

**PLANNING BOARD
MINUTES**

January 13, 2020

On the above date at the Port Republic City Hall, 143 Main Street, Port Republic, New Jersey, Planning Board Vice Chairman Gail Haviland called the meeting to order at 7:00 PM and made a statement in compliance with Sunshine Law.

Flag Salute

New Appointments

Paul Smisek and Bill Montage were sworn in as members and Doreen Kelly was sworn in as an alternate.

Roll Call

Members Present: Kathy Brady, Mayor Gary Giberson, Gail Haviland, Robert Haviland, Doreen Kelly, Bill Montag, Donna Riegel, and Paul Smisek.

Board Attorney Joe McGroarty and Board Secretary Vicki Cantell

Absent: Barry Horas, Kevin Cain and Joe Martin

Minutes – On the motion of Mayor Giberson second of Mr. Montag and carried unanimously to accept the minutes of November 11, 2019.

City Council Report – Mrs. Riegel noted that she had been reappointed to the Board as had Kevin Cain and that Stan Kozlowski had been voted pro tempore.

NEW BUSINESS – Reorganization

City Appointments – as noted above

Chairman – On the motion of Mrs. Brady, second of Mayor Giberson and carried unanimously to have Barry Horas continue as Chairman.

Vice Chairman – On the motion of Mrs. Riegel, second of Mayor Giberson and carried unanimously to have Gail Haviland serve as Vice Chariman.

Secretary – On the motion of Mrs. Riegel, second of Mr. Montag and carried unanimously to have Vicki Cantell serve as Board Secretary.

Attorney - On the motion of Mayor Giberson, second of Mr. Montag and carried unanimously to have Joe McGroarty serve as Board Attorney.

Engineer & Consultants - On the motion of Mr. Haviland, second of Mrs. Riegel and carried unanimously to have Matt Doran serve as Board Engineer and Tiffany CuvIELLO serve as Board Planner as needed.

Meeting Dates – On the motion of Mr. Haviland, second of Mrs. Riegel and carried to accept the meeting dates.

Board review of Houses on subdivisions – The secretary brought to the Board's attention that there was no provision to cover attorney fees when as part of a subdivision the planned home is required to have Board approval to ensure that it is appropriate for the area. After a short discussion it was agreed that the requirement to cover attorney fees should be included in the Decision and Resolution of the subdivision. On the motion of Mayor Giberson, second of Mrs. Riegel and carried unanimously that if house appearance review is required as part of a subdivision then the attorney costs for that review will be included as part of the D & R.

Mayor Giberson suggested that it would be appropriate for the Board to present a plaque to acknowledge Mike Fitzgerald's many years of service. All members agreed and secretary will confer with the City Clerk to get it done.

Mr. Haviland expressed his concern with a number of unoccupied and poorly maintained homes in Port and inquired if there was any role the Board could play in assisting the City to clean them up. Mr. McGroarty stated that only City Council could address the problem through Code Enforcement fines or condemning the properties.

OPEN TO THE PUBLIC

66 Pomona Avenue - Niki Giberson appeared informally requesting guidance regarding this property that is slated to become the new parsonage. The church is being rented for the year but the old parsonage must be vacated by April 1st. The Pomona Avenue property will need handicap ramps and they would like to add a front porch for both esthetic and ease of use reasons. Both would need variances – side and set-back as the existing building does not meet current zoning. The Board expressed concerns with a ramp being too close to the road but agreed that the property would look better with a porch. Mrs. Giberson will do the necessary paperwork to start the variance process.

OLD BUSINESS

Halldorsen Home Review – On the motion of Mr. Haviland and second of Mrs. Riegel, the Decision and Resolution approving the appearance of the proposed home was carried by eligible members Mrs. Haviland, Mr. Haviland, Mrs. Brady, Mr. Montag and Mr. Smisek.

CORRESPONDENCE – none

BILLS – On the motion of Mayor Giberson, second of Mr. Smisek and carried by unanimous roll call vote to pay the secretary.

ADJOURNMENT – On the motion of Mrs. Riegel, second of Mr. Haviland and carried unanimously to adjourn the meeting at 7:31 PM.

Respectively submitted,

Vicki L. Cantell, Board Secretary