

**BOROUGH OF PALMYRA
LAND USE BOARD
REORGANIZATION MEETING MINUTES
JANUARY 15, 2020**

CALL TO ORDER. The Land Use Board Reorganization meeting of the Borough of Palmyra is hereby called to order by Marie Nagle, secretary of the Land Use Board at 7:02 p.m.

PLEDGE OF ALLEGIANCE is recited.

OPEN PUBLIC MEETINGS ACT is read into the record by Mrs. Nagle.

Public Notice of this meeting pursuant to the Open Public Meetings Act, has been given by the Board Secretary in the following matter:

- A. Posting written notice on the Official Bulletin Board at the Palmyra Borough Hall on January 23, 2019.
- B. Mailing written notice to the Burlington County Times and Courier Post on January 23, 2019.
- C. Notice to all Board members.

SWEARING IN OF MEMBERS: Andrew Brewer, Esquire of Maraziti Falcon, LLP administers the Oath of Office for the following members:

Gina Ragomo Tait – Class I – four year term (12/31/2023)
John Gural – Class II – one year term (12/31/2020)
Tanyika Johns – Class IV – four year term (12/31/2023)
Lewis Yetter – Class IV – four year term (12/31/2023)
Emma Melvin – Alternate #1 – two year term (12/31/2021)
Kwan Hui – Alternate #3 – two year term (12/31/2021)
Mindie Weiner – Alternate #4 – two year term (12/31/21)

REORGANIZATION Mrs. Nagle opened the nominations for chairperson. Mr. Gural asks Mr. Beck about his availability for nominations. Mr. Beck advises that due to possible job constraints he would prefer not to be nominated for Chairperson. Discussion ensues. Mr. Gural asks Mr. Brewer for clarification regarding Class IV alternates and when they can substitute for absent Class IV members. Mr. Gural questions if an alternate can sit in for the Class III member that has yet to be appointed and Mr. Brewer advises that is not allowed. Mr. Gural nominates Tanyika Johns for Chairperson of the Board. Second by Bryan Norcross. All in favor, none opposed. Mr. Brewer administers the Oath of Office for Chairperson to Ms. Johns.

MEETING TURNED OVER TO CHAIRPERSON Chairwoman Johns opens the nominations for Vice Chair. Bryan Norcross nominates Timothy Beck and second by Brian O’Kane. There being no other

nominations a vote was called. All in favor, none opposed. Mr. Brewer administers the Oath of Office for Vice Chairman to Mr. Beck.

Emma Melvin is sworn in as Alternate #1 by Mr. Brewer.

ROLL CALL

PRESENT: Vice Chairman Beck, Mr. Gural, Chairwoman Johns, Mr. Keisler, Mr. Norcross, Mr. O’Kane, Mayor Tait, Mr. Yetter, Mrs. Melvin, Ms. O’Connor, Mrs. Hui, Ms. Weiner

ABSENT: None

APPROVAL OF THE MINUTES Chairwoman Johns request a motion to approve the minutes of December 18, 2019. Vice Chairman Beck requests a correction to the sixth page, first paragraph, third sentence the word “be” should read “been”. Mr. Norcross makes a motion to accept the minutes as corrected and second by Mr. Gural. At the call of the roll:

AYE: Mr. Gural, Mr. Keisler, Mr. O’Kane, Mr. Yetter, Ms. O’Connor

NAY: None

ABSTAIN: Vice Chairman Beck, Chairwoman Johns, Mr. Norcross, Mayor Tait, Mrs. Melvin, Mrs. Hui, Ms. Weiner

NOMINATIONS Chairwoman Johns opens the nominations for Land Use Board Solicitor. One proposal was received from Andrew Brewer, Esquire of the Law Firm of Maraziti Falcon LLP. Mr. Gural nominates Andrew Brewer, Esquire and second by Vice Chairman Beck. Hearing no further nominations a vote was called. All in favor, none opposed. Mr. Brewer states he does not take his responsibility lightly and appreciates the trust in his firm. Mr. Gural makes a comment regarding Mr. Brewer and his firm’s excellent services they provide on behalf of the Borough of Palmyra.

Chairwoman Johns opens nominations for Land Use Board Engineer. Proposals were received from CME Associates and Environmental Resolutions, Inc. Mr. Gural nominates CME Associates and second by Mr. O’Kane. Hearing no further nominations a vote was called. All in favor, none opposed.

Chairwoman Johns opens nominations for Land Use Board Planner. Proposals were received from Environmental Resolutions, Inc., Heyer, Gruel & Associates and CME Associates. Mr. Gural comments that Heyer, Gruel & Associates are the long time planner for the Land Use Board. They previously prepared redevelopment plans for the south side of Route 73. He wanted to make sure everyone knew who they were and understand what their roll is. Mr. Gural nominates Heyer, Gruel & Associates and second by Vice Chairman Beck. Hearing no further nominations a vote was called. All in favor, none opposed.

RESOLUTIONS:

Chairwoman Johns requests a motion to accept Resolution 2019-1, Notice of Annual Scheduled Meetings. Mayor Tait makes the motion to accept and second by Vice Chairman Beck. All in favor, none opposed.

Chairwoman Johns requests a motion to accept Resolution 2019-2, "Open Public Meetings Act". Mayor Tait makes the motion to accept and second by Mr. Norcross. All in favor, none opposed.

Chairwoman Johns requests a motion to accept Resolution 2019-3, Authorizing Award of Contracts for Professional Services to Maraziti Falcon LLP, CME Associates and Heyer, Gruel & Associates. Mr. Yetter makes the motion and second by Mayor Tait. All in favor, none opposed.

BOROUGH COUNCIL UPDATES Mayor Tait reports that the PNC Bank building is in its last phase of the Borough obtaining the property. Route 73 South was doing testing and we are waiting for the test results. The Knights of Columbus is going to be evaluated. Mr. Gural comments that he spoke with Mr. Gerkins about the evaluation and he will have the results for the March meeting.

OLD BUSINESS – Memorialization of Application 2019-LUB03, 319 Leconey Avenue, Block 94, Lot 10, Bulk Variance Application. Chairwoman Johns asks for a motion to approve the Resolution. Mr. Gural makes the motion to approve and Mr. Yetter second. At the call of the roll:

AYE: Mr. Gural, Mr. Keisler, Mr. O’Kane, Mr. Yetter, Ms. O’Connor

NAY: None

ABSTAIN: Vice Chairman Beck, Chairwoman Johns, Mr. Norcross, Mayor Tait, Mrs. Melvin, Mrs. Hui, Ms. Weiner

Motion carried.

JIF Land Use Training is presented by Andrew Brewer, Esquire for all the members. Mr. Gural comments that the Borough has an Ordinance in place that defends and indemnifies its members against litigation. Also as a result of participating in the training presentation the Joint Insurance Fund offers individual members an additional one million dollars in liability insurance in the event you are sued personally for the matters discussed. Mr. O’Kane asked Mr. Brewer a question regarding conflicts of interest and Mr. Brewer explains that if someone is unsure if it is a conflict to please contact him for clarification.

Chairwoman Johns explains to the Board members that New Jersey Planning Officials Mandatory Training Course must be taken by a member of the Land Use Board. She advises to contact the Board Secretary to schedule your attendance. Mr. Gural explains that it only has to be taken once but must be taken within eighteen months of your appointment. Mr. Gural asks Mr. Brewer if the Mayor is required to take the training and is advised no. Mayor Tait asks if the Council representative is required to take the training and is advised yes.

NEW BUSINESS – No new business

CORRESPONDENCE: Chairwoman Johns acknowledges an e-mail correspondence from Michelle Arnold dated January 3, 2020 regarding Land Use Board appointments.

OPEN TO THE PUBLIC Chairwoman Johns requests a motion to open the meeting to the public. Mr. Norcross makes to motion and second by Vice Chairman Beck. All in favor, none opposed. Hearing no one wishing to speak, Chairwoman Johns requests a motion to close the public portion of the meeting. Mr. O’Kane makes the motion to close and second by Vice Chairman Beck. All in favor, none opposed.

ADJOURNMENT Chairwoman Johns requests a motion to adjourn the meeting. Mayor Tait makes the motion to adjourn and Vice Chairman Beck second. All in favor, none opposed.

Meeting adjourned at 7:47 p.m.

Respectfully submitted,

Marie Nagle
Secretary, Land Use Board