

**Stillwater Township Planning Board**  
**Minutes of**  
**January 18, 2012**

The reorganization and regular meeting of the Stillwater Township Planning Board was held in the Municipal Building, Middleville, New Jersey and was called to order by Alfia Schemm at 7:40 p.m. She led the Board in the flag salute and she announced that adequate notice of this meeting had been given to the public and the press under the provisions of the "Open Public Meetings Act", N.J.S.A. 10:4-1 et seq. Attorney Morgenstern administered the oath of office to Lisa Chammings, George Scott and Catherine Feenstra. Mr. Morrison and Ms. Fisher were already administered the oath of office by the Township Clerk.

**Members Present:** Mr. Emmons  
Mr. Morrison  
Mr. Branagan  
Ms. Feenstra  
Ms. Fisher  
Ms. English  
Ms. Chammings  
Mr. Scott

**Members Excused:** Mr. Donofrio

**REORGANIZATION**

**Election of Chairman**

Attorney Morgenstern called for a nomination for Chairman. Mayor Scott made the motion to nominate David Emmons as Chairman. Motion seconded by Ms. Fisher. Attorney Morgenstern asked if there were any other nominations. Mr. Emmons made the motion to nominate William Morrison. Motion seconded by Ms. Fisher. In a ballot vote, there was a tie. Discussion on the motion: Mr. Emmons stated that he has a pending health issue and he is not sure if he will be able to fulfill the Chairman obligations. Mr. Emmons declined the motion for Chairman and Mayor Scott withdrew his motion to nominate Mr. Emmons as Chairman.

Mayor Scott then made the motion to nominate William Morrison as Chairman. Motion seconded by Ms. Fisher. In a motion made and seconded the nominations were closed. Roll call vote for the election of William Morrison as Chairman:

Mr. Morrison-Abstain	Mr. Branagan-Yes
Mr. Scott-Yes	Ms. Feenstra-Yes
Ms. Chammings-Yes	Ms. English-Yes
Ms. Fisher-Yes	Mr. Emmons-Yes

**Election of Vice-Chairman:**

Chairman Morrison then called for nominations for Vice-Chairman. Mayor Scott made the motion to nominate David Emmons as Vice-Chairman. Motion seconded by Chairman Morrison. Chairman Morrison asked if there were any other nominations. With there being no other nominations, the nominations were closed. Roll call vote for the election of David Emmons as Vice Chairman:

Mr. Morrison-Yes	Mr. Branagan-Yes
Mr. Scott-Yes	Ms. Feenstra-Yes
Ms. Chammings-Yes	Ms. English-Yes
Ms. Fisher-Yes	Mr. Emmons-Abstain

**Appointment of Board Professionals:**

Chairman Morrison made the motion to appoint Dolan & Dolan, Robert Morgenstern, as the Board Attorney. Motion seconded by Mayor Scott. Roll call vote:

Mr. Morrison-Yes	Mr. Branagan-Yes
Mr. Scott-Yes	Ms. Feenstra-Yes
Ms. Chammings-Yes	Ms. English-Yes
Ms. Fisher-Yes	Mr. Emmons-Yes

Mayor Scott made the motion to appoint Golden & Moran, Joseph Golden, as the Board Engineer. Motion seconded by Mr. Emmons. Roll call vote:

Mr. Morrison-Yes	Mr. Branagan-Yes
Mr. Scott-Yes	Ms. Feenstra-Yes
Ms. Chammings-Yes	Ms. English-Yes
Ms. Fisher-Yes	Mr. Emmons-Yes

**Designation of Meeting Date, Time and Place**

Mayor Scott made the motion to designate the 3<sup>rd</sup> Wednesday of the month as the Regular Agenda Meeting, at 7:30 p.m., at the Stillwater Township Municipal Building. Motion seconded by Chairman Morrison. Roll call vote:

Mr. Morrison-Yes	Mr. Branagan-Yes
Mr. Scott-Yes	Ms. Feenstra-Yes
Ms. Chammings-Yes	Ms. English-Yes
Ms. Fisher-Yes	Mr. Emmons-Yes

**Appointment of Board Secretary:**

Chairman Morrison made the motion to appoint Alfia Schemm as the Board Secretary. Motion seconded by Ms. Fisher. Roll call vote:

Mr. Morrison-Yes	Mr. Branagan-Yes
Mr. Scott-Yes	Ms. Feenstra-Yes
Ms. Chammings-Yes	Ms. English-Yes
Ms. Fisher-Yes	Mr. Emmons-Yes

**Designation of the Official Newspaper**

Mr. Emmons made the motion to designate the NJ HERALD and the SUNDAY NJ HEARLD as the Official Newspapers. Motion seconded by Mayor Scott. Roll call:

Mr. Morrison-Yes	Mr. Branagan-Yes
Mr. Scott-Yes	Ms. Feenstra-Yes
Ms. Chammings-Yes	Ms. English-Yes
Ms. Fisher-Yes	Mr. Emmons-Yes

**MINUTES:**

Ms. English made the motion to approve the minutes of November 16, 2011. Motion seconded by Mr. Emmons. Discussion on the motion. Ms. English noted two minor typographical errors. Roll call vote to adopt the minutes as amended:

Mr. Morrison-Abstain	Mr. Branagan-Yes
Mr. Scott-Abstain	Ms. Feenstra-Yes
Ms. Chammings-Abstain	Ms. English-Yes
Ms. Fisher-Abstain	Mr. Emmons-Yes

**PUBLIC SESSION**

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

**BILLS:**

**Dolan & Dolan**

11-21-11	Re: General	158.33
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Board Secretary Schemm presented an additional bill for the Board's consideration.

12-20-12	Re: Affordable Housing	198.00
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The Board discussed the Affordable Housing voucher and whether it should be approved and processed by the Township Committee. Board Attorney Morgenstern discussed the Affordable Housing Fund, what bills could be processed against that Account. He stated that the Fund money needs to be allocated by June 30, 2012.

Chairman Morrison made the motion to approve the bills and to have the Affordable Housing Plan bill paid out of the Housing Fund. Motion seconded by Ms. Fisher. Roll call:

Mr. Morrison-Yes	Mr. Branagan-Yes
Mr. Scott-Yes	Ms. Feenstra-Yes
Ms. Chammings-Yes	Ms. English-Yes
Ms. Fisher-Yes	Mr. Emmons-Yes

Ms. Feenstra questioned the allocation of funding and the reimbursement process, which was reviewed by both Board Attorney Morgenstern and Ms. Fisher. They also discussed earmarking the funds for projects, so that the Township does not lose the funds.

**OLD/NEW BUSINESS:**

**Master Plan Discussion:**

- Government Owned Lands**
- Commercial Zoning**
- Stormwater Management**

The Board discussed the Master Plan and the possible areas that the Board may want to address during the Master Plan Discussion. Engineer Golden stated that in reviewing his proposal, his charge may be less, if the Re-Examination is stream lined. The Board discussed Commercial Zoning and Agribusiness. Board Attorney Morgenstern also addressed whether the Board may wish to consider Solar/Alternate Energy in the Master Plan discussion. Chairman Morrison suggested that the Board revisit this next month, after everyone has had an opportunity to think about what they would like to see addressed in the Re-Examination. Mr. Golden also addressed putting all of the Master Plan Documents in an Electronic Form. The Board Secretary stated that she will re-email Mr. Golden's proposal to everyone so that it can be reviewed. Ms. English questioned the State Strategic Plan, which was addressed by Mr. Golden.

**Wind Turbines-Vertical and Horizontal**

**Solar Ordinance**

**Use of Property**

Deferred at this time.

**Budget**

Chairman Morrison stated that since the Board has just received the Budget request this evening, he recommended that the Board defer this discussion until the February meeting.

**Submission Maps**

Mr. Branagan asked if the required map sets submission are necessary and if there was a way to streamline the process. The Board discussed the ordinance requirements, digital submission, emailing PDF maps, sharing maps, and possibly getting reduced size sets of drawings. It was agreed at this time to leave the requirements map set submission as it is.

**Liaison Updates-Committee, Mayor, Board of Adjustment and Environmental Commission**

Mayor Scott welcomed Ms. Chamings to the Planning Board and he stated that the Committee will begin working on the budget.

Chairman Morrison stated that Mr. Lockwood resigned from both the Zoning Board of Adjustment and the Planning Board and that there are vacancies on the Planning Board.

Mr. Branagan, Environmental Liaison, stated that the Environmental Commission reorganized and he stated that they have requested that the Township renew their contract with the Morris Land Conservancy. He also stated that the Commission discussed Sustainable NJ and they will have a guest speaker on February 13th to speak about Agenda 21 and its relationship to Sustainable NJ. He stated that a site survey/visit was done on the Doolittle property for the Zoning Board of Adjustment and the Commission is considering an addition to their Newsletter to address Mosquitoes.

**CORRESPONDENCE:**

- 11-11 PSEG, **Re: Freshwater Wetlands Permit**
- 11-22-11 Golden & Moran, **Re: Engineering Services**
- 12-13-11 Richard Nothstine, **Re: Resignation**
- 12-19-11 Dolan & Dolan, **Re: COAH**
- 12-28-11 Dolan & Dolan, **Re: COAH**
- 1-10-12 Dolan & Dolan, **Re: Attorney Services**

Ms. English questioned the PSEG Freshwater Wetlands Permit. She stated that she looked but could not find anything on their website and Ms. Chamings stated that the Township does not have the modified application on file. Chairman Morrison stated that the Township can contact PSEG to see what documentation they have.

**PUBLIC SESSION**

Chairman Morrison noted that there is no public present.

**EXECUTIVE SESSION MINUTES**

Mr. Emmons made the motion to approve the Executive Session minutes of November 16th. Motion seconded by Ms. Feenstra.

Mr. Morrison-Abstain	Mr. Branagan-Yes
Mr. Scott-Abstain	Ms. Feenstra-Yes
Ms. Chammings-Abstain	Ms. English-Yes
Ms. Fisher-Abstain	Mr. Emmons-Yes

**ADJOURNMENT:**

With there being no further business, Chairman Morrison made the motion to adjourn the meeting. Seconded by Ms. Feenstra. In a voice vote, all were in favor.

Respectfully Submitted:

Alfia Schemm  
Board Secretary  
2-10-12