

**LAND USE BOARD
MINUTES-REORGANIZATION
JANUARY 15, 2014**

CALL TO ORDER

Barbara Sheipe, secretary called to order the reorganization meeting of the Borough of Palmyra Land Use Board at 7:15pm
Open Public Meeting Act

- A. Posting written notice on the Official Bulletin Board at Borough Hall, Palmyra NJ on January 8, 2014.
- B. Mailing written notice to the Burlington County Times on January 8, 2014; for publication on January 8, 2014.
- C. Notice to all Board Members.

Pledge of Allegiance.

Swearing in of new members: Mrs. Sheipe sworn in Timothy Beck to a four year term and Gina Tait as alternate #2 to a two year term. Mrs. Sheipe swore in Mrs. Riener and Mr. Gural to a one year term on the Land Use Board.

Roll Call:

Present: Mrs. Locke, Mr. Beck, Mayor Scheffler, Mr. Gural, Mr. O’Kane, Councilperson Riener, Mr. Dreby, Mrs. Byrem, Mrs. Myers, Mrs. Tait.
Absent: Mr. Stokes.

Reorganization of the Board

Board secretary Mrs. Sheipe opened the nominations for Chairperson. Mrs. Riener nominated Roberta Locke for Chairperson, Mayor Scheffler second the nomination. At the call of the roll, the vote was:

AYES: Mr. Beck, Mr. O’Kane, Mrs. Riener, Mayor Scheffler, Mr. Gural, Mrs. Byrem, Mrs. Myers, Mrs. Tait and Mr. Dreby.
NAYES: None.
ABSTAIN: Mrs. Locke.

Chairperson Locke opened the nominations for Vice-Chairperson. Mrs. Riener nominated Timothy Beck for Vice-Chairperson, Chairperson Locke second the nomination. At the call of the roll, the vote was:

AYES: Chairperson Locke, Mr. O’Kane, Mrs. Riener, Mayor Scheffler, Mr. Gural, Mrs. Byrem, Mrs. Myers, Mrs. Tait and Mr. Dreby.
NAYES: None.
ABSTAIN: Mr. Beck.

Mrs. Sheipe swore in Chairperson Locke and Vice-Chairperson Beck.

Chairperson Locke welcomed Mrs. Tait to the Board and congratulations to Mayor Scheffler on her engagement. Chairperson Locke inquired if the board was going to accept the number of RFP's for solicitor or request new RFP's for the position. Mr. Gural requested that the board go into executive session for a discussion on the contracts.

Executive Session. Resolution 2014-8, Mr. Gural made a motion to hold an executive session for the discussion of contracts, Mr. Dreby second the motion. At the call of the roll, the vote was:

AYES: Chairperson Locke, Mr. O'Kane, Mrs. Riener, Mayor Scheffler, Mr. Gural, Mrs. Byrem, Mrs. Myers, Mrs. Tait and Mr. Dreby.

NAYES: None. The board went into executive session at 7:22pm.

The Board returned to public session at 7:35pm.

Chairperson Locke opened the nominations for Land Use Board Solicitor. Mr. Gural nominated Capehart & Scatchard, Mrs. Riener second the motion. At the call of the roll, the vote was:

AYES: Chairperson Locke, Mr. O'Kane, Mrs. Riener, Mayor Scheffler, Mr. Gural, Mrs. Byrem, Mrs. Myers, Mrs. Tait and Mr. Dreby.

NAYES: None.

Mr. Andrew Brewer of Mazotti & Falcon & Healey-Short Hills NJ thanked the board for his time serving Palmyra as the Land Use Solicitor.

Chairperson Locke open the nominations for Land Use Board Planner. Mayor Scheffler nominated Environmental Resolutions, Vice-Chairman Beck second the motion. At the call of the roll, the vote was:

AYES: Chairperson Locke, Mr. O'Kane, Mrs. Riener, Mayor Scheffler, Mr. Gural, Mrs. Byrem, Mrs. Myers, Mrs. Tait and Mr. Dreby.

NAYES: None.

Chairperson Locke open nominations for Land Use Board Engineer. Mr. Dreby nominated Environmental Resolutions, Mr. Gural second the motion. At the call of the roll, the vote was:

AYES: Chairperson Locke, Mr. O'Kane, Mrs. Riener, Mayor Scheffler, Mr. Gural, Mrs. Byrem, Mrs. Myers, Mrs. Tait and Mr. Dreby.

NAYES: None.

RESOLUTIONS.

Resolution 2014-1, Resolution Appointing Capehart & Scatchard As The Land Use Board Solicitor.

Resolution 2014-2, Resolution Appointing Environmental Resolutions As The Land Use Board Engineer.

Resolution 2014-3, Resolution Appointing Environmental Resolutions As The Land Use Board Planner.

Resolution 2014-4, Resolution Designating The Burlington County Times As The Official Newspaper For The Land Use Board and Establishing Schedule Of Meetings Dates. Vice-chairman Beck made a motion to approve the resolution, Mrs. Tait second the motion. At the call of the roll, the vote was:

AYES: Chairperson Locke, Mr. O'Kane, Mrs. Riener, Mayor Scheffler, Mr. Gural, Mrs. Byrem, Mrs. Myers, Mrs. Tait and Mr. Dreby.

NAYES: None.

Resolution 2014-5, Resolution Appointing Roberta Locke As Chairperson Of The Land Use Board.

Resolution 2014-6, Resolution Appointing Timothy Beck As Vice-Chairperson Of The Land Use Board.

Resolution 2014-7, Resolution Appointing Barbara Sheipe As the Land Use Board Secretary. Mrs. Riener made a motion to approve the resolution, Mayor Scheffler second the motion. At the call of the roll, the vote was:

AYES: Chairperson Locke, Mr. O’Kane, Mrs. Riener, Mayor Scheffler, Mr. Gural, Mrs. Byrem, Mrs. Myers, Mrs. Tait and Mr. Dreby.

NAYES: None.

Old Business:

Chairperson Locke announced that all applications scheduled for the meeting this evening were rescheduled for February 19, 2014 at 7pm.

New Business:

Chairperson Locke discussed the mandatory training that is required of all Land Use Board members by the State of New Jersey. There was a discussion about attendance requirements. Mr. Gural explained that a member who fails to attend meetings for a period of eight weeks or four consecutive meeting within a year can be removed from office.

Borough Council update: Mayor Scheffler informed the board that the ordinance for the upgrades to the sewer plant is scheduled for adoption on January 21. The ordinance was held till the new year so that the new members of council would be involved in the process.

Mrs. Myers informed the board that there was erosion along the riverbank and that the Land Use Board should review it. Chairperson Locke explained that the complaint would go to Borough Council and not the Land Use Board. Mayor Scheffler will follow up on the issue.

Chairperson Locke inquired if there is a criteria list for landlords to follow. Mrs. Kilmer replied that on the borough’s website there is a checklist for landlords to use.

PUBLIC SESSION. Vice-Chairperson Beck made a motion to open the meeting to the general public, Mayor Scheffler second the motion. All members present voted in favor of the motion.

Mr. Beuerle –Lincoln Avenue explained that he had recently applied for a variance for a new fence. He received approval from the board and six (6) weeks later he received a bill from the board’s solicitor for over \$462 dollars. He had placed a deposit of \$200 when he filed the application and keeps receiving bills for additional funds. The fence only cost him about \$150.00 and he has paid triple that for the approval. Mr. Beuerle inquired about the inspections for the rental properties and when he would get an inspection. Chairperson Locke explained that the fees are set by the Borough for the escrow and that the engineer and solicitor charge for review. Mr. Beuerle discussed that the board should tell the applicant what the fee is when they appear so that they are not surprised. Mayor Scheffler explained that borough council is charged with the rental ordinance and that the Borough needs to know if there are issues with the inspections. Mr. Gural will follow up with Community Grants and Planning about the inspections. Mrs. Sheipe explained that Mr. Beurle will receive another bill from the solicitor as the resolution of approval has not been adopted yet. Mrs. Riener requested that the application fees be reviewed. Mrs. Myers discussed that the fees should not be that high for a fence or other small projects.

No one else from the public wishing to be heard, Vice-Chairperson Beck made a motion to close the public portion, Mr. Dreby second the motion. All members present voted in favor of the motion.

ADJOURNMENT. Mrs. Riener made a motion to adjourn the meeting at 8:05pm, Vice-Chairperson Beck second the motion. All members present voted in favor of the motion.