

**MINUTES OF THE  
FRELINGHUYSEN TOWNSHIP LAND USE BOARD  
REORGANIZATION MEETING  
JANUARY 11, 2016**

**CALL TO ORDER**

**FLAG SALUTE**

**ANNOUNCEMENT OF PROPER NOTICE:** Notice of this meeting was provided by advertising in the New Jersey Herald and the Express-Times, the official newspapers of the Township of Frelinghuysen Land Use Board. Notice has also been posted in the Township Municipal Building in Johnsonburg, New Jersey. As advertised, action may be taken at this meeting.

**ATTENDANCE**

**Members Present**

Donna Eitner	Alan DeCarolis	Max Klein
Martin Connor	Jessica Caruso	Lowell Forbes
Russell Walters	James Simonetti	Robert Young
Christopher Stracco	Don Soisson	

**Members Absent**

Howard Jungkind	Nicholas Soranno
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**Professionals**

The Professionals were excused from the meeting.

**NOMINATION OF CHAIR**

Ms. Drylie asked if there were any nominations for Chair. Mr. Soisson made a motion for Donna Eitner as Chair, with the second being Mr. Simonetti. Ms. Drylie asked if there were any other nominations for Chair. There being none, Ms. Eitner was voted unanimously by the members present. Ms. Drylie turned the meeting over to the Chairwoman.

**NOMINATION OF VICE CHAIR**

The Chair asked if there were any nominations for Vice Chairperson. A motion was made by Mr. Stracco for Donald Soisson as Vice Chairperson, with the second being Mr. Connor. The Chair asked if there were any more nominations. Mr. DeCarolis nominated James Simonetti, which Mr. Simonetti declined. A motion was made by Mr. Soisson, with the second being Mr. DeCarolis for Marty Connor as Vice Chairperson, which Mr. Connor declined. There being no further nominations, Mr. Soisson was voted unanimously by the members present as Vice Chairman.

**APPOINTMENT OF LAND USE BOARD ADMINISTRATOR** – Chairwoman Eitner nominated Sharon Drylie as Land Use Administrator, with the second being Mr. DeCarolis. There being no further nominations, Ms. Drylie was voted unanimously as Land Use Administrator.

**APPOINTMENT OF PROFESSIONALS**

**Attorney**

A motion was made by Mr. Stracco, seconded by Mr. Young to appoint Michael B. Lavery as Attorney for the Land Use Board. There being no further nominations, Mr. Lavery was appointed unanimously by the Board.

**Planner**

A motion was made by Mr. Stracco, seconded by Mr. DeCarolis, to appoint Darlene Green, Maser Consulting, as Planner for the Land Use Board. There being no further nominations, Ms. Green was appointed unanimously by the Board.

**Engineer**

A motion was made by Mr. DeCarolis, seconded by Mr. Young, to appoint Joseph Golden as Engineer for the Land Use Board.

Mr. Stracco asked for a sub-committee to be formed to interview for the Engineer position, as Mr. Paul Sterbenz, Maser Consulting, submitted a Letter of Interest to the Board. Mr. DeCarolis disagreed with the sub-committee formation, and said that he was happy with how Mr. Golden has performed his duties in the past years. Mr. Stracco indicated Mr. Sterbenz is the Township Engineer. This is a way the Township can streamline the Boards, and this would be a benefit to the Township. There was further discussion regarding the rates of both engineers; their education and certifications; needing diversity between the Committee and Board.

Mr. Stracco made a motion to appoint Mr. Sterbenz as Land Use Board Engineer, with Mr. Walters being the second.

Mr. Soisson asked if there was a sub-committee formed, who on the Board would be educated in engineering enough to be on the committee to ask specifics. Mr. Walters stated if a sub-committee was formed he would be in favor of being on it, as he has an engineering background. Mr. Stracco also stated he would be in favor of being on the sub-committee.

Mr. Klein asked why not vote now. After further discussion, Ms. Eitner stated there were two nominations and seconds for Engineer, and asked if there were any other nominations. There being none, Ms. Drylie was asked to record the vote. The vote is recorded as follows:

- |                          |                                |
|--------------------------|--------------------------------|
| Donna Eitner – Golden    | Alan DeCarolis – Golden        |
| Max Klein – Golden       | Christopher Stracco - Sterbenz |
| Martin Connor – Sterbenz | Jessica Caruso – Golden        |
| Lowell Forbes – Sterbenz | Russell Walters – Sterbenz     |
| James Simonetti – Golden | Robert Young – Golden          |
| Don Soisson – Golden     |                                |

Mr. Golden was appointed as Board Engineer.

**APPROVAL OF 2016 CALENDAR**

Mr. DeCarolis made a motion to approve the 2016 Calendar for the Land Use Board, with the second being Mr. Forbes. All members present in favor of approval.

**MINUTES**

***Minutes of the December 7, 2015 Land Use Board Meeting***

Mr. DeCarolis made a motion to approve the Minutes of the December 7, 2015 Land Use Board Meeting, with the second being Mr. Stracco. The official vote is as follows:

- |                           |                           |
|---------------------------|---------------------------|
| Donna Eitner – Yes        | Alan DeCarolis – Yes      |
| Max Klein – Yes           | Christopher Stracco – Yes |
| Martin Connor – Yes       | Jessica Caruso – Abstain  |
| Lowell Forbes – Abstain   | Russell Walters – Yes     |
| James Simonetti – Abstain | Robert Young – Abstain    |
| Don Soisson - Yes         |                           |

**CORRESPONDENCE**

**New Jersey Planner**

**APPLICATIONS**

No new applications

**NEW BUSINESS**

The Board discussed resident Wendy Goetz’s letter requesting to appear before the Land Use Board. After discussion, Ms. Drylie was asked to contact the Township Clerk regarding scheduling a joint meeting with the Township Committee. Ms. Drylie stated she would advise the Board via e-mail as to when that meeting will take place.

**PUBLIC PARTICIPATION**

A motion was made by Mr. Stracco, seconded by Mr. Forbes, to open the meeting to the public. As there was no public present, a motion was made by Mr. Stracco, seconded by Mr. DeCarolis, to close the meeting to the public.

**EXECUTIVE SESSION**

No executive session was needed.

**ADJOURNMENT**

As there was no further business, the January 11, 2016 Reorganization Meeting of the Township of Frelinghuysen Land Use Board was adjourned at 7:55 p.m.

Respectfully submitted,

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Sharon Drylie  
Land Use Administrator