

**BOROUGH OF INTERLAKEN
MINUTES- PLANNING BOARD
FEBRUARY 28, 2022 7:30 P.M.
BOROUGH HALL, 100 GRASSMERE AVENUE**

A meeting of the PLANNING BOARD of the Borough of Interlaken, Monmouth County, New Jersey was held on February 28, 2022, at 7:30 p.m. in the Borough Hall.

Chairman Papp opened the meeting, announced that the meeting was being held in accordance to the Open Public Meeting Act and that Notice of the meeting had been published in the Coaster. The announcement was followed by the Pledge of Allegiance.

ROLL CALL:

Present: Chairman Papp, Mr. Tilton, Ms. Dalton, Mr. Wasilishen, Mr. Weaver, Mr. Blasucci and Ms. Kane
Also Present: Planning Board Attorney Sanford Brown and Planning Board Secretary Gina Kneser
Late Arrival: 7:33pm Ms. Heinz
Absent: Vice Chairwoman Umfrid, Councilman Butler and Ms. Kapp

UPON MOTION of Ms. Dalton, seconded by Mr. Wasilishen carried, the Board approved the minutes of November 22, 2021 meeting.

ROLL CALL:

In Favor: Chairman Papp, Mr. Tilton, Ms. Dalton, Mr. Wasilishen, Mr. Weaver and Mr. Blasucci
Opposed: None
Ineligible: Ms. Kane
Abstain: None
Absent: Vice Chairwoman Umfrid, Councilman Butler, Ms. Kapp and Ms. Heinz (late arrival missed this vote)

UPON MOTION of Mr. Weaver, seconded Ms. Dalton, carried, the following resolution was adopted:

WHEREAS, There is a need for a Board Attorney, and

WHEREAS, FUNDS ARE AVAILABLE FOR THIS PURPOSE and the Local Public Contracts Law (N.J.S.A. 40A:11-1 et. seq.) requires that the appointments made without competitive bidding must be publicly advertised.

NOW, THEREFORE, BE IT RESOLVED by the Planning Board of the Borough of Interlaken, that:

The Planning Board hereby engages the services of SANFORD D. BROWN, ESQ. and the firm of Sanford D. Brown, L.L.C. as Board Attorney. These appointments are being made under the same terms and conditions as 2018 and for the term of one (1) year, effective January 1, 2022.

1. These appointments are being made without competitive bidding because these appointments involve a member of a recognized profession, licensed and regulated by law, and are, therefore, exempt under N.J.S.A. 40A:11-5.

2. The Planning Board Chairman and Secretary are hereby authorized and directed to execute agreement with SANFORD BROWN, ESQ.

3. A copy of this Resolution shall be published in The Coaster as required by law.

ROLL CALL:

In Favor: Chairman Papp, Mr. Tilton, Ms. Dalton, Mr. Wasilishen, Ms. Heinz, Mr. Weaver, Mr. Blasucci, and Ms. Kane

Opposed: None

Ineligible: None

Abstain: None

Absent: Vice Chairwoman Umfrid, Councilman Butler and Ms. Kapp

The following members were sworn in by Board Attorney Brown:

Margaret Dalton	Class II
Richard Tilton	Class IV

Chairman Papp congratulated newly sworn members.

Mr. Wasilishen NOMINATED Mr. Papp as PLANNING BOARD CHAIRPERSON, seconded by Mr. Weaver.

With no additional nominations, the Board voted and carried. The following resolution was adopted:

BE IT RESOLVED by the Interlaken Planning Board that the APPOINTMENT of Thomas Papp as Chairman for the year 2022 is hereby approved.

ROLL CALL:

In Favor: Chairman Papp, Mr. Tilton, Ms. Dalton, Mr. Wasilishen, Ms. Heinz, Mr. Weaver, Mr. Blasucci, and Ms. Kane

Opposed: None

Ineligible: None
Abstain: None
Absent: Vice Chairwoman Umfrid, Councilman Butler and Ms. Kapp

Chairman Papp thanked the Board for their vote.

Chairman Papp opened the floor for nominations for Vice Chairperson.

Mr. Tilton NOMINATED Ms. Umfrid as PLANNING BOARD VICE CHAIRPERSON, seconded by Ms. Dalton

Board Secretary Kneser stated that though Ms. Umfrid was unable to attend the meeting, Ms. Umfrid indicated prior to the meeting that she would accept the nomination should one be extended.

With no additional nominations, the Board voted and carried. The following resolution was adopted:

BE IT RESOLVED by the Interlaken Planning Board that the APPOINTMENT of Kathy Umfrid as Vice Chairwoman for the year 2022 is hereby approved.

ROLL CALL:

In Favor: Chairman Papp, Mr. Tilton, Ms. Dalton, Mr. Wasilishen, Ms. Heinz, Mr. Weaver, Mr. Blasucci, and Ms. Kane
Opposed: None
Ineligible: None
Abstain: None
Absent: Vice Chairwoman Umfrid, Councilman Butler and Ms. Kapp

Chairman Papp congratulated Vice Chairwoman Umfrid.

Chairman Papp opened the floor for nominations for the Planning Board Secretary.

Mr. Weaver NOMINATED Gina Kneser as PLANNING BOARD SECRETARY, seconded by Ms. Heinz.

With no additional nominations, the Board voted and carried. The following resolution was adopted:

BE IT RESOLVED by the Interlaken Planning Board that the APPOINTMENT of Gina Kneser as Board Secretary for the year 2022 is hereby approved.

ROLL CALL:

In Favor: Chairman Papp, Mr. Tilton, Ms. Dalton, Mr. Wasilishen, Ms. Heinz, Mr. Weaver, Mr. Blasucci, and Ms. Kane

Opposed: None

Ineligible: None

Abstain: None

Absent: Vice Chairwoman Umfrid, Councilman Butler and Ms. Kapp

UPON MOTION of Mr. Weaver, seconded by Mr. Wasilishen, carried, the following resolution was adopted:

BE IT RESOLVED by the Interlaken Planning Board that The Coaster and the Asbury Park Press are hereby designated as Official Newspapers for notices and matters as may be deemed necessary, according to law.

ROLL CALL:

In Favor: Chairman Papp, Mr. Tilton, Ms. Dalton, Mr. Wasilishen, Ms. Heinz, Mr. Weaver, Mr. Blasucci, and Ms. Kane

Opposed: None

Ineligible: None

Abstain: None

Absent: Vice Chairwoman Umfrid, Councilman Butler and Ms. Kapp

UPON MOTION of Mr. Wasilishen, seconded by Mr. Blasucci, carried, the following resolution was adopted:

WHEREAS, the Open Public Meetings Act is the law of the State of New Jersey and provides for Public Notices to be given to certain requirements concerning meetings of the Planning Board of the Borough of Interlaken, and

WHEREAS, the Planning Board of the Borough of Interlaken, and regular meetings and such meetings as may be necessary to carry out the business of the Planning Board and the Board wishes to adopt certain basic rules and regulations.

NOW, THEREFORE, BE IT RESOLVED that the following schedule is hereby adopted by said Board:

The regularly scheduled meetings of the Planning Board of the Borough of Interlaken shall be held at 7:30 PM on the third Monday of each month except in the case of legal holidays and other appropriate reasons when the meeting will be set forth as provided by law.

In the event of the Board's lack of business, notice will be given to an official newspaper of the Board on the cancellation of said meeting.

All meetings shall be held in the Borough Hall, 100 Grassmere Avenue, Interlaken, New Jersey.

THEREFORE, PURSUANT TO THIS RESOLUTION, the following dates for regular meetings shall be:

March 21, 2022	September 19, 2022
April 18, 2022	October 17, 2022
May 16, 2022	November 21, 2022
June 27, 2022*	December 19, 2022
July 18, 2022	January 23, 2023*
August 15, 2022	

*Moved to 4th Monday due to Holiday

THEREFORE, PURSUANT TO THIS RESOLUTION, the dates for work sessions shall be determined on an as needed basis and notice of work sessions will be published in The Coaster or the Asbury Park Press.

BE IT FURTHER RESOLVED that in the event regular meetings or additional meetings have to be held at a date, time and place other than set forth herein due to unforeseen circumstances or in any emergency or for other appropriate reason, same shall be held at a date, time and place set forth by the chairman or according to law, and published in The Coaster or the Asbury Park Press and one in the office of the Borough Clerk.

BE IT REOLVED that the Board requires that all applications and appropriate plans in support thereof be received at least fourteen (14) days prior to the regular meeting at which it is proposed that the matter be heard.

THEREAFTER, the Board, at its discretion, will advise the applicant of the specific hearing date to appear for public hearing by the Planning Board Administrative Officer when the application and plans have been determined to be complete.

ROLL CALL:

In Favor: Chairman Papp, Mr. Tilton, Ms. Dalton, Mr. Wasilishen, Ms. Heinz Mr. Weaver, Mr. Blasucci, and Ms. Kane

Opposed: None

Ineligible: None

Abstain: None

Absent: Vice Chairwoman Umfrid, Councilman Butler and Ms. Kapp

UPON MOTION of Mr. Weaver, seconded Councilman Butler, carried, the following resolution was adopted:

WHEREAS, There is a need for a Board Engineer and Planner, and

WHEREAS, FUNDS ARE AVAILABLE FOR THIS PURPOSE and the Local Public Contracts Law (N.J.S.A. 40A:11-1 et. seq.) requires that the appointments made without competitive bidding must be publicly advertised.

NOW, THEREFORE, BE IT RESOLVED by the Planning Board of the Borough of Interlaken, that:

The Planning Board hereby engages the services of PETER R. AVAKIAN, P.E., of Leon S. Avakian, Inc., as Board Engineer and Planner. These appointments are being made under the same terms and conditions as 2018 and for the term of one (1) year, effective January 1, 2022.

1. These appointments are being made without competitive bidding because these appointments involve a member of a recognized profession, licensed and regulated by law, and are, therefore, exempt under N.J.S.A. 40A:11-5.

2. The Planning Board Chairman and Secretary are hereby authorized and directed to execute agreements with PETER R. AVAKIAN, P.E.

3. A copy of this Resolution shall be published in The Coaster as required by law.

ROLL CALL:

In Favor: Chairman Papp, Mr. Tilton, Ms. Dalton, Mr. Wasilishen, Mr. Weaver, Mr. Blasucci, Ms. Heinz and Ms. Kane

Opposed: None

Ineligible: None

Abstain: None

Absent: Vice Chairwoman Umfrid, Councilman Butler and Ms. Kapp

UPON MOTION of Mr. Weaver, seconded by Mr. Blasucci, carried, the following resolution was adopted:

WHEREAS, the Planning Board of the Borough of Interlaken is required, pursuant to the N.J. S. A. 40:55D-70.1 and 40:55D-25c., reviewed at least once a year its decision on applications and appeals for variances, and to prepare and adopt by Resolution a report on its findings on Zoning Ordinance provisions which were subject of variance requests and its recommendations for Zoning Ordinance amendments or revisions, if any, and

WHEREAS, the Board has prepared a report, has discussed same, and find the report to be proper;

NOW, THEREFORE, BE IT RESOLVED, by the Planning Board of the Borough of Interlaken, as follows,

1. The report, a copy of which is attached hereto and incorporated herein, is approved.
2. The Chairman of the Board is hereby authorized to execute the report.
3. A copy of the report and the herein Resolution shall be forwarded to the Mayor and Council.

ROLL CALL:

In Favor: Chairman Papp, Mr. Tilton, Ms. Dalton, Mr. Wasilishen, Mr. Weaver, Mr. Blasucci, Ms. Heinz and Ms. Kane

Opposed: None

Ineligible: None

Abstain: None

Absent: Vice Chairwoman Umfrid, Councilman Butler and Ms. Kapp

UPON MOTION of Mr. Wasilishen, seconded by Mr. Blasucci, carried, the Board adjourned the meeting.

ROLL CALL:

In Favor: Chairman Papp, Mr. Tilton, Ms. Dalton, Mr. Wasilishen, Mr. Weaver, Mr. Blasucci, Ms. Heinz and Ms. Kane

Opposed: None

Ineligible: None

Abstain: None

Absent: Vice Chairwoman Umfrid, Councilman Butler and Ms. Kapp

Approved: _____
Mr. Papp, Chairman

Attest: _____
Gina Kneser, Secretary