

Borough of Pine Hill
Meeting
Planning and Zoning Board of Adjustments
December 14, 2017

Call to order: **Call to Order by Mr. Felix James 7:35 pm**

Pledge of the Flag: **Led by Felix James**

Sunshine Law: This is a regularly scheduled meeting of the Pine Hill Planning and Zoning Board. This meeting has been duly advertised and is in full compliance with the Sunshine Law.

Roll Call: **Present:** Mr. James, Mr. Waddington, Mr. Ford, Mr. Hagy, Mayor Green, Councilman Robb, Mrs. Ciotto, Mr. Green, Mrs. Jones, Mrs. Gilson
Absent: Mr. Castor
Professionals: Solicitor: Mr. Sitzler, Planner: Mr. Luste

Correspondence: **Mr. James:** you have The New Jersey Planner Vol 78, No. 5

Approval of Minutes: **Mr. James:** If everyone has had a chance to read the minutes I will entertain a motion to approve the minutes!

Mr. Hagy: Motion to approve

Mr. James: Is there a second

Mr. Ford: Second

Mr. James: Roll Call Please

Roll Call: All "Aye" minutes approved

Resolution 2017-14

Mr. James: Okay next we have resolution 2017-14; CHE Group; 127 Cross Keys Road; Final Site Plan

Mr. Sitzler: On the Resolution I wanted to let the board know I did get the lease. It came quickly after our last meeting and I did review it and it does encompass all the key points of our Resolution. There is some outstanding Escrows that Mr. Eisenberg has and I wrote to his lawyer about that just the other day and a verified that with Les and it does not mean the board should hold up on approving the resolution for that it just means that he is risking the whole thing. The Board can authorize the Zoning Officer to do shut down and issue a cease and desist; because that is condition of approval and based on the one response I got from his attorney that he needs to do that ASAP so I'm sure something will happen in the next week or so.

Mr. Gallagher: Can you send me a copy of that lease

Mr. Sitzler: Didn't I send you a copy of that

Mr. Gallagher: No. That way I can get a copy to the Zoning Office to make sure he has it.

Mr. James: Can I have a motion to approve the Resolution

Mr. Ford: Make a motion to approve

Mr. James: Is there a second

Mrs. Ciotto: Second

Mr. James: Roll Call Please

Roll Call Mayor Green and Councilman Robb abstained due to use variance all others "aye" (Resolution Approved)

Application 2017-3

Mr. James: Next we have application 2017-3

Mayor Green: Mr. Chairman I can't sit for this application since it is a use variance. I just wanted to let the board know the next meeting will be on January the 11th at 7:30 that will be the Reorganization for the Planning Board so make sure you attend if possible and the Borough Reorganization is Saturday January 6th at 11:00AM just so you know everyone is welcome. With that I want to wish everyone a Merry Christmas and Happy New Year.

Councilman Robb: I have to excuse myself for the same reason

7:47 Mayor Green and Councilman Robb are excused from the meeting

Mr. James: This is for application 2017-3; Gary Shuhart and Marnee Cinelli-Shuhart; 129 Cross Keys Road Block 131 Lot 36 Major Site Plan

Mr. Borbe: For the record I'm Robert Borbe and I'm the Attorney and at this time I would like to have the Engineer the Applicants and the Architect sworn in.

Mr. Sitzler: Alright whoever is going to be testifying please come up to the microphone

Mr. Sitzler then swore in the Shuhart's and professionals

Mr. Borbe: Do you want me to qualify the Engineer this evening? He testified previously

Mr. Sitzler: You mean about his credentials Mr. Borbe?

Mr. Borbe: Yes

Mr. Sitzler: There is no need. He has already been recognized as an expert during the use variance here

Mr. Borbe: Mr. Clancy Please state your name

Mr. Clancy: Hi: James A. Clancy, Professional Engineer and Professional Planner

Mr. Borbe: And you have testified previously is that correct

Mr. Clancy: Yes it is

Mr. Borbe: I would appreciate if you refer to your plans as I have a few questions

Mr. Clancy: Okay

Mr. Borbe: It is my understanding that there was a report that was prepared and dated December the 12th 2017. You got a copy of that report correct

Mr. Clancy: Yes and I coordinated with the Planner and I think there are only maybe two items that need discussion everything else we agreed to.

Mr. Borbe: Okay there are two items on page two Roman numeral two land use;

Mr. Clancy: On the sidewalks there is not that much in terms of sidewalk along the area; not sure what the rationale is behind it but if the Board is insistent upon it then we will install sidewalks.

Mr. Borbe: I have looked at that side of the road where are the sidewalks?

Mr. Clancy: I don't think there are any.

Mr. Borbe: If the area would increase in density would you agree to install sidewalks if other properties installed sidewalks to meet standards

Mr. Clancy: Sure

Mr. Sitzler: Mr. Borbe we dealt with next door neighbor applicant and we are aware that the County has a road widening project planned in the future and we don't know when they are going to start but it is on the books. Mr. Luste; do you want to comment?

Mr. Luste: With the other applicant an Escrow was established for the sidewalk and a time limit was put in place I think 5 years

Mr. Sitzler: 5 years

Mr. Luste: The County does not make the decision to move forward or come up with a design for the reconstruction of that area in that time the Escrow would be returned

Mr. Sitzler: Yes that is what we did it was an amount of money for a 5 year Escrow If the County puts one in, because we don't want you to put a sidewalk in and they rip it up

Mr. Borbe: That is correct and there is no other sidewalk there

Mr. Sitzler: That is what we did with the other applicant that is on the same road, but the other condition just so that you are aware is that if for some reason if the neighbors on both sides of you put a sidewalk up to property that you would agree to finish off your side.

Mr. Borbe: Yes I would agree to that

Mr. Sitzler: That would be the general condition that I would recommend to the board to be consistent with what we did with the other land owner

Mr. Borbe: What is interesting I talked to the County because the County Application was never filed and I'm working on that and I talked to a woman; just as a side line and she said; "oh we are thinking about it but I don't know when this is going to happen" she told me and that is interesting.

Mr. Luste: That is just part of their creed that is all just trying to protect them and ourselves. Now it should minimal biminimus coverage because it is a small area because it is a side lot

Mr. Borbe: How many parking spots

Mr. Clancy: 13

Mr. Borbe: What is the size of the spots?

Mr. Clancy: They require 10X20 we are proposing 9X18 I would have to double check I have it written down

Mr. Borbe: So you are asking for a waiver because it is 9X18 feet

Mr. Clancy: Yes because it is not like a shopping center; were people are driving in and out constantly we are going to park there and be there all day and then leave.

Mr. Borbe: Are there any areas of concern

Mr. Clancy: The only thing; well there was two I wanted to bring up. One was the turning radius to show tractor trailers can maneuver in the parking lot however most of the deliveries are box trucks if the site sees a tractor trailer once a year or every two years that is going to be a lot for them. Along with that the hope for help and support for a waiver for stone verses the paving which also goes along with the best practices for storm water so that we are not releasing oils from the site into the basin. The second issue is page one for additional testing because the surrounding area was residential or agricultural I'm sorry; it seems that in some point in time they excavated all that dirt out and made it almost like a gravel pit so there is no possibility of any environmental intrusion on our lot and anything that was possible on our lot would have backed out thru the deep cuts adjacent to the property.

So we ask for that to be waived.

Mr. Luste: with a conversation our Engineer Hugh Dougherty the fact that you are sheet blowing this another words you are not putting up and structures for the drainage we have no objection to you accomplishing the stone driveway with the condition that what we have heard about the semi would be very; very rare because if they would be turning constantly in there it would be pushing and moving the stone everywhere.

Mr. Clancy: I'm sure the applicant will provide additional testimony to that so it is on record if you would like that

Mr. Sitzler: Also so for your client's information there is another applicant on that road with stone and the Board ultimately approved it but required a maintenance plan for settling in and I would request to the board to be consistent and require it

Mr. Clancy: We can add notes to the plan

Mr. Sitzler: For example should dust blow up or stones that need to be replaced that there would be a maintenance plan in place

Mr. Clancy: I'm sure you have notes that were provided on the other plan and if you can just give them to me so that we can transfer them over to the plan so we can be consistent with what the maintenance is.

Mr. Luste: Okay we will send them to you

Mr. Borbe: Does anyone else have questions for the engineer?

Mr. Waddington: Yes I have a question. You are looking for a waiver for the parking spots of 9 feet wide. Why? It looks like there is space that you could still put 10 foot wide parking spots in there

Mr. Clancy: We are trying to reduce the amount of improvements which also reduces the amount of storm water that goes into the basin so it is a kind of reduction because we really don't need those large sizes can we give it to you yes but we don't need it so we would like to try to condense the improvements. And that also helps in storm water management

Mr. Waddington: Well I can tell you I drive a pickup truck and if you are going to have pickup trucks there I would recommend a 10 foot, and I would still like to see 10 foot wide

Mr. Clancy: Well really there is only going to be I believe; what two vehicles parking there or three

Mr. Shuhart: Yes

Mr. Clancy: So we have all these parking spaces that will never get used and I think you can answer that

Mrs. Cinelli-Shuhart: As far as the office space where the parking spaces are going to be in front of it is going to be myself, and his secretary that are going to be parking here we don't have people coming in and out visiting the office and his guy's that are going to be working are going to be parking in the back/ along the side of the building so the parking spots are there because they are required but we really only need two

Mr. Clancy: So instead of requesting a variance on the number of parking spaces we figured we would just provide them

Mr. Waddington: Thank You

Mr. James: There is parking in the back

Mr. Shuhart: It is an open lot so I just wanted a designated area for the guys to park so they are not using up the parking spaces, not that we have anybody coming in there. I figured it was closer to the building and they can have an egress to come into the shop area and not so much the office area.

Mr. Waddington: Where in the back?

Mrs. Cinelli-Shuhart: Now that it is turned I'm trying to look

Mr. Shuhart: It faces Cross Keys Road and looking to park here I mean this here is all vacant lot and we are keep that pretty much dirt and stone over here so we are going to have them park up in this area in front of the building.

Mr. Borbe: They are not there that long

Mrs. Cinelli-Shuhart: They pull in and park get in the work van and they leave, they are there all day when they are done work they come back when done work and they changeover

Mr. James: Okay so the purpose of them parking here is to give them convenience to the vans?

Mr. Shuhart: Basically to keep them out of the lot in case a truck comes

Mr. James: Where are the vans going to be kept?

Mr. Shuhart: The vans are going to be kept in the building

Mr. James: Okay

Mr. Luste: Question for the engineer. The parking in front of the office will be paved or will that be stoned?

Mr. Clancy: That will be stone, only the handicap space has to be paved

Mr. Sitzler: How are you going to designate each space?

Mr. Clancy: Curb bumper

Mr. Sitzler: Yes I think you need that it is important

Mr. Clancy: Curb bumpers will delineate each space and the handicap will obviously be asphalt and it will be striped and a sign

Mr. James: so if it is just a bumper it really doesn't matter how wide the space is

Mr. Clancy: Not really

Mr. Clancy: and all the other changes the Engineer and Planner requested we are willing to comply

Mr. Luste: I have a question for the applicant; I recall back at the use variance that you were going to have some of your service trucks housed overnight inside the warehouse

Mr. Shuhart: Yes inside the building; everything is going to be housed inside

Mr. Ford: And that is everything all the electrical stuff everything is inside the building no outside kind of storage

Mrs. Cinelli-Shuhart: The only thing out side will be the dumpster, for safety and it keeps things nicer longer

Mr. Clancy: Especially when you are that far back and it is not visible to the street

Mr. Luste: What will the sign look like?

Mr. Clancy: I can testify. What we will do is prepare what the sign will look like and submit that to the Engineer for approval I will comply with the zoning requirements for a size and shape

Mrs. Cinelli-Shuhart: We have a picture

Mr. Borbe: We have a picture we can submit

Mrs. Cinelli-Shuhart: The sign that we chose we made sure it was within your requirements

Mr. Hagy: While we are passing this around can we revisit the parking? On the rear of the building is that accurate?

Mr. Shuhart: It is not in the rear it is actually in the front of the building. This is the front of the building facing Cross Keys Road so I'm going to try to keep them parked over here so when the supply truck comes which the majority are box trucks from the supply houses. I don't get that many usually they go to the job site.

Mrs. Cinelli-Shuhart: And for those not familiar with the box truck it is the standard UPS delivery truck

Mr. Hagy: The parking you have on the side there is that for visitors

Mr. Shuhart: This is the warehouse

Mr. Clancy: That is for the employees and if someone would happen to straggle in there

Mr. Shuhart: We are not retail so nobody will be coming in to purchase anything. So nobody else will be coming in and parking there.

Mr. Hagy: Specifically with regards to parking down the side there is that considered a designated parking area? It won't be on the lawn? Will it be on rock?

Mr. Shuhart: That would be on stone

Mr. Hagy: On stone the same as the rest of the parking

Mr. Shuhart: Yes

Mr. Luste: I have a question for the Engineer. Will the monument sign going to be lit, back lit or not illuminated?

Mr. Shuhart: Can I answer that? What I was looking at if you look at the base I wanted the lighting to be inside the base shining up to the sign. You are not getting any direct light when you are driving down the road.

Mr. Luste: You are talking up lighting

Mr. Shuhart: Yes it is going to be up lit from the base

Mr. Green: How many employees do you have?

Mr. Shuhart: I have 9, myself, my wife and a secretary

Mrs. Cinelli-Shuhart: 9 workers and the office staff

Mr. Borbe: 3 onsite and the rest offsite

Mr. Waddington: so you have the potential of 12 vehicles

Mrs. Cinelli-Shuhart: The secretary will be there every day; I will be up there almost every day

Mr. Clancy: And the 9 will fluctuate out in the field it could be less or it could be more

Mr. Sitzler: This was brought up at the use variance this is a site plan. All of his employees once he tells us the hours of operation

Mr. Borbe: How many employees do you have?

Mr. Shuhart: I have 9 electricians; I have the secretary, my wife and myself

Mr. Borbe: What are your hours?

Mr. Shuhart: Our hours are 7 in the morning to 3:30

Mr. Borbe: And when they come they leave their vehicles and use the trucks

Mr. Shuhart: Yes that is correct

Mr. Borbe: And when they come back what do they do then?

Mr. Shuhart: They park the vans inside; jump in their cars and leave

Mr. Borbe: Just to get everybody an idea of the area: there are no residents in the area is that correct

Mr. Shuhart: No

Mr. Borbe: Now the Bureau of Fire prevention I want you to testify. What are you using the warehouse for?

Mr. Shuhart: Basically overflow of supplies, put some supplies on some shelving and park the trucks

Mr. Borbe: Can you get all the vehicles in there?

Mr. Shuhart: Yes

Mr. Borbe: Describe the vans with approximate width and length

Mr. Shuhart: The vans are work vans with utility bodies on them so they are approximately 8 foot wide and 18 foot long

Mr. Borbe: Are they all the same?

Mr. Shuhart: Yes they are Ford transit vans and I do have one bucket truck that we use very rarely

Mr. Borbe: What is a bucket truck?

Mr. Shuhart: It is a truck that elevates up to do sight work

Mr. Hagy: will that be housed on site?

Mr. Shuhart: Yes I have designated one spot in the building to park it

Mr. Borbe: Are there any questions about the trucks?

Mr. Waddington: Yes I'm going to ask my question again; because last time people were joking around so you couldn't hear me. You have a potential of having 12 vehicles there at one time correct?

Mr. Shuhart: Yes

Mr. Waddington: 9 employees plus yourself, your secretary, and your wife and you have 13 parking spaces here so why would you not use these parking spots instead of parking people in front in the middle of the parking lot instead of using the spaces that you have?

Mr. Shuhart: I wanted to leave the parking spots out front for maybe people who come in and want to go over drawings with us. I just didn't want to over crowd that area where it would be an inconvenience to us

Mr. Borbe: Do you sell anything out of there

Mr. Shuhart: No

Mr. Borbe: so what would be the purpose for anyone to come there?

Mr. Shuhart: basically salesman to sell stuff or I have people come over to look at a drawing

Mr. Clancy: I think if you look at the layout for his workers to park here and walk over here it is not going to happen they are going to want to park where they are going to have to walk a short distance. It is kind of common sense they are going to park there; jump in their vehicles and drive away

Mr. Waddington: I don't buy that but okay

Mr. Shuhart: I do have guys that come in and do side work so they will unload the van get there tools and put them in their truck and leave from there. So it would be a convenience I guess

Mr. Waddington: That I would buy

Mr. James: Any more questions

Mr. Waddington: I have one at the street at Cross Keys Road is there still going to be a curb and apron at the entrance?

Mr. Clancy: Whatever the county requires is what we have to do

Mr. Borbe: What kind of foliage or plans are you going to put?

Mr. Clancy: Well there was some concerns in the review letter that they wanted some mix of landscaping so we are going to comply with the engineer. So they are going to get a second look at it after we make the revision.

Mr. Borbe: The engineer says we do not recommend common boxes

Mr. Clancy: Yes we are going to take them out and replace them

Mr. Borbe: Any other questions for the individuals that are up here now? If not I would like to call the Architect.

Mr. Borbe: What is your full name?

Mr. Rudzenski: My name is David Rudzenski

Mr. Borbe: What is your occupation?

Mr. Rudzenski: I'm an Architect licensed by the State of New Jersey in 1984

Mr. Borbe: for the record have you ever testified before a board before?

Mr. Rudzenski: Yes I have testified before Voorhees Township, Camden and Egg Harbor Township but never before this board

Mr. Borbe: Where did you get your training?

Mr. Rudzenski: I graduated from Syracuse University in 1978

Mr. Borbe: I think that is sufficient to qualify

Mr. Sitzler: Does the board have any questions? I think that is sufficient to qualify him as an expert witness

Mr. Borbe: Can you explain the building

Mr. Rudzenski: It is a very simple building. Basically it is a 5 bay warehouse with an office component in the front; it is a pre-engineered building so it is pre-fabricated and brought to the site in pieces and assembled. This is what the building looks like it is finished in metal siding panels; the base building is a light gray the roof and the eaves are a dark gray as well as a dark gray wains coating around the office. This is the view from Cross Keys Road as you drive up the driveway you will be looking at this portion of the office.

Mr. Borbe: Documented they are not two buildings they are one building

Mr. Rudzenski: Yes it is one building. So this is the primary elevation from Cross Keys Road, this is the rear, this is the right side the office and this is the left side of the building. So if you go on Cross Keys Road the site has a very narrow driveway and the back opens up and most of this building will be hidden by the car wash so you are not really going to see much of this building. You will probably see this little piece of it.

Mr. Borbe: Approximately what is the size of the office?

Mr. Rudzenski: I believe it is 40'X40' about 1600 square feet

Mr. Borbe: What about the warehouse

Mr. Shuhart: 60'X100'

Mr. Rudzenski: 60'X100'

Mr. Borbe: I have no further questions of the Architect at this time. Also I would like placed on the record that on November 9th 2017 on behalf of my client we received a Fire Prevention Letter about the building and we comply with the ordinance.

Mr. Borbe: Any more questions from the Board?

Mr. Green: Is there any way to rearrange the parking on the building and move some of the spots to the other side of the building

Mr. Shuhart: We never thought about that I guess we could

Mr. Borbe: If that is what the Board wants; we are here to comply not to argue with the Board

Mr. James: it is my understanding it would be the parking spaces for the other employees not the cars

Mr. Clancy: Yes we would be looking at this row of parking here and rotate it down here

Mr. Borbe: If that what the Board wants I'm not going to argue

Mr. James: It seems senseless to have 9 or 10 spaces that you are not going to use if you can use them somewhere else and put them to use

Mr. Borbe: Sure

Mrs. Cinelli-Shuhart: It is my understanding that we have that many parking spots because that is what is required for square footage of the building, so that is why we have so many designated up here

Mr. Borbe: We will put them where ever you want them

Mr. James: So we have two variances?

Mr. Borbe: Parking the size of it, the asphalt and the aggregate

Mr. Sitzler: Just so the board is clear since it is stone and not striped it is not a huge difference between 9 or 10 there are not going to be line of trucks you are going to have to worry about

Mr. Waddington: Well let me ask you this if you are going to move these spots to here can we make them 10 foot? Then we don't need a waiver for those

Mr. Clancy: Once again you are increasing stone

Mr. Waddington: But you are already putting stone you just testified the whole parking lot is stone and you are going to park on there any way so Mr. Green recommended moving those spots over there where they are already going to be parking, so the stone is there and you won't need a waiver for that.

Mrs. Cinelli-Shuhart: That is fine

Mr. Borbe: I have no problem with that and my clients have no problem with that but the question is there are not going to be any painted lines there so 9 feet or 10 feet the cars are going to just pull in

Mr. Waddington: What happens when your client decides they want to pave it?

Mr. Borbe: Then of course they would have to come back before the Board anyway with respect

Mr. Clancy: The argument is typically a 10'X20' was established for shopping centers where you are constantly going in and out swinging your doors and closing them along with when the vehicles are larger when the vehicles started to downsize somewhat then a lot of towns and revised their ordinances to 9'X18'. Some of the older smaller towns never went in never went into revising their ordinances Pine Hill Possibly being one of them that are still sticking with the 10'X20' so that is why the request for waivers come up constantly because the ordinances have not been updated to come up with the times so in this case a 9'X18' and I'm sure your Planner will tell you the same thing is applicable to this site along with the waiver. Now if you want it and want us to with draw the waiver we will do it. But just throw extra stone in to comply to the ordinance when it is proven that 9'X18' is typical for this site to me is a little bit of a waste.

Mr. James: The problem with your argument is the whole this is going to be stone and there are going to be no lines so there is no problem with doing a 10'X20'

Mr. Borbe: We will withdraw the waiver

Mr. James: Now the other was you wanted a waiver for the asphalt

Mr. Clancy: That is correct

Mr. Borbe: That would help because there would be more impervious coverage and we don't need that unless we have to

Mr. James: I will entertain a motion for the waiver for the asphalt

Mr. Waddington: I will make the motion

Mr. James: Is there a second?

Mr. Haggy: I second

Mr. Sitzler: In hearing that there will be a maintenance plan

Mr. Borbe: Yes

Mr. Sitzler: Just so the Board is aware of that

Mr. James: Can I have a roll call?

Roll Call: All "aye" this waiver passed

Mr. Waddington: I make a motion to open the floor to the public

Mr. James: Is there a second

Mr. Ford: Second

Mr. James: The floor is now open to the public. Seeing no public; entertain a motion to close the floor

Mr. Waddington: Motion to close; seconded by Mr. Ford

Mr. James: All in favor

All "aye" floor closed

Mr. Sitzler: Can someone make a motion on the condition on the waiver previously voted on for subsequent approval. I have the conditions and letter of the Engineer and Planner dated December 12th, 2017. So they agreed to all the conditions and the only waiver that they asked for is the asphalt

Mr. Waddington: And they have to bring the sign to the Engineer

Mr. Sitzler: They have shown us what the sign looks like and they said the sign will be designed within our ordinance parameters but they will show that before it is installed or permits get issued

Mr. Clancy: The resolution will also show the 9 parking spaces will be moved to the side of the building

Mr. Sitzler: Yes the 9 parking spaces will be moved to front of the building in fact with general consciences of the Board

Mr. James: So I will entertain a motion

Mr. Ford: I will make the motion; seconded by Mr. Hagy

Mr. Sitzler: This is for the Major Site Plan approval they have presented to the Board; they have shown records for final Site Plan approval they have agreed to comply with everything in the Engineers recommendation of December 12th 2017 with the exception of the wavier that was granted which will be encompassed in this Resolution to be stone instead of asphalt and there will be a maintenance plan with the stone provided that they will comply with as far as the sidewalks at the base at the road that would be subject to a 5 year escrow in the event that the county does require that and improve the road that requires to put the side walk in and in adjacent that on either side for whatever reason they put a sidewalk in up to their property agree to continue it across their property. And that is what we agreed to and they also agreed to comply to the Fire District Letter all those requirements in the letter dated November 9th 2017 and agreed with the recommendation of the Board to move the 9 parking spaces to the front of the building. I believe that is everything

Mr. Clancy: Can we add one more thing?

Mr. Sitzler: Sure

Mr. Clancy: That no further investigation on the phase one, so we have it on the Resolution and we don't have to go back and copy it

Mr. Sitzler: I'm not sure I understand that; but we can put that in

Mr. Clancy: basically the Phase one report request further investigation because it was agriculture along the properties. There are nothing there anymore and we are doing all the surface work and we don't see the need to do anymore investigation. And your office agreed with that we just want it on the Resolution so it doesn't get forgot.

Mr. Sitzler: Okay; so I was not privy to that. Okay Mr. Luste did say their office did agree to that so that would also be a condition as part of the Resolution. Unless anyone has any questions I think that would be all for the Resolution

Mr. Gallagher: We have a motion and a second

Mr. James: Alright can we have a roll call please

Roll Call: All "aye" Major Site Plan approved

Open the floor: **Mr. James:** at this time I will entertain a motion to open the floor to the public

Mr. Ford: Make a motion seconded by Mr. Waddington

Mr. James: The floor is now open to the public. Seeing none make a motion to close

Mr. Hagy: Make a motion to close; Seconded by Mrs. Ciotto

Mr. James: The Floor is now closed to the public

Old Business: **Mr. James:** There is no old business

New Business: **Mr. James:** New business; the next meeting will be January the 11th 2018 and I believe the Mayor said that will be reorganization

Motion to Adjourn: **Mr. James:** at this point I will entertain a motion to adjourn

Mr. Waddington: So moved, second by Mr. Hagy

Mr. James: All in favor; all "aye"