

**Hillsborough Township  
Board of Adjustment  
January 07, 2015 – Reorganization Meeting**

Deputy Mayor Greg Burchette called the Board of Adjustment Reorganization Meeting of January 7, 2015 to order at 7:06 p.m. The meeting took place in the Courtroom of the Municipal Complex. All stood for the Pledge of Allegiance.

Deputy Mayor announced the meeting has been duly advertised according to Section 5 of the Open Public Meetings Act, Chapter 231, Public Law 1975 (“Sunshine Law”).

**OATH OF OFFICE**

Deputy Mayor Burchette administered the Oath of Office to all newly appointed members: Mr. Gladstone, Mr. Monte, Ms. Becorena, Mr. Shockley and Mr. Torok.

**ROLL CALL:**

Frank Herbert – Present  
John Stamler – Absent  
Helen Haines – Present  
Curtis Suraci – Present  
Fred Gladstone - Present

Frank Valcheck – Present  
Kenneth Hesthag – Present  
Steve Monte (Alt. 1) – Present  
Sally Becorena (Alt. 2) – Arrived at 7:08p.m.  
John Shockley (Alt.3) – Present  
John Torok (Alt. 4) – Present

Also present: Jolanta Maziarz, Esq., Board Attorney, (Woolson Sutphen Anderson, P.A.); William H. R. White, III, P.E., C.M.E., Board Engineer (Maser Consulting, P.A.); David Kois, P.P., Deputy Director of Planning/Zoning Official; and Lucille Grozinski, CCR

**NOMINATIONS:**

**CHAIRMAN**

Deputy Mayor Burchette opened the floor for nominations for 2015 Chairman.  
A motion to nominate **Helen Haines** is made by Mr. Hesthag, seconded by Mr. Valcheck.  
Hearing no other nominations, Deputy Mayor Burchette called for a roll call.  
All in favor – Aye; Opposed – None. Motion carried.

Deputy Mayor announced the appointment of Helen Haines as 2015 Chairman of the Board of Adjustment by acclaim.  
Deputy Mayor Burchette turned the meeting over to Chairman Haines.

**VICE CHAIRMAN**

Chairman Haines called for nomination for the election of Vice Chairman.  
Mr. Gladstone made a motion to nominate **Ken Hesthag**, seconded by Mr. Monte.  
Hearing no other nominations, Chairman Haines called for a roll call.  
All in favor – Aye; Opposed – None. Motion carried.  
Chairman Haines congratulated Mr. Hesthag on his appointment.

**SECRETARY**

Chairman Haines called for nominations for the election of Secretary.  
Mr. Monte made a motion to nominate **David Kois**, seconded by Mr. Gladstone.  
All in favor – Aye; Opposed – None. Motion carried.  
Chairman Haines congratulated Mr. Kois on his appointment.

**RESOLUTION RATIFYING FAIR AND OPEN SELECTION PROCESS**

Chairman Haines called for a motion to approve, as provided.  
A motion was made by Mr. Gladstone, seconded by Mr. Monte.  
All in favor – Aye; Opposed – None. Motion carried.

**BOARD OF ADJUSTMENT ATTORNEY**

Chairman Haines called for a motion to appoint **Mark Anderson, Esq., Woolson Sutphen Anderson**, as the Board Attorney.  
A motion was made by Mr. Hesthag, seconded by Mr. Monte.  
All in favor – Aye; Opposed – None. Motion carried.

**BOARD OF ADJUSTMENT ENGINEER**

Chairman Haines called for a motion to appoint **William H.R. White, III, Maser Consulting, P.A.** as Board Engineer.  
A motion was made by Mr. Hesthag, seconded by Mr. Monte.  
All in favor – Aye; Opposed – None. Motion carried.

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**BOARD OF ADJUSTMENT ALTERNATE ENGINEER**

Chairman Haines called for a motion to appoint **Carroll Engineering** as Alternate Board Engineer.  
A motion was made by Mr. Hesthag, seconded by Mr. Monte.  
All in favor – Aye; Opposed – None. Motion carried.

**BOARD COURT REPORTER**

Chairman Haines called for a motion to appoint **Lucille Grozinski** as Board Court Reporter.  
A motion was made by Mr. Valcheck, seconded by Mr. Herbert.  
All in favor – Aye; Opposed – None. Motion carried.

**APPOINTMENT OF SUBCOMMITTEE(S)**

Chairman Haines asked for volunteers to serve on a Bylaws Subcommittee. Frank Hebert, Vice Chairman Ken Hesthag and Chairman Helen Haines will serve on the subcommittee.

**DESIGNATION OF OFFICIAL NEWSPAPER**

Chairman Haines indicated that The Hillsborough Beacon and The Courier News are the Official Newspapers.  
A motion was made by Mr. Monte, seconded by Mr. Hesthag.  
All in favor – Aye; Opposed – None. Motion carried.

**FIXING CHARGE FOR NOTICE OF MEETINGS**

Chairman Haines called for a motion to approve, as provided.  
A motion was made by Mr. Monte, seconded by Mr. Hesthag.  
All in favor – Aye; Opposed – None. Motion carries

**SETTING THE SCHEDULE OF MEETINGS**

After some discussion, the Board decided to eliminate the second meeting of each month except for July, where the first meeting will be canceled instead.  
A motion to adopt the annual schedule, as amended, was made by Mr. Monte, seconded by Mr. Hesthag.  
All in favor – Aye; Opposed – None. Motion carried.

**OPEN MEETING POLICY**

Chairman Haines called for a motion to approve, as provided.  
A motion was made by Mr. Monte, seconded by Mr. Suraci.  
All in favor – Aye; Opposed – None. Motion carried.

**ADOPTION OF BYLAWS**

Chairman Haines called for a motion to approve, as provided.  
A motion was made by Mr. Monte, seconded by Mr. Hesthag.  
All in favor – Aye; Opposed – None. Motion carried.

**ADJOURNMENT**

The meeting adjourned at 7:24 p.m.

*Respectfully Submitted by: David Kois, P.P., Deputy Director of Planning/Zoning Official/Board of Adjustment Secretary/Clerk*