

**MINUTES OF THE HARDYSTON TOWNSHIP PLANNING BOARD
REORGANIZATION MEETING HELD JANUARY 24, 2013**

CALL THE MEETING TO ORDER: Temporary Chairman Thomas F. Collins, Esq., called the meeting to order at 7:15 p.m. and read the following Statement of Compliance:

STATEMENT OF COMPLIANCE: Pursuant to the Open Public Meetings Act, Chapter 23 1, P.L. 1975, adequate notice as defined in section 3D of Chapter 21 P.L. 1975, has been made to the New Jersey Herald and is also posted on the bulletin board at the Hardyston Township Municipal Building.

ROLL CALL:

Leslie Hamilton – Present
Robert Neubig, Vice Chairman – Excused
William Hickerson – Present
Robert F. Schultz – Present – Late @ 7:25 p.m.
James Homa – Present
Carl Miller – Present
Randy Roof (Alternate No. 1) – Present
Donald Trien (Alternate No. 2) – Present
Brian Kaminski, Chairman – Excused

OTHERS PRESENT: Robert P. Guerin, P.E., P.P., Thomas F. Collins, Jr., Esq., P.P., Carrine Piccolo-Kaufer, P.P.

ELECTION AND APPOINTMENTS:

Oath of Allegiance: Thomas F. Collins, Jr., Esq., administered the *Oath of Allegiance* to the following Board members: Leslie Grace Hamilton, Carl Miller, and Robert Schultz.

Robert P. Guerin, P.E., P.P., and Carrine Piccolo-Kaufer, P.P.; were sworn for the year by Thomas F. Collins, Esq.

Election of Chairman: A motion to nominate and appoint Brian Kaminski to the position of Chairman was made by Leslie Hamilton and seconded by Donald Trien. There was no other nomination or discussion. Roll Call: Leslie Hamilton – yes; Carl Miller – yes; William Hickerson – yes; James Homa – yes; Randy Roof – yes; Donald Trien – yes. The motion carried.

Election of Chairman Pro Tem: A motion to appoint Carl Miller to the position of Chairman Pro Tem was made by Leslie Hamilton and seconded by Donald Trien. There was no discussion. Roll Call: Leslie Hamilton – yes; Carl Miller – yes; William Hickerson – yes; James Homa – yes; Randy Roof – yes; Donald Trien – yes. The motion carried.

Election of Vice Chairman: A motion to nominate and appoint Robert Neubig to the position of Vice Chairman was made by Leslie Hamilton and seconded by James Homa. There was no discussion. Roll Call: Leslie Hamilton – yes; Carl Miller – yes; William Hickerson – yes; James Homa – yes; Randy Roof – yes; Donald Trien – yes. The motion carried.

Election of Secretary: A motion to nominate and appoint Anne-Marie Wilhelm to the position of Board Secretary was made by Leslie Hamilton and seconded by James Homa. There was no discussion. Roll Call: Leslie Hamilton – yes; Carl Miller – yes; William Hickerson – yes; James Homa – yes; Randy Roof – yes; Donald Trien – yes. The motion carried.

Appointment of Attorney: A motion to nominate and appoint Thomas F. Collins, Jr., Esq., of the firm Vogel, Chait, Collins and Schneider to the position of Board Attorney was made by Leslie Hamilton and seconded by James Homa. There was no discussion. Roll Call: Leslie Hamilton – yes; Carl Miller – yes; William Hickerson – yes; James Homa – yes; Randy Roof – yes; Donald Trien – yes. The motion carried.

Appointment of Engineer: A motion to nominate and appoint Robert P. Guerin, P.E., P.P., of the firm Guerin & Vreeland Engineering, Inc., to the position of Board Engineer was made by Leslie Hamilton and seconded by William Hickerson. There was no discussion. Roll Call: Leslie Hamilton – yes; Carl Miller – yes; William Hickerson – yes; James Homa – yes; Randy Roof – yes; Donald Trien – yes. The motion carried.

Appointment of Planner: A motion to appoint Carrine Piccolo-Kaufer, P.P., to the position of Board Planner was made by Leslie Hamilton and seconded by Donald Trien. There was no discussion. Roll Call: Leslie Hamilton – yes; Carl Miller – yes; William Hickerson – yes; James Homa – yes; Randy Roof – yes; Donald Trien – yes. The motion carried.

Appointment of Planner (*Special Planning Projects*): A motion to appoint Fred Heyer, P.P., of the firm Heyer, Gruel & Associates was made by Leslie Hamilton and seconded by William Hickerson. There was no discussion. Roll Call: Leslie Hamilton – yes; Carl Miller – yes; Robert Schultz – yes; William Hickerson – yes; James Homa – yes; Randy Roof – yes; Donald Trien – yes. The motion carried.

Designation of Meeting Dates and Times: A motion to adopt the following resolution was made by Leslie Hamilton and seconded by Robert Schultz. There was no discussion. Roll Call: Leslie Hamilton – yes; Carl Miller – yes; Robert Schultz – yes; William Hickerson – yes; James Homa – yes; Randy Roof – yes; Donald Trien – yes. The motion carried.

RESOLUTION OF THE HARDYSTON TOWNSHIP PLANNING BOARD

DECIDED: JANUARY 24, 2013

ADOPTED: JANUARY 24, 2013

WHEREAS, the Open Public Meetings Act, Chapter 231, P.L. 1975 requires certain public bodies to comply with the provisions of Section 13 of said Act:

NOW, THEREFORE, BE IT RESOLVED, by the Hardyston Township Planning Board, County of Sussex, and State of New Jersey, that the schedule of meeting dates is as follows:

HARDYSTON TOWNSHIP 2013 PLANNING BOARD MEETING DATES

In compliance with the Open Public Meetings Act, the following is a list of the monthly meetings of the Hardyston Township Planning Board. The Board will meet at 7:30 p.m. on the fourth Thursday of every month excluding the months of November and December due to the Thanksgiving and Christmas Holidays. The meetings will be held at the Hardyston Township Municipal Building and Police Station Complex, 149 Wheatsworth Road, Suite A, Hardyston, New Jersey 07419.

February 28, 2013
March 28, 2013
April 25, 2013
May 23, 2013
June 27, 2013
July 25, 2013
August 22, 2013
September 26, 2013
October 24, 2013
November 21, 2013
December 19, 2013

The agenda for all meetings, more or less shall be: 1. Call to Order; 2. Open Public Meetings Statement; 3. Roll Call; 4. Approval of Minutes; 5. Resolutions; 6. Applications; 7. Public Participation; 8. Discussion; 9. Bills; 10. Correspondence; 11. Adjournment.

Additionally, the Hardyston Township Planning Board will conduct workshop meetings on the following dates between 7:30 p.m. – 9:00 p.m., at the Hardyston Township Municipal Building and Police Station Complex, 149 Wheatsworth Road, Suite A, Hardyston, New Jersey.

February 21, 2013
March 21, 2013
April 18, 2013
May 16, 2013
June 20, 2013
July 18, 2013
August 15, 2013
September 19, 2013
October 17, 2013

The reorganization meeting for 2014 will be held on January 23, 2014 at 7:30 p.m. The regular meeting of the Hardyston Township Planning Board for the month of January will be held on January 23, 2014 at 7:45 p.m., following the reorganization meeting.

Any physically or mentally challenged resident that may need special accommodations to attend any of the following meetings shall contact the Clerk's office seven (7) days prior to any advertised meeting.

BE IT FURTHER RESOLVED, that a copy of this resolution shall be posted on the Municipal Building bulletin board reserved for that purpose.

BE IT FURTHER RESOLVED, copies of this resolution shall be forwarded to the New Jersey Herald and the Sunday New Jersey Herald.

BE IT FURTHER RESOLVED, a copy of this resolution shall also be filed with the Township Clerk and mailed to any person who requests it and who has paid the fee established by the public body to cover the cost of providing that notice.

/s/ Anne-Marie Wilhelm
Hardyston Township Planning Board
Anne-Marie Wilhelm
Land Use Administrator

Designation of Official Newspaper: A motion to adopt the following resolution was made by Leslie Hamilton and seconded by James Homa. Board members discussed using the Advertiser News. Roll Call: Leslie Hamilton – yes; Carl Miller – yes; Robert Schultz – yes; William Hickerson – yes; James Homa – yes; Randy Roof – yes; Donald Trien – yes;. The motion carried.

**RESOLUTION OF THE HARDYSTON TOWNSHIP PLANNING BOARD
DECIDED: JANUARY 24, 2013
ADOPTED: JANUARY 24, 2013**

WHEREAS, Section 3D of the Open Public Meetings Act, Chapter 231, P.L. 1975 requires that certain notice of meetings be submitted to two (2) newspapers, one of which shall be the Official Newspaper, and:

WHEREAS, the second newspaper designated by this body must be one of which, has the greatest likelihood of informing the public within the jurisdictional boundaries of this body of such meeting:

NOW, THEREFORE, BE IT RESOLVED, by the Hardyston Township Planning Board, County of Sussex, and State of New Jersey as follows:

1. The New Jersey Herald and the New Jersey Sunday Herald are hereby designated as the official newspapers to receive all notices of meetings as required under the Open Public Meetings Act.
2. It is the opinion of this Board that the New Jersey Herald and the New Jersey Sunday Herald have the greatest likelihood of informing the public within the jurisdictional area of this body of such meetings.

3. This resolution shall take effect immediately.

Hardyston Township Planning Board
Anne-Marie Wilhelm
Land Use Administrator

Adoption of Professional Resolution: A motion to adopt the following resolution was made by Leslie Hamilton and seconded by Robert Schultz. There was no discussion.

**RESOLUTION OF THE PLANNING BOARD OF THE TOWNSHIP OF HARDYSTON
RATIFYING AND AUTHORIZING THE AWARD OF CONTRACTS FOR PROFESSIONAL
SERVICES**

WHEREAS, the Planning Board of the Township of Hardyston will require professional services for legal, engineering, and planning services; and

WHEREAS, the above-mentioned services can be performed adequately and effectively by Thomas F. Collins, Esq., of the law firm of Vogel, Chait, Collins, & Schneider; Robert P. Guerin, P.E., P.P., of the firm of Guerin & Vreeland Engineering, Inc., and Heyer, Gruel & Associates, Inc., respectively; and

WHEREAS, the Township Treasurer attests to the availability of funds for these services from the general revenues of the Township of Hardyston; and

WHEREAS, the Local Public Contracts Law, N.J.S.A. 40A:11-5 permits a contract for professional services to be awarded without the need for competitive bids; and

WHEREAS, N.J.S.A. 40:11-5 requires that the award for professional services be publicly advertised;

NOW THEREFORE, BE IT RESOLVED by the Planning Board of the Township of Hardyston, County of Sussex, and State of New Jersey, as follows:

1. The Chairman and Secretary of the Planning Board are hereby authorized and directed to enter into contracts with 1. Thomas F. Collins, Esq., of the law firm of Vogel, Chait, Collins, & Schneider, P.C., for legal services for the period of January 1, 2013, through December 31, 2013, in accordance with the contracts made a part hereof; 2. Robert P. Guerin, P.E., P.P., of the firm of Guerin Engineering, Inc., for engineering and planning services for the period of January 1, 2013, through December 31, 2013, in accordance with the contracts made a part hereof; and 3. Fred Heyer, P.P., and Heyer Gruel & Associates, Inc., for planning services for the period of January 1, 2013, through December 31, 2013, in accordance with the contracts made a part hereof.
4. These contracts are entered into without competitive bidding as a "Professional Service" pursuant to the non-fair and open process in accordance with N.J.S.A. 19:44A-20.4 et seq.
5. A copy of the resolution will be published in the official newspaper of the Township within 10 days of passage.

/s/Anne-Marie Wilhelm
Anne-Marie Wilhelm,
Land Use Administrator

I hereby certify that adequate funds are available in the 2013 Municipal Budget for the payment of professional services in accordance with the contracts noted above.

/s/Grant W. Rome
Grant W. Rome, CFO
Municipal Treasurer

Adjournment: A motion to adjourn was made by Leslie Hamilton. All were in favor. The meeting adjourned at 7:30 p.m.

Minutes respectfully submitted by:
/s/ Anne-Marie Wilhelm
Anne-Marie Wilhelm
Land Use Administrator