

**MINUTES
HOPE TOWNSHIP PLANNING BOARD MEETING
JANUARY 29, 2018**

The reorganization and business meeting of the Hope Township Planning Board was held on Monday, January 29, 2018. Attorney Roger Thomas called the meeting to order at 7:03 p.m. Secretary Schemm 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 Marvin Fish, Betsy Peterson, Terry Urfer, Mayor Timothy McDonough, and Tom Toohey.

Roll Call:

Members present: Marvin Fish, Betsy Peterson, Chris Maier, Steve Larena (arriving at 7:17 p.m.), Tom Toohey, Mayor Timothy McDonough, Terry Urfer, Matthew Koski, and Robert May.

Members absent: John Koonz and Neil Rosenberg

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

Reorganization:

Election of Chairman

Attorney Thomas called for a nomination for Chairman. Ms. Peterson made the motion to nominate Marvin Fish for Chairman. Motion seconded by Mr. Urfer. With there being no further nominations, the nominations were closed. In a roll call vote, all were in favor of nominating Marvin Fish as Chairman, except for Chairman Fish, who abstained.

Election of Vice Chairman

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

Mayor McDonough 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 Mayor McDonough. In a roll call vote, all were in favor.

Designation of Meeting Dates, Time, Place

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

Mayor McDonough 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

Mayor McDonough 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. Toohey. In a roll call vote, all were in favor.

Adoption of "Rules Governing Internal Affairs-Board Bylaws"

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

Adoption of Professionals Resolution

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

Approval of Minutes:

The minutes of November 6, 2017 were distributed prior to the Board meeting.

Mayor McDonough made the motion to adopt the minutes. Motion seconded by Mr. May. In a voice vote, all were in favor of adopting the minutes, except for Mr. Urfer and Mr. Toohey, who were not present at the November 6, 2017 meeting and they abstained.

The minutes of November 27, 2017 were distributed prior to the Board meeting.

Mayor McDonough made the motion to adopt the minutes. Motion seconded by Mr. May. Discussion on the motion: Ms. Peterson noted two typographical errors. In a voice vote, all were in favor of adopting the minutes as amended, except for Mr. Urfer, Mr. Maier, and Mr. Toohey, who were not present at the November 27, 2017 meeting and they abstained.

Old Business:**#16-001 Sarabjit Singh, Block 3700, Lot 400; Block 3701, Lot 100**

Chairman Fish noted that several reports have been received by the Board, which have been distributed. It was also noted that a request has been received by the Applicant's Attorney requesting an adjournment to the Board's March 5th Meeting. Board Attorney Thomas announced to the Public, that this matter is being carried to the Board's March 5th, 2018 meeting, at 7:30 p.m., at the Community Center. Mr. Larena arrived.

Other Business:**Master Plan Hearing-Housing Element and Fair Share Plan**

Both Chairman Fish and Mayor McDonough complimented the Professionals that have been involved in the preparation of the Housing Element and Fair Share Plan. Board Attorney Thomas announced that tonight's hearing is the Official Public Hearing of the Plan. He stated that also included in the Plan is an Ordinance and Spending Plan.

He stated that the submitted document has been drafted to meet the requirements and to be in compliance with the settlement agreement. He went on to review the history of the Affordable Housing matter, the Township's obligation, and the negotiation and settlement agreement. He went on to present the Housing Element and Fair Share Plan. Both Mayor McDonough and Board Attorney Thomas commented on the Township's obligation and the settlement process. Mr. Maier questioned the compliance process, which was addressed by Board Attorney Thomas. Ms. Peterson also questioned future obligations and water/sewer. Mr. Urfer questioned farmland, development fees, and the administration of the Plan. The Board continued to discuss the Plan, zoning, and the fees.

The hearing was opened to the public. With there being no public comment, the hearing was closed to the public.

Mr. Larena made the motion to adopt the Plan. Motion seconded by Mr. Toohey. In a roll call vote, all were in favor, except for Mayor McDonough, who abstained.

Board Secretary Schemm stated that it is her understanding that the Township will be introducing the Ordinance on the January 31st. She asked if the Ordinance should be placed on the February 5, 2018 agenda for a consistency review, between first and second reading. Board Attorney Thomas agreed that it be placed on the February 5, 2018 agenda for a consistency review.

Master Plan Discussion

The Board reviewed the status of the Master Plan discussion and the process and procedure in regards to a referral and authorization for the Board Planner to prepare a document. After a discussion, it was agreed that the materials should be reviewed by the Governing Body and the funding would have to be budgeted. Mr. Maier brought up the recommendation that was made in regards to reviewing the Ordinances pertaining to the center of Hope to make them more friendly to business. He stated that additional ratables will be helpful to the Seniors. Mr. Urfer suggested that this matter be discussed at the Township Committee meeting. Chairman Fish recommended that this matter be deferred to the next meeting. Board Secretary Schemm stated that all of the Township Committee Members have received the documents.

Bills:

Dolan & Dolan

11/30/17	Re: Singh	184.77
11/30/17	Re: St. John the Baptist Serbian Church	256.40

Mr. Maier made the motion to approve the vouchers. Motion seconded by Mr. Larena. In a roll call vote, all were in favor, except for Mayor McDonough, Ms. Peterson, Chairman Fish, and Mr. Urfer, who abstained.

Rodman Associates

12/21/17	Re: Singh	2146.50
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Mr. May made the motion to approve the voucher. Motion seconded by Mr. Larena. In a roll call vote, all were in favor, except for Mayor McDonough, Ms. Peterson, Chairman Fish, and Mr. Urfer, who abstained.

Leggette, Brashears & Graham

12/04/17	Re: Singh	2169.13
12/21/17	Re: Singh	1162.80

Mr. May made the motion to approve the vouchers Motion seconded by Mr. Larena. In a roll call vote, all were in favor, except for Mayor McDonough, Ms. Peterson, Chairman Fish, and Mr. Urfer, who abstained.

NJPO

Re: Board Membership 185.00

Mayor McDonough made the motion to approve the voucher. Motion seconded by Ms. Peterson. In a roll call vote, all were in favor.

Open to the Public:

Chairman Fish opened the meeting to the public. With there being no 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 8:25 p.m.

Respectfully Submitted:

Alfia Schemm
Board Secretary
3/1/18