



**BOROUGH OF ALPHA  
LAND USE BOARD**

1001 East Boulevard  
Alpha, New Jersey 08865

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**REORGANIZATION MEETING AGENDA**

Borough of Alpha Municipal Building  
January 18, 2023 7:00 PM

1. Call to Order: Open Public Meetings Notice- Attorney Steven Gruenberg
2. Oaths of Office:
  - John Fritts – Class 2
  - Mike Schwar – Class 3
  - Charles Bodogh, Jr. – Class 4 to a four-year term expiring 2026
3. Roll Call:  
Mr. Bodogh, Ms. Dalrymple, Mr. Dragotta, Mayor Dunwell, Mr. Fey, Mr. Fritts, Mr. Schwar, and Mr. Seiss.
4. Election of Board Chairman
5. Election of Board Vice Chairman
6. Resolutions:
  - **RESOLUTION 2023-01**  
**RESOLUTION BY THE LAND USE CHAIRPERSON AND LAND USE BOARD OF THE BOROUGH OF ALPHA, WARREN COUNTY, STATE OF NEW JERSEY, IN REGARD TO REGULAR MEETINGS**
  - **RESOLUTION 2023-02**  
**RESOLUTION BY THE LAND USE BOARD OF THE BOROUGH OF ALPHA, WARREN COUNTY, NEW JERSEY FOR PURPOSE OF APPOINTING A SECRETARY FOR THE CALENDAR YEAR 2023 – DONNA MESSINA**
  - **RESOLUTION 2023-003**  
**A RESOLUTION AUTHORIZING THE HIRING OF LAND USE BOARD COUNSEL– STEVEN P. GRUENBERG**
  - **RESOLUTION 2023-04**  
**RESOLUTION AUTHORIZING THE AWARD OF A NON-FAIR AND OPEN CONTRACT FOR BOROUGH ENGINEER – VAN CLEEF ENGINEERING**

➤ **RESOLUTION 2023-05**  
**RESOLUTION AUTHORIZING THE AWARD OF A NON-FAIR AND OPEN**  
**CONTRACT FOR BOROUGH CONFLICT ENGINEER – FINELLI CONSULTING**  
**ENGINEERS**

7. Public Comment
8. Executive Session (As Needed)
9. Adjournment

**BOROUGH OF ALPHA  
RESOLUTION 2023-01  
RESOLUTION BY THE LAND USE CHAIRPERSON AND LAND USE BOARD OF THE  
BOROUGH OF ALPHA, WARREN COUNTY, STATE OF NEW JERSEY, IN REGARD TO  
REGULAR MEETINGS**

**WHEREAS**, Section 13 of the Open Public Meetings Act, Chapter 231, P.L. 1975, requires that at least once a year not later than January 10th of such year shall post and mail to newspapers designated by said body the Regular Meeting dates during the succeeding year.

**NOW, THEREFORE BE IT RESOLVED** by the Land Use Chairperson and Land Use Board of the Borough of Alpha, County of Warren, State of New Jersey that Regular Meetings of the Alpha Borough Council shall be held at 7:00 pm prevailing time, or otherwise as indicated below for the year 2023 and for January 2024 reorganization, meetings shall be duly advertised according to Section 13 of the Open Public Meetings Act, Chapter 231. The dates of said meetings are as follows:

February 15	August 16
March 15	September 20
April 19	October 18
May 17	November 8 (2 <sup>nd</sup> Wednesday)
June 21	December 20
July 19	
January 17, 2024 (Re-organization) & Regular Meeting	

**BE IT FURTHER RESOLVED** that all meetings shall be held at the Borough Municipal Building, 1001 East Boulevard, Alpha, NJ 08865 and are open to the public.

**BE IT FURTHER RESOLVED** that the Star Ledger and the Hunterdon County Democrat be designated as the official newspapers and should be authorized for all legal publications and notices required for publication according to law.

**BE IT FURTHER RESOLVED** that the format for regular meetings of the Land Use Board be as follows:

*Regular Meeting Agenda*

Call to Order  
Roll Call  
Resolutions  
Approval of Minutes  
Engineer Reports  
Old Business  
New Business  
Correspondence  
Public Comment  
Executive Session (*As Needed*)  
Adjournment

This resolution is available for public inspection in the office of the Land Use Board at the Municipal building, 1001 East Boulevard, Alpha, New Jersey.

**RESOLUTION 2023-02**  
**RESOLUTION BY THE LAND USE BOARD OF THE BOROUGH OF ALPHA,**  
**WARREN COUNTY, NEW JERSEY FOR PURPOSE OF APPOINTING A**  
**SECRETARY FOR THE CALENDAR YEAR 2023**

**WHEREAS**, per N.J.S.A. 40:55D-24 “Organization of Planning Board” the Land Use Board has the statutory authority to select professionals such as an attorney, a secretary or create or fill any other offices it deems necessary.

**BE IT RESOLVED**, by the Land Use Board of the Borough of Alpha, Warren County, New Jersey as follows:

Donna Messina is hereby hired as Secretary for the Land Use Board for the calendar year 2023 at an annual salary of \$15,200.00. Said salary shall be paid on a bi-weekly basis.

This resolution is available for public inspection in the office of the Land Use Board at the Municipal building, 1001 East Boulevard, Alpha, New Jersey.

**RESOLUTION 2023-03  
BOROUGH OF ALPHA  
A RESOLUTION AUTHORIZING THE  
HIRING OF A NON-FAIR AND OPEN CONTRACT FOR  
LAND USE BOARD COUNSEL**

**WHEREAS**, the Borough of Alpha Land Use Board, has a need to acquire the goods or services to be provided hereunder as a non-fair and open contract pursuant to the provisions of *N.J.S.A.* 19:44A-20.4 or 20.5, as applicable; and,

**WHEREAS**, it has determined and certified in writing that the value of the acquisition will exceed \$17,500; and

**WHEREAS**, the Land Use Board of the Borough of Alpha deems the hiring of a Land Use Board lawyer to be in the best interests of the Borough of Alpha; and

**WHEREAS**, certain contracts may be awarded without competitive bidding as a “Professional Service” under provisions of the Local Public Contracts Law as provided by *NJSA* 40A:11-5 because such services are required to be performed by a person authorized by law to practice a recognized profession and it is not possible to obtain competitive bids.

**NOW THEREFORE BE IT RESOLVED**, by the Land Use Board of the Borough of Alpha that Steven P. Gruenberg, Esq., a New Jersey licensed attorney, be hired or retained as Land Use Board counsel for the Borough of Alpha for the calendar year 2023 at a rate of \$165.00 per hour, minimum charge if no meeting is held; \$75.00 per hour for paralegal.

**BE IT FURTHER RESOLVED**, that the Land Use Board Chairman and Land Use Board Secretary are hereby authorized to execute the contract and any related documents.

**BE IT FURTHER RESOLVED** that the Land Use Board Secretary shall publish such notice as required under the law. This appointment is made without competitive bidding as professional services under the provisions of the Local Public Contracts Law, as provided in *N.J.S.A.* 40A:11-5, because said office requires services performed by person or persons qualified to practice recognized professions, and it is not possible to obtain competitive bids, and according to other applicable statutes.

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**RESOLUTION 2023-04**  
**RESOLUTION AUTHORIZING THE AWARD OF A NON-FAIR AND OPEN CONTRACT FOR**  
**LAND USE BOARD ENGINEER**

**WHEREAS**, the Borough of Alpha Land Use Board, has a need to acquire the goods or services to be provided hereunder as a non-fair and open contract pursuant to the provisions of *N.J.S.A.* 19:44A-20.4 or 20.5, as applicable; and,

**WHEREAS**, it has determined and certified in writing that the value of the acquisition will exceed \$17,500; and

**WHEREAS**, the anticipated term of this contract is one year; and

**WHEREAS**, Van Cleef Engineering Associates. has submitted a proposal or request indicating they will provide the services of Land Use Board Engineer per their municipal qualifications package for engineering services to the Borough of Alpha Land Use Board; and

**WHEREAS**, Van Cleef Engineering Associates has completed and submitted a Business Entity Disclosure Certification which certifies that they or any of their employees have not made any reportable contributions to a political or candidate committee in the Borough of Alpha in the previous one year, and that the contract will prohibit them from making any reportable contributions through the term of the contract; and

**NOW THEREFORE, BE IT RESOLVED**, that the Land Use Board Chairman and Land Use Board Secretary are hereby authorized to execute the contract and any related documents.

**BE IT FURTHER RESOLVED** that the Business Disclosure Entity Certification and the Determination of Value be placed on file with this resolution.

**BE IT FURTHER RESOLVED** that the Land Use Board Secretary shall publish such notice as required under the law. This appointment is made without competitive bidding as professional services under the provisions of the Local Public Contracts Law, as provided in *N.J.S.A.* 40A:11-5 because said office requires services performed by person or persons qualified to practice recognized professions, and it is not possible to obtain competitive bids, and according to other applicable statutes.

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**RESOLUTION 2023-05**  
**RESOLUTION AUTHORIZING THE AWARD OF A NON-FAIR AND OPEN CONTRACT FOR**  
**LAND USE BOARD CONFLICT ENGINEER**

**WHEREAS**, the Borough of Alpha Land Use Board, has a need to acquire the goods or services to be provided hereunder as a non-fair and open contract pursuant to the provisions of *N.J.S.A.* 19:44A-20.4 or 20.5, as applicable; and,

**WHEREAS**, it has determined and certified in writing that the value of the acquisition will exceed \$17,500; and

**WHEREAS**, the anticipated term of this contract is one year; and

**WHEREAS**, Finelli Consulting Engineers, Inc. has submitted a proposal or request indicating they will provide the services of Land Use Board Engineer per their municipal qualifications package for engineering services to the Borough of Alpha Land Use Board; and

**WHEREAS**, Finelli Consulting Engineers, Inc. has completed and submitted a Business Entity Disclosure Certification which certifies that they or any of their employees have not made any reportable contributions to a political or candidate committee in the Borough of Alpha in the previous one year, and that the contract will prohibit them from making any reportable contributions through the term of the contract; and

**NOW THEREFORE, BE IT RESOLVED**, that the Land Use Board Chairman and Land Use Board Secretary are hereby authorized to execute the contract and any related documents.

**BE IT FURTHER RESOLVED** that the Business Disclosure Entity Certification and the Determination of Value be placed on file with this resolution.

**BE IT FURTHER RESOLVED** that the Land Use Board Secretary shall publish such notice as required under the law. This appointment is made without competitive bidding as professional services under the provisions of the Local Public Contracts Law, as provided in *N.J.S.A.* 40A:11-5 because said office requires services performed by person or persons qualified to practice recognized professions, and it is not possible to obtain competitive bids, and according to other applicable statutes.

This resolution is available for public inspection in the office of the Land Use Board at the Municipal building, 1001 East Boulevard, Alpha, New Jersey.