

**MINUTES OF THE REORGANIZATION MEETING OF  
THE DOWNE TOWNSHIP COMBINED PLANNING BOARD  
JANUARY 13, 2015**

The January meeting of the Downe Township Combined Planning Board was called to order at 7:00pm by Solicitor Edward Duffy 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:**

**All newly appointed members were sworn in.**

**ROLL CALL:**

Members in attendance: Mayor Robert Campbell, Harry Levenknight, Dennis Cook, Doug Cook, Brent Daly, Nancy Hartem, Robert Hunsicker, William McGargee, and Walter Kieba

**APPOINTMENTS:**

Mr. Duffy opened the floor with nominations for the chair. Robert Hunsicker nominated Doug Cook. Dennis Cook seconded the nomination for Doug Cook. There were no other nominations for chair. A voice vote was called for the appointment of Doug Cook as Chair and it passed unanimously. The board voted Doug Cook as Chairman of the Combined Planning Board for the 2015 year. Doug Cook then took the floor for the remainder of the meeting.

Dennis Cook made a motion to appoint the Board Secretary Resolution No.2015-01, Stefany Levenknight, for the 2015 year. Robert Campbell seconded the motion. A Roll Call was called and the motion passed unanimously. Harry Levenknight Abstained.

Brent Daly made a motion to appoint the Board Solicitor Resolution No. 2015-02, Edward Duffy Esq, for the 2015 year. Robert Hunsicker seconded the motion. A Roll Call was called and the motion passed unanimously.

Dennis Cook made a motion to appoint the Board Engineer Resolution No. 2015-03, David Battistini, for the 2015 year. Brent Daly seconded the motion. A Roll Call was called and the motion passed unanimously.

Doug Cook called attention to the dates and times for the 2015 year. He asked the board if they saw any conflict with any of the proposed dates. Stefany Levenknight motions there is a copy of the proposed dates in the members packets as well as the deadline for applications for each meeting date.

Robert Campbell made a motion to establish the amended dates and times listed below for the 2015 board meetings. Brent Daly seconded the motion. A voice vote was called and the motion passed unanimously.

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

Dennis Cook asked if there were any alternatives to the South Jersey Times. Discussion went on within the board about the newspapers in the area. The board decided to go with The Daily Journal for the upcoming year. Dennis Cook made a motion to designate The Daily Journal as the official newspaper for board business for the 2015 year. Robert Hunsicker seconded the motion. A Roll Call vote was called and the motion passed unanimously. Robert Hunsicker commented on his feelings of the local newspapers. More discussion went on about this topic with the board members and solicitor.

#### **APPROVAL OF MINUTES: December 9, 2014**

Brent Daly made a motion to approve the December 9, 2014 minutes. Dennis Cook seconded the motion. A roll call vote was called and the motion passed unanimously.

#### **PRESENTATION OF BILLS FOR PAYMENT:**

SOLICITOR: Edward Duffy-	December 2015 Invoice: Solicitorship:	\$230.00
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#### **APPROVAL OF BILLS:**

Mayor Robert Campbell made a motion to approve the legal fees as described in the invoices and vouchers submitted. Dennis Cook seconded the motion. A roll call vote was called and the motion passed unanimously. The bills were approved for payment. Brent Daly asked Mr. Duffy about a previous balance on the December Invoice. Mr. Duffy gave an explanation of the balance. Stefany Levenknight stated she would check with the office to see what is going on with the outstanding balance.

#### **BOARD BUSINESS:**

Mr. Duffy gave an update on the ongoing Johnson Litigation. He gave a short explanation of the Johnson Litigation to the new members. Further explanation of the upcoming process was

discussed with the board. Mr. Duffy then brought up the Permit Extension Act. He gave an explanation of the Permit Extension Act along with the timeline of the act and how it is still present for the 2015 year.

#### **NEW BUSINESS:**

#### **OLD BUSINESS:**

Brent Daly brings up the Master plan. He believes the review is in the year 2015. Mr. Duffy stated he will look into the status of the time period for the review of the master plan. Chairman Doug Cook asked if the County should be contacting the board. Mayor Campbell stated he has talked to Robert Brewer from the county and he would like to help with the review of the Master Plan. Further discussion took place on the matter.

Chairman Doug Cook asked the board for any comments on the correspondence. There were no comments at that time.

#### **OPEN MEETING TO PUBLIC:**

Mayor Robert Campbell made a motion to open the meeting for Public Comment. The motion was seconded by Robert Hunsicker. A voice vote was called and the motion passed unanimously.

Mr. Sheldon Pepper wanted to know the names and the terms of the members. Mr. Pepper expressed that he thought Mr. James Giles was not going to be a member of the board. Mr. Duffy gave an explanation of all the members and terms. Mr. Pepper had a question on Doug Cook's term. Mr. Duffy gave an explanation of his specific term. Some discussion took place between Mr. Duffy and Mr. Pepper.

#### **CLOSE MEETING TO PUBLIC:**

Mayor Robert Campbell made a motion to close the meeting for Public Comment. The motion was seconded by Brent Daly. 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, February 10, 2015.

#### **ADJOURNMENT OF MEETING:**

Brent Daly made a motion to adjourn the meeting. The motion was seconded by Dennis Cook. A voice vote was called and the motion passed unanimously.

Meeting adjourned,



Respectfully submitted,

Prepared by Stefany Levenknight  
Planning Board Secretary