

**MINUTES OF THE ANDOVER TOWNSHIP LAND USE BOARD MEETING HELD
JULY 17, 2012**

OPEN MEETING: Vice Chairman Howell called the meeting to order at 7:35 p.m.

FLAG SALUTE: Vice Chairman Howell led the flag salute.

ROLL CALL:

Diana Boyce – Present
Suzanne Howell – Present
Gerald Huelbig – Present
Gail Phoebus – Present
Ellsworth Bensley Jr. – Present @7:40 p.m.
CeCe Pattison – Present
Christine Kretzmer – Present
Rick Melfi – Present
Paul Messerschmidt (Alt.1) – Present
Ken Roberts (Alt. 2) – Present
Chairman John O’Connell – Excused

PROFESSIONALS PRESENT: Richard Briigliodoro, Esq., and Joseph Golden, P.E., P.P.

OPEN PUBLIC MEETINGS ACT NOTICE: Vice Chairman Howell read the following statement: This is an open public meeting of the Andover Township Land Use Board. Notice of this meeting was given in accordance with the Open Public Meetings Act, Chapter 231, Public Law 85. The rules are generally as stated on the agenda.

RULES: Vice Chairman Howell read the following rules: No new cases after 9:30 p.m. or testimony after 10:00 p.m. Comments from each member of the public are limited to 5 minutes during the public portion of the meeting. Transcript requests are to be in writing with check for 100% of costs. Material for the meeting is to be filed fourteen days before the next meeting once it has been heard for completeness. Individuals or members of a partnership must be present at the meeting or be represented by an attorney. Testimony is under oath. False testimony constitutes perjury.

MINUTES: A motion to approve the *Minutes of the Andover Township Land Use Board Meeting Held June 19, 2012* was made by Paul Messerschmidt and seconded by Ken Roberts. There was no discussion. Roll Call: Suzanne Howell – yes; Gerald Huelbig – yes; CeCe Pattison – yes; Christine Kretzmer – yes; Rick Melfi – yes; Paul Messerschmidt – yes; Ken Roberts – yes. The motion carried.

RESOLUTIONS: A-4-12-1, Pittigher, Raymond & Susan. Minor Subdivision, Block 124 Lots 11.03 and 14.01: A motion to adopt the resolution was made by Ken Roberts and seconded by Paul Messerschmidt. There was no discussion. Roll Call: Suzanne Howell – yes; Gerald Huelbig – yes; Rick Melfi – yes; CeCe Pattison – yes; Paul Messerschmidt – yes; Ken Roberts – yes. The motion carried.

COMPLETENESS REVIEW: There were no matters scheduled for review.

HEARING: There were no matters scheduled.

UPCOMING MEETINGS: Following discussion, a motion to cancel the August 7, 2012 meeting was made by Gail Phoebus and seconded by Christine Kretzmer. All were in favor. Vice Chairman Howell confirmed the Board's subsequent hearing dates of August 21, 2012 and September 4, 2012.

PUBLIC PORTION: Vice Chairman Howell opened the meeting to the public. No members of the public addressed the Board. The meeting was closed to the public.

VOUCHERS: Board members reviewed the *July 2012 Finance Summary Report* and associated vouchers. A motion to forward a recommendation to pay the bills to the Township Committee was made by Paul Messerschmidt and seconded by Ken Roberts. Roll Call: Diana Boyce – yes; Ellsworth Bensley, Jr., – yes; Suzanne Howell – yes; Gerald Huelbig – yes; Christine Kretzmer – abstain; Rick Melfi – abstain; CeCe Pattison – yes; Paul Messerschmidt – yes; Gail Phoebus – yes; Ken Roberts – yes. The motion carried.

OLD/NEW BUSINESS: Joseph Golden, P.E., P.P., presented changes in the matter of the Andover Animal Hospital. Board members voiced no objections to the changes.

Mr. Melfi spoke about his presentation to the Township Committee and his experience at the Township Committee meeting. Mr. Boyce also spoke about what took place at the Township Committee meeting. Upon inquiry, Mr. Richard Briigliodoro stated he provided advice to the Township Attorney Semrau at his request. He noted that the advice was given in the interest of protecting the Land Use Board and the Andover Township municipal family. Board members discussed planning and billing procedures relative to ongoing reviews of the site plan waiver and minor subdivision/lot line adjustment ordinances. The Board entered executive session to discuss personnel matters via a motion by Paul Messerschmidt that was seconded by Ellsworth Bensley, Jr., and passed unanimously. The Board entered executive session at 8:08 p.m. The regular meeting resumed at 9:17 p.m. via a motion by Ellsworth Bensley, Jr., that was seconded by Diana Boyce, and passed unanimously.

Following discussion, a motion to authorize Joseph Golden, P.E., P.P., and Richard Briigliodoro, Esq., to prepare site plan waiver and minor subdivision/lot line adjustment ordinances, checklists, and fee schedules consistent with the discussion was made by Paul Messerschmidt and seconded by Rick Melfi. All were in favor. The motion carried.

A motion to table the discussion of the steep slopes ordinance was made by Ellsworth Bensley, Jr., and seconded by Gail Phoebus. All were in favor. The motion carried.

Ms. Boyce asked about sewer-service area maps. Ms. Phoebus presented that county staff were working on a submittal for the state. She confirmed that Andover Township's maps are satisfactory and have been incorporated into the County's submission.

ADJOURNMENT: Having no further business, a motion to adjourn was made by Ellsworth Bensley, Jr., and seconded by Paul Messerschmidt. All were in favor. The motion carried. The meeting adjourned at 9:30 p.m.

Minutes respectfully submitted by:

/s/ Anne-Marie Wilhelm

Anne-Marie Wilhelm
Land Use Administrator