

ZONING BOARD OF ADJUSTMENT
MINUTES
JANUARY 14th, 2020

On January 14, 2020 advance written notice of this meeting was posted on the bulletin board in the Municipal Complex.

On January 14, 2020, advance written notice of this meeting was mailed to the Burlington County Times, the Trenton Times, the Philadelphia Inquirer and the Courier Post.

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The Clerk is directed to enter into the minutes of this meeting this public announcement.

Sarah Wooding

I want to call those that are current members first.

Matthew Wieliczko

Yes, yes, and also the newly members, we will just roll call them so that we have them for the meeting acknowledging that they are here, no formal action is being taken in the informal session.

Sarah Wooding

	Motion	Second	Present	Absent
Ms. Thelma Allen	_____	_____	_____	_____
Ms. Sandra Coleman	_____	_____	_X_	_____
Mr. Louis Finney	_____	_____	_X_	_____
Ms. Josselyne Jackson	_____	_____	_X_	_____
Ms. Gerri Johnson	_____	_____	_X_	_____
Mrs. Wilma Stephenson	_____	_____	_X_	_____

Sarah Wooding

Mr. Stinson, I do believe he let me know that he was not going to make it this evening.

Mr. Michael Stinson

_____	_____	_____	_X_
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Alternates:

Mr. Darold Coleman (Alt.#1)

_____	_____	_X_	_____
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Alt. #2 Vacant

_____	_____	_____	_____
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<u>Professionals:</u>	<u>Present</u>	<u>Absent</u>
Bd. Attorney- Zeller & Wieliczko, LLP Matthew Wieliczko, Esq.	<u> X </u>	<u> </u>
Bd. Engineer- Environmental Resolution Inc.* Bennett Matlack, P.E., C.M.E CME Chris Dochney	<u> </u> <u> X </u>	<u> </u> <u> </u>
Willingboro Inspections Representative (s)	<u> </u>	<u> X </u>
Board Secretary – Sarah Wooding	<u> X </u>	<u> </u>

Matthew Wieliczko

Great so for purposes of this evening you have your agenda in front of you and you're going to be asked to take a number of steps;

One: You're going to be asked to elect the chairperson. So you'll be a nomination, and then a second and then there will be a roll call. Your currently chair person is Ms. Jackson and our vice chair is Mr. Finney.

So that's how you go first. Then the chair person will then take over running the meeting and then you'll do an election of with my assistance. You will then do election of the vice chair. You'll then do a motion for to identify a nominee (in audible). Of course Ms. Wooding and the secretary and then you'll have resolutions that are part of your package, resolutions, one, two three and four. Resolutions one relates to meeting dates, time and places.

Resolution two relates to appointment of the Township services for the Zoning Board Solicitor. Resolution three professional services for the Zoning Board Engineer. Resolution number four is advertising media. This is consistently passed resolutions which hesitates your prime advertising medium and Philadelphia

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Inquirer, Trenton Times, Courier Post, secondary mediums from the Zoning Board reports with the open public meeting act, where you can do your publications.

It says your approval of November 6, 2019, approval of meeting minutes Ms. Wooding is that what that is?

Sarah Wooding

Correct!

Matthew Wieliczko

November 6th, 2019 eligible members will be able to use that repeated for that meeting and what it should reflect.

Matthew Wieliczko

There is new business agenda item was recommended for historic time for conference meeting, formal meetings. You have new members now. At one point there was a discussion this meeting starts at 7:30 pm and 8:00 pm. Last year there was some discussions about possibly starting at an earlier time, especially given when the meeting run late.

Sometimes the meetings wouldn't start till 8:00 pm, and we might have an application that runs three hours, until 11:00 pm and if you have to get up the next day and go to work and do everything else. There was just at one point on the agenda, about possibly changing the historic times to moving it to 7:00 pm or maybe 6:30 pm.

That will be up for discussion then we will do public comment, board comment then adjourned. We will have our informal sessions out here and then we'll continue right to formal session.

So for the new members, what we'll do is we will have this informal discussion now kind of like to get an idea of what the meeting is going to be before the meetings take place.

We should receive the agendas before the meeting. You should receive the application packets. You would receive a professional review letter from an engineer from our engineer or from planners. We have to recommend that you read all

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that information, understand the information before the meeting. So that you know what's going on.

Alright.

Also before we start the formal session we are going to open up, do the pledge of allegiance again. But first I think I am going to swear in the new members. I am going to go through an oath, and I am going to have you all do it at the same time. So, I am going to say I, state your name.... And you all state your names rather than having you all do separate ones.

Mr. Darold Coleman

Sounds good.

Matthew Wieliczko

And I will also give you a wise card just in case (in audible).

Alright, anyone have any questions. Madam Chair do you have any questions, anybody else have any questions?

Madam Chair

No!

Matthew Wieliczko

Ok, then can we get a motion to end the informal session motion by.

Sarah Wooding

I'm sorry, that motion was by Mr. Finney and the second by Larry. I am sorry you have not been sworn in yet. And second by Mrs. Stephenson.

Matthew Wieliczko

All in favor say I, Aye.

Sarah Wooding

Can we all stand again to salute the flag.

Flag Salute

Compliance Statement

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Sarah Wooding

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Ms. Thelma Allen	_____	_____	<u> x </u>	_____
Ms. Sandra Coleman	_____	_____	<u> x </u>	_____
Mr. Louis Finney	_____	_____	<u> x </u>	_____
Ms. Josselyne Jackson	_____	_____	<u> x </u>	_____
Ms. Gerri Johnson	_____	_____	<u> x </u>	_____
Mrs. Wilma Stephenson	_____	_____	<u> x </u>	_____

Mr. Michael Stinson	_____	_____	_____	<u> x </u>
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Alternates:

Mr. Darold Coleman (Alt. #1)	_____	_____	<u> x </u>	_____
Alt. #2 Vacant	_____	_____	_____	_____

Professionals:

	<u>Present</u>	<u>Absent</u>
Bd. Attorney- Zeller & Wieliczko, LLP		
Matthew Wieliczko, Esq.	<u> X </u>	_____
Bd. Engineer- Environmental Resolution Inc.*		
Bennett Matlack, P.E., C.M.E	_____	_____
CME Chris Dochney	<u> X </u>	_____
Willingboro Inspections Representative (s)	_____	<u> X </u>
Board Secretary – Sarah Wooding	<u> X </u>	_____

Matthew Wieliczko

Now if I could, I would like to congratulate the new members. I would like to ask the new members to stand. I will read the oath.

I, Sandra Coleman, and Darold Coleman do solemnly swear or affirmed that I will support the Constitution of the United States and the Constitution of the States of New Jersey, that I will bear, Truth,

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Faith, and Allegiance, to the same and to the Governments, established in the United States, and in this State under the Authority of the people. I will faithfully, and partially, and justly, perform the duties of the office of the Zoning Board Member in Willingboro Township according to the best of my ability so help me God.

Great congratulations we can put you right up there.

Matthew Wieliczko

You will sign the following.

Ok, moving on after swearing in. Madam Secretary it should be noted that with the absent of Mr. Stinson that our alternate number one, Mr. Coleman will be your seventh member. He should be pulled for all votes and he will be your seventh member.

At this point I ask that there be a motion for the nomination of a chair person for the Zoning Board of Adjustment.

Mr. Finney

I vote Ms. Jackson for the Chair Person

Matthew

Ok Ms. Jackson do we have any other nomination for Chair Person of the Zoning Board of Adjustment.

Do we have a first? Do we have a second?

Mrs. Stephenson

I vote second.

Matthew Wieliczko

Ok, Mr. Stephenson is the second. Madam Secretary can we do a roll call.

Madam Secretary

Ok, Is this a roll call by name or just a roll call.

Matthew Wieliczko

Roll call by name and it is either, for or against.

Madam Secretary

Sandra Coleman, yes.

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Thelma Allen, yes!

Matthew Wieliczko

Ms. Allen do you vote for Ms. Jackson for your Chair Person for the Zoning Board?

Madam Secretary

Gerri Johnson, for!

Wilma Stephenson, for!

Louise Finney, for!

Josselyn Jackson, yes!

Darold Coleman, yes!

Matthew Wieliczko

Congratulation Ms. Jackson, you are the Chair Person for the Zoning Board for 2020. At this time Madam Chair women, I would suggest you call for a vice chairman for the board.

Madam Chair

I called Mrs. Stephenson,

Madam Chair

At this time I call Mr. Finney.

Matthew Wieliczko

Mrs. Stephenson, has formally decline.

We have Mr. Finney who was nominated for vice chairman.

Are there any other nominations for vice chairman for the board?

Seeing no other nominations for vice chairman for the board. Is there a second to nominate Mr. Finney to be vice chairman of the board?

Zoning Board Member

I second it.

Madam Secretary

And you are, Ms. Sandra Coleman.

Matthew Wieliczko

So, we have a first and a second. Madam Secretary I ask for a roll call vote. A vote for Yes, as in I would like Mr. Finney as our vice chair, or No, I don't.

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Madam Secretary Sandra Coleman, yes! Gerri Johnson, yes! Wilma Stephenson, yes! Louis Finney, yes! Josselyne Jackson, yes and Darold Coleman, yes.

Matthew Wieliczko Congratulations Mr. Finney as the vice chair. Next it be a motion of Madam Chair for the appointment of the Office of the Township Clerk to be empower to sign documents and plans submitted to the Zoning Board for your secretary.

Madam Chair Ok, so you want me to make a motion.

Matthew Wieliczko You can make that motion or ask someone to make it.

Madam Chair Ok, I will make that motion.

Matthew Wieliczko So let us say the full name. We have the record. So we have a motion to appoint Ms. Sarah Wooding as your secretary and clerk for the Zoning Board. Do we have a second for that motion?

Mr. Finney I second that.

Matthew Wieliczko We have a second by Mr. Finney. All in favor of Ms. Wooding as your secretary for the board say Aye!

All opposed say nay.

Madam Secretary Nay!

Matthew Wieliczko Ms. Wooding doesn't get a vote. So congratulations Ms. Wooding, and welcome back. I can't tell you how many years ago. Right now she's back.

Madam Chair the first resolution you have on your agenda is Resolution 2020-1. It sets meeting dates, time and places. This is what is published throughout the year. You can see the different dates that are noted. It also schedule your Re-Organization date for January 6th, 2021 next year. That allows sufficient notice to all those that are interested and is consistent with the open public meeting act.

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You can ask for a motion, or the chair can make a motion. Or you can ask for a motion to adopt resolution 2020-1.

Madam Chair

Ok I will make a motion.

Matthew Wieliczko

That is a motion by your chair to adopt Resolution 2020-1, setting meeting dates, times and places. Is there a second on that motion?

Mr. Finney

Ok, I will make a motion.

Matthew Wieliczko

It is a second by Mr. Finney. All in favor say I, any appose say Nay?

Next Madam Chair is Resolution 2020-2 professional services for Zoning Board Solicitor. It is the appointment of Zeller and Wieliczko as your Zoning Board Solicitor. You would see a motion to adopt that resolution. There was a motion by the Chair, do we have a second?

Mrs. Stephenson

I second!

Matthew Wieliczko

Second by Mrs. Stephenson, and this should be a roll call by name as in yes I would like me as a solicitor or no I do not.

Board Member

I am not familiar with the ... (audible) with the information being given?

Matthew Wieliczko

I don't control that process. I can tell you it is probably tide into new appointed members. We responds to a request for proposals, where we submit qualifications and detailed qualifications. I don't know whether it has been distributed to all new members for purposes of the vote this evening. So the same thing is going to be

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the next set of resolution is for the engineer for the board.

Were you provided or had the opportunity to look at the responses for the qualifiers?

Board Members

No!

Madam Chair

Not the new members.

Matthew Wieliczko

So in reality you will feel ill equipped then to vote on that Correct?

Madam Secretary

You may want to mentioned that there has been an extension of 60 days for the current sitting professionals right now.

Matthew Wieliczko

Madam Secretary are you ok with providing all the new members with the RFQ's, which was the request for proposal and then all responses.

Madam Secretary

I am fine with that.

Matthew Wieliczko

Ok, so madam chair at that point, the new members have requested the opportunity to review the responses of all your proposals, to your professionals and to table Resolution 2020-2 and Resolution 2020-3 which is the appointment of your professional. Zoning Board Solicitor and Zoning Board Engineer. Is that correct?

Madam Chair

Yes!

Madam Secretary

First of all you need to rescind the vote that was initially done on number 2.

Matthew Wieliczko

We didn't do a vote. The only vote we did was on Resolution 2020-1 which was in regard to the meeting dates. I would imagine the same as we walk through Resolution 2020-4, with regards to the publication and what we use. With regards to 2020-2 and 2020-3, the secretary has agreed to provide the new members with copies of both the request for proposals that was published through the Township of Willingboro and the responses provided

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and then we can table this and put it on the agenda for the next meeting which is in February.

So do we have a motion to table Resolution 2020-2 and 2020-3? Can we have a motion to table those two resolution?

Madam Secretary

I am sorry I didn't hear the second.

Matthew Wieliczko

We have a motion by Ms. Johnson and a second by (audible)

All in favor of tabling those resolutions until next month so the new members can get an opportunity to review your RFQ's and responses say, Aye. Anyone oppose say nay? Ok!

Madam Secretary, I ask that the RFQ's and the responses to the RFQ's be provided to the new members so they will have it, and then place it on your agenda for the February meeting.

Next is Resolution 2020-4. This is a resolution which is to designate the Burlington County Times as the prime advertising medium and the Philadelphia Inquirer, Trenton Times, and Courier Post, as the secondary medium for the Zoning Board and accordance with the open public meetings act. Consistent with the Open public meetings act, you as a public body are required to identify and publish a primary news source, a publication and a secondary news sources. These are the sources that has been designated by the Township across the board whether it be for Council Meetings and Planning Board Meeting. It also helps to get everything in place for that year.

Anybody has any questions with regard to that resolution? Can we get a motion to adopt Resolution 2020-4? We have a motion by Mr. Finney second by Ms. Allen. All in favor say Aye, any one oppose say nay.

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Madam Chair To the new members do you have any objections in regards to us starting the meeting at 7:30 pm informal and 8:00 pm formal?. Would you like us to change it?

Matthew Wieliczko That is what it is right now.

Board Member 7:00 pm would be good.

Matthew Wieliczko To start the informal at 7:00 pm with the formal meeting to start right after that.

Does anybody else have any questions?

I know one of our reasons for having this time was because of people's individual schedule.

And what you can do is just meet one another and you guys can confer with a new meeting time and just have it put on the agenda for discussion.

Any other discussion on that time?

Madam Secretary Yes, I will have to put in the newspaper at least what you guys have voted on.

Matthew Wieliczko Madam Chair if you want to open for public comment.

Madam Chair Any public comment? Ok now is the time to be heard.

Matthew Wieliczko Ok, since there is no public comment we move onto board comment. Any board comment?

Madam Chair I want to welcome the new people, the new member's congratulations and I am looking forward for us getting it on in 2020.

Mr. Finney I want to congratulate the new members that is on the board. I hope you bring a lot of new energy so that we can improve our community and also, so that we can make some steps to impact our community.

Madam Secretary I would like to say thank you to Brenda Bligen, for all the help she has given me for this first meeting, after all these years of doing it and not doing it.

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Matthew Wieliczko	Alright, no other board comments. I haven't seeing any other board comment, is there a motion for an adjournment?
Mr. Finney	Aye
Matthew Wieliczko	Mr. Finney, all in favor say Aye , Aye.