

**MINUTES OF THE HARDYSTON TOWNSHIP PLANNING BOARD MEETING  
REORGANIZATION MEETING HELD JANUARY 23, 2014**

**CALL THE MEETING TO ORDER:** 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 231, 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 notice is also posted on the bulletin board at the Hardyston Township Municipal Building.

**ROLL CALL:**

Leslie Hamilton – Present  
Carl Miller – Present  
Bob Neubig – Present  
Robert Schultz – Present  
William Hickerson – Present  
James Homa – Present  
Donald Trien – Excused  
Jeffrey Albanese – Present  
Brian Kaminski – Present

**OTHERS PRESENT:** Robert P. Guerin, P.E., P.P., and Thomas F. Collins, Esq., P.P.

**ELECTION AND APPOINTMENTS:**

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

Robert P. Guerin, P.E., P.P., was sworn and accepted as the Board's engineering expert for 2014.

**Election of Chairman:** A motion to nominate and appoint Brian Kaminski to the position of Chairman was made by Bob Neubig and seconded by Carl Miller. There was no discussion. Roll Call: Leslie Hamilton – yes; Bob Neubig – yes; William Hickerson – yes; Robert Schultz – yes; James Homa – yes; Carl Miller – yes; Jeffrey Albanese – yes; Brian Kaminski – yes. The motion carried.

**Election of Vice Chairman:** A motion to nominate and appoint Bob Neubig to the position of Vice Chairman was made by Carl Miller and seconded by Leslie Hamilton. There was no discussion. Roll Call: Leslie Hamilton – yes; Bob Neubig – yes; William Hickerson – yes; Robert Schultz – yes; James Homa – yes; Carl Miller – yes; Jeffrey Albanese – yes; Brian Kaminski – 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 Bob Neubig and seconded by Leslie Hamilton. There was no discussion. Roll Call: Leslie Hamilton – yes; Bob Neubig – yes; William Hickerson – yes; Robert Schultz – yes; James Homa – yes; Carl Miller – yes; Jeffrey Albanese – yes; Brian Kaminski – yes. The motion carried.

**Appointment of Attorney:** A motion to appoint Thomas F. Collins, Esq., of the firm Vogel, Chait, Collins and Schneider to the position of Board Attorney was made by Leslie Hamilton and seconded by Bob Neubig. There was no discussion. Roll Call: Leslie Hamilton – yes; Bob Neubig – yes; William Hickerson – yes; Robert Schultz – yes; James Homa – yes; Carl Miller – yes; Jeffrey Albanese – yes; Brian Kaminski – yes. The motion carried.

**Appointment of Engineer:** A motion to appoint Robert P. Guerin, P.E., P.P. of the firm Guerin & Vreeland Engineering, Inc., to the position of Board Engineer was made by Bob Neubig and seconded by Carl Miller. There was no discussion. Roll Call: Leslie Hamilton – yes; Bob

Neubig – yes; William Hickerson – yes; Robert Schultz – yes; James Homa – yes; Carl Miller – yes; Jeffrey Albanese – yes; Brian Kaminski – yes. The motion carried.

**Appointment of Planners:** A motion to appoint Fred Heyer, P.P., A.I.C.P., of the firm Heyer, Gruel & Associates for special planning projects was made by Leslie Hamilton and seconded by Carl Miller. There was no discussion. Roll Call: Leslie Hamilton – yes; Bob Neubig – yes; William Hickerson – yes; Robert Schultz – yes; James Homa – yes; Carl Miller – yes; Jeffrey Albanese – yes; Brian Kaminski – yes. The motion carried.

A motion to appoint Carrine Piccolo-Kaufer, P.P., A.I.C.P., to the position of Board Planner was made by Carl Miller and seconded by Bob Neubig. There was no discussion. Roll Call: Leslie Hamilton – yes; Bob Neubig – yes; William Hickerson – yes; Robert Schultz – yes; James Homa – yes; Carl Miller – yes; Jeffrey Albanese – yes; Brian Kaminski – yes. The motion carried.

**Designation of Meeting Dates and Times:** A motion to adopt the following resolution was made by Bob Neubig and seconded by Carl Miller. There was no discussion. Roll Call: Leslie Hamilton – yes; Bob Neubig – yes; William Hickerson – yes; Robert Schultz – yes; James Homa – yes; Carl Miller – yes; Jeffrey Albanese – yes; Brian Kaminski – yes. The motion carried.

### **RESOLUTION OF THE HARDYSTON TOWNSHIP PLANNING BOARD**

**DECIDED: JANUARY 23, 2014**

**ADOPTED: JANUARY 23, 2014**

**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 2014 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 27, 2014

March 27, 2014

April 24, 2014

May 22, 2014

June 26, 2014

July 24, 2014

August 28, 2014

September 25, 2014

October 23, 2014

November 20, 2014

December 18, 2014

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 20, 2014

March 20, 2014

April 17, 2014

May 15, 2014

June 19, 2014

July 17, 2014

August 21, 2014

September 18, 2014

October 16, 2014

The reorganization meeting for 2015 will be held on January 22, 2015 at 7:30 p.m. The regular meeting of the Hardyston Township Planning Board for the month of January will be held on January 22, 2015 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 Bob Neubig and seconded by Leslie Hamilton. There was no discussion. Roll Call: Leslie

Hamilton – yes; Bob Neubig – yes; William Hickerson – yes; Robert Schultz – yes; James Homa – yes; Carl Miller – yes; Jeffrey Albanese – yes; Brian Kaminski – yes. The motion carried.

**RESOLUTION OF THE HARDYSTON TOWNSHIP PLANNING BOARD**

**DECIDED: JANUARY 23, 2014**

**ADOPTED: JANUARY 23, 2014**

**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 Bob Neubig. There was no discussion. Roll Call: Leslie Hamilton – yes; Bob Neubig – yes; William Hickerson – yes; Robert Schultz – yes; James Homa – yes; Carl Miller – yes; Jeffrey Albanese – yes; Brian Kaminski – yes. The motion carried.

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

**DECIDED AND ADOPTED: JANUARY 23, 2014**

**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, 2014, through December 31, 2014, 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, 2014, through December 31, 2014, 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, 2014, through December 31, 2014, 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 2014 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:** Having no further business, a motion to adjourn was made by Brian Kaminski. All were in favor. The motion carried. The meeting adjourned at 7:30 p.m.

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