

# **Holland Township Planning Board**

## **Minutes of the Regular Meeting**

### **January 12, 2015 (Reorganization)**

The meeting was called to order by the Secretary Kozak:

“I call to order the January 12, 2015 Reorganization Meeting of the Holland Township Planning Board. Adequate notice of this meeting was given pursuant to the Open Public Meeting Act Law by:

1. Posting such notice on the bulletin board at the Municipal Building.
2. Published in the December 11, 2014 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 12/31/15  
Melissa Tigar – Class II Member for a one year term 12/31/15  
Thomas Scheibener – Class III Member for a one year term 12/31/15  
Duane Young – Class IV Member for term 12/31/18  
Michael Keady – Class IV Member for term 12/31/18  
Ken Grisewood – Alt. #1 Member for term 12/31/16

Congratulations on our re-appointed planning board members.

#### **Nominations:**

Secretary Kozak requested nominations for Chairman:

A motion was made by Tom 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 2015 Planning Board Chairman.

Secretary Kozak requested nominations for Vice-Chairman:

A motion was made by Tom Scheibener and seconded by Dan Bush to nominate Michael Keady as Vice-Chairman. Mike Keady accepted the nomination as Vice-Chairman. All Present were in favor. Motion carried. Michael Keady is the 2015 Planning Board Vice-Chairman.

#### **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 Tom Scheibener and seconded by Dan Bush to appoint Don Morrow, Esq., as the 2015 Planning Board Attorney. All present were in favor. Motion carried.

Appointment of the Planning Board Alternate Attorney. A nomination was made by Tom Scheibener and seconded by Dan Bush to appoint Todd Bolig as 2015 Planning Board Alternate Attorney. All present were in favor. Motion carried.

Appointment of the Planning Board Engineer. A motion was made by Tom Scheibener and seconded by Dan Bush to appoint Maser Consulting as the 2015 Planning Board Engineer. All present were in favor. Motion carried.

Appointment of the Planning Board Professional Planner. A motion was made by Tom Scheibener and seconded by Dan Bush to appoint Betsy McKenzie as the 2015 Planning Board Professional Planner. All present were in favor. Motion carried.

Appointment of the Planning Board Alternate Professional Planner. A motion was made by Tom Scheibener and seconded by Dan Bush to appoint Michael Mueller of Group Melvin Design as the 2015 Planning Board Alternate Professional Planner. All present were in favor. Motion carried.

Appointment of the Planning Board Secretary. A motion was made by Tom Scheibener and seconded by Dan Bush to appoint Maria Elena Jennette Kozak as the 2015 Planning Board Secretary. All present were in favor. Motion carried.

Appointment of the Planning Board Court Reporter. A motion was made by Tom Scheibener and seconded by Dan Bush to appoint Lucille Grozinski as the 2015 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 Tom Scheibener and seconded by Dan Bush. All present were in favor. Motion carried.

Announcement of the time, date, and location of monthly meetings. This was already completed at the November 11, 2014 scheduled meeting. The schedule is posted on the bulletin board at the municipal building, has been published in the December 11, 2014 edition of the Hunterdon County Democrat and has been sent to the Express Times for information purposes only. Secretary Kozak stated that she would repost in these minutes as well.

Township of Holland  
Planning Board

**2015 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 12, 2015  
February 9, 2015  
March 9, 2015  
April 13, 2015  
May 11, 2015  
June 8, 2015  
July 13, 2015  
August 10, 2015  
September 14, 2015  
October 12, 2015  
November 9, 2015  
December 14, 2015  
January 11, 2016

**Agenda Deadline**

December 22, 2014  
January 19, 2015  
February 16, 2015  
March 23, 2015  
April 20, 2015  
May 18, 2015  
June 22, 2015  
July 21, 2015  
August 24, 2015  
September 21, 2015  
October 19, 2015  
November 23, 2015  
December 21, 2015

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, Ken Grisewood, Michael Keady, Mike Miller, Carl Molter, Casey Muench, Dan Rader, Tom Scheibener, Melissa Tigar, Duane Young, Don Morrow, Esq., Elizabeth McKenzie, Planner, and Maria Elena Jennette Kozak, Secretary.

Excused Absent: Dave Grossmueller. Per Chairman Rader, Bill Burr/Richard Roseberry, Engineer, and Court Reporter Lucille Grozinski, CSR were not required to attend this meeting.

Let the record show there is a quorum.

**Minutes**

A motion was made by Mike Keady and seconded by Duane Young to dispense with the reading of the minutes of the November 11, 2014 meeting and to approve the minutes as recorded. All present were in favor of the motion. Motion carried.

**Old Business:**

Block 6 Lots 41 & 42 – Estate of Athony Silva – letter dated December 18, 2014 from Scholl, Whittlesey & Gruenberg, LLC requesting a 190-day extension. This minor subdivision/lot line adjustment application has a resolution with a board approval date of June 9, 2014. All information was sent to the board members for consideration. Board Action Needed. All the information was sent to the board members for consideration. Attorney Morrow believes this request to be appropriate as there are outside agencies involved. A motion was made by Dan Rader and seconded by Duane Young to grant the 190-day extension. At a roll call vote, all present were in favor of the motion with the exception of Carl Molter who abstained. Motion carried.

**New Business:**

Block 24 Lot 3 and 13 – Huntington Knolls LLC – Escrow Replenishment reduction request. Current request escrow to be \$10,500.00. Applicant requests consideration that escrow be maintained not at \$10,500.00 but at \$5,000.00. Board discussion needed.

For the record, Ken Grisewood and Mike Keady have recused themselves and have left the building.

Tom Scheibener asked if this was part of the litigation and Attorney Morrow stated that it was not. Chairman Rader explained how escrow can be problematic when the funds are diminished and replenishment is slow. Dan Bush asked if the Planning Board has ever granted this request before and Chairman Rader stated not to his knowledge and he believed it to be a Township Committee consideration not a Planning Board decision. Chairman Rader stated that the Planning Board can make a recommendation. Mike Miller stated that the amount is not the problem but replenishment is the problem and suggested dropping the amount to \$5,000.00 with the understanding that the condition is that the \$5,000.00 has to be constantly replenished. Dan Bush had an issue with that concept and felt that if a judge tells the township to do it then that is reasonable which got into an ordinance discussion with Mr. Morrow saying that he does not look at the ordinance and that if the ordinance requires a certain amount then that is it. Mr. Morrow reminded everyone that they should be careful as others could also make the same request. After some additional discussion, the board declined to take any action and feels that the applicant could go to the Township Committee with a request to modify or take exception to the escrow.

### **Completeness Review:**

There is no completeness review to discuss at this time.

### **Resolution**

There are no resolutions to discuss at this time.

### **Public Hearings**

There were no public hearings scheduled at this time.

### **Sub-Committee Status and Updates:**

Mr. Keady stated that progress is being made with the Highlands Council Land Use Ordinance. The Highlands Planner is working on it. Once the subcommittee has reviewed what is presented the documents will be sent to the Planning Board and then to the Township Committee.

### **Public Comment**

There were no public comments offered at this time.

### **Executive Session**

At 7:51 pm a motion was made by Dan Bush and seconded by Mike Miller to go into executive session to discuss an update to the ongoing litigation with no action being taken, to return to the regular scheduled Planning Board meeting and to adjourn. All present were in favor. Motion carried. The public was made aware that when executive session was over the board would adjourn. All present left the building.

At 7:55 pm a motion was made by Tom Scheibener and seconded by Mike Miller to leave executive session and return to the meeting. All present were in favor. Motion carried.

### **Adjournment**

Dan Rader made a motion to adjourn. Motion approved. The meeting ended at 7:55 p.m.

Respectfully submitted,  
*Maria Elena Jennette Kozak*  
Maria Elena Jennette Kozak  
Secretary