

Knowlton Township Planning Board

Minutes

Tuesday, January 26, 2021

There was the reorganization and regular meeting of the Knowlton Township Planning Board on Tuesday, January 26, 2021. Glenn Gavan led the Board in the flag salute at 7:30 p.m. He announced that adequate notice of the meeting has been provided in accordance with the "Open Public Meetings Act" by publishing notice of all regularly scheduled meetings in the NJ Herald and Express Times-NJ Zone Edition, as well as providing said schedule in the Municipal Clerk's Office and the Township Website. A moment of silence was held for our Military Personnel serving in harm's way.

Swearing in of New/Reappointed Members

The oaths of office were administered to Cuntala, Drake, Starrs, and Prosser.

Roll call:

Present: Costantino, Taylor, Glynn, Drake, Cuntala, Starrs, Prosser, and Smith

Absent: Tironi and Bromm

Also Present: Gavan

Reorganization:

Election of Chairman

Attorney Gavan called for a nomination for the election of a Chairman. Mr. Smith made the motion to nominate Clayton Taylor as Chairman. Motion seconded by Mr. Drake. With there being no other nominations, a roll call vote, was taken: Glynn-Yes, Smith-Yes, Drake-Yes, Costantino-Yes, Cuntala-Yes, Starrs-Yes, Prosser-Yes, and Taylor-Yes.

Election of Vice Chairman

Chairman Taylor called for a nomination for the election of a Vice Chairman. Mr. Glynn nominated David Smith as Vice-Chairman. Motion seconded by Ms. Cuntala. With there being no further nominations, a roll call vote, was taken: Glynn-Yes, Smith-Yes, Drake-Yes, Costantino-Yes, Cuntala-Yes, Starrs-Yes, Prosser-Yes, and Taylor-Yes.

Appointment of Board Professionals

Mr. Smith made the motion to appoint the Board Professionals as per the prepared Resolution: Attorney Glenn Gavan, Engineer French & Parrello, and Planner Dan Bloch. Motion seconded by Ms. Costantino. Roll Call Vote: Glynn-Yes, Smith-Yes, Drake-Yes, Costantino-Yes, Cuntala-Yes, Starrs-Yes, Prosser-Yes, and Taylor-Yes.

Appointment of Board Secretary

Mr. Glynn made the motion to appoint Alfia Schemm, as the Board Secretary. Motion seconded by Ms. Cuntala. Roll Call Vote: Glynn-Yes, Smith-Yes, Drake-Yes, Costantino-Yes, Cuntala-Yes, Starrs-Yes, Prosser-Yes, and Taylor-Yes.

Designation of Meeting Dates, Time, and Place

Mr. Smith made the motion to designate the Meeting dates as per the prepared schedule, 7:30 p.m., via zoom, until further notice and at the Knowlton Township Municipal Building once COVID restrictions are lifted. Motion seconded by Ms. Costantino. Voice Vote: Glynn-Yes, Smith-Yes, Drake-Yes, Costantino-Yes, Cuntala-Yes, Starrs-Yes, Prosser-Yes, and Taylor-Yes.

Designation of Official Newspaper

Mr. Glynn made the motion to designate the Official Newspapers, same as the Governing Body (NJ Herald and Express Times-NJ Zone Edition). Motion seconded by Ms. Prosser. Voice Vote: Glynn-Yes, Smith-Yes, Drake-Yes, Costantino-Yes, Cuntala-Yes, Starrs-Yes, Prosser-Yes, and Taylor-Yes.

Planning Board Rules Acceptance

Mr. Drake made the motion to adopt the Planning Board Rules. Motion seconded by Mr. Glynn. Voice Vote: Glynn-Yes, Smith-Yes, Drake-Yes, Costantino-Yes, Cuntala-Yes, Starrs-Yes, Prosser-Yes, and Taylor-Yes

Approval of Minutes:

Mr. Smith made the motion to adopt the minutes of October 27, 2020. Motion seconded by Mr. Drake. Roll call vote: Glynn-Yes, Smith-Yes, Drake-Yes, Costantino-Yes, Cuntala-Yes, Starrs-Yes, Prosser-Yes, and Taylor-Yes.

Completeness:

#21-001 Richard D. Wenner, Block 5, Lot 2 & 1

Chairman Taylor recused himself as he is an adjacent property owner and Vice Chairman Smith will chair this portion of the meeting.

Richard Wenner, Esq. was present on behalf of his father. Also present Engineer Michael Textores who addressed the subdivision/lot line adjustment. Board Attorney Gavan stated that the Board should address completeness and any submission waivers. Mr. Textores reviewed the waivers.

Mr. Glynn made the motion to deem the application complete. Motion seconded by Mayor Starrs. Roll call vote: Glynn-Yes, Smith-Yes, Drake-Yes, Costantino-Yes, Cuntala-Yes, Starrs-Yes, Prosser-Yes, and Taylor-Yes

Board Secretary Schemm stated that electronic copies of the application have already been sent out and hard copies can be mailed out if they are requested via email.

Other Business:

Lighting Ordinance

The Board reviewed where they left off on this matter. Mayor Starrs stated that the Lighting Ordinance was adopted and it was understood that the Planning Board can review it and see if there are any recommendations. The Board Secretary will obtain the adopted copy of the Ordinance and distribute it for the Board's consideration.

Open to the Public:

Chairman Taylor opened the meeting to the public. With there being no public comment, the meeting was closed to the public.

Payment of Vouchers:

Mr. Smith made the motion to approve the vouchers. Motion seconded by Ms. Costantino. Roll call vote: Glynn-Yes, Smith-Yes, Drake-Yes, Costantino-Yes, Cuntala-Yes, Starrs-Yes, Prosser-Yes, and Taylor-Yes

Adjournment:

In a motion made and seconded the meeting adjourned at 8:00p.m. In a voice vote, all were in favor.

Respectfully Submitted:

Alfia Schemm
Board Secretary
2/17/21