

**CONSENT AGENDA
FOR THE MEETING OF THE MAYOR AND COUNCIL OF THE BOROUGH OF SUSSEX
AT 2 MAIN STREET, SUSSEX NJ HELD ON
September 20, 2016**

ALL MATTERS LISTED BELOW ARE CONSIDERED ROUTINE IN NATURE AND WILL BE ENACTED BY ONE MOTION. THERE WILL BE NO SEPARATE DISCUSSION OF THE ITEMS. IF ANY DISCUSSION IS DESIRED, THAT PARTICULAR ITEM WILL BE REMOVED FROM THE CONSENT AGENDA AND WILL BE CONSIDERED SEPARATELY.

CORRESPONDENCE (ACCEPTANCE FOR FILING ONLY OF THE FOLLOWING):

1. Letter from Mario Poggi, dated August 26, 2015, regarding Borough Ordinance 19, Section 17.2 (Off-Street Parking Requirements).

REPORTS (ACCEPTANCE FOR FILING OF THE FOLLOWING):

1. Clerk's Report for the month of August 2016.
2. Water Sewer Collector Report for the month of August 2016.
3. Tax Collector's Report for the month of August 2016.
4. Construction Department Report for the month of August 2016.
5. Property Maintenance Department Report for the month of August 2016.
6. Sussex Borough Zoning Report for August 2016.
7. Grant Writer's Report August 2016.
8. Sussex Borough Cash Report August 2016.
9. Delinquent Utility Properties Report as of September 16, 2016.
10. Unpaid Utility Properties Report as of September 16, 2016.
11. Water Shut Off Report as of September 16, 2016.

APPLICATIONS (APPROVAL OF THE FOLLOWING):

RESOLUTIONS: (APPROVAL OF THE FOLLOWING):

1. Payment of bills for the meeting of September 20, 2016.

RECEIVED

AUG 26 7 5



BY

August 26, 2016

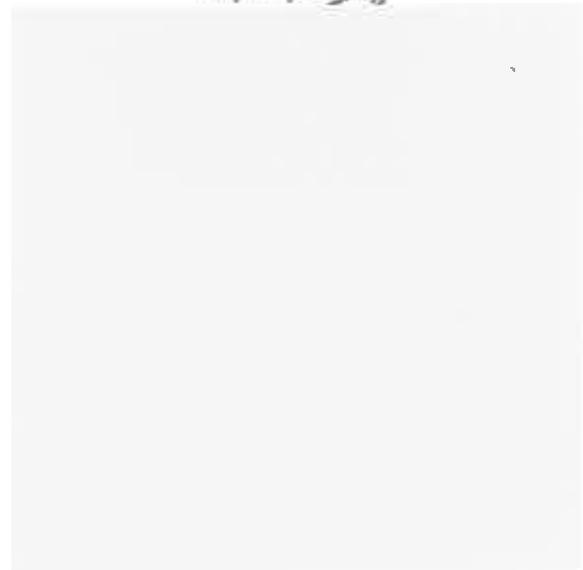
Mayor and Council
Sussex Borough
Borough Hall
2 Main Street
Sussex, NJ 07461

Dear Mayor and Council,

I am writing to you today to request that Borough Zoning Ordinance 19, Section 17.2 (Off-Street Parking Requirements) subsection a, be amended. The line in question reads "In no case shall parking areas be approved for locations between the dwelling unit and the sidewalk or roadway". As you can easily see, this puts virtually every citizen in our borough who owns a vehicle and parks it in their driveway in front of their home in violation of this ordinance, and if enforced, subject to a fine. It also is a road block to many home improvements to the front of a home.

I ask that you consider to vote to amend this ordinance to remove this one sentence so that a homeowner wishing to make improvements to their home, installing a parking pad in front of their home, widening an existing driveway or making any other similar upgrade as to improve parking in this Borough is not burdened or restricted from doing so.

Very Respectfully,



19-17 OFF-STREET PARKING AND LOADING REQUIREMENTS.**19-17.1 Construction.**

All off-street parking areas other than single family residential parking areas shall be surfaced with an asphalt, bituminous or cement binder pavement which shall be graded and drained to dispose of all surface water as approved by the borough engineer. In residential zones parking areas may be either paved or covered with shale, gravel, stone or other like material to a minimum depth of four inches. (Ord. 9/5/78, §17.1)

19-17.2 Off-Street Parking Requirements.

All uses permitted or conditionally permitted in any of the districts herein established shall provide minimum off-street parking as follows:

- a. For each dwelling unit, two spaces, except where specified otherwise. All parking areas shall be either to the side or rear of a dwelling unit. In no case shall parking areas be approved for location between the dwelling unit and the sidewalk or roadway. In the case of corner properties, parking shall be restricted to the rear and side of the building opposite the street-side of the property.
- b. For a church, theatre or other use involving the assembly of persons, one space for every four seats or seating accommodations.
- c. For a hospital, clinic, nursing home, motel, hotel, or similar use one space for every two beds, plus one for each employee in the maximum working shift. One off-street loading space shall be provided for each 30,000 square feet of gross floor area and an ambulance space shall also be provided.
- d. For a school, educational institution, municipal or governmental building or a similar use, one space for each employee, plus adequate parking for visitors.
- e. For a restaurant or similar use one space for every four seats plus one for every employee.
- f. For a professional office or studio, one space for each 200 square feet of gross floor area so used or one and one-half for each employee, whichever is greater.
- g. For shopping centers and offices as follows:
 1. Shopping centers 5.5 off-street parking spaces per 1,000 square feet gross leasable area.
 2. Medical offices one off-street parking space for every 150 square feet rentable floor space.
 3. Other offices one off-street parking space per 180 square feet rentable floor space.
- h. For all agricultural uses - adequate area for the storage of all equipment and vehicles.
- i. For business uses, one off-street parking space shall be required for each employee estimated to be working at any one time plus one space for each 350 square feet of floor selling or service area of the building.
- j. For a funeral home four spaces for each 200 square feet so used, and one space for each additional vehicle.
- k. For light industrial and utility uses - one space per employee on peak shift.
 1. For wholesaling and warehousing; one space per employee on peak shift, plus visitor parking for minimum three vehicles.
- m. For all general commercial uses not specified above, off-street parking shall be adequate for the particular use as required by the approving municipal agency on site plan review.
- n. All off-street parking areas shall be used solely for the parking of motor vehicles and no commercial repair work or service of any kind shall be conducted on such parking lot. No signs other than entrance, exit and condition of use sign shall be maintained.
- o. Off-street parking facilities shall be provided on the same lot with the permitted principal building except that owners of two or more business buildings may jointly sponsor off-street parking facilities provided that the area of the parking facilities equal the total parking area requirements of each owner participating therein and comply in all respects with the requirements of this section.
- p. Parking lots one acre or larger in size shall provide 20 percent of the gross area for evenly distributed landscaped plantings.
- q. *Illumination.* Illumination for all parking facilities other than those required for residential use shall be provided during night time operating hours. Illumination shall be shielded from roads and adjoining property.
- r. *Off-Street Loading Requirements.* Each business use shall provide off-street loading space at the side or rear of the building at the rate of one space (ten feet by 25 feet with adequate ingress and egress) for each 5,000 square feet of floor area or a fraction thereof in each building.

Cash Book Full Listing

Ordance

0

Cash Book Date : 08/31/16

Page 1

Fri Sep 2 11:14:03 2016

Dep #	Date	Paid By	Id Num	Block	Lot	Qual	Prior	Currt	Pre-Paid	Interest	Other	Mode	Total	
1	8/03/16	Elizabeth Kieffer	3269	PARKING PER							50.00	c ca	50.00	
1	8/03/16	Colleen Little	3270	BIRTH CERT.							10.00	c ca	10.00	
1	8/08/16	Gerard Prinssen	3271	BIRTH CERT.							10.00	c ca	10.00	
1	8/08/16	David Hough	3272	BIRTH CERT.							10.00	c ck	10.00	
1	8/08/16	Philikp Seelinger	3273	BIRTH CERT.							20.00	c ck	20.00	
1	8/10/16	Lisa Sandersen	3274	PARKING PER							25.00	c ck	25.00	
1	8/10/16	Ferguson-Wilson	3275	DEATH CERT							140.00	c ck	140.00	
1	8/10/16	Ferguson-Restelli	3276	DEATH CERT							90.00	c ck	90.00	
1	8/10/16	Ferguson-Ettinger	3277	DEATH CERT							30.00	c ck	30.00	
1	8/10/16	Ferguson-Torppey	3278	DEATH CERT							70.00	c ck	70.00	
1	8/16/16	Pinkel-Blow	3279	DEATH CERT							30.00	c ck	30.00	
1	8/16/16	Ferguson-DeKorte	3280	DEATH CERT							100.00	c ck	100.00	
1	8/16/16	Bryan Mahon	3281	PARKING PER							50.00	c ck	50.00	
1	8/16/16	Klaas Hickey	3282	BIRTH CERT.							10.00	c ca	10.00	
1	8/16/16	Terry Soules	3283	BIRTH CERT.							10.00	c ca	10.00	
1	8/17/16	Elizabeth Town Gas	3284	ROAD OPEN							150.00	c ck	150.00	
1	8/17/16	Elizabeth Town Gas	3285	ROAD OPEN							150.00	c ck	150.00	
1	8/17/16	George R Prout	3286	DEATH CERT							10.00	c ca	10.00	
1	8/30/16	Kenneth Miller	3287	PARKING PER							25.00	c ck	25.00	
1	8/31/16	Pinkel-Havens	3288	DEATH CERT							60.00	c ck	60.00	
1	8/31/16	Pinkel-Russell	3289	DEATH CERT							80.00	c ck	80.00	
1	8/31/16	Pinkel-Martins	3290	DEATH CERT							100.00	c ck	100.00	
1	8/31/16	Pinkel-Donahue	3291	DEATH CERT							150.00	c ck	150.00	
Total for Deposit Number 1 :								0.00	0.00	0.00	0.00	1380.00		1380.00

Description	Month To Date	Year To Date
Prior Year Collected :	0.00	0.00
Current Year Collected :	0.00	0.00
Pre Payments Collected :	0.00	0.00
Interest Collected :	0.00	0.00
PARKING PER :	150.00	150.00

Cash Book Full Listing

Ordance

0

Cash Book Date : 08/31/16

Page 2

Fri Sep 2 11:14:03 2016

Dep. #	Date	Paid By	Id Num	Block	Lot	Qual	Prior	Currt	Pre-Paid	Interest	Other	Mode	Total
Description		Month To Date		Year To Date									

ROAD OPEN	:		300.00		300.00							
DEATH CERT	:		860.00		860.00							
BIRTH CERT.	:		70.00		70.00							
Account Totals	:		1380.00		70.00							

UTILITY RECEIPTS SUMMARY REPORT from: 8/ 1/16 to 8/31/16
 Thu Sep 1 11:04:13 2016

Service Description	Code	Paid	Adjusted	Receipt Mod	Voided	OvrPd/Appld	Refunded	Adjusted Final Payments
Water Rents	W	148,698.16	10,541.95	0.00	0.00	4.69-	0.00	148,693.47
Sewer Rents	S	118,111.56	1,897.34	0.00	0.00	0.00	0.00	118,111.56
Interest on Water	I	559.56	0.00	0.00	0.00	0.00	0.00	559.56
Interest on Sewer	N	539.67	0.00	0.00	0.00	0.00	0.00	539.67
Final Reading	F	0.00	0.00	0.00	0.00	4.69	0.00	4.69
Misc. Service Calls	M	784.21	0.00	0.00	0.00	0.00	0.00	784.21
Hydrants	H	62.50	0.00	0.00	0.00	0.00	0.00	62.50
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Total		268,755.66	12,439.29	0.00	0.00	0.00	0.00	268,755.66

Totals By Utility:

Service Description	Paid	Adjusted	Receipt Mod	Voided	OvrPd/Appld	Refunded	Adjusted Final Payments
Water	149,257.72	10,541.95	0.00	0.00	0.00	0.00	149,257.72
Sewer	118,651.23	1,897.34	0.00	0.00	0.00	0.00	118,651.23
Miscellaneous	846.71	0.00	0.00	0.00	0.00	0.00	846.71
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Total	268,755.66	12,439.29	0.00	0.00	0.00	0.00	268,755.66

Collector's Cash Book Breakdown for August 2016. The Last Deposit Slip Number Was 99.

SUSSEX BOROUGH TAX COLLECTOR

Wed Sep 15:10:31 EDT 2016

Description	Month To Date	Year To Date	Account
Tax Search	0.00	0.00	01400104
Tap Lien	0.00	47,497.80	01400104
Dup Bill	0.00	0.00	01400104
Tax Lien	21,417.20	67,410.10	01400104
Lieu Tax	0.00	0.00	01400104
Unallocated	0.00	0.00	01400104
Sc Dis	0.00	0.00	01400104
Miscellaneous	0.00	0.00	01400104
REC FEE	0.00	0.00	01400104
RETURN CHECK	0.00	0.00	01400104
MCKAY	0.00	0.00	01400104
2013 Taxes	0.00	413.36	
2014 Taxes	0.00	577.77	
2015 Taxes	958.92	69,734.49	
Prior Year Taxes	958.92	70,725.62	01400104
Current Year Taxes	740,019.72	2,614,865.52	01400104
Prepaid Taxes 2017	0.00	8,691.13	01400104
Interest	1,119.18	14,880.19	01400104
General Account Totals	763,515.02	2,824,070.36	
PREMIUM	0.00	0.00	
CANCEL CERT	0.00	0.00	
Totals for All Accounts	763,515.02	2,824,070.36	

Respectfully Submitted
Melissa Cator
Tax Collector

Wed Sep 7 15:14:43 EDT 2016

THIS IS NOT AN AUDIT REPORT DO NOT GIVE
TO AUDITORS

SUSSEX BOROUGH TAX COLLECTOR
Collector's Percentage Collected to 9/07/16

Quarter 1 Taxes Due : 930,715.11
Quarter 1 Adjustments : 0.00
Quarter 1 Taxes Paid : 906,589.99-
Quarter 1 Open Balance : 24,125.12
Quarter 1 Collection Rate : 97.40789%

Quarter 2 Taxes Due : 930,712.25
Quarter 2 Adjustments : 50,750.24-
Quarter 2 Taxes Paid : 850,078.59-
Quarter 2 Open Balance : 29,883.42
Quarter 2 Collection Rate : 96.78919%

Quarter 3 Taxes Due : 1,019,788.81
Quarter 3 Adjustments : 1,528.39-
Quarter 3 Taxes Paid : 954,525.85-
Quarter 3 Open Balance : 63,734.57
Quarter 3 Collection Rate : 93.75022%

Quarter 4 Taxes Due (Inc A/O) : 1,019,785.91
Quarter 4 Adjustments (Inc A/O) : 1,528.38-
Quarter 4 Taxes Paid (Inc A/O) : 9,622.38-
Quarter 4 Open Balance (Inc A/O) : 1,008,635.15
Quarter 4 Collection Rate (Inc A/O) : 1.09344%

Total Tax Due : 3,913,502.08
Total A/O Due : 0.00
Total Deductions : 12,500.00-

Total Net Tax Due : 3,901,002.08
Total Tax Paid : 2,720,816.81-
Total A/O Paid : 0.00
Total Over Paid : 469.55
Total Adjustments : 53,807.01-

Total Percent Balance: 1,126,847.81 Collection Rate : 69.73458%
Total Percent Balance: 1,126,847.81 Rate Inc Home Benifit: 71.01203%

Transfer to O/P Rec : 0.00
Total Open Balance : 1,126,847.81

Total Interest Paid : 4,219.74
Total A/O Int Paid : 0.00

Month	Current Year	Add/Omit	Cash Book	Difference	OP Applied	Disallow	Allow	Appeals	Trans O/P	Remit	Home Rep
Pre Pay	42,694.41	0.00	0.00	42,694.41							
January	278,676.34	0.00	278,676.34	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
February	549,162.99	0.00	549,162.99	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
March	37,042.96	0.00	37,042.96	0.00	61,391.88	0.00	0.00	0.00	0.00	0.00	0.00
April	213,133.25	0.00	213,133.25	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
May	517,941.71	0.00	517,941.71	0.00	0.00	0.00	0.00	0.00	0.00	0.00	49,833.33
June	45,145.34	0.00	45,145.34	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
July	233,743.21	0.00	233,743.21	0.00	0.00	0.00	1,000.00	0.00	0.00	0.00	0.00
August	740,019.72	0.00	740,019.72	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
September	1,865.00	0.00	0.00	1,865.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
October	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
November	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
December	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Totals	2,659,424.93	0.00	2,614,865.52	44,559.41	61,391.88	0.00	1,000.00	0.00	0.00	0.00	49,833.33
Less Pre	2,616,730.52	0.00	2,614,865.52	1,865.00							

OFFICE OF THE CONSTRUCTION OFFICIAL

Activity Trend

September 01, 2016 11:14:19AM

The following figures compare the construction activity for the selected time period with two previous totals. They are:
 Monthly : Previous month and same month, previous year.
 Quarterly : Previous quarter and same quarter, previous year
 Yearly : Previous year and two years prior, i.e. 1997: 1996/1995

FIGURES

	August, 2016	July, 2016	August, 2015
Building:	6,190.00	214.00	14,681.00
Electric:	2,005.00	440.00	1,180.00
Fire Protection:	110.00	0.00	0.00
Plumbing:	1,347.00	151.00	215.00
Elevator:	0.00	0.00	0.00
Mechanical:	305.00	300.00	150.00
Admn Fee:	0.00	0.00	0.00
DCA Vol Fee:	0.00	0.00	0.00
DCA Alt Fee:	627.00	45.00	1,038.00
DCA Min Fee:	0.00	0.00	1.00
C of O Fee:	150.00	0.00	0.00
Total Fees:	10,622.00	1,150.00	3,620.00
Waived Fees:	112.00	0.00	13,645.00
Total Costs:	364,307.00	23,771.00	548,044.00
Permit Count:	18.00	7.00	16.00
Update Count:	1.00	1.00	2.00

PERCENTAGES

	Last Month	Last Year
Percent costs [Up/Down]:	1432.57 %	33.53 %
Percent Fees[Up/Down]:	89.17 %	-193.43 %

Hardyston Twp. (Sussex Borough)
 149 Wheatsworth Rd., Suite A
 Sussex c/o Hardyston, NJ 07419
 973-8237020

OFFICE OF CONSTRUCTION OFFICIAL

Construction Permit Activity Report

RANGE: 08/01/2016 To 08/31/2016

September 01, 2016 11:12:46AM

SUMMARY

<u>CONSTRUCTION COSTS</u>				<u>COUNT</u>	
Cost Of Construction:	\$0.00	Cubic Footage:	0 Cu.ft	Permit Issued:	18
Cost Of Alteration:	\$327,352.00	Square Footage:	0 Sq.ft	Updates Issued:	1
Cost Of Demolition:	\$36,955.00			All Fees Waived:	2
Total Cost:	\$364,307.00			Municipal Fees Waived:	0

<u>PERMIT FEES</u>		<u>ADMIN FEES</u>		<u>WAIVED FEES</u>		<u>TOTAL FEES</u>	
Building:	\$6,190.00	Building:	\$0.00	Building:	\$55.00	Building Fees:	\$6,135.00
Electrical:	\$2,005.00	Electrical:	\$0.00	Electrical:	\$55.00	Electrical Fees:	\$1,950.00
Fire :	\$110.00	Fire :	\$0.00	Fire :	\$0.00	Fire Fees:	\$110.00
Plumbing:	\$1,347.00	Plumbing:	\$0.00	Plumbing:	\$0.00	Plumbing Fees:	\$1,347.00
Elevator:	\$0.00	Elevator:	\$0.00	Elevator:	\$0.00	Elevator Fees:	\$0.00
Mechanical:	\$305.00	Mechanical:	\$0.00	Mechanical:	\$0.00	Mechanical Fees:	\$305.00
				* Total Waived:	\$110.00	Technical Fees:	\$9,847.00

<u>DCA</u>	Calculated Fees	Waived Fees	Collected Fees
Volume Training Fee:	\$0.00	\$0.00	\$0.00
Alteration Training Fee:	\$627.00	\$2.00	\$625.00
DCA Minimum Fee:	0.00	0.00	0.00
Sub total Training Fee:	\$627.00	\$2.00	\$625.00

TECHNICAL ISSUES

Building Technical:	11
Electrical Technical:	14
Fire Protection Technical:	2
Plumbing Technical:	9
Elevator Technical:	
Mechanical Technical:	3

Certificate of Occupancy Fee:	\$150.00
Waived Certificate Fees:	\$0.00
Sub Total Certificate Fees:	\$150.00

CERTIFICATE ISSUES

Certificate of Occupancy:	1
Certificate of Approval:	4
Certificate of Continued Occupancy:	0

PERMIT FEES:	\$9,847.00
DCA FEES:	\$625.00
CERTIFICATE FEES:	\$150.00
NET TOTAL FEES:	\$10,622.00
PENALTIES COLLECTED:	\$0.00
CCO FEES:	\$0.00
OTHER FEES:	\$0.00
GRAND TOTAL FEES:	\$10,622.00

Completed Inspections For All Subcodes

Range From 08/01/2016 To 08/31/2016

September 01, 2016 11:14:56AM

Permit Number	Block	Lot	Qual	Owner Name	Address	Type1	R1	Type2	R2	Type3	R3	
Call Date	Request Date	Inspected Date										

Inspection Summary

	Totals	Percentage	Key:
Inspections Scheduled:	26		P - Pass
Inspections Passed:	18	69.23	F - Fail
Inspections Failed:	6	23.08	C - Cancel
Inspections Cancelled:			X - Not Ready
Inspections Not Done:	2	7.69	N - Not Done
Inspections Not Ready:			

PROPERTY MAINTENANCE MANAGER

LIST OF PAYMENTS - 08/01/2016 TO 08/31/2016

Inspection Type : All

September 16, 2016 8:54:52AM

Ref Number Trans Number	Lic Number	Date Paid	Cash Amt	Check Amt	CC Amt	Trans No. Fee	Check Number	Ref No.	Block/Lot/Qual Site Address	Receipt Number Owner
ACCOUNT: RESALE > 10 DAYS										
10014973		08/02/16	\$50.00	\$0.00	\$0.00	\$50.00		\$50.00	402 / 13 / 7 GROVE ST	Kubie, Carl
10019440										
10014974		08/17/16	\$0.00	\$50.00	\$0.00	\$50.00	1099	\$50.00	203 / 24 / 12 VALLEY RD	GONZALEZ CARLOS & AURA
10019441										
10014975		08/17/16	\$0.00	\$50.00	\$0.00	\$50.00	421	\$50.00	201 / 1 / 30 LOOMIS AVE	dennis & aimee Petracco
10019442										
Sub Totals :			\$50.00	\$100.00	\$0.00	\$150.00				
ACCOUNT: ANNUAL RENTAL										
10014886		08/01/16	\$0.00	\$50.00	\$0.00	\$50.00	0166	\$50.00	504 / 32 / 41 E MAIN ST	MONTGOMERY AMANDA
10019342										
10014893		08/31/16	\$0.00	\$100.00	\$0.00	\$50.00	1122	\$100.00	504 / 38 / 21-23 E MAIN ST	LETTIERI ELLSCO & PATRICIA
10019349										
Sub Totals :			\$0.00	\$150.00	\$0.00	\$100.00				
Grand Total:			\$50.00	\$250.00	\$0.00	\$250.00				

Zoning Permit Report

August	08/25/16	\$35.00	x	103	5	S & G Oil/ Satnam Singh	1 Main St
	08/31/16	\$35.00	x	206	5.01	Marvel	15 Mill St

Total \$70⁰⁰



Borough of Sussex
August 2016 Grant Report
Prepared by: Bruno Associates, Inc.

Attended the Sussex Borough Grant Committee meeting and presided over the public hearing for the 2017 CDBG Small Cities application on August 16, 2016.

Grant Work:

Crescent Theater

Performed initial investigation of theater grants available for the Crescent Theater in Sussex and prepared a list of available grants. Sent theater grant list to Sussex for review at the grant committee meeting. Drafted a letter of inquiry to apply for \$25,000 in funding from the **Henry W. Bull Foundation** for a roof on Crescent Theater and sent to Sussex for review and signature. Created a second draft letter for Crescent Theater funding to the **Huisking Foundation**. Attended a conference call with Sussex concerning the letter of intent for the theater funding. Revised the Bull Foundation letter. The revised LOI was mailed to the Bull Foundation.

Note: We need details on the cost of the roof and a copy of the IRS Determination Letter concerning the Theater's 501 c 3 status.

H2Loan Projects - Drinking Water State Revolving Fund (DWSRF) and Clean Water State Revolving Fund (CWSRF)

Reviewed H2Loan status with Sussex. Suggested that they withdraw from remaining components due to the high closing costs. A resolution to that affect was passed on August 16th. Provided a summary of H2Loans projects being withdrawn and the new ones being applied for to NJEIT.

This project has five components:

- 1) Water Meter Replacement – Cost \$400,000 (DWSRF)
- 2) Water Line at the Double S Diner bridge – Cost \$150,000 (DWSRF)
- 3) Replace 3 Sewer Force Main sections – Cost \$400,000 (CWSRF)
- 4) Water Transmission Valves – Cost \$32,000 (DWSRF)

5) Replace 6 +/- Valves in the Distribution System – Cost \$24,000 (DWSRF)

Total cost is \$1,006,000.

Small Cities CDBG-2016

This is the \$400,000 grant awarded in December 2015.

Contacted Bruce Benton on a conference call with Civil Dynamics concerning the Lake Rutherford Dam project ERR and EA. The ERR and EA are still pending, however the dispute with the native Indians for an archeological dig has been dropped.

Created FONSI and RROF notices because Civil Dynamics is finalizing the ERR and EA from last year's Lake Rutherford application. They will need to be revised because the ERR and EA have to be reviewed in Trenton before the public notice dates can be determined.

Small Cities CDBG-2017

The application period opened on July 1st. The application is due on September 9th. Reviewed the requirements for the Small Cities CDBG program.

Prepared draft resolutions for the grant management plan, citizen participation, and fair housing for the Small Cities CDBG application. Prepared and mailed a public hearing package to Trenton and added the information to the web site application. Presided over the public hearing for the 2017 CDBG Small Cities application. Prepared and sent out the Cost Estimate Certification, Matching Fund Certification, and public hearing statement for signature. Worked on the CDBG public notice documents. Received the Matching Funds Certification. Prepared and sent the cover sheet with schedules G and H for signatures. Requested a Certification of Deficiencies and Service Area and Project Location maps from the engineer. Received the Service Area and Project Location maps from the engineer for the Small Cities CDBG project. Performed a review of the Small Cities CDBG application. The only remaining elements are the Certification of Deficiencies and the Environment Record Review (ERR). Both elements are to be provided by Houser Engineering.

H2Loan Projects - Drinking Water State Revolving Fund (DWSRF)

Initiated a new H2Loans application to cover the balance of the funding needed (\$991,250) for the Lake Rutherford Water Line Installation project and the \$56,000 in water valves. They offer a loan of 75% at zero interest with the balance at prevailing rates. There is no application deadline but they normally review applications in October.

Funding Opportunities

Transportation Alternatives Program (TAP)

Announced the release of the Transportation Alternatives Program (TAP). It can be used for streetscaping or upgrades to the storm drains to add protective grating that allows water in but keeps materials out under stormwater management.

NJDOT Municipal Aid

The grant will be announced again in the Fall of 2016. Linden Street will be considered at that time. Reached out to Sussex concerning the need for cost estimates and pictures for the new Municipal Aid application.

Sewer Main Repairs – Local Aid Infrastructure Fund

This program funds emergency infrastructure improvements. There is no limit to the request for funds and no match required. The only requirement is that the project must be an emergency. If Sussex can determine that the repairs to the sewer mains that seem to be recurring are of an emergency nature, we can apply for funding to repair the sewer mains. Do not include the areas that were in our applications for funding previously at the 3 locations.

**Sussex Borough
Cash Report for August 2016**

Cash Balances as of July 31, 2016	\$1,247,835.97
Cash Receipts for August 2016	<u>\$1,121,251.20</u>
Total	\$2,369,087.17
Cash Disbursements for August 2016	<u>\$373,439.17</u>
Cash Balances as of August 31, 2016	<u><u>\$1,995,648.00</u></u>

Account Balances as of August 31, 2016	
Current - Checking	\$1,153,142.98
Capital - Checking	\$88,571.02
Water Department - Checking	\$417,731.62
Water/Sewer Capital Fund	\$241,284.51
Other Trust Fund	\$83,767.48
Animal Control Fund	<u>\$11,150.39</u>
Total Account Balances	<u><u>\$1,995,648.00</u></u>



Gail D Magura, CFO
September 12, 2016

List of Bills - CLEARING ACCOUNT - Sussex

Check#	Vendor	Description	Payment	Check Total
13274	1675 - Action Data Services	PO 9809 Payroll w/e 8/20/16 inv#43449	77.27	77.27
13275	1056 - Agnes Burns	PO 9261 Medicare Part B Payment	104.90	104.90
13276	1661 - Agra Environmental & Lab Services	PO 9806 September licensed operator fee inv	24,827.00	24,827.00
13277	1815 - American Wear	PO 9687 Uniform delivery Acct#1650700	130.00	130.00
13278	1826 - Atlantic Switch & Generator	PO 9181 Generator Preventative Maintenance	356.65	
		PO 9181 Generator Preventative Maintenance	356.65	
		PO 9735 DPW Generator repair	4,112.22	
		PO 9803 DPW Generator Rental and Hook up 8/	9,692.50	14,518.02
13279	1174 - Bassani Power Equipment	PO 9779 Weed Whacker and Chainsaw	705.85	705.85
13280	1096 - Bob & Bills Service	PO 9783 Reapir to International Truck	456.21	456.21
13281	1793 - Bruno Associates	PO 9766 Invoice # 2257 August 2016 Grant Wr	2,400.00	
		PO 9766 Invoice # 2257 August 2016 Grant Wr	600.00	3,000.00
13282	1755 - Darren Maloney	PO 9564 2016 QPA Services	312.50	
		PO 9564 2016 QPA Services	812.50	1,125.00
13283	1844 - Dorsey & Senrau	PO 9810 Invoice # 11942 Sass Muni v Hardyst	368.50	368.50
13284	1497 - EarthCare	PO 9771 Emergency callout to Lift Station	575.00	575.00
13285	1148 - Ferraioli, Wielkotsz, Carullo & Cuva	PO 9764 Auditor-Additional Services	560.00	560.00
13286	1168 - Hamburg Plumbing Supply	PO 9778 Storm Water Management	808.90	808.90
13287	1063 - James L. Moore	PO 9262 Medicare Part B Payment	104.90	104.90
13288	1315 - Karen I. Moore	PO 9263 Medicare Part B Payment	104.90	104.90
13289	1105 - Nuiken Brothers Co. Inc	PO 9777 Bee Spray and Building Supplies	136.59	
		PO 9788 Supplies	60.31	196.90
13290	1455 - Linda Masson	PO 9818 Mileage Reimbursement	75.52	75.52
13291	1788 - McAfee Hardware Co., Inc	PO 9789 LED Spotlights	135.98	135.98
13292	1745 - McGovern & Roseman, P.A.	PO 9792 August retainer and non retainer le	3,305.00	3,305.00
13293	1549 - Morris Asphalt Supply, Inc	PO 9688 I-6 Inv# 16072278	389.74	
		PO 9728 Invoice#16080514	129.87	
		PO 9754 Inv# 16081237	130.13	
		PO 9781 Asphalt	975.59	1,625.33
13294	1763 - Route 23 Patio & Mason	PO 9786 Paver Bricks Pallet	278.30	278.30
13295	1864 - RS Phillips Steel	PO 9790 Steel Truck Repair	182.00	182.00
13296	1858 - Sherwin Williams	PO 9782 Line Striping Paint	378.25	378.25
13297	1198 - Staples Advantage	PO 9774 department supplies	43.37	
		PO 9774 department supplies	49.01	92.38
13298	1084 - Sussex County Municipal	PO 9785 Brush Disposal	116.80	116.80
13299	1125 - Sussex Fire Department	PO 9266 2016 Monthly Payments	3,750.00	3,750.00
13300	1863 - The Ambient Group, LLC	PO 9762 3 East Main Street Demolition	32,822.00	32,822.00
13301	1092 - Tire King	PO 9775 Tire	430.00	430.00
13302	1194 - Township of Vernon	PO 9245 2016 Dispatching Agreement	4,013.25	
		PO 9561 2016 Animal Control Agreement	2,502.00	6,515.25
13303	1358 - Tractor Supply Company	PO 9817 Various supplies Account # 6035 301	421.27	421.27
13304	1729 - USA Hoist Co., Inc.	PO 9807 September contract billing inv# 266	210.00	210.00
13305	1207 - Wantage Township	PO 9249 2016 Tax Collector Interlocal (Janu	721.50	
		PO 9250 2016 Tax Assessor Interlocal Paymen	2,700.00	
		PO 9251 2016 Municipal Court Interlocal Pay	10,143.75	
		PO 9811 August Gas & Diesel Fuel	550.43	14,115.68
13306	1087 - Waste Management of New Jersey, Inc	PO 9815 Account#100-0019730-0836-8	310.68	310.68
13307	1076 - Winter's Auto Supply	PO 9776 Starting Fluid	4.78	
		PO 9784 Auto Parts	586.44	
		PO 9784 Auto Parts	15.27	606.49
TOTAL				113,034.28

Summary By Account

ACCOUNT	DESCRIPTION	CURRENT YR	APPROP. YEAR	NON-BUDGETARY	CREDIT
01-201-20-100-020	General Admin Other Expenses	1,083.33			
01-201-20-130-020	Finance Administration Other Expenses	560.00			
01-201-20-155-020	Legal Services	3,305.00			
01-201-23-220-020	Insurance Employee Group Insurance	314.70			
01-201-25-255-020	Volunteer Fire Company	3,750.00			
01-201-26-290-020	Streets & Roads Other Expenses	5,166.69			

Summary By Account

ACCOUNT	DESCRIPTION	CURRENT YR	APPROP. YEAR	NON-BUDGETARY	CREDIT
01-201-26-305-020	Garbage & Trash Removal Other Expenses	310.68			
01-201-26-310-020	Building & Grounds Other Expenses	1,751.96			
01-201-30-460-020	Gasoline and Fuel	550.43			
01-201-42-150-020	Interlocal - Wantage Twsp Tax Assessor	2,700.00			
01-201-42-160-020	Interlocal Wantage Tax Collector	721.50			
01-201-42-250-020	Interlocal "911" Dispatch Vernon Twsp	4,013.25			
01-201-42-340-020	Interlocal Vernon Animal Cnt.	2,502.00			
01-201-42-490-020	Interlocal Wantage Twsp Municipal Court	10,143.75			
01-260-05-100	Due To Clearing			0.00	36,873.29
TOTALS FOR	Current Fund	36,873.29	0.00	0.00	36,873.29
04-215-55-976-000	Imp Auth 2015-04 - Const of Parking Lot			32,822.00	
04-216-55-975-000	Imp Auth 2016-06 - DPW EQUIPMENT			135.98	
04-260-05-100	Due To Clearing			0.00	32,957.98
TOTALS FOR	General Capital Fund	0.00	0.00	32,957.98	32,957.98
09-201-55-502-020	Water Sewer Operat. OE Water	27,195.36			
09-201-55-503-020	Water Sewer Operat. OE Sewer	16,007.65			
09-260-05-100	Due To Clearing			0.00	43,203.01
TOTALS FOR	Water Sewer Operating Fund	43,203.01	0.00	0.00	43,203.01

Total to be paid from Fund 01 Current Fund	36,873.29
Total to be paid from Fund 04 General Capital Fund	32,957.98
Total to be paid from Fund 09 Water Sewer Operating Fund	43,203.01
	<u>113,034.28</u>

Checks Previously Disbursed

13273	Jersey Central Power & Light	PO# 9813	Account # 100 071 921 595	51.74	9/15/2016
13272	Bank of America	PO# 9808	Account ending in 8363	362.84	9/15/2016
90916	Borough of Sussex Payroll		payroll we 9-03-16	13,447.13	9/08/2016
				<u>13,861.71</u>	

Total paid from Fund 01 Current Fund	10,057.91
Total paid from Fund 09 Water Sewer Operating Fund	3,803.80
	<u>13,861.71</u>

Total for this Bills List: 126,895.99

**REGULAR AGENDA
FOR THE MAYOR AND COUNCIL MEETING, BOROUGH
OF SUSSEX, HELD AT THE MUNICIPAL BUILDING, 2 MAIN STREET
SUSSEX, NEW JERSEY AT 7:30 P.M. ON
SEPTEMBER 20, 2016**

- A. **Mayor Little** will call the meeting of **September 20, 2016** to order. Clerk will call the roll.
- B. **Mayor Little** will invite all present to salute the flag and to remain standing for a moment of silence.
- C. **Mayor Little** will state that "This meeting is being held in compliance with the provisions of the Open Public Meetings Act, N.J.S.A. 10:4-6 et seq. It has been properly advertised and certified by the Clerk."

D. **APPROVAL OF AGENDA**

A motion is in order to approve the agenda for September 20, 2016.

E. **DISCUSSION:**

At this time a discussion will take place concerning water quality issues with the Borough's water utility system.

F. **EXECUTIVE SESSION – IF REQUESTED**

Mayor Little will request a motion to adopt a resolution to adjourn into Executive Session to discuss **Potential Litigation Regarding Lake Rutherford Pipeline, Contract Negotiations Regarding Wantage Plaza, SCMUA Agreement pertaining to Sewer Line Easement, Purchase of Real Property.**

THE OPEN PUBLIC MEETINGS ACT ALLOWS THE MAYOR AND COUNCIL TO EXCLUDE THE PUBLIC FROM A PORTION OF A MEETING IN CERTAIN CIRCUMSTANCES.

BE IT RESOLVED BY THE MAYOR AND COUNCIL OF THE BOROUGH OF SUSSEX THAT THE PUBLIC SHALL BE EXCLUDED FROM DISCUSSION OF MATTERS ALLOWED BY NEW JERSEY LAW.

THE EXECUTIVE SESSION MINUTES WILL BE PLACED ON FILE IN THE BOROUGH CLERK'S OFFICE, AND WILL BE AVAILABLE TO THE PUBLIC AS PROVIDED FOR BY NEW JERSEY LAW.

Be further advised this Resolution shall take effect immediately.

Mayor Little will request a motion to adjourn out of Executive Session and return to the regular order of business.

G. **PRESENTATIONS:**

No presentations are scheduled for tonight's meeting.

- H. **COMMITTEE REPORTS:** **Mayor Little** will allow each member of the Council to present their respective committee reports.

- I. **CONSENT AGENDA:** **Mayor Little** will request that the Governing Body review the consent agenda. If any member of the Council desires an item to be removed, the Municipal Clerk shall remove said item, which will then be considered separately. (**Mayor Little** will allow time for the Council to consider changes.)

After all persons have had an opportunity to review the consent agenda and offer requests for changes, **Mayor Little** will request a motion to approve the consent agenda.

- J. **OPEN PUBLIC SESSION:** **Mayor Little** will request a motion to open the meeting to the public for any questions or comments concerning items on the agenda for which no public discussion is provided. All comments should be directed to the Mayor and are limited to 10 minutes.

After giving all persons present an opportunity to address the Governing Body, **Mayor Little** will request a motion to close the meeting to the public and return to the regular order of business.

K. **OLD BUSINESS:**

1. **Approval of Meeting Minutes**

A motion is in order to approve the meeting minutes of the Regular Meeting and Executive Session held on August 16, 2016. (Absent: None)
(Motion requested by Clerk)

2. **Resolution 2016-182R – Issuance of \$2,200,000 Bond Anticipation Notes**

A motion is in order to adopt Resolution 2016-182R authorizing the issuance of not exceeding \$2,200,000 bond anticipation notes of the Borough of Sussex, County of Sussex, New Jersey (Motion requested by Bond Counsel)

L. **NEW BUSINESS:**

3. **Approval of Meeting Minutes**

A motion is in order to approve the meeting minutes of the Regular Meeting and Executive Session held on September 6, 2016. (Absent: None)
(Motion requested by Clerk)

4. **Resolution 2016-200R – Tax Foreclosures**

A motion is in order to adopt Resolution 2016-200R authorizing Borough officials to proceed with the necessary steps to pursue Rem Foreclosures for various properties in the Borough of Sussex. (Motion requested by Tax Collector)

5. **Resolution 2016-201R – Issuance of \$1,800,000 Bond Anticipation Notes**

A motion is in order to adopt Resolution 2016-201R authorizing the issuance of not exceeding \$1,800,000 bond anticipation notes of the Borough of Sussex, County of Sussex, New Jersey (Motion requested by Bond Counsel)

6. **Resolution 2016-203R – Authorizing Refunds**

A motion is in order to adopt Resolution 2016-203R authorizing the refunds of \$8,705.84 to US Bank Cust for PC6, LLC Sterling National for redemption of Tax Sale Certificate #15-05.
(Motion requested by Tax Collector)

7. **Adoption Ordinance 2016-19 – Permit Sidewalk Usage**

A motion is in order to adopt Ordinance 2016-19 entitled "AN ORDINANCE OF THE BOROUGH OF SUSSEX, COUNTY OF SUSSEX AND STATE OF NEW JERSEY AMENDING SUBSECTION 3-6.1, ENTITLED "OBSTRUCTIONS PROHIBITED", OF SECTION 3-6, ENTITLED "USE OF SIDEWALKS", OF CHAPTER III, ENTITLED "POLICE REGULATIONS", OF THE GENERAL REVISED ORDINANCES OF THE BOROUGH OF SUSSEX." (Motion requested by Council)

Before final roll call Mayor Little will open the meeting to the public for any questions or concerns regarding Ordinance #2016-19

8. Resolution 2016-204R – Authorize Sidewalk Usage

A motion is in order to adopt Resolution 2016-204R permitting stored or displayed goods, wares, merchandise or other obstructions on the sidewalks October 1, 2016 for the 2016 Sussex County Fireman's Parade. (Motion requested by Clerk)

9. Adoption Ordinance 2016-20 – Salary Ordinance

A motion is in order to adopt Ordinance 2016-20 entitled "ORDINANCE FIXING THE SALARIES OF CERTAIN OFFICERS AND EMPLOYEES OF THE BOROUGH OF SUSSEX, COUNTY OF SUSSEX AND STATE OF NEW JERSEY."
(Motion requested by Clerk)

Before final roll call Mayor Little will open the meeting to the public for any questions or concerns regarding Ordinance #2016-20

10. Adoption Ordinance 2016-21 – Establish Borough Administrator

A motion is in order to adopt Ordinance 2016-21 entitled "AN ORDINANCE OF THE BOROUGH OF SUSSEX, COUNTY OF SUSSEX AND STATE OF NEW JERSEY AMENDING SECTION 2-6A, ENTITLED "RESERVED", OF CHAPTER II, ENTITLED "ADMINISTRATION", OF THE GENERAL REVISED ORDINANCES OF THE BOROUGH OF SUSSEX." (Motion requested by Clerk)

Before final roll call Mayor Little will open the meeting to the public for any questions or concerns regarding Ordinance #2016-21

11. Adoption Ordinance 2016-22 – \$25,000 Bond Ordinance

A motion is in order to adopt Ordinance 2016-22 entitled "AN ORDINANCE OF THE BOROUGH OF SUSSEX, SUSSEX COUNTY, NEW JERSEY, PROVIDING FOR THE PURCHASE OF 1 EAST MAIN ST AND APPROPRIATING \$25,000.00 FROM THE GENERAL CAPITAL IMPROVEMENT FUND." (Motion requested by Clerk)

Before final roll call Mayor Little will open the meeting to the public for any questions or concerns regarding Ordinance #2016-22

12. Adoption Ordinance 2016-23 – \$2,500,000 Bond Ordinance

A motion is in order to adopt Ordinance 2016-23 entitled "BOND ORDINANCE PROVIDING FOR THE IMPROVEMENT OF THE WATER SUPPLY AND DISTRIBUTION SYSTEM IN AND BY THE BOROUGH OF SUSSEX, IN THE COUNTY OF SUSSEX, NEW JERSEY, APPROPRIATING \$2,500,000 THEREFOR AND AUTHORIZING THE ISSUANCE OF \$1,980,000 BONDS OR NOTES OF THE BOROUGH FOR FINANCING SUCH APPROPRIATION."
(Motion requested by Council)

Before final roll call Mayor Little will open the meeting to the public for any questions or concerns regarding Ordinance #2016-23

13. Introduction Ordinance 2016-24 – Off-Street Parking Requirements

A motion is in order to introduce Ordinance 2016-24 entitled "AN ORDINANCE OF THE BOROUGH OF SUSSEX, COUNTY OF SUSSEX AND STATE OF NEW JERSEY TO AMEND CHAPTER XIX, SECTION 19-17.2, ENTITLED "OFF-STREET PARKING REQUIREMENTS," OF THE GENERAL REVISED ORDINANCES OF THE BOROUGH OF SUSSEX." (Motion requested by Clerk)

FINAL READING: November 2, 2016

DISCUSSION:

At this time a discussion will take place concerning a Property Maintenance Ordinance.

- M. **OPEN PUBLIC SESSION:** **Mayor Little** will request a motion to open the meeting to the public for any questions or comments concerning the good and welfare of the Borough. All comments should be directed to the Mayor and are limited to 10 minutes.

After giving all persons present an opportunity to address the Governing Body, **Mayor Little** will request a motion to close the meeting to the public and return to the regular order of business.

- N. **ADJOURNMENT:** **Mayor Little** will request a motion to adjourn the meeting.

DRAFT

EXTRACT from the minutes of a regular meeting of the Borough Council of the Borough of Sussex, in the County of Sussex, New Jersey, held at the Municipal Building, 2 Main Street, Sussex, New Jersey, on September 6, 2016, at 7:30 o'clock P.M.

PRESENT:

ABSENT:

* * *

_____ introduced and moved the adoption of the following resolution and
_____ seconded the motion:

**BOROUGH OF SUSSEX
RESOLUTION #2016-182R**

**RESOLUTION AUTHORIZING THE ISSUANCE OF NOT EXCEEDING \$2,200,000
BOND ANTICIPATION NOTES OF THE BOROUGH OF SUSSEX,
IN THE COUNTY OF SUSSEX, NEW JERSEY.**

**BE IT RESOLVED BY THE BOROUGH COUNCIL OF THE BOROUGH
OF SUSSEX, IN THE COUNTY OF SUSSEX, NEW JERSEY, AS FOLLOWS:**

Section 1. Pursuant to a bond ordinance of the Borough of Sussex (the "Borough"), entitled: "Bond ordinance appropriating \$1,200,000, and authorizing the issuance of \$1,200,000 bonds or notes of the Borough, for various improvements or purposes authorized to be undertaken by the Borough of Sussex, in the County of Sussex, New Jersey, for the water supply and distribution system and the sanitary sewerage system of the Borough", finally adopted on April 19, 2016 (#2016-05), bond anticipation notes of the Borough in a principal amount not exceeding \$1,200,000 shall be issued for the purpose of temporarily financing the improvement or purpose described in Section 3 of said bond ordinance, including (to any extent

BOROUGH OF SUSSEX
RESOLUTION #2016-182R

necessary) the renewal of any bond anticipation notes heretofore issued therefor, and any action heretofore had or taken with respect to said notes is hereby approved, ratified and confirmed.

Section 2. Pursuant to a bond ordinance of the Borough entitled: "Bond ordinance providing for the improvement of the water supply and distribution system in and by the Borough of Sussex, in the County of Sussex, New Jersey, appropriating \$2,500,000 therefor and authorizing the issuance of \$2,380,000 bonds or notes of the Borough for financing such appropriation", finally adopted on September 6, 2016 (#2016-18), bond anticipation notes of the Borough in a principal amount not exceeding \$1,000,000 shall be issued for the purpose of temporarily financing the improvement or purpose described in Section 3 of said bond ordinance, including (to any extent necessary) the renewal of any bond anticipation notes heretofore issued therefor, and any action heretofore had or taken with respect to said notes is hereby approved, ratified and confirmed.

Section 3. All bond anticipation notes (the "notes") issued hereunder shall mature at such times as may be determined by the treasurer, the chief financial officer or the acting chief financial officer of the Borough (the "Chief Financial Officer"), provided that no note shall mature later than one year from its date. The notes shall bear interest at such rate or rates and be in such form as may be determined by the Chief Financial Officer and shall be signed and sealed by officials and officers of the Borough in any manner permitted by N.J.S.A. §40A:2-25. The Chief Financial Officer shall determine all matters in connection with the notes issued hereunder, and the Chief Financial Officer's signature upon the notes shall be conclusive evidence as to all such determinations. All notes issued hereunder may be renewed from time to time subject to the provisions of N.J.S.A. §40A:2-8. The Chief Financial Officer is hereby authorized to sell part or all of the notes at not less than par from time to time at public or private

BOROUGH OF SUSSEX
RESOLUTION #2016-182R

sale and to deliver them to the purchasers thereof upon receipt of payment of the purchase price. The Chief Financial Officer is directed to report in writing to the governing body of the Borough at the meeting next succeeding the date when any sale or delivery of the notes hereunder is made. Such report must include the principal amount, interest rate and maturities of the notes sold, the price obtained and the name of the purchaser.

Section 4. Any note issued pursuant to this resolution shall be a general obligation of the Borough, and the Borough's faith and credit are hereby pledged to the punctual payment of the principal of and interest on said obligations and, unless otherwise paid or payment provided for, an amount sufficient for such payment shall be inserted in the budget and a tax sufficient to provide for the payment thereof shall be levied and collected.

Section 5. The chief financial officer of the Borough is hereby authorized and directed to do all other matters necessary, useful, convenient or desirable to accomplish the delivery of said notes to the purchasers thereof as promptly as possible, including (i) the preparation, execution and dissemination of a Preliminary Official Statement and Final Official Statement with respect to said notes, (ii) preparation, distribution and publication, if necessary, of a Notice of Sale with respect to said notes, (iii) execution of a Continuing Disclosure Undertaking, with respect to said notes in accordance with Rule 15c2-12 promulgated by the Securities and Exchange Commission and (iv) execution of an arbitrage and use of proceeds certificate certifying that, among other things, the Borough, to the extent it is empowered and allowed under applicable law, will do and perform all acts and things necessary or desirable to assure that interest paid on said notes is not included in gross income under Section 103 of the Internal Revenue Code of 1986, as amended.

BOROUGH OF SUSSEX
RESOLUTION #2016-182R

Section 6. All action heretofore taken by Borough officials and professionals with regard to the sale and award of the notes is hereby ratified, confirmed, adopted and approved.

CERTIFICATION: I hereby certify the foregoing to be a true and correct copy of a resolution duly adopted by the Governing Body of the Borough of Sussex, in the County of Sussex, New Jersey, at a meeting held on September 6, 2016.

Mark Zschack, RMC
Sussex Borough

Upon motion of _____, seconded by _____

_____, the foregoing resolution was adopted by the following vote:

AYES:

NOES:

**SUSSEX BOROUGH
RESOLUTION #2016-200R**

TAX FORCLOSURES

BE IT RESOLVED by the Governing Body of the Borough of Sussex, County of Sussex, and State of New Jersey, that the Tax Sale Certificates listed in the foregoing tax foreclosure list prepared by Melissa Caton, Tax Collector, which is incorporated herein and made a part hereof, be foreclosed pursuant to R.S. 54:5-104.29, et seq., familiarly known as the In Rem Foreclosure Act; and

BE IT FURTHER RESOLVED that the Tax Collector of the Borough of Sussex, and all other officials of the Borough of Sussex, are authorized to take the necessary steps to effectuate in every way the purpose of this resolution.

IN FAVOR:

OPPOSED:

ABSENT:

ABSTAIN:

CERTIFICATION: I hereby certify the foregoing to be a true and correct copy of a resolution duly adopted by the Governing Body of the Borough of Sussex, in the County of Sussex, New Jersey, at a meeting held on September 20, 2016.

Antoinette Smith
Acting Municipal Clerk

SUSSEX BOROUGH
RESOLUTION #2016-200R

BOROUGH OF SUSSEX TAX FORECLOSURE LIST SCHEDULE "A"

Schedule No.	Certificate No.	Name of Owner as it Appears on Last Tax Duplicates	Description of Lands as Appears on Tax Duplicate & Certificate of Sale		Date of Sale	Amount of Sale	Amount of Tax Liens Accruing Subsequent to Sale Incl. Int. Penalties & Costs	Amount Required to Redeem	Certificate Recorded at Sussex County Clerk's Office		Record Date
			Block	Lot					Mort. Book	Page	
1	12-01	Querrieri, Joan	3	202	12-19-12	2,619.02	46,925.24	\$49,544.26	9097	374	2-12-13
2	10-01	Lott, Elizabeth	301.14	212	10-21-10	60.65	1,141.43	\$1,202.08	8806	672	11-19-10
3	07-05	Morrison, Henry c/o Morrison, Don	301.13	199	10-28-08	621.33	19,071.88	\$19,693.21	8543	565	12-15-08

EXTRACT from the minutes of a regular meeting of the Borough Council of the Borough of Sussex, in the County of Sussex, New Jersey, held at the Municipal Building, 2 Main Street, Sussex, New Jersey, on September 20, 2016, at 7:30 o'clock P.M.

PRESENT:

ABSENT:

* * *

_____ introduced and moved the adoption of the following resolution and
_____ seconded the motion:

**BOROUGH OF SUSSEX
RESOLUTION #2016-201R**

**RESOLUTION AUTHORIZING THE ISSUANCE OF NOT EXCEEDING
\$1,800,000 BOND ANTICIPATION NOTES OF THE BOROUGH OF SUSSEX, IN THE
COUNTY OF SUSSEX, NEW JERSEY.**

**BE IT RESOLVED BY THE BOROUGH COUNCIL OF THE BOROUGH
OF SUSSEX, IN THE COUNTY OF SUSSEX, NEW JERSEY, AS FOLLOWS:**

Section 1. Pursuant to a bond ordinance of the Borough of Sussex (the "Borough"), entitled: "Bond ordinance appropriating \$1,200,000, and authorizing the issuance of \$1,200,000 bonds or notes of the Borough, for various improvements or purposes authorized to be undertaken by the Borough of Sussex, in the County of Sussex, New Jersey, for the water supply and distribution system and the sanitary sewerage system of the Borough", finally adopted on April 19, 2016 (#2016-05), bond anticipation notes of the Borough in a principal amount not exceeding \$1,200,000 shall be issued for the purpose of temporarily financing the improvement or purpose described in Section 3 of said bond ordinance, including (to any extent

BOROUGH OF SUSSEX
RESOLUTION #2016-201R

necessary) the renewal of any bond anticipation notes heretofore issued therefor, and any action heretofore had or taken with respect to said notes is hereby approved, ratified and confirmed.

Section 2. Pursuant to a bond ordinance of the Borough entitled: "Bond ordinance providing for the improvement of the water supply and distribution system in and by the Borough of Sussex, in the County of Sussex, New Jersey, appropriating \$2,500,000 therefor and authorizing the issuance of \$1,980,000 bonds or notes of the Borough for financing such appropriation", finally adopted on September 20, 2016 (#2016-23), bond anticipation notes of the Borough in a principal amount not exceeding \$600,000 shall be issued for the purpose of temporarily financing the improvement or purpose described in Section 3 of said bond ordinance, including (to any extent necessary) the renewal of any bond anticipation notes heretofore issued therefor, and any action heretofore had or taken with respect to said notes is hereby approved, ratified and confirmed.

Section 3. All bond anticipation notes (the "notes") issued hereunder shall mature at such times as may be determined by the treasurer, the chief financial officer or the acting chief financial officer of the Borough (the "Chief Financial Officer"), provided that no note shall mature later than one year from its date. The notes shall bear interest at such rate or rates and be in such form as may be determined by the Chief Financial Officer and shall be signed and sealed by officials and officers of the Borough in any manner permitted by N.J.S.A. §40A:2-25. The Chief Financial Officer shall determine all matters in connection with the notes issued hereunder, and the Chief Financial Officer's signature upon the notes shall be conclusive evidence as to all such determinations. All notes issued hereunder may be renewed from time to time subject to the provisions of N.J.S.A. §40A:2-8. The Chief Financial Officer is hereby authorized to sell part or all of the notes at not less than par from time to time at public or private

BOROUGH OF SUSSEX
RESOLUTION #2016-201R

sale and to deliver them to the purchasers thereof upon receipt of payment of the purchase price. The Chief Financial Officer is directed to report in writing to the governing body of the Borough at the meeting next succeeding the date when any sale or delivery of the notes hereunder is made. Such report must include the principal amount, interest rate and maturities of the notes sold, the price obtained and the name of the purchaser.

Section 4. Any note issued pursuant to this resolution shall be a general obligation of the Borough, and the Borough's faith and credit are hereby pledged to the punctual payment of the principal of and interest on said obligations and, unless otherwise paid or payment provided for, an amount sufficient for such payment shall be inserted in the budget and a tax sufficient to provide for the payment thereof shall be levied and collected.

Section 5. The chief financial officer of the Borough is hereby authorized and directed to do all other matters necessary, useful, convenient or desirable to accomplish the delivery of said notes to the purchasers thereof as promptly as possible, including (i) the preparation, execution and dissemination of a Preliminary Official Statement and Final Official Statement with respect to said notes, (ii) preparation, distribution and publication, if necessary, of a Notice of Sale with respect to said notes, (iii) execution of a Continuing Disclosure Undertaking, with respect to said notes in accordance with Rule 15c2-12 promulgated by the Securities and Exchange Commission and (iv) execution of an arbitrage and use of proceeds certificate certifying that, among other things, the Borough, to the extent it is empowered and allowed under applicable law, will do and perform all acts and things necessary or desirable to assure that interest paid on said notes is not included in gross income under Section 103 of the Internal Revenue Code of 1986, as amended.

**BOROUGH OF SUSSEX
RESOLUTION #2016-201R**

Section 6. All action heretofore taken by Borough officials and professionals with regard to the sale and award of the notes is hereby ratified, confirmed, adopted and approved.

Section 7. This resolution shall take effect immediately.

Upon motion of _____, seconded by _____

_____, the foregoing resolution was adopted by the following vote:

CERTIFICATION: I hereby certify the foregoing to be a true and correct copy of a resolution duly adopted by the Governing Body of the Borough of Sussex, in the County of Sussex, New Jersey, at a meeting held on September 20, 2016.

Antoinette Smith
Acting Municipal Clerk

Upon motion of _____, seconded by _____

_____, the foregoing resolution was adopted by the following vote:

AYES:

NOES:

**BOROUGH OF SUSSEX
RESOLUTION #2016-203R**

RESOLUTION AUTHORIZING REFUND

WHEREAS the Tax Collector has recommend the Mayor and Council of the Borough of Sussex reimburse the cost of sale that had been previously paid by property owner.

NOW, THEREFORE, BE IT RESOLVED that the Governing Body of the Borough of Sussex, County of Sussex, does hereby authorized the refund of

\$8,705.84 to US Bank Cust for PC6, LLC Sterling National for redemption of tax sale Certificate #15-05.

This Resolution shall take effect immediately.

CERTIFICATION: I hereby certify the foregoing to be a true and correct copy of a resolution duly adopted by the Governing Body of the Borough of Sussex, in the County of Sussex, New Jersey, at a meeting held on September 20, 2016.

Antoinette Smith,
Acting Municipal Clerk

**SUSSEX BOROUGH
ORDINANCE NO. 2016-19**

**AN ORDINANCE OF THE BOROUGH OF SUSSEX, COUNTY OF SUSSEX AND
STATE OF NEW JERSEY AMENDING SUBSECTION 3-6.1, ENTITLED
“OBSTRUCTIONS PROHIBITED”, OF SECTION 3-6, ENTITLED “USE OF
SIDEWALKS”, OF CHAPTER III, ENTITLED “POLICE REGULATIONS”, OF THE
GENERAL REVISED ORDINANCES OF THE BOROUGH OF SUSSEX**

BE IT ORDAINED by the Mayor and Council of the Borough of Sussex as follows:

Section 1. Subsection 3-6.1, entitled “Obstructions Prohibited”, of Section 3-6, entitled “Use of Sidewalks”, of Chapter III, entitled “Police Regulations”, of the General Revised Ordinances of the Borough of Sussex is amended to read as follows:

3-6.1 Obstructions Prohibited.

No person shall place, store or display or cause to be placed, stored or displayed any goods, wares, merchandise or other obstructions on the sidewalks on the business portions of Main Street, Fountain Square and Newton Avenue between the curb line and face of the buildings fronting thereon between the hours of 8:00 a.m. and 12:00 midnight, except during a public event if and to the extent specifically permitted by resolution of the governing body.

Section 2. Severability.

If any provision of this Ordinance or the application thereof to any person or circumstances is held invalid, the remainder of this Ordinance shall not be affected thereby but shall remain in full force and effect.

Section 3. Repealer.

All ordinances or parts of ordinances or resolutions inconsistent with or contrary to the provisions of this Ordinance are hereby repealed to the extent of such inconsistency or contrariness.

Section 4. This Ordinance shall take effect immediately upon its final passage and publication as required by law.

NOTICE

NOTICE IS HEREBY GIVEN that the attached Ordinance #2016-19 was introduced at a regular meeting of the Mayor and Council of the Borough of Sussex, Sussex County, New Jersey, held on the 6th day of September, 2016 and passed on first reading, and that such Ordinance will be further considered for final passage and adoption at the regular meeting of the Mayor and Council to be held on the 20th day of September, 2016 at Borough Hall, 2 Main Street, in the Borough of Sussex, at 7:30 p.m., and that at such time and place all persons interested be given an opportunity to be heard concerning said Ordinance.

Antoinette Smith
Acting Municipal Clerk

Katherine Little, Mayor

Introduced: September 6, 2016
Adopted:

**SUSSEX BOROUGH
RESOLUTION #2016-204R**

**PERMITTING DISPLAY AND SALES BY SHOPKEEPERS ON MAIN STREET,
FOUNTAIN SQUARE AND NEWTON AVENUE SIDEWALKS ON OCTOBER 1,
2016 FOR THE 2016 FIREMAN'S PARADE.**

WHEREAS, on September 20, 2016 the Governing Body of the Borough of Sussex adopted Ordinance 2016-19 amending Subsection 3-6.1, entitled "Obstructions Prohibited", of Section 3-6, entitled "Use of Sidewalks", of Chapter III, entitled "Police Regulations", of the General Revised Ordinances of the Borough of Sussex which states: "No person shall place, store or display or cause to be placed, stored or displayed any goods, wares, merchandise or other obstructions on the sidewalks on the business portions of Main Street, Fountain Square and Newton Avenue between the curb line and face of the buildings fronting thereon between the hours of 8:00 a.m. and 12:00 midnight, *except during a public event if and to the extent specifically permitted by resolution of the governing body;*" and

WHEREAS, the Governing Body has determined that it is in the best interest of the Borough, its residents, businesses and those visiting the Borough to permit the display and sale of goods, wares and/or merchandise on the sidewalks on the business portions of Main Street, Fountain Square and Newton Avenue between the curb line and face of the buildings during the public event (2016 Sussex County Fireman's Parade) scheduled to occur on October 1, 2016;

NOW, THEREFORE BE IT RESOLVED that the Governing Body of the Borough of Sussex does hereby permit shopkeepers with businesses on Main Street, Fountain Square or Newton Avenue in Sussex Borough to display and sell their goods, wares and/or merchandise on the portions of the sidewalks of Main Street, Fountain Square and Newton Avenue which abut their respective shops, between the curb line and face of the buildings, on October 1, 2016 for the 2016 Sussex County Fireman's Parade.

CERTIFICATION: I hereby certify the foregoing to be a true and correct copy of a resolution duly adopted by the Governing Body of the Borough of Sussex, in the County of Sussex, New Jersey, at a meeting held on September 20, 2016.

Antoinette Smith
Acting Municipal Clerk

**BOROUGH OF SUSSEX
ORDINANCE #2016-20**

**ORDINANCE FIXING THE SALARIES OF CERTAIN OFFICERS AND EMPLOYEES OF
THE BOROUGH OF SUSSEX, COUNTY OF SUSSEX
AND STATE OF NEW JERSEY**

BE IT ORDAINED by the Governing Body of the Borough of Sussex, County of Sussex and State of New Jersey that the following shall constitute the annual base salary range for the various Borough Officers and Employees.

SECTION 1.

The following salaries for the officers hereafter set forth for the year 2016 beginning September 17th, and each year thereafter until amended or repealed are hereby established and fixed within the following salary ranges. The specific salary level for each employee shall be set by Resolution of the Governing Body.

ADMINISTRATION	SALARY RANGE
Mayor	\$1,200 - \$3,000 per annum
Council Members	\$1,000 - \$2,500 per annum
Administrator	\$35,000 - \$75,000 per annum
Municipal Clerk/ Registrar	\$35,000 - \$75,000 per annum
Deputy Treasurer/ Deputy Clerk/Deputy Registrar	\$20,000 - \$47,000 per annum
Water Sewer Collector/ Zoning Secretary/ Alternate Deputy Registrar	\$15.00 - \$20.00 per hour
Zoning & Enforcement Officers	\$15.00 - \$25.00 per hour
Planning/Zoning Secretary	\$500.00 per month
Chief Financial Officer/Treasurer	\$10,000 - \$30,000 per annum
Tax Collector	\$5,000 - \$20,000 per annum
Emergency Management Coordinator	\$500.00 – \$1,200.00 per annum
Assessment Search Officer	\$10.00 per search
Tax Search Officer	\$10.00 per search
Administrative Staff Temporary/Part-time	minimum wage - \$12.00 per hour
School Crossing Guard	minimum wage – \$14.00 per hour
Cleaning Stipend	\$20.00 per week
Phone Stipend	\$40.00 - \$50.00 per month
Mileage Stipend	\$7.00 per day
DEPARTMENT OF PUBLIC WORKS	
Superintendent of Public Works	\$35,000 - \$75,000 per annum
Foreman	\$20.00 - \$30.00 per hour
Laborer - Streets/Roads/Utility	\$12.00 - \$20.00 per hour
Part Time/Temporary Laborer	minimum wage - \$12.00 per hour
Custodian	\$10.00 - \$15.00 per hour

**BOROUGH OF SUSSEX
ORDINANCE #2016-20**

SECTION 2.

All hourly wages paid employees shall be compensated at the rate of time and one half for all hours worked in excess of 40 hours for DPW and 35 Hours for office staff in any work week, unless otherwise arranged through negotiated agreements.

SECTION 3.

The salaries or wages fixed by this ordinance do not reflect amounts to be paid for overtime compensation. Said salaries and wages shall remain in effect until this ordinance is amended or repealed.

SECTION 4.

All Borough benefits shall be provided in accordance with contractual obligations, personnel manual, negotiated agreements, and in accordance with existing Borough Ordinances governing municipal employee benefits.

SECTION 5.

All former ordinances or parts thereof conflicting or inconsistent with the provisions of this ordinance are hereby repealed. This Ordinance shall take effect upon passage and publication as provided by law.

NOTICE IS HEREBY GIVEN that the attached Ordinance 2016-20 was introduced at a regular meeting of the Mayor and Council of the Borough of Sussex, Sussex County, New Jersey, held on the 6th day of September, 2016, and passed on first reading, and that such Ordinance will be further considered for final passage and adoption at the regular meeting of the Mayor and Council to be held on the 20th day of September, 2016, at Borough Hall, 2 Main Street, in the Borough of Sussex, at 7:30 p.m., and that at such time and place all persons interested be given an opportunity to be heard concerning said Ordinance.

Antoinette Smith
Acting Municipal Clerk

Katherine Little, Mayor

Introduced: September 6, 2016

Adopted:

**SUSSEX BOROUGH
ORDINANCE NO. 2016-21**

**AN ORDINANCE OF THE BOROUGH OF SUSSEX, COUNTY OF SUSSEX AND STATE OF
NEW JERSEY AMENDING SECTION 2-6A, ENTITLED "RESERVED", OF CHAPTER II,
ENTITLED "ADMINISTRATION", OF THE GENERAL REVISED ORDINANCES OF THE
BOROUGH OF SUSSEX**

BE IT ORDAINED by the Mayor and Council of the Borough of Sussex as follows:

Section 1. Section 2-6A, entitled "Reserved", of Chapter II, entitled "Administration", of the General Revised Ordinances of the Borough of Sussex is amended to read as follows:

2-6A. BOROUGH ADMINISTRATOR.

A. The position of borough administrator of the Borough of Sussex is hereby created, and employment of a qualified person for that position is hereby authorized.

B. Method of appointment; term and qualifications.

(1) The borough administrator shall be appointed by the Mayor with the advice and consent of the council. The borough administrator's employment shall be evidenced by a contract approved by the mayor and council.

(2) The term of office of the borough administrator shall be at the pleasure of the mayor and council and as specified in the contract as approved per subparagraph 1 hereof.

(3) The borough administrator may be removed by a two-thirds vote of the mayor and council, the resolution of removal to become effective three months after its adoption. The mayor and council may provide, however, that the resolution shall have immediate effect, provided that there shall be paid to the administrator forthwith any unpaid balance of his/her salary and his/her salary for the next three months following adoption of the resolution.

(4) The borough administrator shall be appointed on the basis of administrative qualifications, with special regard to education and training in government affairs and experience therein. Members of the mayor and council may not receive such appointment during their term or within two years after the expiration of said term.

(5) The borough administrator shall be reviewed annually by the Personnel Committee in November, and its performance evaluation report shall be presented to the mayor and council and privately to the borough administrator by the council president.

C. Disability or absence. During any approved absence or disability of the borough administrator, an officer or employee of the borough may be appointed by the mayor and council to temporarily perform the duties and responsibilities of the position.

D. Compensation. The compensation of the borough administrator shall be fixed by the council by appropriate ordinance.

E. Duties and responsibilities.

(1) The borough administrator shall work with the administrative team, which shall include the borough clerk, the chief financial officer and the mayor.

(2) The Borough Administrator shall have the responsibility and authority to perform the following duties as may be assigned to him or her by the mayor with the consent of the borough council:

SUSSEX BOROUGH
ORDINANCE NO. 2016-21

- (a) Serve as the chief administrative officer of the borough.
- (b) Attend all meetings of the mayor and council and other boards, as required, with the right to participate in all discussions, but without the right to vote.
- (c) Advise the mayor and council on policy decisions.
- (d) Execute all applicable laws of the State of New Jersey and ordinances and resolutions of the Borough.
- (e) Recommend the appointment and/or removal of employees for whose selection and removal no other method is provided by law.
- (f) As instructed by the council, negotiate contracts which are subject to the approval of the mayor and council.
- (g) Represent, or so direct the administrative team to represent, the borough, with the approval of the mayor and council, in its relations with the federal government, state, county and other municipalities and assess the borough's interest in contracts, franchises and other business transactions.
- (h) Investigate the affairs of any officer, employee or department at the request of the mayor and council and report thereon.
- (i) Work with the residents and business owners of the borough to ensure that their inquiries or complaints are properly followed up by the appropriate borough department.
- (j) Work with the borough clerk, chief financial officer and mayor to establish and maintain effective personnel practices and maintain appropriate records of all employees, including the development of a systematic review of employee performance.
- (k) Carry out or so direct the borough staff to carry out the policies established by the mayor and council.
- (l) Oversee and disseminate information to the mayor and council.
- (m) Work with the chief financial officer, prepare the annual and capital budgets, in consultation with department heads and committees as may be established by the mayor and council, and submit them to the mayor and council as needed or requested by the mayor and council.
- (n) Work with the mayor and council, chief financial officer, and borough clerk to annually establish the priority of capital projects needed in the borough, research the projects and budget the necessary funding to adequately and realistically complete the projects in a prudent and expedient time frame.
- (o) Work with the borough clerk to receive copies of all reports and documents required by the mayor and council of all borough department heads, officers, employees, committees, commissions, authorities and/or contractors/vendors.
- (p) Work with the chief financial officer, qualified purchasing agent and borough clerk to develop procedures for the purchase and distribution of materials, supplies and equipment.
- (q) Serve as one of the borough's purchasing agents. In such capacity, the borough administrator shall purchase, in accordance with the provisions of the governing statutes and generally accepted purchasing practices and in coordination as applicable with the qualified purchasing agent, supplies and equipment for the various boards, departments and offices of the borough.
- (r) Delegate to such individuals, officers or departments as may be appropriate, as he or she may deem necessary for the efficient administration of the borough.
- (s) Keep the mayor and council informed as to federal aid projects and state aid projects and other aid programs or grants that the borough may qualify for.
- (t) Perform such other duties as may be required by ordinance, resolution or direction of the mayor and council.

**SUSSEX BOROUGH
ORDINANCE NO. 2016-21**

(u) Work with the borough's water operator, Department of Public Works and other staff and vendors providing services in connection with the operation of the borough's water and sewer system with respect to the financial, personnel, administrative and office needs and requirements. The borough administrator shall report to the mayor and council on these matters.

F. Reports to council members. All requests by individual council members for information, documents, research and reports shall be directed to the borough administrator. If the borough administrator determines that the effort required to comply with an individual council member's request will be extraordinary or will unduly interfere with staff requirements, the request shall be placed on the next available regular council meeting agenda for discussion and decision. The foregoing shall not result in an obligation by the borough administrator to provide information or documents with regard to confidential or privileged communications and matters.

G. Consistency with law. Nothing herein shall derogate from or authorize the borough administrator to exercise the powers and duties of elected officials of the borough and of the boards and agencies thereof established pursuant to law.

H. Residency not required. The person appointed to the office of borough administrator need not be a resident of the borough.

Section 2. Severability.

If any provision of this Ordinance or the application thereof to any person or circumstances is held invalid, the remainder of this Ordinance shall not be affected thereby but shall remain in full force and effect.

Section 3. Repealer.

All ordinances or parts of ordinances or resolutions inconsistent with or contrary to the provisions of this Ordinance are hereby repealed to the extent of such inconsistency or contrariness.

Section 4. This Ordinance shall take effect immediately upon its final passage and publication as required by law.

NOTICE

NOTICE IS HEREBY GIVEN that the attached Ordinance #2016-21 was introduced at a regular meeting of the Mayor and Council of the Borough of Sussex, Sussex County, New Jersey, held on the 6th day of September, 2016 and passed on first reading, and that such Ordinance will be further considered for final passage and adoption at the regular meeting of the Mayor and Council to be held on the 20th day of September, 2016 at Borough Hall, 2 Main Street, in the Borough of Sussex, at 7:30 p.m., and that at such time and place all persons interested be given an opportunity to be heard concerning said Ordinance.

Antoinette Smith,
Acting Municipal Clerk

Katherine Little, Mayor

Introduced: September 6, 2016

Adopted:

**BOROUGH OF SUSSEX
ORDINANCE 2016-22**

**AN ORDINANCE OF THE BOROUGH OF SUSSEX, SUSSEX COUNTY,
NEW JERSEY, PROVIDING FOR THE PURCHASE OF 1 EAST MAIN ST AND
APPROPRIATING \$25,000.00 FROM THE GENERAL CAPITAL
IMPROVEMENT FUND**

BE IT ORDAINED by the Governing Body of the BOROUGH of SUSSEX, County of Sussex, New Jersey, as follows:

Section 1. The funding for the purchase of 1 East Main Street and associated expenses is hereby authorized; and the cost is not to exceed \$25,000.00 which sum is hereby appropriated for such purposes.

Section 2. The total amount of \$25,000.00 is hereby appropriated from the General Capital Improvement Fund.

Section 3. This Ordinance shall take effect upon publication of notice of final adoption as provided by law.

Katherine Little, Mayor

ATTEST:

Antoinette Smith,
Acting Municipal Clerk

NOTICE IS HEREBY GIVEN that the attached Ordinance #2016-22 was introduced at a regular meeting of the Mayor and Council of the Borough of Sussex, Sussex County, New Jersey, held on the 6th day of September 2016, and passed on first reading, and that such Ordinance will be further considered for final passage and adoption at the regular meeting of the Mayor and Council to be held on the 20th day of September, 2016, at Borough Hall, 2 Main Street, in the Borough of Sussex, at 7:30 p.m., and that at such time and place all persons interested be given an opportunity to be heard concerning said Ordinance.

Antoinette Smith,
Acting Municipal Clerk

Katherine Little, Mayor

Introduced: September 6, 2016
Adopted:

**BOROUGH OF SUSSEX
ORDINANCE # 2016-23**

**BOND ORDINANCE PROVIDING FOR THE
IMPROVEMENT OF THE WATER SUPPLY AND
DISTRIBUTION SYSTEM IN AND BY THE BOROUGH OF
SUSSEX, IN THE COUNTY OF SUSSEX, NEW JERSEY,
APPROPRIATING \$2,500,000 THEREFOR AND
AUTHORIZING THE ISSUANCE OF \$1,980,000 BONDS OR
NOTES OF THE BOROUGH FOR FINANCING SUCH
APPROPRIATION.**

**BE IT ORDAINED BY THE BOROUGH COUNCIL OF THE BOROUGH
OF SUSSEX, IN THE COUNTY OF SUSSEX, NEW JERSEY (not less than two-thirds of all
the members thereof affirmatively concurring), AS FOLLOWS:**

Section 1. The improvement described in Section 3 of this bond ordinance is hereby authorized as a general improvement to be made or acquired by the Borough of Sussex, New Jersey. For the said improvement or purpose stated in said Section 3, there is hereby appropriated the sum of \$2,500,000, said sum being inclusive of all appropriations heretofore made therefor and including the sum of \$120,000 as the down payment for said improvement or purpose required by law and now available therefor by virtue of provision in a previously adopted budget or budgets of the Borough for down payment or capital improvement purposes and including also the sum of \$400,000 received or expected to be received by the Borough from the New Jersey Department of Community Affairs as a grant-in-aid of financing said improvement or purpose and any other grants received by the Borough.

Section 2. For the financing of said improvement or purpose and to meet said \$2,500,000 appropriation not provided for by application hereunder of said down payment, negotiable bonds of the Borough are hereby authorized to be issued in the principal amount of

\$1,980,000 pursuant to the Local Bond Law of New Jersey. In anticipation of the issuance of said bonds and to temporarily finance said improvement or purpose, negotiable notes of the Borough in a principal amount not exceeding \$1,980,000 are hereby authorized to be issued pursuant to and within the limitations prescribed by said Local Bond Law.

Section 3. (a) The improvement hereby authorized and purpose for the financing of which said obligations are to be issued is the improvement of the water supply and distribution system in and by the Borough, including the reconstruction and rehabilitation of Rutherford Dam and the construction of a water main pipeline from Rutherford Dam to Colesville Reservoir, a distance of approximately 3,300 linear feet, together with all water lines and pipes, water transmission valves, easement acquisition, structures, site work, equipment, work and materials necessary therefor or incidental thereto, all as shown on and in accordance with the plans and specifications therefor on file or to be filed in the office of the Borough Clerk and hereby approved.

(b) The estimated maximum amount of bonds or notes to be issued for said purpose is \$1,980,000.

(c) The estimated cost of said purpose is \$2,500,000, the excess thereof over said estimated maximum amount of bonds or notes to be issued therefor being the amount of the said \$120,000 down payment for said purpose and the said \$400,000 grant.

Section 4. The following additional matters are hereby determined, declared, recited and stated:

(a) The said purpose described in Section 3 of this bond ordinance is not a current expense and is a property or improvement which the Borough may lawfully acquire or make as a general improvement, and no part of the cost thereof has been or shall be specially

assessed on property specially benefitted thereby.

(b) The period of usefulness of said purpose within the limitations of said Local Bond Law, according to the reasonable life thereof computed from the date of the said bonds authorized by this bond ordinance, is forty (40) years.

(c) The supplemental debt statement required by said Local Bond Law has been duly made and filed in the office of the Borough Clerk and a complete executed duplicate thereof has been filed in the office of the Director of the Division of Local Government Services in the Department of Community Affairs of the State of New Jersey, and such statement shows that the gross debt of the Borough as defined in said Local Bond Law is increased by the authorization of the bonds and notes provided for in this bond ordinance by \$1,980,000, and the said obligations authorized by this bond ordinance will be within all debt limitations prescribed by said Local Bond Law.

(d) An aggregate amount not exceeding \$350,000 for interest on said obligations, costs of issuing said obligations and other items of expense listed in and permitted under section 40A:2-20 of said Local Bond Law may be included as part of the cost of said improvement and is included in the foregoing estimate thereof.

Section 5. The funds from time to time received by the Borough on account of the grant referred to in Section 1 of this bond ordinance shall be used for financing the improvement or purpose described in Section 3 of this bond ordinance by application thereof either to direct payment of the costs of said improvement or purpose, or to payment or reduction of the authorization of the obligations of the Borough authorized by this bond ordinance. Any such funds so received may, and all such funds so received which are not required for direct

payment of such costs shall, be held and applied by the Borough as funds applicable only to the payment of obligations of the Borough authorized by this bond ordinance.

Section 6. All bond anticipation notes issued hereunder shall mature at such times as may be determined by the Chief Financial Officer, provided that no note shall mature later than one year from its date. The notes shall bear interest at such rate or rates and be in such form as may be determined by the Chief Financial Officer. The Chief Financial Officer shall determine all matters in connection with the notes issued pursuant to this bond ordinance, and the Chief Financial Officer's signature upon the notes shall be conclusive evidence as to all such determinations. All notes issued hereunder may be renewed from time to time subject to the provisions of N.J.S.A. §40A:2-8. The Chief Financial Officer is hereby authorized to sell part or all of the notes at not less than par from time to time at public or private sale and to deliver them to the purchasers thereof upon receipt of payment of the purchase price plus accrued interest from their dates to the dates of delivery thereof. The Chief Financial Officer is directed to report in writing to the governing body of the Borough at the meeting next succeeding the date when any sale or delivery of the notes pursuant to this bond ordinance is made. Such report must include the principal amount, interest rate and maturities of the notes sold, the price obtained and the name of the purchaser.

Section 7. The full faith and credit of the Borough are hereby pledged to the punctual payment of the principal of and interest on the said obligations authorized by this bond ordinance. Said obligations shall be direct, unlimited obligations of the Borough, and, unless paid from the revenues of the water supply and distribution system and the sanitary sewerage system of the Borough, the Borough shall be obligated to levy ad valorem taxes upon all the

taxable property within the Borough for the payment of said obligations and interest thereon without limitation of rate or amount.

Section 8. The capital budget or temporary capital budget of the Borough is hereby amended to conform with the provisions of this ordinance to the extent of any inconsistency herewith and the resolutions promulgated by the Local Finance Board showing all detail of the amended capital budget or temporary capital budget and capital program as approved by the Director, Division of Local Government Services, are on file with the Borough Clerk and are available for public inspection.

Section 9. This bond ordinance shall take effect twenty (20) days after the first publication thereof after final

NOTICE

NOTICE IS HEREBY GIVEN that the attached Ordinance #2016-23 was introduced at a regular meeting of the Mayor and Council of the Borough of Sussex, Sussex County, New Jersey, held on the 6th day of September, 2016 and passed on first reading, and that such Ordinance will be further considered for final passage and adoption at the regular meeting of the Mayor and Council to be held on the 20th day of September, 2016 at Borough Hall, 2 Main Street, in the Borough of Sussex, at 7:30 p.m., and that at such time and place all persons interested be given an opportunity to be heard concerning said Ordinance.

Antoinette Smith,
Acting Municipal Clerk

Katherine Little, Mayor

Introduced: September 6, 2016

Adopted:

**SUSSEX BOROUGH
ORDINANCE NO. 2016-24**

**AN ORDINANCE OF THE BOROUGH OF SUSSEX, COUNTY OF SUSSEX AND
STATE OF NEW JERSEY TO AMEND CHAPTER XIX, SECTION 19-17.2, ENTITLED
"OFF-STREET PARKING REQUIREMENTS," OF THE GENERAL REVISED
ORDINANCES OF THE BOROUGH OF SUSSEX**

BE IT ORDAINED by the Mayor and Council of the Borough of Sussex as follows:

Section 1. Subparagraph (a) of Section 19-17.2, entitled "Off-Street Parking Requirements", of Chapter XIX, entitled "Zoning", is amended to read as follows:

- a. For each dwelling unit, two spaces, except where specified otherwise. Parking areas shall be no closer than five feet from the traveled portion of a public right of way and no closer than two feet from a sidewalk.

Section 2. Severability.

If any provision of this Ordinance or the application thereof to any person or circumstances is held invalid, the remainder of this Ordinance shall not be affected thereby but shall remain in full force and effect.

Section 3. Repealer.

All ordinances or parts of ordinances or resolutions inconsistent with or contrary to the provisions of this Ordinance are hereby repealed to the extent of such inconsistency or contrariness.

Section 4. This Ordinance shall take effect immediately on its final passage and publication as required by law.

NOTICE

NOTICE IS HEREBY GIVEN that the attached Ordinance #2016-24 was introduced at a regular meeting of the Mayor and Council of the Borough of Sussex, Sussex County, New Jersey, held on the 20th day of September, 2016, and passed on first reading, and that such Ordinance will be further considered for final passage and adoption at the regular meeting of the Mayor and Council to be held on the 2nd day of November, 2016, at Borough Hall, 2 Main Street, in the Borough of Sussex, at 7:30 p.m., and that at such time and place all persons interested be given an opportunity to be heard concerning said Ordinance.

Antoinette Smith,
Acting Municipal Clerk

Katherine Little, Mayor

Introduced:

Adopted:

19-17.2 Off-Street Parking Requirements.

All uses permitted or conditionally permitted in any of the districts herein established shall provide minimum off-street parking as follows:

- a. For each dwelling unit, two spaces, except where specified otherwise. All parking areas shall be either to the side or rear of a dwelling unit. In no case shall parking areas be approved for location between the dwelling unit and the sidewalk or roadway. In the case of corner properties, parking shall be restricted to the rear and side of the building opposite the street-side of the property.