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**Downe Township Combined Planning Board**  
**Reorganization Meeting Agenda**  
**January 14, 2020**  
**At 7:00 p.m.**

**Call to order by Solicitor Nathan Van Embden at 7pm.**

**Open Public Meeting Notice: Nathan Van Embden**

Pursuant to the Open Public Meeting Act adequate notice of this meeting has been sent to the Official Newspaper and was posted on the Township Bulletin Board.  
[www.downtwpcnj.org](http://www.downtwpcnj.org)

**Flag Salute: Nathan Van Embden**

**Oaths of Office:** *Michael Rothman, Brent Daly, & Harry Levenknight*

**Roll Call:**

Mayor Robert Campbell \_\_, Mike Rothman \_\_, Harry Levenknight \_\_, Doug Cook \_\_, Brent Daly \_\_, Nancy Hartem \_\_, John Gilligan \_\_, Jeff Sanza \_\_

**Appointments:**

Nominations for Chairperson: \_\_\_\_\_

Motion to appoint Chairperson, who will then preside over the remainder of this meeting.

Motion: \_\_\_\_\_ Seconded: \_\_\_\_\_ Roll Call Vote: \_\_\_\_\_

Motion to appoint Nicole Marlette as Board Secretary for the 2020 year.

Motion: \_\_\_\_\_ Seconded: \_\_\_\_\_ Roll Call Vote: \_\_\_\_\_

Motion to adopt **Resolution No. 2020-01** to appoint **Board Secretary, Nicole Marlette** for the 2020 year.

Motion: \_\_\_\_\_ Seconded: \_\_\_\_\_ Roll Call Vote: \_\_\_\_\_

Motion to adopt **Resolution No. 2020-02** to appoint **Board Solicitor, Nathan Van Embden, Esq.** for the 2020 year.

Motion: \_\_\_\_\_ Seconded: \_\_\_\_\_ Roll Call Vote: \_\_\_\_\_

Motion to adopt **Resolution No. 2020-03** to appoint **Board Engineer, Thomas J. Tedesco** for the 2020 year.

Motion: \_\_\_\_\_ Seconded: \_\_\_\_\_ Roll Call Vote: \_\_\_\_\_

Motion to adopt **Resolution No. 2020-04** to appoint **Board Chairman, Doug Cook** for the 2020 year.

Motion: \_\_\_\_\_ Seconded: \_\_\_\_\_ Roll Call Vote: \_\_\_\_\_

Motion to establish the **Dates and Times** for the 2020 Combined Planning Board Meetings and 2021 Combined Planning Board Reorganization Meeting.

Meeting Schedule time: 7pm and Meeting Dates as follows:

Tuesday, January	14 <sup>th</sup>	2020
Tuesday, February	11 <sup>th</sup>	2020
Tuesday, March	10 <sup>th</sup>	2020
Tuesday, April	14 <sup>th</sup>	2020
Tuesday, May	12 <sup>th</sup>	2020
Tuesday, June	9 <sup>th</sup>	2020
Tuesday, July	14 <sup>th</sup>	2020
Tuesday, August	11 <sup>th</sup>	2020
Tuesday, September	8 <sup>th</sup>	2020
Tuesday, October	13 <sup>th</sup>	2020
Tuesday, November	10 <sup>th</sup>	2020
Tuesday, December	8 <sup>th</sup>	2020
Tuesday, January	12 <sup>th</sup>	2021

Motion: \_\_\_\_\_ Seconded: \_\_\_\_\_ Roll Call Vote: \_\_\_\_\_

Motion to designate the **Official Newspaper** for board business for the 2020 year.  
**Newspaper:** South Jersey Times

Motion: \_\_\_\_\_ Seconded: \_\_\_\_\_ Roll Call Vote: \_\_\_\_\_

**Approval of Minutes: August 13, 2019**

Motion: \_\_\_\_\_ Seconded: \_\_\_\_\_ Roll Call Vote: \_\_\_\_\_

**Approval of Minutes: November 12, 2019**

Motion: \_\_\_\_\_ Seconded: \_\_\_\_\_ Roll Call Vote: \_\_\_\_\_

**Presentation of Bills for Payment:**

Solicitor: Nathan Van Embden	- <b>Nov. Invoice:</b>	Solicitorship 2019:	\$ 200.00
	- <b>Dec. Invoice:</b>	Solicitorship 2019:	\$ 200.00
Engineer: Tedesco Engineering	- <b>Nov. Invoice:</b>	Nov. Mtg. Attend.:	\$ 183.00

Motion: \_\_\_\_\_ Seconded: \_\_\_\_\_ Roll Call Vote: \_\_\_\_\_

**Board Business:**

**New Business:**

*Finish ACMJIF Request Planning Board to Review & Complete Training Materials*  
For: Mike Rothman & Harry Levenknight

**Old Business:** None at this time.

**Correspondence:**

*Zoning/Housing Reports: November & December 2019*

*The NJ Planner- September/October 2019*

**Open Meeting to Public:**

Motion: \_\_\_\_\_ Seconded: \_\_\_\_\_ Voice Vote: \_\_\_\_\_

**Closed Meeting to Public:**

Motion: \_\_\_\_\_ Seconded: \_\_\_\_\_ Voice Vote: \_\_\_\_\_

**Next Meeting: Tuesday, February 11, 2020 at 7pm**

**Adjournment of Meeting:**

Motion: \_\_\_\_\_ Seconded: \_\_\_\_\_ Voice Vote: \_\_\_\_\_