

Holland Township Planning Board

Minutes of the Regular Meeting

January 14, 2013 (Reorganization)

The meeting was called to order by the Secretary Kozak:

“I call to order the January 14, 2013 Reorganization Meeting of the Holland Township Planning Board. Adequate notice of this meeting was given pursuant to the Open Public Meeting Act Law by the Planning Board Secretary in December 20, 2012 by:

1. Posting such notice on the bulletin board at the Municipal Building.
2. Published in the December 20, 2012 issue of the Hunterdon County Democrat
3. Faxed to the Express Times for informational purposes only.”

Flag Salute

Secretary Kozak asked all to stand for the Pledge of Allegiance

Appointments and Re-appointments

Secretary Kozak asked Attorney Morrow to swear in the following members:

Dan Bush – Class I Member for a one year term 12/31/13
Melissa Tigar – Class II Member for a one year term 12/31/13
Thomas Scheibener – Class III Member for a one year term 12/31/13
Dan Rader – Class IV Member for a four year term 12/31/16

Congratulations on our re-appointed planning board members.

Carl Molter – Class IV for a four year term 12/31/16 - - Not present - - to be on the next scheduled meeting agenda
TBD – Alt. #1 Member for a term 12/31/13
TBA – Alt. #2 Member for a term 12/31/13

Nominations:

Secretary Kozak requested nominations for Chairman:

A motion was made by Thomas Scheibener and seconded by Mike Keady to nominate Dan Rader as Chairman. Dan Rader accepted the nomination as chairman. All present were in favor. Motion carried. Dan Rader is the 2013 Planning Board Chairman.

Secretary Kozak requested nominations for Vice-Chairman:

A motion was made by Susan Grimshaw and seconded by Dan Bush to nominate Michael Keady as Vice-Chairman. All Present were in favor. Motion carried. Michael Keady is the 2013 Planning Board Vice-Chairman.

Secretary Kozak requested nominations for Vice-Chairman for Huntington Knolls (Only) – due to the fact that the Vice Chairman, Michael Keady, will have to recuse himself on the matter of Huntington Knolls. This is all in case Chairman Rader is unavailable at the meeting. A motion was made by Dan Rader and seconded by Dan Bush to nominate Susan Grimshaw as the Vice-Chairman for Huntington Knolls (only). All present were in favor. Motion carried. Susan Grimshaw is the 2013 Vice-Chairman for Huntington Knolls (only).

Secretary Kozak turned the meeting over to the Chairman:

Chairman Rader read the resolution to be adopted authorizing the award of a contract to the appointed professionals not utilizing the process defined in the third definition under N.J.S.A. 19:4A-20.7. These contracts are awarded without competitive bidding as a “Professional Service” in accordance with 40A:11-5-(1) (a) of the Local Public Contracts Law. This resolution shall be printed once in the Hunterdon County Democrat.

Appointments:

Appointment of the Planning Board Attorney: A motion was made by Thomas Scheibener and seconded by Susan Grimshaw to appoint Don Morrow, Esq., as the 2013 Planning Board Attorney. All present were in favor. Motion carried.

Appointment of the Planning Board Alternate Attorney. A nomination was made by Thomas Scheibener and seconded by Michael Keady to appoint Todd Bolig as 2013 Planning Board Alternate Attorney. All present were in favor. Motion carried.

Appointment of the Planning Board Engineer. A motion was made by Dan Bush and seconded by Thomas Scheibener to appoint Maser Consulting as the 2013 Planning Board Engineer. All present were in favor. Motion carried.

Appointment of the Planning Board Professional Planner. A motion was made by Michael Keady and seconded by Susan Grimshaw to appoint Betsy McKenzie as the 2013 Planning Board Professional Planner. All present were in favor. Motion carried.

Appointment of the Planning Board Alternate Professional Planner. A motion was made by Thomas Scheibener and seconded by Michael Keady to appoint Michael Mueller of Group Melvin Design as the 2013 Planning Board Alternate Professional Planner. All present were in favor. Motion carried.

Appointment of the Planning Board Secretary. A motion was made by Thomas Scheibener and seconded by Dan Rader to appoint Maria Elena Jennette Kozak as the 2013 Planning Board Secretary. All present were in favor. Motion carried.

Appointment of the Planning Board Court Reporter. A motion was made by Dan Rader and seconded by Thomas Scheibener to appoint Lucille Grozinski as the 2013 Planning Board Court Reporter. All present were in favor. Motion carried.

Appointment of the Hunterdon County Democrat as the Official Newspaper. A motion was made by Dan Rader and seconded by Thomas Scheibener. All present were in favor. Motion carried.

Announcement of the time, date, and location of monthly meetings. This was already completed at the December 2012 scheduled meeting. The schedule is posted on the bulletin board at the municipal building, has been published in the December 20, 2012 edition of the Hunterdon County Democrat and has been sent to the Express Times for information purposes only.

Township of Holland
Planning Board

2013 Meetings

PLEASE TAKE NOTICE that the Planning Board, Township of Holland, County of Hunterdon, New Jersey, will meet to discuss or act upon public business on each of the dates set forth below, at the Municipal Building, 61 Church Road, Milford, NJ. Meetings are open to the public.

Time: If necessary, a Work Session will begin at 7:00 P.M. to discuss the Agenda of the evening.

Public participation during the work session will be prohibited.

The regular meetings begin at 7:30 P.M. Public Hearings to begin at 8:00 P.M.

The cut-off time for meetings is 11:00 P.M.

Meeting Dates

January 14, 2013
February 11, 2013
March 11, 2013
April 8, 2013
May 13, 2013
June 10, 2013
July 8, 2013
August 12, 2013
September 9, 2013
October 14, 2013
November 11, 2013
December 9, 2013
January 13, 2014

Agenda Deadline

December 24, 2012
January 21, 2013
February 18, 2013
March 18, 2013
April 22, 2013
May 20, 2013
June 17, 2013
July 22, 2013
August 19, 2013
September 23, 2013
October 21, 2013
November 18, 2013
December 23, 2014

By ordinance the meetings of the Holland Township Planning Board are held the second Monday of the month, with the agenda deadline three weeks prior to the meeting.

Identification of those at the podium

Present: Dan Bush, Susan Grimshaw, Michael Keady, Dan Rader, Thomas Scheibener, Melissa Tigar, Don Morrow, Esq., Richard Roseberry, Engineer, Elizabeth McKenzie, Planner, Court Reporter Susan Baber for Court Reporter Lucille Grozinski, CSR, and Maria Elena Jennette Kozak, Secretary.

Excused Absent: Carl Molter and Laura Souders

Let the record show there is a quorum.

Minutes

A motion was made by Mike Keady and seconded by Susan Grimshaw, to dispense with the reading of the November 12, 2012 minutes and approve them as distributed. All present were in favor, with the exception of Dan Bush who abstained. Motion approved.

Old Business:

There was no old business to discuss at this time.

New Business:

There is no new business to discuss at this time.

Completeness Review:

Huntington Knolls – Block 24 Lot 3 & 13 – Site Plan – Received into the office on November 20, 2012. The 45-day completeness review deadline is January 4, 2013. This will be discussed at the scheduled meeting of December 10, 2012 – extension granted to January 14, 2013. Mike Keady had to step down and recuse himself from this discussion.

William Caldwell, attorney for the applicant was present. Attorney Caldwell requested that Mike Keady be excused from the room as that is the law. Mr. Morrow confirmed Mr. Caldwell's interpretation and Mayor Bush opened the clerk's office for Mr. Keady to sit in.

Betsy McKenzie explained that in regards to the proposed farm house, the board wants to see a revised site plan that clearly shows all the conditions that have been passed in resolution put on something that everyone can follow. The applicant strongly believes that this is overkill but the board strongly believes they have the rights to

request this. Betsy McKenzie stressed that it is not the boards intention to revisit the previously approved plan but the board wants to make sure that things are identified that were approved. What is being suggested is that the board needs a plan for the project. The board would also like to see a revised phasing plan. After some discussion a motion was made by Dan Rader and seconded by Dan Bush to establish a technical review meeting consisting of Chairman Rader, Board Attorney Morrow, Board Engineer Roseberry, Board Planner McKenzie, Board Secretary Kozak and the applicant and his professionals. The meeting will take place on Monday January 28, 2013 at 10 am in the Municipal Building. The meeting will not be recorded. All present were in favor. Motion carried.

At the request of the Applicant's Attorney, a motion was made by Dan Bush and seconded by Susan Grimshaw to deem the proposed application incomplete based on the reasons set forth in the review letters prepared by Elizabeth McKenzie (Planning Board Planner) and Richard Roseberry (Planning Board Engineer). At a roll call vote, all present were in favor of the motion. Motion carried.

Mr. Caldwell questioned executive session. There is nothing scheduled for this evening.

At 8:05 pm Mike Keady was asked to return to the meeting.

Resolution

There were no resolutions to discuss at this time.

Public Hearings

There were no public hearings scheduled at this time.

Chairman Comment:

Chairman Rader made a request that the Planning Board Secretary send a letter to Andy Kovacs thanking him for his 19 years of service. A motion was made by Susan Grimshaw and seconded by Thomas Scheibener to have Chairman Rader prepare and send the letter. All present were in favor. Motion carried.

Sub-Committee Status and Updates:

Mr. Keady stated that revised materials from the Highlands Council were received. The Highlands Master Plan element has been revised. It was emailed to him from his contacts from the Highlands Coalition. The changes are all proposed and not yet final. The Highlands Council has asked the Highlands Coalition for input. For the Record, The Township has not received these documents.

Public Comment

Ted Harwick – Had a correction on the agenda pertaining to the year.

Miscellaneous

Attorney Morrow talked about the informational bulletin that was prepared by Board of Adjustment Attorney Bolig and the board would like to have Mr. Morrow look it over to see if it can be tailored for the needs of the Planning Board.

Executive Session

The board did not need to enter into executive session.

Adjournment

Thomas Scheibener made a motion to adjourn. Motion approved. The meeting ended at 8:20 p.m.

Respectfully submitted,

Maria Elena Jennette Kozak

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Secretary