

BOROUGH OF ALPHA LAND USE BOARD -

January 15th, 2020 Reorganization Meeting

Municipal Building 1001 East Blvd., Alpha, New Jersey

The reorganization meeting of the Borough of Alpha Land Use Board was called to order at 7:02 PM, by Attorney Alan Lowcher.

NOTICE

Pursuant to the Open Public Meeting Act, Chapter 231, P.L. 1975, adequate notice of this meeting has been provided by mail to the Star Gazette and the Express-Times; a notice of this meeting and all other regular meeting of the Land Use Board of the Borough of Alpha, which notice sets forth the time, date and location of this meeting by posting said notice on the bulletin board outside the municipal clerk's office.

Attorney Lowcher administered Oaths of Office to the following:

John Fritts – Class 2 Member

Todd Pantuso – Class 3 Member

Roll Call: Present; Mr. Cartabona, Mr. Dragotta, Mayor Dunwell, Mr. Fey, Mr. Fritts, Mr. Gable, Mr. Moscotta, Mr. Pantuso, and Ms. Dalrymple. Absent: Mr. Mihursky.

Also present were Alan Lowcher, Esq., Attorney for the Board and Stan Schrek, Board Engineer.

Election of Board Chairman:

Motion made by Mayor Dunwell to nominate Tom Fey as Land Use Board Chairman, motion seconded by Mr. Pantuso. All were in favor.

Election of Board Vice Chairman:

Motion made by Mr. Moscotta to nominate Mr. Dragotta as Land Use Board Vice Chairman, motion seconded by Mr. Pantuso. Roll Call: Ayes: Mr. Cartabona, Mayor Dunwell, Chairman Fey, Mr. Fritts, Mr. Gable, Ms. Dalrymple in Mr. Mihursky's absence, Mr. Moscotta, Mr. Pantuso. Nays: None. Abstentions: Mr. Dragotta. Motion passes.

Resolutions:

Motion made by Mr. Dragotta to approve resolution 2020-01, motion seconded by Mr. Moscotta. Roll call: Mr. Cartabona, Mr. Dragotta, Mayor Dunwell, Chairman Fey, Mr. Fritts, Mr. Gable, Ms. Dalrymple in Mr. Mihursky's absence, Mr. Moscotta, Mr. Pantuso. Nays: None. Motion passes.

RESOLUTION 2020-01

RESOLUTION BY THE LAND USE CHAIRPERSON AND LAND USE BOARD OF THE BOROUGH OF ALPHA, WARREN COUNTY, STATE OF NEW JERSEY, IN REGARD TO REGULAR MEETINGS

WHEREAS, Section 13 of the Open Public Meetings Act, Chapter 231, P.L. 1975, requires that at least once a year not later than January 10th of such year shall post and mail to newspapers designated by said body the Regular Meeting dates during the succeeding year.

NOW, THEREFORE BE IT RESOLVED by the Land Use Chairperson and Land Use Board of the Borough of Alpha, County of Warren, State of New Jersey that Regular Meetings of the Alpha Borough Council shall be held at 7:00 pm prevailing time, or otherwise as indicated below for the year 2020, meetings shall be duly advertised according to Section 13 of the Open Public Meetings Act, Chapter 231. The dates of said meetings are as follows:

February 19	August 19
March 18	September 9 (2 nd Wednesday)
April 15	October 21
May 20	November 11 (2 nd Wednesday)
June 17	December 9 (2 nd Wednesday)
July 15	
January 20, 2021 (Re-organization) & Regular Meeting	

BE IT FURTHER RESOLVED, that all meetings shall be held at the Borough Municipal Building, 1001 East Boulevard, Alpha, NJ 08865 and are open to the public.

BE IT FURTHER RESOLVED, that the Star Gazette and the Express-Times be designated as the official newspapers and should be authorized for all legal publications and notices required for publication according to law.

BE IT FURTHER RESOLVED that the format for regular meetings of the Land Use Board be as follows:

Regular Meeting Agenda

Call to Order
Roll Call
Resolutions
Approval of Minutes
Engineer Reports
Old Business
New Business
Correspondence
Public Comment
Executive Session (*As Needed*)
Adjournment

This resolution is available for public inspection in the office of the Land Use Board at the Municipal building, 1001 East Boulevard, Alpha, New Jersey.

I certify that this is a true copy of a resolution adopted by the Land Use Board of the Borough of Alpha, Warren County, to memorialize the Land Use Board's action on January 15, 2020.

Tom Fey, Chairman

Donna L. Messina, Land Use Board Secretary

Date:

Motion made by Mr. Cartabona to approve resolution 2020-02, motion seconded by Mr. Gable. Roll call: Mr. Cartabona, Mr. Dragotta, Mayor Dunwell, Chairman Fey, Mr. Gable, Ms. Dalrymple in Mr. Mihursky's absence, Mr. Moscotta, Mr. Pantuso. Nays: None. Abstentions: Mr. Fritts. Motion passes.

RESOLUTION 2020-02

RESOLUTION BY THE LAND USE BOARD OF THE BOROUGH OF ALPHA, WARREN COUNTY, NEW JERSEY FOR PURPOSE OF APPOINTING A SECRETARY FOR THE CALENDAR YEAR 2020

WHEREAS, per N.J.S.A. 40:55D-24 "Organization of Planning Board" the Land Use Board has the statutory authority to select professionals such as an attorney, a secretary or create or fill any other offices it deems necessary.

BE IT RESOLVED, by the Land Use Board of the Borough of Alpha, Warren County, New Jersey as follows:

Donna Messina is hereby hired as Secretary for the Land Use Board for the calendar year 2020 at an annual salary of \$13,000.00. Said salary shall be paid on a bi-weekly basis.

This resolution is available for public inspection in the office of the Land Use Board at the Municipal building, 1001 East Boulevard, Alpha, New Jersey.

CERTIFICATION:

I certify that this is a true copy of a resolution adopted by the Land Use Board of the Borough of Alpha, Warren County, to memorialize the Land Use Board's action on January 15, 2020.

Thomas J. Fey, Chairman

Donna L. Messina, Land Use Board Secretary

Date

Motion made by Mayor Dunwell to lay on the table resolution 2020-03, motion seconded by Mr. Cartabona. Roll call: Mr. Cartabona, Mr. Dragotta, Mayor Dunwell, Chairman Fey, Mr. Fritts, Mr. Gable, Ms. Dalrymple in Mr. Mihursky's absence, Mr. Moscotta, Mr. Pantuso. Nays: None. Motion passes.

**BOROUGH OF ALPHA
RESOLUTION 2020-003
A RESOLUTION AUTHORIZING THE
HIRING OF LAND USE BOARD COUNSEL**

Motion made by Mr. Cartabona to approve resolution 2020-04, motion seconded by Mr. Gable. Roll call: Mr. Cartabona, Mr. Dragotta, Mayor Dunwell, Chairman Fey, Mr. Fritts, Mr. Gable, Ms. Dalrymple in Mr. Mihursky's absence, Mr. Moscotta, Mr. Pantuso. Nays: None. Motion passes.

RESOLUTION 2020-04
RESOLUTION AUTHORIZING THE AWARD OF A NON-FAIR AND OPEN CONTRACT FOR
LAND USE BOARD ENGINEER

WHEREAS, the Borough of Alpha Land Use Board, has a need to acquire the goods or services to be provided hereunder as a non-fair and open contract pursuant to the provisions of *N.J.S.A.* 19:44A-20.4 or 20.5, as applicable; and,

WHEREAS, it has determined and certified in writing that the value of the acquisition will exceed \$17,500; and

WHEREAS, the anticipated term of this contract is one year; and

WHEREAS, Van Cleef Engineering Associates. has submitted a proposal or request indicating they will provide the services of Land Use Board Engineer per their municipal qualifications package for engineering services to the Borough of Alpha Land Use Board; and

WHEREAS, Van Cleef Engineering Associates has completed and submitted a Business Entity Disclosure Certification which certifies that they or any of their employees have not made any reportable contributions to a political or candidate committee in the Borough of Alpha in the previous one year, and that the contract will prohibit them from making any reportable contributions through the term of the contract; and

NOW THEREFORE, BE IT RESOLVED that the Land Use Board of the Borough of Alpha hereby authorizes the Mayor to enter into a contract with Van Cleef Engineering Associates, as described herein; and,

BE IT FURTHER RESOLVED that the Business Disclosure Entity Certification and the Determination of Value be placed on file with this resolution.

BE IT FURTHER RESOLVED that the Land Use Board Secretary shall publish such notice as required under the law. This appointment is made without competitive bidding as professional services under the provisions of the Local Public Contracts Law, as provided in *N.J.S.A.* 40A:11-5 because said office requires services performed by person or persons qualified to practice recognized professions, and it is not possible to obtain competitive bids, and according to other applicable statutes.

This resolution is available for public inspection in the office of the Land Use Board at the Municipal building, 1001 East Boulevard, Alpha, New Jersey.

I certify that this is a true copy of a resolution adopted by the Land Use Board of the Borough of Alpha, Warren County, to memorialize the Land Use Board's action on January 15th, 2020.

Thomas J. Fey, Chairman

Donna L. Messina, Land Use Board Secretary

Date: _____

Executive Session:

Motion made by Mr. Gable to approve a resolution to go into executive session for 15 minutes for personnel. Motion seconded by Mr. Pantuso. Roll call: Mr. Cartabona, Mr. Dragotta, Mayor Dunwell, Chairman Fey, Mr. Fritts, Mr. Gable, Ms. Dalrymple in Mr. Mihursky's absence, Mr. Moscotta, Mr. Pantuso. Nays: None. Motion passes.

EXECUTIVE SESSION RESOLUTION

WHEREAS, Section 8 of the Open Public Meetings Act, Chapter 231, P.L. 1975, permits the exclusion of the public from a meeting in certain circumstances; and

WHEREAS, this public body is of the opinion that such circumstances presently exist.

1. The public shall be excluded from discussion(s) of the hereinafter specified subject matter(s).
2. The general nature of the subject matter(s) to be discussed is: Personnel,
3. It is anticipated at this time, that the above stated subject matter(s) will be made public when it is no longer a matter of confidentiality.
4. Action may or may not be taken after executive session.

NOW THEREFORE BE IT RESOLVED, by the governing body of the Borough of Alpha that the public shall be excluded from an executive session for approximately 15 minutes, allowing for a five (5) minute recess between the regular session and the executive session.

Motion made by Mr. Cartabona to return to regular session. Motion seconded by Mayor Dunwell. All were in favor.

Adjourn:

There being no other business on the agenda, Mr. Gable moved to adjourn the meeting at 7:38 PM. Mr. Dragotta seconded the motion. All were in favor.

Respectfully submitted,

Donna L. Messina,

Land Use Board Secretary
Approved: 2/19/20