motion to approve the vouchers. Motion seconded by Mr. Bartow. In a roll call vote, all were in favor.

**Open to the Public:**

Chairman Larena opened the meeting to the public.

Mr. Peterson read into the record his letter regarding the removal of automobile service stations, as a conditional use, from the township ordinance. He asked if the Board Members would be willing to reveal their position in voting the way they did at the December meeting. Ms. Sobon asked if there was a response to Mr. Peterson's question. Chairman Larena stated that it appears that there is no response.

With there being no further public comment, the meeting was closed to the public.

**Adjournment:**

With there being no further business a motion was made and seconded to adjourn the meeting at 8:22 p.m.

Respectfully Submitted:

Alfia Schemm  
Board Secretary  
2/24/21