

**RIVERTON BOROUGH PLANNING BOARD**  
**2025 Reorganization Meeting Minutes**  
**January 28,2025 at 7 o'clock p.m.**

**OPEN PUBLIC MEETING ACT STATEMENT**

Public Notice of this meeting has been given in the following manner:

- 1) Posting written notice on the official bulletin board and the door of the Borough Hall on January 30, 2024.
- 2) Having sent written notice to the Burlington County Times on January 30, 2024.
- 3) Forwarding written notice for informational purposes only to the Courier Post on January 30, 2024.

This Reorganization Meeting of the Riverton Borough Planning Board was held on the above date at 505A Howard Street.

**ROLL CALL:**

- Mayor Quinn, Present
- Councilman Wilburn, Present
- Mr. Ruggiano, Present
- Mr. Della Penna, Present
- Mr. Martin, Present
- Mr. Levins, Present
- Ms. Reis, Present
- Mr. Paszkiewicz, Present
- Mr. Brandt, Present
- Mr. Threston, Present
- Mr. Flade (1<sup>st</sup> Alt), Not present
- Mr. Aird (2<sup>nd</sup> Alt), Present
  
- Solicitor Koutsouris, Present
- Engineer Hanson, Present
- Planner Taylor, not Present

**SELECTION OF CHAIR, VICE CHAIR AND SECRETARY:** Bob Martin nominated Joe Threston for Chair, Joe DellaPenna seconded the motion, and all present voted in favor. Bob Martin nominated Kerry Brandt for Vice Chair, Joe DellaPenna seconded the motion, and all present voted in favor. Joe Threston nominated Kerry Brandt to act as Recording Secretary for this night's Reorganization and Regular meetings, Bob Martin seconded the motion, and all present voted in favor. Joe Threston and Kerry Brandt were sworn in.

**NEW/RE-APPOINTED MEMBER(S):** Doug Aird, having been re-appointed by Mayor Quinn as an alternate, was sworn in.

**BOARD PROFESSIONALS:** Environmental Resolutions, Inc. (ERI) and Taylor Design Group, Inc. (TDI), both previous years' Planning Board Professionals, were the only respondents to the Request For Proposals (RFPs) for Planning Board Engineer and Planner, respectively. Mr. Ruggiano made a motion to approve ERI as the Board Engineer and TDI as the Board Planner. Mr. Wilburn seconded the motion, and all members voted in favor. There were two respondents to the RFPs for Planning Board Solicitor, including the previous year's Solicitor, KG Law Group. It was noted that KG Law Group had slightly lower hourly rates and the Board was satisfied with their performance. Doug Aird made a motion to select KG Law Group as the Planning Board Solicitor, Bob Martin seconded the motion, and all present voted in favor.

**2025 MEETING DATES:** A list of meeting dates in 2025 and January 2026, all on the 4<sup>th</sup> Tuesday of each month including 12/23/25, was distributed and discussed. Joe DellaPenna made a motion to approve the meeting dates, Doug Aird seconded the motion, and all voted in favor.

**PUBLIC PORTION:** The meeting was opened to public comment on reorganization matters only, noting there would be public comment at the subsequent regular meeting on other matters. There was no public comment, and the meeting was closed to public comment.

**ADJOURNMENT:** Mr. Martin motioned to adjourn the Hearing and Mr. Della Penna seconded the motion. All approved in the affirmative.

Respectfully Submitted:  
Kerry Brandt, Acting Secretary  
RIVERTON PLANNING BOARD  
Adopted on: February 25, 2025