

**MINUTES OF THE REGULAR MEETING OF
THE DOWNE TOWNSHIP COMBINED PLANNING BOARD
June 9, 2015**

The June 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:

ROLL CALL:

Members in attendance: Mayor Robert Campbell, Dennis Cook, Chairman Doug Cook, Brent Daly, Harry Levenknight, Nancy Hartem, Walter Kieba, Dave Raudenbush

Dave Raudenbush was sworn in.

APPROVAL OF MINUTES: April 14, 2015

Mayor Robert Campbell made a motion to approve the April 14, 2015 minutes. Brent Daly seconded the motion. A roll call vote was called and the motion passed unanimously. Dennis Cook abstained.

PRESENTATION OF BILLS FOR PAYMENT:

SOLICITOR: Edward Duffy-April Invoice:	Solicitorship 2015:	\$290.00
May Invoice:	Solicitorship 2015:	\$200.00

APPROVAL OF BILLS:

Mayor Robert Campbell made a motion to approve the legal fees as described in the invoices and vouchers submitted. Nancy Hartem seconded the motion. A roll call vote was called and the motion passed unanimously. The bills were approved for payment.

BOARD BUSINESS:

The board accepts William Megargee's resignation letter. Dennis Cook made a motion to accept the letter. Walter Kieba seconded the motion. A voice vote was called and the motion passed unanimously.

NEW BUSINESS:

OLD BUSINESS: No Johnson Litigation Update. Dennis Cook brought up the last meetings minutes reports from the Housing/Zoning officer. He brought up the fiscal reports and that he believed citations were on the reports back when. Cook would like to see that data reported to the board. Mr. Duffy gave explanation on the fiscal reports from the housing/zoning officer. More discussion took place among the board on adding the citations to the fiscal reports. Dennis Cook stated that there have been complaints that the complaints filed have not been taken care of. Mr. Duffy stated that this issue would be for the township committee to handle. Mr. Duffy explains the role of the housing/zoning officer with the planning board. Harry Levenknight brought out a complaint sheet for the board to see how complaints are filed. Dennis Cook wanted to know if the planning board wanted to make a recommendation for this data to be on the report of all complaints received. Harry Levenknight asked if there is anything, the board can do with this extra information. Mr. Duffy stated no and gave an explanation on the process of appealed complaints. More discussion on the matter took place. Mr. Duffy asked the board if they would like to take a position on the matter. No one from the board wanted to take a position on the matter. Walter Kieba asked if the complainers know that the planning board cannot take any action on the complaint. Mr. Duffy gave an explanation. Some discussion took place on the process of how to file a complaint.

Chairman Doug Cook introduced the presenter Mr. Bob Brewer from Cumberland County to give a presentation on working with the planning board to do a reexamination on the Master Plan. Mr. Brewer gave the board some background information on the history of Downes' Master plan and the processes. Mr. Brewer continued the presentation and explained to the board the process of what they would be doing for our Master Plans reexamination. Mr. Brewer stated that there would be monthly meetings at the planning board public meetings over a span of four months. Discussion took place between the presenter and the board. Mr. Brewer explained the exact process that would take place if the board makes a recommendation for the county to perform the reexamination. Mr. Brewer gave the board secretary the proposal. The secretary made copies for the board to look over. More discussion took place. Mr. Duffy expressed that the Township Committee would need to approve the shared service agreement with a resolution if the board decided to make a recommendation for the reexamination. More discussion took place between the board and the presenter. Dave Raudenbush asked if this had anything to do with a redevelopment plan that took place earlier. Mayor Bob Campbell gave an explanation. More discussion took place. Mr. Duffy expressed that a notice needs to be posted for the residents to be able to participate in the reexamination.

Recommendation to Township Committee to enter into a shared service agreement with Cumberland County for the Reexamination of the master plan.

Brent Daly made a motion to enter into a shared service agreement with Cumberland County for the Reexamination of the master plan. Walter Kieba seconded the motion. A roll call vote was called and the motion passed unanimously.

The next township committee meeting will be July 6. Mr. Duffy gave an explanation of the process with the township committee, Cumberland County, and the planning board. The board thanked Mr. Brewer for the presentation given.

OPEN MEETING TO PUBLIC:

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

Mr. Pepper asked about the time frame discussed. Mr. Duffy explained that it will take three-four meetings and the board will try to keep it in the calendar meeting. If the township is able to pass the resolution and the freeholders approve that August will ideally be the time it starts if everything goes to plan.

CLOSE MEETING TO PUBLIC:

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

NEXT SCHEDULED MEETING:

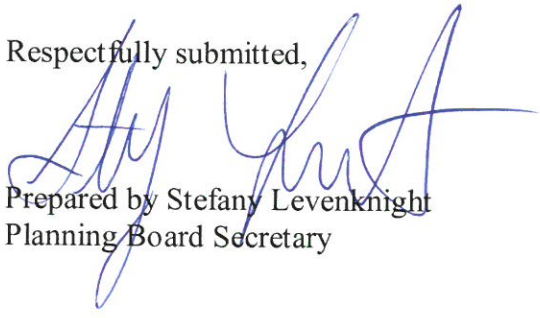
Doug Cook informed the members the next meeting will be on Tuesday, July 14, 2015.

ADJOURNMENT OF MEETING:

Mayor Robert Campbell made a motion to adjourn the meeting. The motion was seconded by Walter Kieba. A voice vote was called and the motion passed unanimously.

Meeting adjourned,

Respectfully submitted,


Prepared by Stefany Levenknight
Planning Board Secretary