

**MINUTES OF THE REORGANIZATION MEETING OF
THE DOWNE TOWNSHIP COMBINED PLANNING BOARD
FEBRUARY 9, 2016**

The February 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: Harry Levenknight, Dennis Cook, Brent Daly, Nancy Hartem, and Walter Kieba

APPOINTMENTS:

Mr. Duffy opened the floor with nominations for the chair. Dennis Cook nominated Doug Cook. Nancy Hartem 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 2016 year. Mr. Duffy expressed to the board that the board should also have a vice chair.

Mr. Duffy opened the floor with nominations for the vice chair. Walter Kieba nominated Nancy Hartem. Dennis Cook seconded the nomination for Nancy Hartem. There were no other nominations for vice chair. Brent Daly made a motion to close the nominations. Walter Kieba seconded the close of nominations. A voice vote was called for the appointment of Nancy Hartem as vice chair and it passed unanimously. The board voted Nancy Hartem as Vice Chair of the Combined Planning Board for the 2016 year.

Brent Daly made a motion to appoint the Board Secretary Resolution No.2016-01, Stefany Levenknight, for the 2016 year. Nancy Hartem 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. 2016-02, Edward Duffy Esq, for the 2016 year. Walter Kieba 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. 2016-03, Thomas J. Tedesco for the 2016 year. Walter Kieba seconded the motion. A Roll Call was called and the motion passed unanimously.

Nancy Hartem called attention to the dates and times for the 2016 year.

Dennis Cook made a motion to establish the amended dates and times listed below for the 2016 board meetings. Walter Kieba seconded the motion. A voice vote was called and the motion passed unanimously.

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

Dennis Cook made a motion to designate South Jersey Times as the official newspaper for board business for the 2016 year. Brent Daly seconded the motion. A Roll Call vote was called and the motion passed unanimously. .

APPROVAL OF MINUTES: November 10, 2015

Dennis Cook made a motion to approve the November 10, 2015 minutes. Walter Kieba seconded the motion. A roll call vote was called and the motion passed unanimously.

PRESENTATION OF BILLS FOR PAYMENT:

SOLICITOR: Edward Duffy-	October 2015 Invoice: Solicitorship:	\$200.00
	November 2015 Invoice: Solicitorship:	\$200.00
	December 2015 Invoice: Solicitorship:	\$200.00
	January 2016 Invoice: Solicitorship:	\$320.00

APPROVAL OF BILLS:

Brent Daly made a motion to approve the legal fees as described in the invoices and vouchers submitted. Walter Kieba seconded the motion. A roll call vote was called and the motion passed unanimously. The bills were approved for payment.

BOARD BUSINESS: Bob Brewer gave the board a draft of the Reexamination Report of the Master Plan. Bob Brewer explained the draft to the board. Discussion took place between the board, solicitor, and Bob Brewer about the report. Mr. Duffy expressed to the board that it would be a safer course to wait to vote on the draft until the next meeting when more members are present. After the presentation the board decided to vote on the proposed draft at the next meeting when more board members would be present.

Open for Public Comment: Brent Daly made a motion to open to the public. Walter Kieba seconded the motion. A voice vote was called and the motion passed unanimously.

Mr. Sheldon Pepper, Dividing Creek asked if the suggestion Mr. Brewer has given was to revise everything. Mr. Brewer responded at least to review it. Mr. Pepper asked if this was a review of the existing one, and that there would not be a need to change anything in the existing one. Mr. Brewer said it would not be productive to change everything. Mr. Dennis Cook expressed that anyone including Mr. Pepper could submit their thoughts on this report to the board. Mr. Pepper stated that at the last meeting if they were looking at the variances that they have issued in the past it might help in some direction. Discussion took place about the annual variance report.

Close for Public Comment: Dennis Cook made a motion to close to the public. Walter Kieba seconded the motion. A voice vote was called and the motion passed unanimously.

The board thanked Mr. Brewer for working with Downe Township on the Reexamination Report.

Motion to Continue the Master Plan Reexamination Report: Dennis Cook made a motion to continue the Master Plan Reexamination Report at the next meeting. Walter Kieba seconded the motion. A voice vote was called and the motion passed unanimously.

Discussion took place between Mr. Duffy and the board about his 2016 contract.

NEW BUSINESS: None at this time

OLD BUSINESS: Discussion took place about the Johnson Litigation

OPEN MEETING TO PUBLIC:

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

Mr. Sheldon Pepper asked if there was anything that might affect the planning board litigation on the Township level. Mr. Duffy spoke on the matter. Discussion took place. Mr. Dennis Cook said that there was no action on the township committee on the matter.

CLOSE MEETING TO PUBLIC:

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

NEXT SCHEDULED MEETING:

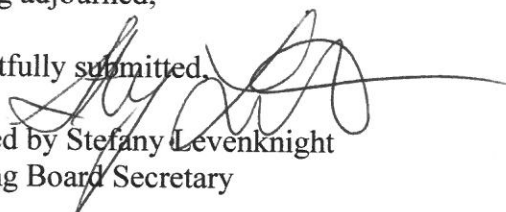
Nancy Hartem informed the members the next meeting will be on Tuesday, March 8, 2016

ADJOURNMENT OF MEETING:

Dennis Cook 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