

**Stanhope Land Use Board
January 10, 2022
Reorganization Meeting Minutes**

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**STANHOPE
BOROUGH**

CALL MEETING TO ORDER:

Linda Chirip, Secretary, called the meeting to order at 7:02 P.M.

PLEDGE OF ALLEGIANCE:

Ms. Chirip invited all those present to stand in a salute to the colors.

STATEMENT:

Adequate notice for this meeting has been provided according to the Open Public Meetings Act, Assembly Bill #1030. Notice for this Regular Meeting was forwarded to the New Jersey Herald and Daily Record on January 12, 2021 and was placed on the municipal bulletin board.

In the event that the Board has not addressed all the items on its agenda by 10:00 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.

At this time, please turn off all cell phones.

OATH OF OFFICE:

The Oath of Office for Thomas Pershouse will be placed on the next meeting agenda due to the absence of Mr. Pershouse.

ROLL CALL:

Nicholas Bielanowski - present	Thomas Pershouse - absent
Najib Iftikhar - present	John Rogalo – present (arrived at 7:04pm)
Glenn Kurtz - present	Edward Schwartz - present
Christine Lipinski (Alt #1) - present	Michael Vance - present
Rosemarie Maio - present	Paula Zeliff-Murphy - present

Others Present: Substitute Secretary Linda Chirip

REORGANIZATION BUSINESS:

Election of Chairperson:

On nomination by Mr. Vance and seconded by Mr. Schwartz, Rosemarie Maio was elected Land Use Board Chairperson for 2022 by the following unanimous roll call vote:

ROLL CALL:

Nicholas Bielanowski - yes	Thomas Pershouse - absent
Najib Iftikhar - yes	John Rogalo – yes
Glenn Kurtz - yes	Edward Schwartz - yes
Christine Lipinski (Alt #1) - yes	Michael Vance - yes
Rosemarie Maio - yes	Paula Zeliff-Murphy – yes

Chairperson Maio took over the meeting at this time.

Election of Vice-Chairperson:

On nomination by Mr. Vance and seconded by Mr. Schwartz, Paula Zelif-Murphy was elected Land Use Board Vice-Chairperson for 2022 by the following unanimous roll call vote:

ROLL CALL:

Nicholas Bielanowski - yes	Thomas Pershouse - absent
Najib Iftikhar - yes	John Rogalo – yes
Glenn Kurtz - yes	Edward Schwartz - yes
Christine Lipinski (Alt #1) - yes	Michael Vance - yes
Rosemarie Maio - yes	Paula Zelif-Murphy – yes

RESOLUTIONS:

RESOLUTION APPOINTING LAND USE 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 annual salary of \$10,341.00, 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 annual salary of \$10,341.00 for the Board Secretary is the salary paid for the year 2021; and

WHEREAS, upon determination of the salary increase for Borough employees, the Board will provide the same salary increase for the Board Secretary, which increase shall be retroactive to January 1, 2022; and

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 2022 to perform such duties and office work outlined in the Board’s job description, with reimbursement for all expenses, at the annual salary of \$10,341.00;

BE IT FURTHER RESOLVED, by said Board that, after a salary increase percentage has been determined for Borough employees, the Board shall determine the salary increase for the Secretary which salary increase shall be retroactive to January 1, 2022.

By unanimous voice vote the foregoing resolution was adopted.

RESOLUTION APPOINTING LAND USE 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 **Gavan, Criscuoli, Lenar Law Group** is hereby appointed as Attorney for the Land Use Board of Stanhope for the period of January 1, 2022 through December 31, 2022, with the understanding that **Glenn Gavan, 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 **Gavan, Criscuoli, Lenar Law Group'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.

By unanimous voice vote the foregoing resolution was adopted.

RESOLUTION APPOINTING LAND USE 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 **Bowman Consulting** is hereby appointed as Engineer for the Land Use Board of Stanhope for the period January 1, 2022 through December 31, 2022, with the understanding that **Eric Keller, 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 **Bowman Consulting** 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 Pay-to-Play Law.

By unanimous voice vote the foregoing resolution was adopted.

RESOLUTION APPOINTING LAND USE 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 the provisions of public bidding as provided in the Local Public Contracts Law;

NOW, THEREFORE, BE IT RESOLVED that the firm of **Bowman Consulting** is hereby appointed as Engineer for the Land Use Board of Stanhope for the period January 1, 2022 through December 31, 2022, with the understanding that **William Hamilton, 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 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 **Bowman Consulting** 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 Pay-to-Play Law.

By unanimous voice vote the foregoing resolution was adopted.

**RESOLUTION DESIGNATING OFFICIAL NEWSPAPER
FOR THE CALENDAR YEAR 2022**

BE IT RESOLVED, by the Land Use Board of the Borough of Stanhope that the New Jersey Herald is hereby designated the official newspaper of the Land Use Board for the calendar year 2022; 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 2022 as required under the Open Public Meetings Act.

By unanimous voice vote the foregoing resolution was adopted.

RESOLUTION DESIGNATING MEETING DATES FOR THE 2022 CALENDAR YEAR

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 2022 and that all scheduled meetings shall convene at 7:00P.M. at the Stanhope Municipal Building, 77 Main Street, Stanhope, NJ:

- January 10
- February 14
- March 14
- April 11
- May 9
- June 13
- July 11
- August 8
- September 12
- October 17
- November 14
- December 12

BE IT FURTHER RESOLVED, that the Annual Reorganization Meeting shall be on January 9, 2023, at 7:00P.M.

By unanimous voice vote the foregoing resolution was adopted.

APPROVAL OF MINUTES

December 13, 2021 Regular Meeting – On motion by Mr. Vance, seconded by Mr. Iftikhar, the Minutes of the December 13, 2021 meeting were approved by a majority voice vote. Mr. Schwartz abstained.

CORRESPONDENCE

- 1/5/2022 Lavery, Selvaggi, Abromitis & Cohen Re: Manjit Bajwa request to carry public hearing to February 14, 2022
- 1/10/2022 The Law Office of Virginia D. Liotta Re: Juntos Holdings, LLC 20-03 request to carry public hearing to February 14, 2022

On motion by Ms. Zelif-Murphy, seconded by Mr. Vance, and carried by unanimous voice vote, the Correspondence List was accepted and placed on file.

OPEN TO THE PUBLIC FOR NON-AGENDA ITEMS:

Chairperson Maio opened the meeting to the public for non-agenda items.

Owen Newson, 8 Kelly Place, asked if the hearing for this evening was being postponed. Chairperson Maio confirmed the hearing is postponed. Mr. Newson stated the issue with the property on Kelly Place has to do with impervious coverage and he suggested the owners purchase the land behind the Print Shop and then donate it to the Borough. Chairperson Maio stated this cannot be discussed at this time.

Seeing no one further from the public wishing to speak, Chairperson Maio closed the public portion of the meeting.

UNFINISHED HEARINGS:

21-01, Manjit Bajwa

Block 11702, Lot 5, Preliminary & Final Site Plan and Variance Application
Deemed Complete: 09/13/2021 120 Days: 01/11/2022

As requested by the applicant’s attorney, the Land Use Board agreed to carry the hearing for Manjit Bajwa to the February 14, 2022 meeting. Mr. Vance stated the 120 Days for the application is tomorrow 1/11/2022.

20-03 Juntos Holdings, LLC *(All Necessary Extensions Granted by Applicant)*

Block 11205, Lots 1 & 4.01 Site Plan Variance Application
Deemed Complete: 11/09/2020 120 Days: 04/09/2021

As requested by the applicant’s attorney the Land Use Board agreed to carry the hearing for Juntos Holdings, LLC to a future date, possibly for the March meeting as there is another hearing scheduled for February, Sergio Lemus.

NEW BUSINESS:

Annual Report – Chairperson Maio stated the Annual Report has been prepared for submission to the Mayor and Council. Chairperson Maio asked the members if there were any issues or concerns with the report. Seeing none, the Land Use Board granted approval for the Annual Report to be submitted to the Mayor and Council.

BILLS:

Bowman Consulting Group, Ltd.

12/30/2021	Re: Bajwa (256 Route 206)	\$525.00
12/30/2021	Re: Lusardi (49 Linden Avenue)	\$75.00

On motion by Mr. Rogalo, seconded by Mr. Vance, the aforesaid bills were unanimously approved by the following roll call vote:

ROLL CALL:

Nicholas Bielanowski - yes	Thomas Pershouse - absent
Najib Iftikhar - yes	John Rogalo – yes
Glenn Kurtz - yes	Edward Schwartz - yes
Christine Lipinski (Alt #1) - yes	Michael Vance - yes
Rosemarie Maio – yes	Paula Zeliff-Murphy – yes

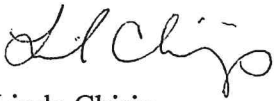
Completion Committee

Chairperson Maio stated a Completion Committee needs to be created. Chairperson Maio asked Mr. Schwartz to be on the committee. Mr. Schwartz agreed. Chairperson Maio stated she will contact Thomas Pershouse to ask him to also serve on the Completion Committee.

ADJOURNMENT:

On motion by Mr. Rogalo, seconded by Ms. Zeliff-Murphy, it was the consensus of the Board to adjourn the meeting at 7:19 P.M.

Respectfully submitted,



Linda Chirip
Substitute Secretary

2/14/2022