

# Official Minutes Approved April 5, 2016

## Borough of Millstone Planning Board Reorganization and Regular Meeting January 26, 2016

Ms. Piszkowski, Board Secretary, called the meeting to order at 7:35 pm. There were no members of the public present.

Ms. Piszkowski read the following statement:

“The regular meeting of the Millstone Borough Planning Board will please come to order. Adequate notice of this meeting has been noticed to the Courier News and posted at Borough Hall. If any member of this body believes this meeting is being held in violation of the Open Public Meetings Act, please state your views at this time, stating the reason for which you feel the notice is improper. Hearing none, we will proceed to the next item on the agenda.”

Roll Call:

<b><u>Board Member</u></b>	<b><u>Present</u></b>	<b><u>Absent</u></b>
Clint Bowers		X
Dan Devoti	X	
Dan Dixon	X	
Curt Emmich	X	
Christine Fung	X	
Derek Johnson	X	
Carl Kestner	X	
Kristen Ross		X
Johnathan Stashek	X	
<b><u>Also Present:</u></b>	<b><u>Present</u></b>	<b><u>Absent</u></b>
Denise Piszkowski, Board Secretary	X	

Ms. Piszkowski introduced Mr. Stashek to the Board as the Council Representative

Ms. Piszkowski called for nominations for Chairperson

*On a motion by Mr. Devoti, seconded by Mr. Dixon, Ms. Fung was appointed as Chairwomen for 2016.*

Roll Call: Ayes: Dixon, Devoti, Emmich, Fung, Johnson, Kestner, Stashek  
Nays:  
Abstain:

Ms. Fung called for nominations for Vice-Chairperson

*On a motion by Mr. Devoti, seconded by Mr. Dixon Mr. Kestner was appointed as Vice Chairperson for 2016.*

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Roll Call: Ayes: Dixon, Devoti, Emmich, Fung, Kestner, Stashek  
Nays:  
Abstain:

Ms. Fung called for nominations for Board Secretary.

*On a motion by Mr. Dixon, seconded by Mr. Devoti, Mr. Emmich was appointed as Board Secretary for 2016.*

Roll Call: Ayes: Dixon, Devoti, Emmich, Fung, Johnson, Kestner, Stashek  
Nays:  
Abstain:

Resolutions PB-2016-001 and PB-2016-002 awarding professionals service contracts for Board Attorney and Board Planner were reviewed and discussed by the Board.

The Board discussed the contracts for the professionals.

*On a motion by Ms. Fung, seconded by Mr. Devoti, and with a roll call vote, the Board adopted Resolution PB-2016-001 awarding a professional service contract to Mr. Muller in an amount not to exceed \$10,000.*

Roll Call: Ayes: Dixon, Devoti, Emmich, Fung, Johnson, Kestner, Stashek  
Nays:  
Abstain:

Mr. Johnson asked what projects the Board would need to accomplish in 2016 that would require Mr. Van Dyke's services. It was discussed that any work outside of normal Board services would not be done without a separate contract and resolution approved by the Board and with budget approval by Council. The Board also discussed what would need to be accomplished in 2016. The Board also discussed that they would like more detail in the invoices from the professionals.

The Board discussed changing the not to exceed amount for Mr. Van Dyke's contract and asking him to submit separate proposals for the master plan and flood ordinance. A lengthy discussion ensued regarding the contract for Mr. Van Dyke.

The Board decided to table the discussion and approval of Mr. Van Dyke's contract until the next meeting.

## **REVIEW AND VOTE ON PROFESSIONALS' INVOICES**

*On a motion by Mr. Devoti, seconded by Ms. Fung, and a roll call vote, the following invoices submitted by Mr. Muller were approved.*

- Jerry Muller November 2015 Invoices
  - Inv. 12122 - General Board Services \$ 838.50
- Jerry Muller December 2015 Invoices
  - Inv. 12139 - General Board Services \$ 234.00

Roll Call: Ayes: Dixon, Devoti, Emmich, Fung, Johnson, Kestner, Stashek  
Nays:  
Abstain:

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*On a motion by Mr. Devoti, seconded by Ms. Fung, and a roll call vote, the following invoices submitted by Mr. Van Dyke were approved.*

- Carter Van Dyke December 2015 Invoices
  - Inv. 17213 - General Board Services \$ 66.00

Roll Call: Ayes: Dixon, Devoti, Emmich, Fung, Johnson, Kestner, Stashek  
Nays:  
Abstain:

Mr. Dixon asked that more detail be added to invoices going forward Ms. Fung stated she would contact both professionals and asked

The Board discussed the 2016 meeting schedule, and with an aye vote by all, the schedule, as discussed and with changes was adopted. A copy will be posted at Borough Hall and on the website and will be faxed to the Courier News.

## **APPROVAL OF MEETING MINUTES**

*On a motion by Mr. Devoti, seconded by Mr. Johnson and with an aye vote by all the November 10, 2015 and December 1, 2015 meeting minutes were approved.*

## **REPORTS**

Ms. Fung reported that she attended the last Council meeting and that Council would be managing the Boroughs septic management plan and that Council does not anticipate sewer service in the Borough in the next 5 years. Ms. Fung informed the Board that homeowners would have to allow inspections of their septic systems by the Health Department.

Mr. Devoti informed the Board that he was still looking to update the abandoned property list and he reviewed the properties that he currently had on his list. The Board discussed the properties that could be added to the list.

Ms. Fung asked if the Board could readdress the contract for Mr. Van Dyke. The Board further discussed the contact for Mr. Van Dyke and it was decided that the not to exceed amount for Mr. Van Dyke's contract would be \$10,000.00, but only for general Board services. Any other services will need to be approved by the Board, before any work is begun, by a separate contract and resolution.

*On a motion by Mr. Kestner, seconded by Mr. Devoti, and with a roll call vote, the Board adopted Resolution PB-2016-002 awarding a professional service contract, for planning services only, to Mr. Van Dyke in an amount not to exceed \$10,000.*

Roll Call: Ayes: Dixon, Devoti, Emmich, Fung, Kestner  
Nays: Johnson, Stashek  
Abstain:

*With an aye vote by all the Board agreed to adjourn the meeting at 9:00 pm.*

Submitted,

  
Denise Piskowski  
Planning Board Secretary