

**Stillwater Township Planning Board**  
**Minutes of**  
**February 19, 2014**

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 7:35 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 David Emmons, Lisa Chammings, George Scott and Arlene Fisher.

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

**REORGANIZATION**

**Election of Chairman**

Attorney Morgenstern called for a nomination for Chairman. Ms. Fisher made the motion to nominate David Emmons as Chairman. Motion seconded by Mayor Scott. Attorney Morgenstern asked if there were any other nominations. With there being no further nominations, Mayor Scott made the motion to close the nomination. Motion seconded by Ms. Fisher. Roll call vote:

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

**Election of Vice-Chairman:**

Chairman Emmons then called for nominations for Vice-Chairman. Ms. Fisher made the motion to nominate Catherine Feenstra as Vice-Chairwoman. Motion seconded by Chairman Emmons. Chairman Emmons asked if there were any other nominations. With there being no other nominations, Mr. Scott made the motion to close the nominations. Motion seconded by Chairman Emmons. Roll call vote:

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

**Appointment of Board Professionals:**

Ms. Fisher made the motion to Robert Morgenstern as the Board Attorney and Joseph Golden as the Board Engineer. Motion seconded by Mayor Scott. Roll call:

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

Mayor Scott stated that in addition to appointing the Board Professionals, the Board should also adopt the rates for the Board Professionals.

Chairman Emmons reviewed the rates for Board Attorney Morgenstern as follows: \$158.00 per hour and \$300.00 per meeting, to 10:30 p.m.

Mayor Scott made the motion to adopt the rates as noted for Board Attorney Morgenstern. Motion seconded by Chairman Emmons. Roll call:

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

Chairman Emmons reviewed the rates for Board Attorney Golden as follows:  
\$110.00 per hour.

Mayor Scott made the motion to adopt the rate as noted for Board Engineer Golden.  
Motion seconded by Ms. Chammings: Discussion on the motion: The Board discussed whether they wished to adopt the Rate Schedule attached to Mr. Golden's contract, which Chairman Emmons read into the record. Ms. Chammings made the motion to adopt the rate schedule as read . Motion seconded by Ms. English. Roll call:

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

**Appointment of Board Secretary:**

Ms. Chammings made the motion to appoint Alfia Schemm as the Board Secretary.  
Motion seconded by Mayor Scott. Roll call vote

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

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

Ms. Fisher 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 Ms. Chammings. Roll call vote:

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

**Designation of the Official Newspaper**

Ms. Chammings made the motion to designate the NJ HERALD and the SUNDAY NJ HEARLD as the Official Newspapers. Motion seconded by Ms. Fisher. Roll call:

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

**MINUTES:**

Ms. Feenstra made the motion to approve the minutes of November 26, 2013. Motion seconded by Mr. Donofrio. Roll call vote to adopt the minutes.

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

**PUBLIC SESSION**

Chairman Emmons opened the meeting up to the public at 7:49 p.m. With there being no public comment, the meeting was closed to the public.

**BILLS:**

	<b>Dolan &amp; Dolan</b>	
Re: General		\$175.88
Re: General monthly meeting		170.00
Re: Wings Adventure		336.35
Re: General		89.80
Re: Wings Adventure		179.80
	<b>Golden &amp; Moran</b>	
Re: Wings Adventure		\$165.00
Re: General		55.00
	<b>Alfia Schemm</b>	
Re: Postage		\$ 28.00
	<b>NJ Herald</b>	
Re: Notice		\$ 6.60

Chairman Emmons noted two additional vouchers:

**Golden & Moran**

Re: Camp Hoover 495.00

**NJ Herald**

Re: Notice 13.80

Ms. Fisher made the motion to approve the bills, funds permitting. Motion seconded by Mayor Scott. Roll call:

- Mr. Scott-Yes
- Ms. Chamblings-Yes
- Ms. Fisher-Yes
- Mr. Branagan-Yes
- Ms. Feenstra-Yes
- Ms. English-Yes
- Mr. Donofrio-Yes
- Mr. Emmons-Yes

**MEMORIALIZING RESOLUTION:**

**#13-003 Wings Adventure, Block 801, Lot 2-Extension**

Board Attorney Morgenstern stated that the Board did adopt the Resolution at the November meeting; however, Attorney Gaus had several minor modifications, which he reviewed.

Ms. English made the motion to adopt the Resolution as amended. Motion seconded by Chairman Emmons. Roll call:

- Mr. Scott-Abstain
- Ms. Chamblings-Yes
- Ms. Fisher-Abstain
- Mr. Branagan-Abstain
- Ms. Feenstra-Yes
- Ms. English-Yes
- Mr. Donofrio-Yes
- Mr. Mr. Emmons-Yes

**OLD/NEW BUSINESS:**

**#14-001 Camp Hoover, Block 2301, Lot 3-Completeness**

Board Engineer Golden reviewed his report and he recommended that the waivers be granted and the application be deemed complete.

Ms. Fisher made the motion to grant the waivers and to deem the application complete. Motion seconded by Mayor Scott. Roll call:

- Mr. Scott-Yes
- Ms. Chamblings-Yes
- Ms. Fisher-Yes
- Mr. Branagan-Yes
- Ms. Feenstra-Yes
- Ms. English-Yes
- Mr. Donofrio-Yes
- Mr. Mr. Emmons-Yes

Board Attorney Morgenstern stated that the Applicant's Attorney indicated that he would not be present this evening and he will notice for next month's meeting.

**#2014-004 GIS Update Fees**

Board Secretary Schemm stated that this Ordinance was recommended to the Governing Body by the Board.

Mayor Scott made the motion to recommend the Ordinance back to the Governing Body, as it is consistent with the Master Plan. Motion seconded by Ms. Fisher.

Discussion on the motion: Ms. Feenstra asked if the Castner's will request a reimbursement of the GIS fees that were already paid. It was noted that, that request would need to be made to the Governing Body. Roll call:

- Mr. Scott-Yes
- Ms. Chamblings-Yes
- Ms. Fisher-Yes
- Mr. Branagan-Yes
- Ms. Feenstra-Yes
- Ms. English-Yes
- Mr. Donofrio-Yes
- Mr. Mr. Emmons-Yes

**Accessory Structures Ordinance Amendment**

Deferred for this evening.

**Wind Turbines-Vertical and Horizontal**

Deferred for this evening.

**Use of Property**

Deferred for this evening.

**Solar Ordinance**

The Board briefly touched on Solar and Board Engineer Golden stated that he can also send out some versions of Solar Ordinances.

**Lot Line Adjustment**

Deferred for this evening

**Other**

Board Attorney Morgenstern also noted, in a letter to the Board, a new law in regards to raising buildings in a flood zone, that the Board may wish to consider.

**ERI**

Mr. Branagan touched upon the timeline for the review, presentation, public hearing of an updated ERI. It was agreed that there would be a presentation at the April Planning Board meeting and a possible public hearing at the Planning Board's May meeting. Ms. Chammings stated that she will forward the latest email to the Board Secretary.

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

Mr. Scott, Mayor Designee, stated that he appointed Ms. Chammings, to the Planning Board, in the Committee Liaison position. He went on to review the improvements and renovations being presently being made to the Municipal Building .

Ms. Chammings, Committee Designee, thanked the Board in their entirety for their work and she also recognized each individual personally. She also noted that she may have an individual that maybe interested in sitting on the Board.

Ms. Fisher and Board Attorney Morgenstern updated the Board on the Zoning Board of Adjustment business. The Board also reviewed the Board's Annual Report and the issues that have been discussed before the Zoning Board, i.e.: additional conditions for Outdoor Wood Furnaces. (Mr. Golden left for the evening) Board Attorney Morgenstern stated that he can ask the Zoning Board what additional conditionals might be beneficial. Ms. Chammings stated that Zoning Board also talked about Solar Ordinances and decks in the lake communities.

Jack Branagan questioned the lighting on the new Towers. He then addressed the Environmental Commission Liaison Report: recent dumping in front of the No Litter Sign; the collection of fishing line sent to the Berkley recycling center; updated Recycling Ordinance; possible location of new shed and location of dumpsters at the Recycling Center; Tree Cutting Ordinance; grants that were applied for; and the ERI.

Ms. Chammings asked if there was any prohibition to have a husband and wife serve on the Planning Board. Board Attorney Morgenstern stated that he was not aware of any prohibition.

**CORRESPONDENCE:**

None

**PUBLIC SESSION**

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

**ADJOURNMENT:**

With there being no further business, there was a motion made and seconded to adjourn the meeting. In a voice vote, all were in favor.

Respectfully Submitted:

Alfia Schemm  
Board Secretary