

## **REORGANIZATION & BUSINESS MEETING**

**Lebanon Township Board of Adjustment**  
**Municipal Building 530 West Hill Road Glen Gardner, N.J.**

**February 22, 2023**

*The Reorganization/Business Meeting was called to order at 7:00 p.m. by Board of Adjustment Secretary Gail Glashoff. Present were: Mr. Eberle, Mr. Terzuolo, Mr. Porcino, Ms. Zatika, Ms. Devine. Excused: Mr. Sachs.*

*In compliance with the "Open Public Meetings Act" notice is hereby given that the Lebanon Township Board of Adjustment will hold their Reorganization & Business Meeting on February 22, 2023 at 7:00 p.m. In event of inclement weather the Board will hold their Reorganization & Business Meeting on Wednesday February 22, 2023 at 7:00 p.m. Notice of this meeting was published in the Hunterdon Review on December 21, 2022. Copies of the Agenda were emailed to the Hunterdon Review & Courier News and faxed to the Hunterdon County Democrat, Express Times, Star Ledger and posted on the Lebanon Township Website and Bulletin Board in the Municipal Building on February 15, 2023.*

### **NOMINATIONS FOR CHAIRMAN:**

*Ms. Glashoff asked for nominations for Chairman. Motion by Ms. Zatika and seconded by Ms. Devine to nominate Mr. Wayne Eberle for Chairman. Being no further nominations, motion by Ms. Zatika and seconded by Mr. Terzuolo to close the nominations. Unanimously approved.*

*At this time Mr. Eberle to over the meeting as Chairman.*

### **NOMINATIONS FOR VICE CHAIRMAN:**

*Chairman Eberle asked for nominations for Vice Chair. Motion by Mr. Porcino and seconded by Ms. Devine to nominate Ms. Zatika for Vice Chair. Being no further nominations, motion by Mr. Terzuolo and seconded by Ms. Zatika to close the nominations for Vice Chair. Unanimously approved.*

### **NOMINATIONS FOR VOUCHER REVIEW:**

*Motion by Mr. Porcino and seconded by Ms. Zatika to nominate Mr. Sachs for Voucher Review. Being no further nominations, motion by Ms. Zatika and seconded by Mr. Porcino to close the nominations for Voucher Review. Unanimously approved.*

### **NOMINATIONS FOR ASSISTANT VOUCHER REVIEW:**

*Motion by Ms. Zatika and seconded by Ms. Devine to nominate Mr. Porcino as assistant for Voucher Review. Being no further nominations, motion by Ms. Zatika and seconded by Ms. Devine to close the nominations. Unanimously approved.*

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**APPOINTMENTS: (Professionals – temporary extension to review - 3 months)**

- a. John Gallina, Esq.
- b. James Kyle, PP/Beth McManus, PP
- c. Bayer/Risse Engrs. – Ted Bayer/Casey Woods, Engrs.
- d. Gail W. Glashoff, Board Secretary
- e. Court Stenographer
- f. Mark Blount, Esq, (Alternate Attorney)

*After a brief discussion by the board, the board decided to extend the professional appointments thorough May 24, 2023. The following appointments were made: Gail Glashoff, Board Secretary and Court Stenographers Lucy Grozinski and Tina Restuccia. Motion by Ms. Zatika and seconded by Mr. Terzuolo to appoint Ms. Glashoff, Ms. Grozinski and Ms. Restuccia. Unanimously approved.*

**ADOPT RESOLUTION FOR PROFESSIONALS ON PAY TO PLAY:** *Postponed to an upcoming meeting.*

**ADOPT RESOLUTIONS:**

- a. *Authorizing Agreement for Professional Services – Postponed to an upcoming meeting.*
- b. *Annual Notice Schedule 2023 - Ms. Glashoff reviewed for the Board the Notice Schedule for 2023 The following wording was added to the Meeting Schedule: If needed the board will hold a meeting on the second Wednesday of the month. Motion by Ms. Zatika and seconded by Mr. Terzuolo to adopt the Annual Notice Schedule for 2023 as amended. Unanimously approved.*

**ADOPT PROFESSIONAL CONTRACTS:**

- a. John Gallina, Esq.
- b. James Kyle, PP – Kyle/McManus Associates, LLC
- c. Bayer/Risse Engrs. – Ted Bayer/Casey Woods, Engrs.
- d. Mark Blount, Esq. – Alternate Attorney

*After a brief discussion by the board, the board decided to extend the professional contracts through May 24, 2023.*

**APPOINT APPLICATION REVIEW COMMITTEE:** *Review Committee has 3 board members (Wayne & Tom – 2022)*







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**PRESENTATION OF BILLS: Cont'd**

|                       |  |
|-----------------------|--|
| b. Bayer/Risse Engrs. | \$260.00 – Attend ZBA Meeting 11/30/2022                             |
| c. James Kyle, PP     | \$284.00 - Review application ( <b>Ingram-Escrow</b> )               |
|                       | \$213.00 - Attend ZBA Meeting 10/26/2022                             |
|                       | \$653.00 - Review application & Ordinance ( <b>Goerhing Escrow</b> ) |
| c. Court Stenographer | \$159.50 – Transcript from ZAB Meeting 11/30/2022                    |
|                       | \$250.00 – Attend ZBA Meeting 2/22/2023                              |
| d. Solstice           | \$ 36.00 - Floral Arrangement  |
|                       | <b>Total: \$3,473.00</b>   |

Motion by Mr. Porcino and seconded by Ms. Zatika to approve the bills as presented. Unanimously approved.

**CORRESPONDENCE:** a. Law of the Land Decisions b. Letter from Highlands Council from Mayor Koehler

At this time Chairman Eberle announced that the board will go into Closed Executive Session at this time with a motion by Ms. Zatika and seconded by Mr. Porcino to close the meeting to the public. Unanimously approved.

**RESOLUTION #01-2023**

At this time the Chairman will ask for a motion to adopt **Resolution 01-2023** to go into Closed Executive Session.

**The purpose of the Executive Session:**

X Matters involving interviewing for appointments to the Board of Adjustment. At the conclusion of the Closed Executive Session the Board may or may not take action.

At the conclusion of the Executive Session the Chairman will ask for a motion to close the Executive Session and return to the public portion of the meeting.

At the conclusion of the Closed Executive Session, a motion by Ms. Zatika and seconded by Mr. Terzuolo to go back in the open portion of the meeting. Unanimously approved.

Being no further business to come before the board, nor comments from the public, motion by Ms. Zatika and seconded by Mr. Porcino to adjourn the meeting at 10:00 p.m. Unanimously approved.

**GAIL W. GLASHOFF, BOARD SECRETARY**

**CHAIRMAN WAYNE EBERLE**