

**Stanhope Land Use Board
January 13, 2014
Reorganization Meeting
Minutes**

CALL MEETING TO ORDER:

Attorney Thomas called the meeting to order at 7:30 p.m.

PLEDGE OF ALLEGIANCE:

STATEMENT:

Adequate notice for this meeting has been provided according to the Open Public Meetings Act, Assembly Bill #1030. Notice for this Reorganization Meeting was forwarded to the New Jersey Herald and Daily Record on January 15, 2013 and was placed on the municipal bulletin board.

In the event the Board has not addressed all the items on its agenda by 11:00 p.m., and it is of the opinion that it cannot complete the agenda in a reasonable period, the Board may exercise its option to continue this meeting at an agreed time and place, within ten (10) days of this meeting.

At this time, please turn off all cell phones.

OATH OF OFFICE

Attorney Thomas administered the Oath of Office to Joseph Torelli.

ROLL CALL:

Michael Depew - present	Andrew Orinick, Alt #1 - present
Margaret Findley – absent	Thomas Pershouse - absent
John Rogalo – present	Joseph Torelli - present
Rosemarie Maio – present	Michael Vance - absent
John Mohrle, Alt #2 – absent	Paula Zelif-Murphy - present
	John Maguire - absent

Others present: Roger Thomas, Esq. and Board Secretary Ellen Horak

REORGANIZATION

Election of Chairman:

On nomination by Mr. Torelli, seconded by Mr. Depew, John Maguire was nominated Chairman.

By the following roll call vote, John Maguire was elected Chairman for 2014:

AFFIRMATIVE: Mr. Depew, Mr. Rogalo, Mayor Maio, Mr. Orinick, Mr. Torelli, Ms. Zelif-Murphy
OPPOSED: None
ABSTENSIONS: None

Election of Vice-Chairman:

On nomination by Mr. Depew, seconded by Mayor Maio, Paula Zelif-Murphy was elected Vice-Chairman on the following unanimous roll call vote:

AFFIRMATIVE: Mr. Depew, Mr. Rogalo, Mayor Maio, Mr. Orinick, Mr. Torelli, Ms. Zeliff-Murphy
OPPOSED: None
ABSTENSIONS: None

Resolutions

**Board Secretary RESOLUTION OF THE STANHOPE LAND USE BOARD
APPOINTING BOARD SECRETARY**

WHEREAS, there exists the need within the Land Use Board (the “Board”) for the retention of personnel to perform such secretarial services/clerical duties and office work as required by the Board’s job description to hold a monthly public meeting, at the monthly compensation of \$726.58, and in addition, other such work as deemed necessary by the Board at a \$20.00 hourly rate or other rate negotiated per task;

WHEREAS, the monthly compensation rate of \$726.58 for the Board Secretary is the salary paid for the year 2013; and

WHEREAS, upon determination of the salary increase for Borough employees, the Board will determine the salary increase for the Board Secretary, which increase shall be retroactive to January 1, 2014; and

WHEREAS, the funds for such duties and services are available for this purpose;

NOW, THEREFORE, BE IT RESOLVED by said Board that it hereby appoints Ellen Horak as the Board’s Secretary, to be retained for the calendar year 2014 to perform such duties and office work outlined in the Board’s job description, with reimbursement for all expenses, at the monthly compensation of \$726.58;

BE IT FURTHER RESOLVED, by said Board that, after a salary increase has been determined for Borough employees, the Board shall determine a salary increase for the Secretary which salary increase shall be retroactive to January 1, 2014.

On motion by Mayor Maio, seconded by Mr. Depew and carried by the following unanimous roll call vote, the above resolution was adopted.

AFFIRMATIVE: Mr. Depew, Mr. Rogalo, Mayor Maio, Mr. Orinick, Mr. Torelli, Ms. Zeliff-Murphy
OPPOSED: None
ABSTENSIONS: None

**Board Attorney: RESOLUTION OF THE STANHOPE LAND USE BOARD
APPOINTING BOARD ATTORNEY**

WHEREAS, the Land Use Board of the Borough of Stanhope is in need of Professional Legal services; and

WHEREAS, R.S. 40A:11-5 specifically exempts professional services from this provision of the local public contracts law of 1971,

NOW, THEREFORE, BE IT RESOLVED that the firm of **Dolan & Dolan** is hereby appointed as Attorney for the Land Use Board of Stanhope for a period of one year, to December 31, 2014, with the understanding that **Roger W. Thomas, Esq.** will be primarily responsible for the work done for the Board.

BE IT FURTHER RESOLVED, that the aforesaid is a member in good standing of his profession.

BE IT FURTHER RESOLVED, that this Resolution is contingent upon receipt of a fully executed professional service contract with attached fee schedule established for Dolan & Dolan's professional services.

BE IT FURTHER RESOLVED, that this Resolution is contingent upon the receipt of a completed C.271 Political Disclosure Form pursuant to N.J.S.A. 19:44A-20.4 et. seq., commonly known as the Pay-to-Play Law.

On motion by Mr. Rogalo, seconded by Mr. Torelli and carried by the following unanimous roll call vote, the above resolution was adopted.

AFFIRMATIVE: Mr. Depew, Mr. Rogalo, Mayor Maio, Mr. Orinick, Mr. Torelli, Ms. Zeliff-Murphy
OPPOSED: None
ABSTENSIONS: None

Board Engineer: **RESOLUTION OF THE STANHOPE LAND USE BOARD
APPOINTING BOARD ENGINEER**

WHEREAS, the Land Use Board of the Borough of Stanhope is in need of Professional Engineering Services; and

WHEREAS, R.S. 40A:11-5 specifically exempts professional services from the provisions of public bidding as provided in the Local Public Contracts Law;

NOW, THEREFORE, BE IT RESOLVED that the firm of Golden & Moran Engineering is hereby appointed as Engineer for the Land Use Board of Stanhope for the period January 1, 2013 through December 31, 2014, with the understanding that **Joseph Golden, P.E.** will be primarily responsible for the work done for the Board;

BE IT FURTHER RESOLVED, that the aforesaid is a member in good standing of his profession;

BE IT FURTHER RESOLVED, that this Resolution is contingent upon receipt of a fully executed professional services contract with attached fee schedule established for Golden & Moran Engineering professional services, and

BE IT FURTHER RESOLVED, that this Resolution is contingent upon the receipt of a completed C.271 Political Disclosure Form pursuant to N.J.S.A. 19:44A-20.4 et. seq., commonly known as the Pay-to-Play Law.

On motion by Mr. Depew, seconded by Mr. Rogalo and carried by the following majority roll call vote, the above resolution was adopted.

AFFIRMATIVE: Mr. Depew, Mr. Rogalo, Mayor Maio, Mr. Torelli, Ms. Zelif-Murphy
OPPOSED: Mr. Orinick
ABSTENSIONS: None

Board Planner: **RESOLUTION OF THE STANHOPE LAND USE BOARD
APPOINTING BOARD PLANNER**

WHEREAS, the Land Use Board of the Borough of Stanhope is in need of Professional Planning services; and

WHEREAS, R.S. 40A:11-5 specifically exempts professional services from this provision of the local public contracts law of 1971,

NOW, THEREFORE, BE IT RESOLVED the firm of **John Cilo, Jr. and Associates** is hereby appointed as Planner for the Land Use Board of Stanhope for a period of one year, to December 31, 2014, with the understanding that **Scarlett Doyle, P.P.** will be primarily responsible for the work done for the Board.

BE IT FURTHER RESOLVED, that the aforesaid is a member in good standing of her profession.

BE IT FURTHER RESOLVED, that this Resolution is contingent upon receipt of a fully executed professional service contract with attached fee schedule established for John Cilo, Jr. and Associates professional services.

BE IT FURTHER RESOLVED, that this Resolution is contingent upon the receipt of a completed C.271 Political Disclosure Form pursuant to N.J.S.A. 19:44A-20.4 et. seq., commonly known as the Pay-to-Play Law.

On motion by Mayor Maio, seconded by Mr. Rogalo and carried by the following unanimous roll call vote, the above resolution was adopted.

AFFIRMATIVE: Mr. Depew, Mr. Rogalo, Mayor Maio, Mr. Orinick, Mr. Torelli, Ms. Zelif-Murphy
OPPOSED: None
ABSTENSIONS: None

Official Newspaper: **RESOLUTION DESIGNATING OFFICIAL NEWSPAPER FOR THE
2013 CALENDAR YEAR**

BE IT RESOLVED, by the Land Use Board of the Borough of Stanhope that they New Jersey Herald is hereby designated the official newspaper of the Land Use Board for the calendar year 2014; and

BE IT FURTHER RESOLVED, that the New Jersey Herald and the Daily Record are hereby designated to receive all notices of Land Use Board meetings in the calendar year 2014 as required under the Open Public Meetings Act.

On motion by Mr. Torelli, seconded by Mr. Rogalo and carried by unanimous voice vote, the above resolution was adopted.

Meeting Dates: **RESOLUTION ESTABLISHING MEETING DATES FOR THE
CALENDAR YEAR 2014**

BE IT RESOLVED by the Land Use Board of the Borough of Stanhope that the following schedule of dates for Regular Meetings be established for 2014 and that all scheduled meetings shall convene at 7:30 p.m. at the Stanhope Municipal Building, 77 Main Street, Stanhope, NJ:

January 14
February 10
March 10
April 14
May 12
June 9
July 14
August 11
September 8
October 20
November 10
December 8

BE IT FURTHER RESOLVED that the Annual Reorganization Meeting shall be on January 12, 2015, at 7:30 p.m.

On motion by Mr. Rogalo, seconded by Mr. Depew and carried by unanimous voice vote, the above resolution was adopted.

MINUTES

November 18, 2013 Regular Meeting– On motion by Mayor Maio, seconded by Mr. Depew, the Minutes of the November 18, 2013 Regular Meeting were approved on unanimous voice vote.

CORRESPONDENCE

11-18-13 Joseph Golden, P.E. – Request for Reappointment
01-07-14 New Jersey Planning Officials – New Jersey Planner (Nov/Dec 2013 issue)

On motion by Mr. Rogalo, seconded by Mr. Torelli, and carried by unanimous voice vote, the Correspondence List was accepted and placed on file.

OPEN TO THE PUBLIC FOR NON-AGENDA ITEMS:

On motion by Mr. Torelli, seconded by Mayor Maio the meeting was opened to the public for non-agenda items.

Seeing no one from the public wishing to speak, Vice-Chairman Zelif-Murphy closed the public portion of the meeting.

RESOLUTION OF MEMORIALIZATION

12-05, Chris & Lauren Olivo

Block 10209, Lot 1 Variance

1 Year Extension of Time on Variance (granted 11/18/13)

Attorney Thomas stated he will provide the Board with the Resolution of Memorialization for action at the next meeting.

NEW BUSINESS:

Annual Report – The Secretary stated she provided the Board with an Annual Report on Variance Applications submitted for the year 2013. Mayor Maio noted reference to 2014 in the first paragraph should be changed to 2013. On motion by Mr. Rogalo, seconded by Mr. Depew, and carried by the following unanimous roll call vote, the Annual Report was accepted, as amended.

AFFIRMATIVE: Mr. Depew, Mr. Rogalo, Mayor Maio, Mr. Orinick, Mr. Torelli, Ms. Zelif-Murphy

OPPOSED: None

ABSTENSIONS: None

The Secretary will submit a copy of the Annual Report to the Mayor and Council.

BILLS:

	Dolan & Dolan	
10/31/13	Re: Monaco, Oct. 2013	\$98.53

On motion by Mr. Torelli, seconded by Mayor Maio, the aforesaid bills were approved on the following unanimous roll call vote.

AFFIRMATIVE: Mr. Depew, Mr. Rogalo, Mayor Maio, Mr. Orinick, Mr. Torelli, Ms. Zelif-Murphy

OPPOSED: None

ABSTENSIONS: None

ADJOURNMENT:

On motion by Mayor Maio, seconded by Mr. Rogalo, it was the consensus of the Board to adjourn the meeting at 7:45 P.M.

Respectfully submitted,

Ellen Horak, Board Secretary