

**Downe Township Combined Planning Board
Regular Meeting Minutes
March 12, 2019
At 7:00 p.m.**

The March meeting of the Downe Township Combined Planning Board was called to order at 7pm by the Planning Board Chairman Doug Cook and he read the Open Public Meeting Notice.

OPEN PUBLIC MEETING NOTICE: “Pursuant to the Open Public Meetings Act adequate notice of this meeting has been sent to the official newspaper and was posted on the Township Bulletin Board.”

FLAG SALUTE:

ROLL CALL

Members in attendance: Mayor Robert Campbell, Chairman Doug Cook, Nancy Hartem, John Gilligan, Jeff Sanza

Absent: Mike Rothman, Steven Burt, & Brent Daly

APPROVAL OF MINUTES: February 12, 2019

Nicole Marlette made a note that there was an error on page 3 of the Feb. 12, 2019 Meeting Minutes, under the section for the approval of the Robert & Victoria Meliodon’s Bulk “C” Variance Application for technical review, where the minutes read as, “Vote: Application was deemed complete.” Marlette stated that the minutes was supposed to read as, “Vote: Application approved for technical review” and that she would correct the minutes to reflect the changes discussed. A motion was made by John Gilligan and seconded by Jeff Sanza to approve the meeting minutes with the proposed correction in mind for the February 12, 2019 meeting.

Roll Call: Aye – Doug Cook, John Gilligan, & Jeff Sanza
 Nay – 0
 Abstain – Mayor Robert Campbell & Nancy Hartem
 Absent – Mike Rothman, Steven Burt, & Brent Daly

Vote: The minutes were approved with the proposed correction in mind.

PRESENTATION OF BILLS FOR PAYMENT

Ritter Law Offices – Nov. 6 - Dec. 21 Invoice:	Bear Swamp Properties:	\$ 638.00
	Temp. 2018 Solicitorship:	\$ 365.00
Solicitor: Nathan Van Embden – Feb. Invoice:	Solicitorship 2019:	\$ 200.00
	Bear Swamp Properties:	\$ 55.00
	Meliodon Application:	\$ 110.00
Engineer: Tedesco Engineering – Feb. Invoice:	Feb. 12 Mtg. Attend.:	\$ 91.50
	Bear Swamp Properties:	\$ 122.00

APPROVAL OF BILLS

A motion was made by Mayor Robert Campbell and seconded by Nancy Hartem to approve the legal fees as described in the invoices submitted.

Roll Call: Aye – Mayor Robert Campbell, Doug Cook, Nancy Hartem, John Gilligan, Jeff Sanza
Nay – 0 Abstain – 0
Absent – Mike Rothman, Steven Burt, & Brent Daly
Vote: The bills were approved for payment.

BOARD BUSINESS

NEW BUSINESS

A motion was made by Jeff Sanza and seconded by Nancy Hartem to adopted **Resolution No. 2019-06 to approve the *Robert & Victoria Meliodon's Bulk "C" Variance Application***.

Roll Call: Aye – Doug Cook, Nancy Hartem, John Gilligan, Jeff Sanza
Nay – 0
Abstain – Mayor Robert Campbell & Nancy Hartem
Absent – Mike Rothman, Steven Burt, & Brent Daly
Vote: Resolution No. 2019-06 was adopted.

OLD BUSINESS None at this time.

Chairman Cook listed the correspondences.

PUBLIC COMMENT

On a motion by Mayor Robert Campbell and seconded by Nancy Hartem, the meeting was opened to the public for comment. A voice vote was called and the motion passed unanimously.

There being no comments, the public comment segment was closed on a motion by Mayor Robert Campbell and seconded by Jeff Sanza. A voice vote was called and the motion passed unanimously.

NEXT SCHEDULED MEETING

Doug Cook informed the members the next meeting will be on Tuesday, April 9, 2019 at 7pm.

ADJOURNMENT OF MEETING

A motion was made by Mayor Robert Campbell and seconded by Nancy Hartem to adjourn the meeting. A voice vote was called and the motion passed unanimously.

Meeting adjourned,

Respectfully submitted,



Prepared by Nicole Marlette
Planning Board Secretary

Approved: June 11, 2019