

**BOROUGH OF SUSSEX
MAYOR AND COUNCIL
2010 REORGANIZATION MEETING
TUESDAY, JANUARY 5, 2010**

Mayor Parrott will call the 2010 Reorganization Meeting to order.

Mayor Parrott will invite all present to salute the flag and to remain standing for a moment of silence.

Mayor Parrott will state that "This meeting is being held in compliance with the provisions of the Open Public Meetings Act, P.L. 1975, chapter 231. It has been properly advertised and certified by the Clerk."

1. Oaths of Office

- a. Catherine Gleason, Municipal Clerk, shall read the "Statement of County Canvassers."
- b. Catherine Gleason, Municipal Clerk will administer the Oath of Office to Councilman-Elect **James Fransen** for a three year term expiring December 31, 2012.
- c. Catherine Gleason, Municipal Clerk will administer the Oath of Office to Councilman-Elect **Edward Meyer** for a three year term expiring December 31, 2012.

2. Roll Call of the 2010 Governing Body

Mayor Parrott will request a roll call of the 2010 Borough of Sussex Governing Body. Clerk will call the role.

3. Resolution #2010-01R - 2010 Rules and Regulations

A motion is in order approving the 2010 Rules and Regulations of the Mayor and Council of the Borough of Sussex.

Member	Aye	Nay	N.V	ABS	Move	Sec
Dykstra						
Fransen						
LaBar						
Little						
Meyer						
Rose						
Parrott						

4. Resolution #2010-02R – 2010 Meeting Dates

A motion is in order to approve the Mayor and Council Meeting dates for the year 2010.

Member	Aye	Nay	N.V	ABS	Move	Sec
Dykstra						
Fransen						
LaBar						
Little						
Meyer						
Rose						
Parrott						

5. Resolution #2010-03R - Setting Rates of Interest for 2010

A motion is in order to approve a resolution setting the rates of interest for 2010.

Member	Aye	Nay	N.V	ABS	Move	Sec
Dykstra						
Fransen						
LaBar						
Little						
Meyer						
Rose						
Parrott						

6. **Resolution #2010-04R - Designating Official Depositories**

A motion is in order to approve a resolution designating the Official Depositories of Sussex Borough.

Member	Aye	Nay	N.V	ABS	Move	Sec
Dykstra						
Fransen						
LaBar						
Little						
Meyer						
Rose						
Parrott						

7. **Resolution #2010-05R - Designation of Official Newspapers**

A motion is in order to approve a resolution designating the New Jersey Herald and the New Jersey Sunday Herald of Newton, New Jersey as the official newspapers of the Borough of Sussex for the year 2010.

Member	Aye	Nay	N.V	ABS	Move	Sec
Dykstra						
Fransen						
LaBar						
Little						
Meyer						
Rose						
Parrott						

8. **Resolution #2010-06R – Authorize Tax Collector to Cancel Record**

A motion is in order to approve a resolution authorizing the tax collector to cancel record of overpayment or underpayment of taxes in the amount of \$10.00 (ten dollars) or less for the calendar year 2010, in accordance with the provisions of N.J.S.A. 54:4-99.

Member	Aye	Nay	N.V	ABS	Move	Sec
Dykstra						
Fransen						
LaBar						
Little						
Meyer						
Rose						
Parrott						

9. **Resolution #2010R-07R - Authorize Legal Defense of Tax Appeals**

A motion is in order to authorize the Municipal Tax Assessor and the Municipal Attorney to defend the Borough before the Sussex County Tax Board of Taxation and the Tax Court of the State of New Jersey.

Member	Aye	Nay	N.V	ABS	Move	Sec
Dykstra						
Fransen						
LaBar						
Little						
Meyer						
Rose						
Parrott						

10. **PROFESSIONAL SERVICES APPOINTMENTS**

Resolution #2010-08R -BOROUGH ATTORNEY

Mayor Parrott shall offer the name of John E. Ursin, Esq., of the firm Courter, Kobert & Cohen as the Borough Attorney for the year 2010.

A motion is in order to approve a resolution appointing John E. Ursin, Esq., of the firm Courter, Kobert & Cohen as the Borough Attorney for the year 2010.

Member	Aye	Nay	N.V	ABS	Move	Sec
Dykstra						
Fransen						
LaBar						
Little						
Meyer						
Rose						
Parrott						

Resolution #2010-09R - AUDITOR

Mayor Parrott shall offer the name of Katherine Mantell, RMA of the firm of Nisivoccia & Company, LLP for the appointment as Borough Auditor for the year 2010.

A motion is in order to approve a resolution appointing Katherine Mantell of the firm Nisivoccia & Company, LLP as the Borough Auditor for the year 2010.

Member	Aye	Nay	N.V	ABS	Move	Sec
Dykstra						
Fransen						
LaBar						
Little						
Meyer						
Rose						
Parrott						

Resolution #2010-10R - BOND COUNSEL

Mayor Parrott shall offer the name of Edward McManimon, Esquire for appointment as Bond Counsel for the year 2010.

A motion is in order to approve a resolution appointing Edward McManimon, Esquire, for appointment as Bond Counsel for the year 2010.

Member	Aye	Nay	N.V	ABS	Move	Sec
Dykstra						
Fransen						
LaBar						
Little						
Meyer						
Rose						
Parrott						

Resolution #2010-11 - BOROUGH ENGINEER

Mayor Parrott shall offer the name of Harold Pellow, of the firm Harold Pellow and Associates for appointment as Municipal Engineer for a three year term commencing January 5, 2010 and terminating January 5, 2013.

A motion is in order to approve a resolution appointing Harold Pellow, of the firm Harold Pellow and Associates for appointment as Municipal Engineer.

Member	Aye	Nay	N.V	ABS	Move	Sec
Dykstra						
Fransen						
LaBar						
Little						
Meyer						
Rose						
Parrott						

Resolution #2010-12R - WATER/SEWER ENGINEER

Mayor Parrott shall offer the name of John Ruschke, P.E., of Hatch Mott MacDonald for appointment as Borough Water/Sewer Engineer for a three year term commencing January 5, 2010 and terminating January 5, 2013.

A motion is in order to approve a resolution appointing John Ruschke, P.E., of Hatch Mott MacDonald for appointment as Borough Water/Sewer Engineer.

Member	Aye	Nay	N.V	ABS	Move	Sec
Dykstra						
Fransen						
LaBar						
Little						
Meyer						
Rose						
Parrott						

Resolution #2010-15R – Appointing Fund Commissioner

A motion is in order to approve a resolution appointing the Borough Clerk as the Fund Commissioner for 2010.

Member	Aye	Nay	N.V	ABS	Move	Sec
Dykstra						
Fransen						
LaBar						
Little						
Meyer						
Rose						
Parrott						

Resolution #2010-16R – Appointing Risk Management Consultant

A motion is in order to approve a resolution appointing Morville Agency as its local Risk Management consultant.

Member	Aye	Nay	N.V	ABS	Move	Sec
Dykstra						
Fransen						
LaBar						
Little						
Meyer						
Rose						
Parrott						

Resolution #2010-17R – Appointing Dam Engineer

A motion is in order to approve a resolution appointing Michael Vreeland, P.E. of the firm Guerin & Vreeland Engineering as Borough Dam Engineer for the year 2010.

Member	Aye	Nay	N.V	ABS	Move	Sec
Dykstra						
Fransen						
LaBar						
Little						
Meyer						
Rose						
Parrott						

11. **COUNCIL APPOINTMENT: COUNCIL PRESIDENT**

Mayor Parrott will open the floor for Council nominations to the position of Council President for the year 2010.

Resolution #2010-13 – Appointing Council President

A motion is in order to approve Resolution #2010-14R appointing _____ to the position of Council President for the year 2010.

Member	Aye	Nay	N.V	ABS	Move	Sec
Dykstra						
Fransen						
LaBar						
Little						
Meyer						
Rose						
Parrott						

12. **MAYOR'S APPOINTMENTS**

Mayor Parrott will present his nominations for appointment to the various positions of Borough Government for the year 2010:

CLERK	Catherine Gleason
DEPUTY CLERK	Colleen Little
REGISTRAR	Catherine Gleason
DEPUTY REGISTRAR	Colleen Little
ALTERNATE DEPUTY REGISTRAR	Maria Mascuch
ASSESSMENT SEARCH OFFICER	Catherine Gleason
TAX COLLECTOR	Terry Beshada
WATER/SEWER COLLECTOR	Maria Mascuch
TAX SEARCH OFFICER	Terry Beshada
TAX ASSESSOR	Melissa Rockwell
CHIEF FINANCIAL OFFICER/TREASURER	Grant Rome
DEPUTY TREASURER	Colleen Little
EMERGENCY MANAGEMENT COORD. (2009-2011)	Jake Little
PARKING ENFORCEMENT OFFICER	Sean Owen
PARKING ENFORCEMENT OFFICER	Steve Danner

13. **FIRE DEPARTMENT OFFICERS FOR 2010**

CHIEF	Rich Crowell
DEPUTY CHIEF	Daniel Stoll
FOREMAN	Rick VanderPloeg
1 ST ASST. FOREMAN	Steve Lombardi
2 ND ASST. FOREMAN	Jake Little
FIRST AID CAPTAIN	Melissa Stormes
FIRST AID LIEUTENANT	Colleen Little
PRESIDENT	Craig Hough
VICE PRESIDENT	Harry Thompson
SECRETARY	Jenn Brecciano
ASST. SECRETARY	Kate Southard
TREASURER	Floyd Southard Jr.
ASST. TREASURER	Gary Roemer

14. **APPOINTMENTS & FULL MEMBERSHIP – PLANNING BOARD**

Mayor Parrott shall make the following appointments and announce full membership for the Planning Board:

**2010 BOROUGH OF SUSSEX
PLANNING BOARD
APPOINTMENTS & FULL MEMBERSHIP**

Mayor Chris Parrott Class I Member	exp. 12/31/10 One Year Term
Catherine Gleason, Borough Clerk Class II Member	exp. 12/31/10 One Year Term
Jim Fransen Class III Member (Council Rep.)	exp. 12/31/10 One Year Term
Alexis Horvath Class IV Member	exp. 12/31/10 Four Year Term
Jeff Weintraub Class IV Member	exp. 12/31/11 Four Year Unexpired Term
Tom Heath Class IV Member	exp. 12/31/10 Four Year Term
Rich Klein Class IV Member	exp. 12/31/13 Four Year Term
Matthew Lynch Alternate I	exp. 12/31/11 Two Year Term
Larry Gutlerner Alternate II	exp. 12/31/11 Two Year Term
Sal Lagattuta Alternate III	exp. 12/31/11 Two Year Term

Alternate IV

exp. 12/31/11
Two Year Term

15. **APPOINTMENTS – BOARDS AND COMMISSIONS**

Mayor Parrott shall offer the following names for appointment to the various Boards and Commissions:

BOARD OF RECREATION COMMISSIONERS

Council Representative	Jonathan Rose	exp. 12/31/10
Full Member (one year)	Stephanie McKay	exp. 12/31/10
Full Member (one year)		exp. 12/31/10
Full Member (two year)	Patricia Decker	exp. 12/31/10
Full Member (two year)	Georgiana Vreeland	exp. 12/31/10
Full Member (three year)		exp. 12/31/10
Full Member (three year)		exp. 12/31/10
Alternate Member		exp. 12/31/10
Alternate Member		exp. 12/31/10

BOARD OF HEALTH

Council Representative	Katherine Little	exp. 12/31/10
Full Member (one year)	Gail Zubi	exp. 12/31/10
Full Member (one year)	Patricia Jacobs	exp. 12/31/10
Full Member (two year)	Lynn Meyer	exp. 12/31/10
Full Member (two year)	Karen Vander Veer	exp. 12/31/10
Full Member (two year)	Lee Abbott	exp. 12/31/10

PROPERTY MAINTENANCE BOARD

Council Representative	Frank Dykstra	exp. 12/31/10
Board of Health Rep.	Appt. by BOH	exp. 12/31/10
Planning Board Rep.	Appt. by PB	exp. 12/31/10
Zoning Board Rep.	Appt. by ZB	exp. 12/31/10
Full Member		
Full Member	Arlene Hartman	exp. 12/31/10
Fire Sub-code Official	Ed Vanderberg	exp. 12/31/10
Building Inspector	Ed Vanderberg	exp. 12/31/10
Zoning Code Official	Kevin Kervatt	exp. 12/31/10
Quality of Life Officer	Steve Danner	exp. 12/31/10
Quality of Life Officer	Sean Owen	exp. 12/31/10
DPW Representative	Hank Hotalen	exp. 12/31/10

16. Resolution #2010-14 – Appointments of Boards and Commission for 2010

A motion is in order to approve a resolution approving of the Mayor's appointments for Sussex Borough Boards and Commission and approves and acknowledges the Sussex Fire Department Officers for the year 2010.

Member	Aye	Nay	N.V	ABS	Move	Sec
Dykstra						
Fransen						
LaBar						
Little						
Meyer						
Rose						
Parrott						

17. EMERGENCY MANAGEMENT COUNCIL

Chief Executive Officer	Chris Parrott, Mayor
Council Representative	Bruce LaBar
Emergency Management Coordinator	Jake Little
Deputy EMC I (Coordinator's Appt.)	Floyd Southard, Jr.
Deputy EMC II (Coordinator's Appt.)	Robert Regavich
Emergency Public Information Officer	Catherine Gleason
Sussex Fire Chief	Rich Crowell
Board of Health Representative	Katherine Little
Captain, Sussex FAS	Melissa Stormes
Chief Communications Officer	Catherine Gleason
Mgr. Ancillary Unit St. Clare's Hospital	
Public Works Representative	Hank Hotalen
Safety Officer, SW Schools	Robert Gomes
State Police Representative	Lt. Billings

18. MAYOR'S APPOINTMENTS – COUNCIL COMMITTEES

Finance/Administration:	a. Bruce LaBar
	b. Frank Dykstra
Buildings and Grounds & Public Works/Utilities:	a. Ed Meyer
	b. Mayor Parrott
Court Representative:	a. Katherine Little
Public Safety Committee:	a. Edward Meyer
Business Association Representative:	a. Jonathan Rose
Fire Commissioner:	a. Bruce LaBar
Solid Waste Advisory & Water Quality Management:	a. Katherine Little
School Board Representative:	a. Frank Dykstra

19. Resolution #2010-18R – Adopting 2010 Temporary Budget

A motion is in order approving a resolution approving the 2010 temporary budget in the amount of **\$259,165.00**.

Member	Aye	Nay	N.V	ABS	Move	Sec
Dykstra						
Fransen						
LaBar						
Little						
Meyer						
Rose						
Parrott						

20. **OPEN PUBLIC SESSION**

Mayor Parrott will open the meeting to the public for any questions or comments they may have with regard to the good and welfare of the Borough of Sussex.

Motion By: _____ Seconded By: _____ All in Favor? _____

There being no one else from the public who wished to address the Governing Body at this time, **Mayor Parrott** will the meeting to the public and returned to the regular order of business.

Motion By: _____ Seconded By: _____ All in Favor? _____

21. **MISCELLANEOUS COMMENTS**

22. **ADJOURNMENT**

Mayor Parrott will request a motion to adjourn the meeting at this time.

Motion By: _____ Seconded By: _____ All in Favor? _____

Statement of Determination

A Statement of the Determination of the BOARD of COUNTY CANVASSERS, relative to an election held in the Borough of Sussex in the County of Sussex and State of New Jersey, for the election of certain officers for said Municipality on the 3rd day of November, 2009.

The said Board does determine that at the said election:

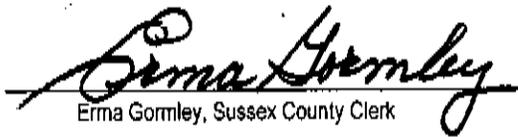
Name	Office	Term
Edward J. Meyer	Borough Council	3-Year Term
James L. Fransen	Borough Council	3-Year Term

was or were duly elected to the office and for the term above set forth.

I DO HEREBY CERTIFY that the foregoing is a true, full and correct statement of the determination of the Board of Canvassers therein mentioned.

IN WITNESS WHEREOF, I have hereunto set my hand this 5th day of November, 2009.

Attest:


Erma Gormley, Sussex County Clerk


Chairman of the Board of County Canvassers

STATE of NEW JERSEY

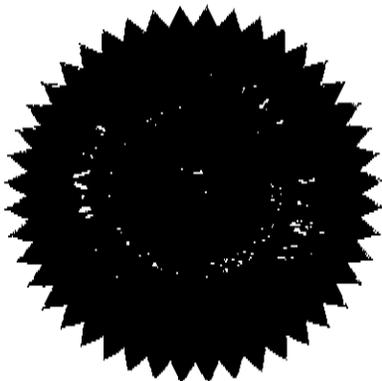
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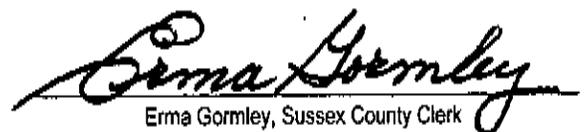
COUNTY OF SUSSEX

I, ERMA GORMLEY, County Clerk of the County of Sussex, do hereby certify that the foregoing is a true, full and correct copy of the statement of the determination of the Board of County Canvassers relative to an election held in the Municipality or Regional District thereof on the date herein noted for certain Officers and the Certificates thereto appended as fully and entirely as the same remains on file in my office.

IN TESTIMONY WHEREOF,

I have hereunto set my hand and affixed the seal of said County, at Newton, on this 5th day of November, 2009.




Erma Gormley, Sussex County Clerk

**SUSSEX BOROUGH
RESOLUTION #2010-01R**

2010 RULES AND REGULATIONS

BE IT RESOLVED by the Mayor and Council of the Borough of Sussex that the "Robert's Rules of Order" shall be and are the official Rules and Regulations for the Mayor and Council Meetings for the calendar year 2010 to be held at the Municipal Building, 2 Main Street, Sussex, New Jersey 07461.

CERTIFICATION: I hereby certify the foregoing to be a true and correct copy of a resolution duly adopted by the Mayor and Council of the Borough of Sussex, in the County of Sussex, New Jersey, at a meeting held on January 5, 2010.

Catherine Gleason, Borough Clerk
Borough of Sussex

Sussex Borough
Resolution #2010-02R

Establish Meeting Schedule for 2010

BE IT RESOLVED by the Governing Body of the Borough of Sussex that the following shall be and are the official dates for the Mayor and Council Meetings for the calendar year 2010 to be held at the Municipal Building, 2 Main Street, Sussex, NJ, all starting at 7:30 p.m. :

Tuesday, January 19	Tuesday, February 16
Tuesday, February 2	Tuesday, March 16
Tuesday, March 2	Tuesday, April 20
Tuesday, April 6	Tuesday, May 18
Tuesday, May 4	Tuesday, June 15
Tuesday, June 1	Tuesday, August 17
Tuesday, July 20	Tuesday, September 21
Tuesday, September 7	Tuesday, October 19
Tuesday, October 5	Tuesday, November 16
Monday, November 1	Tuesday, December 21
Tuesday, December 7	
Tuesday, January 4, 2011 (Reorganization Meeting)	

CERTIFICATION

I hereby certify that the above Resolution is a true copy of the Resolution adopted by the Sussex Borough Council at their reorganization meeting held on Tuesday, the 5th day of January, 2010 at 7:30 p.m. in the Sussex Borough Municipal Building, 2 Main Street, Sussex, New Jersey.

Catherine Gleason
Borough Clerk

SUSSEX BOROUGH
Resolution #2010-03R

RATES OF INTEREST

BE IT RESOLVED by the Governing Body of the Borough of Sussex that the Tax Collector will collect interest on delinquent taxes/water and sewer the following rates as set forth: N.J.S.A. 54:5-67, interest shall be charged for nonpayment of taxes at the rate of 8% per annum on the first \$1,500.00 and 18% per annum on any amount in excess of \$1,500.00 to be calculated from the date the tax was payable until the date of actual payment. No interest shall be charged if payment is made within the first ten days of each quarter.

BE IT FURTHER RESOLVED that the Governing Body hereby provides for charging an additional penalty of 6% of the amount of a delinquency in taxes and/or municipal charges on such delinquencies which exceed \$10,000.00 as set forth in N.J.S.A.54:4-67.

CERTIFICATION: I hereby certify the foregoing to be a true and correct copy of a resolution duly adopted by the Mayor and Council of the Borough of Sussex, in the County of Sussex, New Jersey, at a meeting held on January 5, 2010.

Catherine Gleason, Borough Clerk
Borough of Sussex

SUSSEX BOROUGH
Resolution #2010-04R

Designating Official Depositories

BE IT RESOLVED by the Governing Body of the Borough of Sussex that the following shall be and are hereby designated as the official depositories for the Borough of Sussex funds for the year 2010:

The Sussex Bank
The Chase Bank
The NJ Cash Management Fund
Lakeland Bank
TD Bank

BE IT FURTHER RESOLVED that funds in said banks be subject to withdrawal upon checks, notes, drafts, bills-of-exchange, acceptances, undertakings or other orders for payment of money when made, signed, drawn, accepted or endorsed on behalf of this municipal corporation by at least two (2) of the following officers and persons, to wit:

Chris Parrott, Mayor
Catherine Gleason, Municipal Clerk
Grant Rome, CFMO/Treasurer
Colleen Little, Deputy Treasurer

CERTIFICATION: I hereby certify the foregoing to be a true and correct copy of a resolution duly adopted by the Mayor and Council of the Borough of Sussex, in the County of Sussex, New Jersey, at a meeting held on January 5, 2010.

Catherine Gleason, Borough Clerk
Borough of Sussex

**SUSSEX BOROUGH
Resolution #2010-05R**

Designation of Official Newspapers

BE IT RESOLVED by the Governing Body of the Borough of Sussex that the New Jersey Herald and the New Jersey Sunday Herald of Newton, New Jersey shall be and are hereby designated to be the official newspapers of the Borough of Sussex for the year 2010.

CERTIFICATION: I hereby certify the foregoing to be a true and correct copy of a resolution duly adopted by the Mayor and Council of the Borough of Sussex, in the County of Sussex, New Jersey, at a meeting held on January 5, 2010.

Catherine Gleason, Borough Clerk
Borough of Sussex

SUSSEX BOROUGH
Resolution #2010-06R

Authorizing Cancellation of Record

BE IT RESOLVED by the Governing Body of the Borough of Sussex, County of Sussex and State of New Jersey, to authorize the tax collector to cancel the record of overpayment or underpayment of taxes in the amount of \$10.00 (ten dollars) or less for the calendar year 2010, in accordance with the provisions of N.J.S.A. 54-4-99.

CERTIFICATION: I hereby certify the foregoing to be a true and correct copy of a resolution duly adopted by the Mayor and Council of the Borough of Sussex, in the County of Sussex, New Jersey, at a meeting held on January 5, 2010.

Catherine Gleason, Borough Clerk
Borough of Sussex

SUSSEX BOROUGH
Resolution #2010-07R

Authorize Legal Defense of Tax Appeals

BE IT RESOLVED, by the Governing Body of the Borough of Sussex that the Municipal Tax Assessor and Municipal Attorney be and they are hereby authorized to defend before the Sussex County Board of Taxation and Tax Court of the State of New Jersey all contested appeals and to initiate municipal appeals to correct the Borough of Sussex tax list including but not limited to rollback complaints, added and omitted assessment complaints, and such other appeals as are necessary to correct the assessments for the Borough of Sussex; and

BE IT FURTHER RESOLVED, the Municipal Tax Assessor and Municipal Attorney be and are hereby designated as the agents of the Borough of Sussex for the purpose of signing settlements of the foregoing matters by stipulation.

CERTIFICATION: I hereby certify the foregoing to be a true and correct copy of a resolution duly adopted by the Mayor and Council of the Borough of Sussex, in the County of Sussex, New Jersey, at a meeting held on January 5, 2010.

Catherine Gleason, Borough Clerk
Borough of Sussex

RESOLUTION #2010-08R

**RESOLUTION AUTHORIZING THE AWARD OF A NON-FAIR AND OPEN
CONTRACT FOR MUNICIPAL ATTORNEY**

WHEREAS, the Municipal Council of the Borough of Sussex has a need to acquire legal services as a non-fair and open contract pursuant to the provisions of N.J.S.A. 19:44A-20.4; and,

WHEREAS, the Chief Financial Officer 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 for one year commencing January 5, 2010 and terminating on January 5, 2011; and

WHEREAS, John E. Ursin, Esq. has submitted a proposal dated January 5, 2010 indicating they will provide the legal services in accordance with said proposal at monthly rate of \$3500.00; and

WHEREAS, John E. Ursin, Esq. has completed and submitted a Business Entity Disclosure Certification which certifies that Courter Kobert & Cohen, P.C., has not made any reportable contributions to a political or candidate committee in the Borough of Sussex in the previous one year, and that the contract will prohibit Courter Kobert & Cohen, P.C. from making any reportable contributions through the term of the contract, and

WHEREAS, funds are available for this purpose in the 2010 Temporary Budget and shall be provided for in the 2010 Budget when finally adopted and the Chief Financial Officer has so certified;

NOW THEREFORE, BE IT RESOLVED that the Municipal Council of the Borough of Sussex authorizes the Mayor and Clerk to enter into a contract with John E. Ursin, Esq. as described herein; and,

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

BE IT FURTHER RESOLVED the Municipal Clerk be and she is hereby directed to publish this resolution in accordance with law.

CERTIFICATION: I hereby certify the foregoing to be a true and correct copy of a resolution duly adopted by the Mayor and Council of the Borough of Sussex, in the County of Sussex, New Jersey, at a meeting held on January 5, 2010.

Catherine Gleason, Borough Clerk
Borough of Sussex

2010 MUNICIPAL ATTORNEY CONTRACT

THIS AGREEMENT made this _____ day of January, 2010 by and between the Mayor and Council of the Borough of Sussex and Borough Attorney, John E. Ursin, Attorney at law of the firm of Courter Kobert & Cohen, P.C.

WHEREAS, the Mayor and Council of the Borough of Sussex have appointed John E. Ursin as Municipal Attorney for the Borough of Sussex for the year 2010; and

WHEREAS, John E. Ursin has accepted the appointment as Municipal Attorney for the Borough of Sussex; and

WHEREAS, the Mayor and Council of the Borough of Sussex wish to retain his services on an annual retainer and to provide for the services of his firm, Courter Kobert & Cohen, P.C., for other legal work performed; and

WHEREAS, the parties hereto wish to incorporate their agreement in writing;

NOW, THEREFORE, the parties hereto agree as follows:

1. The Mayor and Council of the Borough of Sussex hereby retain the services of John E. Ursin, Esq. of the firm Courter Kobert & Cohen, P.C., as Borough Attorney for the year 2010 at a monthly retainer of THREE THOUSAND FIVE HUNDRED AND 00/100ths (\$3,500.00) DOLLARS. Said retainer shall cover attendance by him at regularly scheduled meetings of the Mayor and Council, including the closed or executive sessions, all telephone and office conferences between him and said Governing Body and employees; drafting of all ordinances, resolutions, business documents, contracts and other documents that may be requested by the Mayor and Council of the Borough of Sussex.

SUSSEX BOROUGH
RESOLUTION #2010-09R

AUTHORIZING THE AWARD OF A NON-FAIR AND OPEN CONTRACT FOR
MUNICIPAL AUDITOR

WHEREAS, the Municipal Council of the Borough of Sussex has a need to acquire auditing services as a non-fair and open contract pursuant to the provisions of N.J.S.A. 19:44A-20.4; and,

WHEREAS, the Chief Financial Officer 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 for one year commencing January 5, 2010 and terminating on January 5, 2011; and

WHEREAS, Kathryn Mantell, RMA has submitted a proposal dated January 5, 2010 indicating they will provide the auditing services in accordance with said proposal at their standard hourly rates; and

WHEREAS, Kathryn Mantell, RMA has completed and submitted a Business Entity Disclosure Certification which certifies that Nisivoccia & Company, LLP, has not made any reportable contributions to a political or candidate committee in the Borough of Sussex in the previous one year, and that the contract will prohibit Nisivoccia & Company, LLP from making any reportable contributions through the term of the contract, and

WHEREAS, funds are available for this purpose in the 2010 Temporary Budget and shall be provided for in the 2010 Budget when finally adopted and the Chief Financial Officer has so certified;

NOW THEREFORE, BE IT RESOLVED that the Municipal Council of the Borough of Sussex authorizes the Mayor and Clerk to enter into a contract with Raymond G. Sarinelli, RMA as described herein; and,

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

BE IT FURTHER RESOLVED the Clerk be and she is hereby directed to publish this resolution in accordance with law.

CERTIFICATION: I hereby certify the foregoing to be a true and correct copy of a resolution duly adopted by the Mayor and Council of the Borough of Sussex, in the County of Sussex, New Jersey, at a meeting held on January 5, 2010.

Catherine Gleason, Borough Clerk
Borough of Sussex



NISIVUCCIA & COMPANY LLP
CERTIFIED PUBLIC ACCOUNTANTS AND CONSULTANTS

200 Valley Road, Suite 300
Mt. Arlington, NJ 07856
Phone: 973-328-1825
Fax: 973-328-0507

11 Lawrence Road
Newton, NJ 07860
Phone: 973-383-6599
Fax: 973-383-6555

December 10, 2009

The Honorable Mayor and Members of the Borough Council
Borough of Sussex
2 Main Street
Sussex, NJ 07461

We are pleased to confirm our understanding of the services we are to provide the Borough of Sussex for the year ended December 31, 2010. We will audit the financial statements of the various funds of Borough of Sussex as of and for the years ended December 31, 2010 and 2009. Also, the document we submit to you will include the following additional information that will be subjected to the auditing procedures applied to our audit of the financial statements of the various funds and we will provide an opinion on it in relation to the financial statements.

- 1) Schedules of Expenditures of Federal and State Awards.
- 2) Supplementary schedules as listed in the table of contents.

Audit Objectives

The objective of our audit is the expression of opinions as to whether your financial statements are fairly presented, in all material respects, in conformity with accounting principles prescribed by the Department of Community Affairs, Division of Local Government Services, State of New Jersey (the "Division") and to report on the fairness of the additional information, as described above, when considered in relation to the financial statements taken as a whole. The objective may also include reporting on:

- Internal control related to the financial statements and compliance with the provisions of applicable laws, regulations, contracts and grant agreements, noncompliance with which could have a material effect on the financial statements in accordance with *Government Auditing Standards*.
- Internal control related to major programs and an opinion (or disclaimer of opinion) on compliance with laws, regulations, and the provisions of contracts or grant agreements that could have a direct and material effect on each major program in accordance with the Single Audit Act Amendments of 1996, OMB Circular A-133, *Audits of States, Local Governments, and Nonprofit Organizations*, and New Jersey's OMB Circular NJOMB 04-04, *Single Audit Policy for Recipients of Federal Grants, State Grants, and State Aid*.

The reports on internal control and compliance will each include a statement that the report is intended for the information and use of the governing body, management, specific legislative or regulatory bodies, federal and state awarding agencies, and if applicable, pass-through entities and is not intended to be and should not be used by anyone other than these specified parties.

Audit Objectives

Our audit will be conducted in accordance with U.S. generally accepted auditing standards; audit requirements as prescribed by the Department of Community Affairs, Division of Local Government Services, State of New Jersey; the standards for financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States; the Single Audit Act Amendments of 1996; and the provisions of OMB Circular A-133 and NJOMB 04-04, and will include tests of accounting records, a determination of major program(s) in accordance with Circular A-133, and other procedures we consider necessary to enable us to express such an opinion and to render the required reports. If our opinions on the financial statements or the Single Audit compliance opinions are other than unqualified, we will fully discuss the reasons with you in advance. If, for any reason, we are unable to complete the audit or are unable to form or have not formed opinions, we may decline to express opinions or to issue a report as a result of this engagement.

Management Responsibilities

Management is responsible for the basic financial statements and all accompanying information as well as all representations contained therein. Management is also responsible for the preparation of the schedules of expenditures of federal and state awards in accordance with the requirements of OMB Circular A-133. As part of the audit, we will prepare a general ledger trial balance for use during the audit. Our preparation of the trial balance will be limited to formatting information in the Borough's general ledger into a working trial balance based on management's chart of accounts. As part of our engagement, we may propose standard, adjusting, or correcting journal entries to your financial statements. You are responsible for reviewing the entries and understanding the nature of any proposed entries and the impact they have on the financial statements. Additionally, we will prepare a draft of your financial statements, schedules of expenditures of federal and state awards, and related notes. You are responsible for making all management decisions and performing all management functions relating to the financial statements, schedules of expenditures of federal and state awards and related notes and for accepting full responsibility for such decisions. You will be required to acknowledge in the management representation letter that you have reviewed and approved the financial statements, schedules of expenditures of federal and state awards and related notes prior to their issuance and have accepted responsibility for them. In accordance with *Government Auditing Standards* you will be required to review and approve those financial statements prior to their issuance and have a responsibility to be in a position in fact and appearance to make an informed judgment on those financial statements. In regard to the preparation of trial balances, journal entries, and draft financial statement services performed by us, you have: 1 - evaluated the adequacy and results of the services performed; 2 - accepted responsibility for the results of the services and 3 - established and maintained internal controls, including monitoring ongoing activities. Further, you are required to designate an individual with suitable skill, knowledge, or experience to oversee any nonaudit services we provide and for evaluating the adequacy and results of those services and accepting responsibility for them. We understand that you have designated the Chief Financial Officer, Grant W. Rome, to be responsible and accountable for overseeing our services.

Management Responsibilities

Management is responsible for establishing and maintaining internal controls, including internal control over compliance, and for monitoring ongoing activities to help ensure that appropriate goals and objectives are met. You are also responsible for the selection and application of accounting principles; for the fair presentation of the financial statements of the various funds in conformity with accounting principles prescribed by the Department of Community Affairs, Division of Local Government Services, State of New Jersey; and for compliance with applicable laws and regulations and the provisions of contracts and grants agreements.

Management is also responsible for making all financial records and related information available to us and for ensuring that management and financial information is reliable and properly recorded. Your responsibilities also include identifying any significant vendor relationships in which the vendor has the responsibility for program compliance and for the accuracy of that information. Your responsibilities include adjusting the financial statements to correct material misstatements and for confirming to us in the representation letter that the effects of any uncorrected misstatements aggregated by us during the current engagement and pertaining to the latest period presented are immaterial, both individually and in the aggregate, to the financial statements taken as a whole.

You are responsible for the design and implementation of programs and controls to prevent and detect fraud, and for informing us about all known or suspected fraud or illegal acts affecting the government involving (1) management, (2) employees who have significant roles in internal control, and (3) others where the fraud or illegal acts could have a material effect on the financial statements. Your responsibilities include informing us of your knowledge of any allegations of fraud or suspected fraud affecting the Borough received in communications from employees, former employees, grantors, regulators, or others. In addition, you are responsible for identifying and ensuring that the Borough complies with applicable laws, regulations, contracts, agreements and grants. Additionally, as required by OMB Circular A-133, it is management's responsibility to follow up and take corrective action on reported audit findings and to prepare a summary schedule of prior audit findings and a corrective action plan. The summary schedule of prior audit findings should be available for our review on December 31, 2010.

Management is responsible for the establishment and maintenance of a process for tracking the status of audit findings and recommendations. Management is also responsible for identifying for us previous financial audits, attestation engagements, performance audits or other studies related to the objectives discussed in the Audit Objectives section of this letter. This responsibility includes relaying to us corrective actions taken to address significant findings and recommendations resulting from those audits, attestation engagements, performance audits or other engagements or studies. You are also responsible for providing management's views on our current findings, conclusions, and recommendations, as well as your planned corrective actions, and the timing and format for providing that information.

Management Responsibilities

With regard to using the auditors' report, you understand that you must obtain our prior written consent to reproduce or use our report in bond offering official statements or other documents. With regard to the electronic dissemination of audited financial statements, including financial statements published electronically on your website, you understand that electronic sites are a means to distribute information and, therefore, we are not required to read the information contained in these sites or to consider the consistency of other information in the electronic site with the original document.

Audit Procedures—General

An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements; therefore, our audit will involve judgment about the number of transactions to be examined and the areas to be tested. We will plan and perform the audit to obtain reasonable rather than absolute assurance about whether the financial statements are free of material misstatement, whether from (1) errors, (2) fraudulent financial reporting, (3) misappropriation of assets, or (4) violations of laws or governmental regulations that are attributable to the Borough or to acts by management or employees acting on behalf of the Borough. Because the determination of abuse is subjective, *Government Auditing Standards* do not expect auditors to provide reasonable assurance of detecting abuse.

Because an audit is designed to provide reasonable, but not absolute assurance and because we will not perform a detailed examination of all transactions, there is a risk that material misstatements or noncompliance may exist and not be detected by us. In addition, an audit is not designed to detect immaterial misstatements or violations of laws or governmental regulations that do not have a direct and material effect on the financial statements or major programs. However, we will inform you of any material errors and any fraudulent financial reporting or misappropriation of assets that come to our attention. We will also inform you of any violations of laws or governmental regulations that come to our attention, unless clearly inconsequential. We will include such matters in the reports required for a Single Audit. Our responsibility as auditors is limited to the period covered by our audit and does not extend to matters that might arise during any later periods for which we are not engaged as auditors.

Our procedures will include tests of documentary evidence supporting the transactions recorded in the accounts, and may include tests of the physical existence of inventories, and direct confirmation of receivables and certain other assets and liabilities by correspondence with selected individuals, funding sources, creditors, and financial institutions. We will request written representations from your attorneys as part of the engagement, and they may bill you for responding to this inquiry. At the conclusion of our audit, we will also require certain written representations from you about the financial statements and related matters.

Audit Procedures—Internal Controls

Our audit will include obtaining an understanding of the entity and its environment, including internal control, sufficient to assess the risks of material misstatement of the financial statements and to design the nature, timing, and extent of further audit procedures. Tests of controls may be performed to test the effectiveness of certain controls that we consider relevant to preventing and detecting errors and fraud that are material to the financial statements and to preventing and detecting misstatements resulting from illegal acts and other noncompliance matters that have a direct and material effect on the financial statements. Our tests, if performed, will be less in scope than would be necessary to render an opinion on internal control and, accordingly, no opinion will be expressed in our report on internal control issued pursuant to *Government Auditing Standards*.

As required by OMB Circular A-133 and NJOMB 04-04, we will perform tests of controls over compliance to evaluate the effectiveness of the design and operation of controls that we consider relevant to preventing or detecting material noncompliance with compliance requirements applicable to each major federal and/or state award program, if applicable. However, our tests will be less in scope than would be necessary to render an opinion on those controls and, accordingly, no opinion will be expressed in our report on internal control issued pursuant to OMB Circular A-133 and NJOMB 04-04.

An audit is not designed to provide assurance on internal control or to identify significant deficiencies. However, during the audit, we will communicate to management and those charged with governance internal control related matters that are required to be communicated under professional standards, *Government Auditing Standards*, OMB Circular A-133, and NJOMB 04-04, if applicable.

Audit Procedures—Compliance

As part of obtaining reasonable assurance about whether the financial statements are free of material misstatement, we will perform tests of the Borough's compliance with applicable laws and regulations and the provisions of contracts and agreements, including grant agreements. However, the objective of those procedures will not be to provide an opinion on overall compliance and we will not express such an opinion in our report on compliance issued pursuant to *Government Auditing Standards*.

OMB Circular A-133 and NJOMB 04-04 require that we also plan and perform the audit to obtain reasonable assurance about whether the auditee has complied with applicable laws and regulations and the provisions of contracts and grant agreements applicable to major programs, if applicable. Our procedures will consist of tests of transactions and other applicable procedures described in the *OMB Circular A-133 Compliance Supplement* and the *State Grant Compliance Supplement* for the types of compliance requirements that could have a direct and material effect on each of the Borough's major programs, if applicable. The purpose of those procedures will be to express an opinion on the Borough's compliance with requirements applicable to each of its major programs in our report on compliance issued pursuant to OMB Circular A-133 and NJOMB 04-04.

The Honorable Mayor and Members of the Borough Council
Borough of Sussex
Page 6
December 10, 2009

Engagement Administration, Fees, and Other

You may request that we perform additional services not contemplated by this engagement letter. If this occurs, we will communicate with you regarding the scope of the additional services and the estimated fees. We also may issue a separate engagement letter covering the additional services. In the absence of any other written communication from us documenting such additional services, our services will continue to be governed by the terms of this engagement letter.

We understand that your employees will prepare all cash, accounts receivable, or other confirmations we request and will locate any documents selected by us for testing.

At the conclusion of the engagement, we will complete the appropriate sections of the Data Collection Form that summarizes our audit findings, if applicable. We will provide copies of our reports to the Division; however, it is management's responsibility to submit the reporting package (including financial statements, schedules of expenditures of federal and state awards, summary schedule of prior audit findings, auditors' reports, and a corrective action plan) along with the Data Collection Form to the federal clearinghouse and, if appropriate, to pass-through entities. The Data Collection Form and the reporting package must be submitted within the earlier of 30 days after receipt of the auditors' reports or nine months after the end of the audit period, unless a longer period is agreed to in advance by the cognizant or oversight agency for audits. At the conclusion of the engagement, we will provide information to management as to where the reporting packages should be submitted and the number to submit.

The audit documentation for this engagement is the property of Nisivoccia & Company LLP and constitutes confidential information. However, pursuant to authority given by law or regulation, we may be requested to make certain audit documentation available to a Cognizant or Oversight Agency for Audit or its designee, a federal or state agency providing direct or indirect funding, or the U.S. Government Accountability Office for purposes of a quality review of the audit, to resolve audit findings, or to carry out oversight responsibilities. We will notify you of any such request. If requested, access to such audit documentation will be provided under the supervision of Nisivoccia & Company LLP personnel. Furthermore, upon request, we may provide copies of selected audit documentation to the aforementioned parties. These parties may intend, or decide, to distribute the copies or information contained therein to others, including other governmental agencies.

The audit documentation for this engagement will be retained for a minimum of five years after the date the auditors' report is issued or for any additional period requested by the Cognizant Agency, Oversight Agency for Audit, or Pass-through Entity. If we are aware that a federal or state awarding agency, pass-through entity, or auditee is contesting an audit finding, we will contact the party(ies) contesting the audit finding for guidance prior to destroying the audit documentation.

We expect to issue our reports no later than June 30, 2011. Kathryn L. Mantell is the engagement partner and is responsible for supervising the engagement and signing the report. Our fees for these services will be based on our standard hourly rates which vary according to the degree of responsibility involved and the experience level of the personnel assigned to the engagement.

The Honorable Mayor and Members of the Borough Council
Borough of Sussex
Page 7
December 10, 2009

Engagement Administration, Fees, and Other

Our invoices for these fees will be rendered as work progresses and are payable on presentation. In accordance with our firm policies, work may be suspended if your account becomes 120 days or more overdue and may not be resumed until your account is paid in full. If we elect to terminate our services for nonpayment, our engagement will be deemed to have been completed upon written notification of termination, even if we have not completed our report(s). You will be obligated to compensate us for all time expended and to reimburse us for all out-of-pocket costs through the date of termination. The above fee is based on anticipated cooperation from your personnel and the assumption that unexpected circumstances will not be encountered during the audit. If significant additional time is necessary, we will discuss it with you and arrive at a new fee estimate before we incur the additional costs.

Government Auditing Standards require that we provide you with a copy of our most recent external peer review report and any letter of comment, and any subsequent peer review reports and letters of comment received during the period of the contract. Our 2008 peer review report is included with this letter.

We appreciate the opportunity to be of service to the Borough of Sussex and believe this letter accurately summarizes the significant terms of our engagement. If you have any questions, please let us know. If you agree with the terms of our engagement as described in this letter, please sign the enclosed copy and return it to us. This letter remains in effect until cancelled by either party.

Very truly yours,

Nisivoccia & Company, LLP

NISIVOCCIA & COMPANY, LLP

RESPONSE:

This letter correctly sets forth the understanding of the Borough of Sussex.

By: _____

Title: _____

Date: _____



Malin, Bergquist & Company, LLP

CERTIFIED PUBLIC ACCOUNTANTS & BUSINESS ADVISORS

December 12, 2008

To the Partners
Nisivoccia & Company LLP

We have reviewed the system of quality control for the accounting and auditing practice of Nisivoccia & Company LLP (the firm) in effect for the year ended June 30, 2008. A system of quality control encompasses the firm's organizational structure, the policies adopted and procedures established to provide it with reasonable assurance of conforming with professional standards. The elements of quality control are described in the Statements on Quality Control Standards issued by the American Institute of CPAs (AICPA). The firm is responsible for designing a system of quality control and complying with it to provide the firm reasonable assurance of conforming with professional standards in all material respects. Our responsibility is to express an opinion on the design of the system of quality control and the firm's compliance with its system of quality control based on our review.

Our review was conducted in accordance with standards established by the Peer Review Board of the AICPA. During our review, we read required representations from the firm, interviewed firm personnel and obtained an understanding of the nature of the firm's accounting and auditing practice, and the design of the firm's system of quality control sufficient to assess the risks implicit in its practice. Based on our assessments, we selected engagements and administrative files to test for conformity with professional standards and compliance with the firm's system of quality control. The engagements selected represented a reasonable cross-section of the firm's accounting and auditing practice with emphasis on higher-risk engagements. The engagements selected included among others, an audit of an Employee Benefit Plan and engagements performed under Government Auditing Standards. Prior to concluding the review, we reassessed the adequacy of the scope of the peer review procedures and met with firm management to discuss the results of our review. We believe that the procedures we performed provide a reasonable basis for our opinion.

In performing our review, we obtained an understanding of the system of quality control for the firm's accounting and auditing practice. In addition, we tested compliance with the firm's quality control policies and procedures to the extent we considered appropriate. These tests covered the application of the firm's policies and procedures on selected engagements. Our review was based on selected tests therefore it would not necessarily detect all weaknesses in the system of quality control or all instances of noncompliance with it. There are inherent limitations in the effectiveness of any system of quality control and therefore noncompliance with the system of quality control may occur and not be detected. Projection of any evaluation of a system of quality control to future periods is subject to the risk that the system of quality control may become inadequate because of changes in conditions, or because the degree of compliance with the policies or procedures may deteriorate.

In our opinion, the system of quality control for the accounting and auditing practice of Nisivoccia & Company LLP in effect for the year ended June 30, 2008, has been designed to meet the requirements of the quality control standards for an accounting and auditing practice established by the AICPA and was complied with during the year then ended to provide the firm with reasonable assurance of conforming with professional standards.

Malin, Bergquist & Company, LLP

Erie, Pennsylvania



NISIVOC CIA & COMPANY LLP

CERTIFIED PUBLIC ACCOUNTANTS AND CONSULTANTS

200 Valley Road, Suite 300
Mt. Arlington, NJ 07856
Phone: 973-328-1825
Fax: 973-328-0507

11 Lawrence Road
Newton, NJ 07860
Phone: 973-383-6699
Fax: 973-383-6555

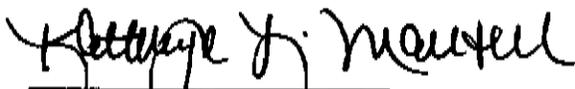
December 10, 2009

Catherine Gleason
Borough of Sussex
2 Main Street
Sussex, NJ 07461

Dear Ms. Gleason,

Enclosed are the required "pay to play" political contribution forms. This package includes our Stockholder Disclosure Certification, the Business Entity Disclosure Certification, Mandatory Equal Opportunity Language, and our Affirmative Action Certificate. Even though most of the information on the Stockholder Disclosure Certification and the Business Entity Disclosure Certification are identical, in order to ensure that we are in full compliance with the Political Disclosure requirements we have included both forms. Should you have any further suggestions regarding this matter, please do not hesitate to contact us.

Very truly yours,



Kathryn L. Mantell, Partner

BUSINESS ENTITY DISCLOSURE CERTIFICATION
FOR NON-FAIR AND OPEN CONTRACTS
Required Pursuant To N.J.S.A. 19:44A-20.8
Borough of Sussex

The following is statutory text related to the terms and citations used in the Business Entity Disclosure Certification form.

"Local Unit Pay-To-Play Law" (P.L. 2004, c.19, as amended by P.L. 2005, c.51)

19:44A-20.6 Certain contributions deemed as contributions by business entity.

5. When a business entity is a natural person, a contribution by that person's spouse or child, residing therewith, shall be deemed to be a contribution by the business entity. When a business entity is other than a natural person, a contribution by any person or other business entity having an interest therein shall be deemed to be a contribution by the business entity.

19:44A-20.7 Definitions relative to certain campaign contributions.

6. As used in sections 2 through 12 of this act:

"business entity" means any natural or legal person, business corporation, professional services corporation, limited liability company, partnership, limited partnership, business trust, association or any other legal commercial entity organized under the laws of this State or of any other state or foreign jurisdiction;

"interest" means the ownership or control of more than 10% of the profits or assets of a business entity or 10% of the stock in the case of a business entity that is a corporation for profit, as appropriate;

Temporary and Executing

12. Nothing contained in this act shall be construed as affecting the eligibility of any business entity to perform a public contract because that entity made a contribution to any committee during the one-year period immediately preceding the effective date of this act.

The New Jersey Campaign Contributions and Expenditures Reporting Act (N.J.S.A. 19:44A-1 et seq.)

19:44A-3 Definitions. In pertinent part...

p. The term "political party committee" means the State committee of a political party, as organized pursuant to R.S.19:5-4, any county committee of a political party, as organized pursuant to R.S.19:5-3, or any municipal committee of a political party, as organized pursuant to R.S.19:5-2.

q. The term "candidate committee" means a committee established pursuant to subsection a. of section 9 of P.L.1973, c.83 (C.19:44A-9) for the purpose of receiving contributions and making expenditures.

r. the term "joint candidates committee" means a committee established pursuant to subsection a. of section 9 of P.L.1973, c.83 (C.19:44A-9) by at least two candidates for the same elective public offices in the same election in a legislative district, county, municipality or school district, but not more candidates than the total number of the same elective public offices to be filled in that election, for the purpose of receiving contributions and making expenditures. For the purpose of this subsection: ...; the offices of member of the board of chosen freeholders and county executive shall be deemed to be the same elective public offices in a county; and the offices of mayor and member of the municipal governing body shall be deemed to be the same elective public offices in a municipality.

19:44A-8 and 16 Contributions, expenditures, reports, requirements.

While the provisions of this section are too extensive to reprint here, the following is deemed to be the pertinent part affecting amounts of contributions:

"The \$300 limit established in this subsection shall remain as stated in this subsection without further adjustment by the commission in the manner prescribed by section 22 of P.L.1993, c.65 (C.19:44A-7.2)

**BUSINESS ENTITY DISCLOSURE CERTIFICATION
FOR NON-FAIR AND OPEN CONTRACTS
Required Pursuant To N.J.S.A. 19:44A-20.8
Borough of Sussex**

Part I – Vendor Affirmation

The undersigned, being authorized and knowledgeable of the circumstances, does hereby certify that the Nisivoccia & Company, LLP has not made and will not make any reportable contributions pursuant to N.J.S.A. 19:44A-1 et seq. that, pursuant to P.L. 2004, c. 19 would bar the award of this contract in the one year period preceding December 10, 2009 to any of the following named candidate committee, joint candidates committee; or political party committee representing the elected officials of the **Borough of Sussex** as defined pursuant to N.J.S.A. 19:44A-3(p), (q) and (r).

The candidate committee, joint candidate committee or political party committee as defined pursuant to N.J.S.A. 44A:A-3(p), (q) and (r) representing any current elected offices in the Borough of Sussex	

Part II – Ownership Disclosure Certification

I certify that the list below contains the names and home addresses of all owners holding 10% or more of the issued and outstanding stock of the undersigned.

Check the box that represents the type of business entity:

- Partnership
 Corporation
 Sole Proprietorship
 Subchapter S Corporation
 Limited Partnership
 Limited Liability Corporation
 Limited Liability Partnership

Name of Stock or Shareholder	Home Address
Raymond Nisivoccia	41 High Avenue, Randolph, NJ 07869
Christopher P. Lynch	14 Hillview Rd. Newton, NJ 07860
Raymond G. Sarinelli	107 Church St. Rockaway, NJ 07866
David H. Evans	18 Knob Hill Rd. Hackettstown, NJ 07840
Timothy J. Mehaffey	10 Indian Trail Rd. Randolph, NJ 07869
Albert J. Passanante	49 Silver Springs Dr. Landing, NJ 07850
Francis J. Jones Jr	229 Flocktown Rd. Long Valley, NJ 07853
William F. Schroeder	34 Partridge Dr. Blairstown, NJ 07825
Kathryn L. Mantell	63 Combs Hollow Rd. Mendham, NJ 07945
Thomas R. Dartnell	410 Mountain Lake Road, Great Meadows, NJ 07838
Douglas S. Collins	3 Mountain Terrace, Columbia, NJ 07832

Part 3 – Signature and Attestation:

The undersigned is fully aware that if I have misrepresented in whole or part this affirmation and certification, I and/or the business entity, will be liable for any penalty permitted under law.

Name of Business Entity: Nisivoccia & Company, LLP
Signature of Affiant: *Kathryn L. Mantell* Title: Partner
Printed Name of Affiant: Kathryn L. Mantell Date: December 10, 2009

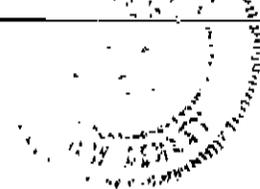
Subscribed and sworn before me this 10th day of DECEMBER, 2009

Louise A. Paduck
(Witnessed or attested by)

My Commission expires: 1/14/2014

LOUISE A. PADUCK
NOTARY PUBLIC OF STATE OF NEW JERSEY
MY COMMISSION EXPIRES JAN. 14, 2014

(Seal)



C. 271 POLITICAL CONTRIBUTION DISCLOSURE FORM

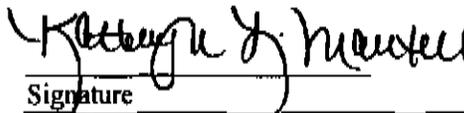
Required Pursuant To N.J.S.A. 19:44A-20.26

**This form or its permitted facsimile must be submitted to the local unit
no later than 10 days prior to the award of the contract.**

Part I - Vendor Information

Vendor Name:	Nisivoccia & Company LLP		
Address:	200 Valley Road, Suite 300		
Q	Mt. Arlington	State: NJ	Zip: 07856

The undersigned being authorized to certify, hereby certifies that the submission provided herein represents compliance with the provisions of N.J.S.A. 19:44A-20.26 and as represented by the Instructions accompanying this form.

	Kathryn L. Mantell	Partner
Signature	Printed Name	Title

Part II - Contribution Disclosure

Disclosure requirement: Pursuant to N.J.S.A. 19:44A-20.26 this disclosure must include all reportable political contributions (more than \$300 per election cycle) over the 12 months prior to submission to the committees of the government entities listed on the form provided by the local unit.

Check here if disclosure is provided in electronic form.

Contributor Name	Recipient Name	Date	Dollar Amount
			\$
No reportable contributions were made.			

Check here if the information is continued on subsequent page(s)

**List of Agencies with Elected Officials Required for Political Contribution Disclosure
N.J.S.A. 19:44A-20.26**

County Name: Sussex

State: Governor, and Legislative Leadership Committees

Legislative District #: 24

State Senator and two members of the General Assembly per district.

County:

Freeholders

County Clerk

Sheriff

Surrogate

Municipalities (Mayor and members of governing body, regardless of title):

Andover Borough

Andover Township

Branchville Borough

Byram Township

Frankford Township

Franklin Borough

Fredon Township

Green Township

Hamburg Borough

Hampton Township

Hardyston Township

Hopatcong Borough

Lafayette Township

Montague Township

Newton Town

Ogdensburg Borough

Sandyston Township

Sparta Township

Stanhope Borough

Stillwater Township

Sussex Borough

Vernon Township

Walpack Township

Wantage Township

Boards of Education (Members of the Board):

Andover Regional

Branchville Borough

Byram Township

Frankford Township

Franklin Borough

Fredon Township

Green Township

Hamburg Borough

Hampton Township

Hardyston Township

High Point Regional

Hopatcong

Kittatinny Regional

Lafayette Township

Lenape Valley Regional

Montague Township

Newton Town

Ogdensburg Borough

Sandyston-Walpack Township

Sparta Township

Stanhope Borough

Stillwater Township

Sussex-Wantage Regional

Vernon Township

Wallkill Valley Regional

Fire Districts (Board of Fire Commissioners):

None

STOCKHOLDER DISCLOSURE CERTIFICATION

Name of Business:

I certify that the list below contains the names and home addresses of all stockholders holding 10% or more of the issued and outstanding stock of the undersigned.

OR

I certify that no one stockholder owns 10% or more of the issued and outstanding stock of the undersigned.

Check the box that represents the type of business organization:

Partnership

Corporation

Sole Proprietorship

Limited Partnership

Limited Liability Corporation

Limited Liability Partnership

Subchapter S Corporation

Sign and notarize the form below, and, if necessary, complete the stockholder list below.

Stockholders:

Name: Raymond Nisivoccia	Name: Albert J. Passanante
Home Address: 41 High Avenue, Randolph, NJ 07869	Home Address: 49 Silver Springs Dr. Landing, NJ 07850
Name: Christopher P. Lynch	Name: Francis J. Jones Jr.
Home Address: 14 Hillview Rd. Newton, NJ 07860	Home Address: 229 Flocktown Rd. Long Valley, NJ 07853
Name: Raymond G. Sarinelli	Name: William F. Schroeder
Home Address: 107 Church St. Rockaway, NJ 07866	Home Address: 34 Partridge Dr. Blairstown, NJ 07825
Name: David H. Evans	Name: Kathryn L. Mantell
Home Address: 18 Knob Hill Rd. Hackettstown, NJ 07840	Home Address: 63 Combs Hollow Rd. Mendham, NJ 07945
Name: Timothy J. Mehaffey	Name: Thomas R. Dartnell
Home Address: 10 Indian Trail Rd. Randolph, NJ 07869	Home Address: 410 Mountain Lake Road, Great Meadows, NJ 07838
Name: Douglas S. Collins	
Home Address: 3 Mountain Terrace, Columbia, NJ 07832	

Subscribed and sworn before me this 10th day of December, 2009

(Notary Public) *Louise A Paduck*

My Commission expires: 1/14/2014

LOUISE A PADUCK
NOTARY PUBLIC OF STATE OF NEW JERSEY
MY COMMISSION EXPIRES JAN. 14, 2014

Kathryn L. Mantell
(Affiant)

Kathryn L. Mantell, Partner
(Print name & title of affiant)

(Corporate Seal)

EXHIBIT A**MANDATORY EQUAL EMPLOYMENT OPPORTUNITY LANGUAGE
N.J.S.A. 10:5-31 et seq., N.J.A.C. 17:27****GOODS, PROFESSIONAL SERVICES AND GENERAL SERVICE CONTRACTS**

During the performance of this contract, the contractor agrees as follows:

The contractor or subcontractor, where applicable, will not discriminate against any employee or applicant for employment because of age, race, creed, color, national origin, ancestry, marital status, affectional or sexual orientation, gender identity or expression, disability, nationality or sex. Except with respect to affectional or sexual orientation and gender identity or expression, the contractor will take affirmative action to ensure that such applicants are recruited and employed, and that employees are treated during employment, without regard to their age, race, creed, color, national origin, ancestry, marital status, affectional or sexual orientation, gender identity or expression, disability, nationality or sex. Such action shall include, but not limited to the following: employment, upgrading, demotion, or transfer; recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship. The contractor agrees to post in conspicuous places, available to employees and applicants for employment, notices to be provided by the Public Agency Compliance Officer setting forth provisions of this nondiscrimination clause.

The contractor or subcontractor, where applicable will, in all solicitations or advertisements for employees placed by or on behalf of the contractor, state that all qualified applicants will receive consideration for employment without regard to age, race, creed, color, national origin, ancestry, marital status, affectional or sexual orientation, gender identity or expression, disability, nationality or sex.

The contractor or subcontractor, where applicable, will send to each labor union or representative or workers with which it has a collective bargaining agreement or other contract or understanding, a notice, to be provided by the agency contracting officer advising the labor union or workers' representative of the contractor's commitments under this act and shall post copies of the notice in conspicuous places available to employees and applicants for employment.

The contractor or subcontractor where applicable, agrees to comply with any regulations promulgated by the Treasurer pursuant to N.J.S.A. 10:5-31 et seq. as amended and supplemented from time to time and the Americans with Disabilities Act.

The contractor or subcontractor agrees to make good faith efforts to employ minority and women workers consistent with the applicable county employment goals established in accordance with N.J.A.C. 17:27-5.2, or a binding determination of the applicable county employment goals determined by the Division, pursuant to N.J.A.C. 17:27-5.2.

EXHIBIT A (Cont)

The contractor or subcontractor agrees to inform in writing its appropriate recruitment agencies including, but not limited to, employment agencies, placement bureaus, colleges, universities, labor unions, that it does not discriminate on the basis of age, creed, color, national origin, ancestry, marital status, affectional or sexual orientation, gender identity or expression, disability, nationality or sex, and that it will discontinue the use of any recruitment agency which engages in direct or indirect discriminatory practices.

The contractor or subcontractor agrees to revise any of its testing procedures, if necessary, to assure that all personal testing conforms with the principles of job-related testing, as established by the statutes and court decisions of the State of New Jersey and as established by applicable Federal law and applicable Federal court decisions.

In conforming with the applicable employment goals, the contractor or subcontractor agrees to review all procedures relating to transfer, upgrading, downgrading and layoff to ensure that all such actions are taken without regard to age, creed, color, national origin, ancestry, marital status, affectional or sexual orientation, gender identity or expression, disability, nationality or sex, consistent with the statutes and court decisions of the State of New Jersey, and applicable Federal law and applicable Federal court decisions.

The contractor shall submit to the public agency, after notification of award but prior to execution of a goods and services contract, one of the following three documents:

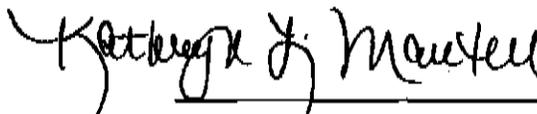
Letter of Federal Affirmative Action Plan Approval
Certificate of Employee Information Report
Employee Information Report Form AA302

The contractor and its subcontractor shall furnish such reports or other documents to the Division of Contract Compliance & EEO as may be requested by the Division from time to time in order to carry out the purposes of these regulations, and public agencies shall furnish such information as may be requested by the Division of Contract Compliance & EEO for conducting a compliance investigation pursuant to Subchapter 10 of the Administrative Code at N.J.A.C.17:27.

We are aware of our obligation to the
State of New Jersey pursuant to N.J.S.A. 10:5-31 et. seq.

Name Kathryn L. Mantell

Address 200 Valley Road, Suite 300, Mt. Arlington, NJ 07856

 Partner

Date: December 10, 2009

Signature and Title

CERTIFICATE OF EMPLOYEE INFORMATION REPORT

RENEWAL

This is to certify that the contractor listed below has submitted an Employee Information Report pursuant to N.J.A.C. 17:27-11 et seq. and the State Treasurer has approved said report. This approval will remain in effect for the period of 15 months ending 05-31-2012.

NESTROCCIA & COMPANY L.P.
200 VALLEY ROAD SUITE 200
MT. ARLINGTON NJ 07041




State Treasurer

RESOLUTION #2009-10R

**RESOLUTION AUTHORIZING THE AWARD OF A NON-FAIR AND OPEN
CONTRACT FOR MUNICIPAL BOND COUNSEL**

WHEREAS, the Municipal Council of the Borough of Sussex has a need to acquire bond counsel services as a non-fair and open contract pursuant to the provisions of N.J.S.A. 19:44A-20.4; and,

WHEREAS, the Chief Financial Officer 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 for one year commencing January 5, 2010 and terminating on January 5, 2011; and

WHEREAS, Edward McManimon, Esq. has submitted a proposal dated January 3, 2008 indicating they will provide the legal services in accordance with said proposal.

WHEREAS, Edward McManimon, Esq. has completed and submitted a Business Entity Disclosure Certification which certifies that Edward McManimon, Esq., has not made any reportable contributions to a political or candidate committee in the Borough of Sussex in the previous one year, and that the contract will prohibit Edward McManimon, Esq. from making any reportable contributions through the term of the contract, and

WHEREAS, funds are available for this purpose in the 2010 Temporary Budget and shall be provided for in the 2010 Budget when finally adopted and the Chief Financial Officer has so certified;

NOW THEREFORE, BE IT RESOLVED that the Municipal Council of the Borough of Sussex authorizes the Mayor and Clerk to enter into a contract with Edward McManimon, Esq. as described herein; and,

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

BE IT FURTHER RESOLVED the Clerk be and she is hereby directed to publish this resolution in accordance with law.

CERTIFICATION: I hereby certify the foregoing to be a true and correct copy of a resolution duly adopted by the Mayor and Council of the Borough of Sussex, in the County of Sussex, New Jersey, at a meeting held on January 5, 2010.

Catherine Gleason, Borough Clerk
Borough of Sussex

A G R E E M E N T

THIS AGREEMENT ("Agreement"), made as of this ____ day of _____, 2009 by and between the BOROUGH OF SUSSEX, in the County of Sussex, a body politic of the State of New Jersey, herein designated as the "Client" and McMANIMON & SCOTLAND, L.L.C., Attorneys at Law with offices at One Riverfront Plaza, Newark, New Jersey, hereinafter designated as "Counsel":

WITNESSETH:

The Client desires to engage the services of Counsel for one or more of the services described herein which may consist of (i) services related to public finance and (ii) services related to redevelopment, environmental, litigation or other non-public finance services. To the extent that the Client requests such services of Counsel for any of such services, they shall be billed as follows:

I. Public Finance

1. Counsel, in consideration of the making and the signing of this Agreement, agrees to render the following services:

A. Counsel will prepare or review all bond ordinances adopted or to be adopted by the governing body.

B. Counsel will assemble a certified record of proceedings to evidence the proper adoption of each bond ordinance in accordance with the provisions of the Local Bond Law and other applicable New Jersey statutes.

C. When the Client determines to issue bonds or notes, Counsel will prepare the necessary resolutions or other operative documents to set up the bond or note sale and will submit them to the Client's general counsel for review. Counsel will seek the advice of the Client's financial advisor and/or auditor in connection with the appropriate maturity schedule for the bonds or notes to be sold and will review legal issues relating to the structure of the bond or note issue. Counsel will assist the Client in seeking from other governmental authorities such approvals, permissions and exemptions as Counsel determines are necessary or appropriate in connection with the authorization, issuance and delivery of bonds or notes. Counsel will review those sections of the official statement, private placement memorandum or other form of offering or disclosure document to be disseminated in connection with the sale of the bonds or notes and will arrange for the printing and the distribution of such offering or disclosure document. Counsel will prepare and review the notice of sale pertaining to the competitive sale of the bonds or notes and will arrange for the printing of such notice of sale in The Bond Buyer, as applicable, and will answer inquiries made by the investment community concerning the bond or note sale. Counsel will assist the Client in presenting information to bond rating

organizations and providers of credit enhancement relating to legal issues affecting the issuance of bonds or notes. Counsel will render legal advice as necessary concerning the submission of bids for the bonds or notes in accordance with the notice of sale and the requirements of law. After the bond or note sale, Counsel will prepare the bonds or notes for execution, will prepare and see to the execution of the necessary closing certificates, including the continuing disclosure undertaking of the Client, and will establish the time and the place for the delivery of the bonds or notes to the successful bidder. Counsel will coordinate the closing, at which time the bonds or notes will be delivered, payment will be made for the bonds or notes, and Counsel will issue a final approving legal opinion with respect to the validity and binding effect of the bonds or notes, the source of payment and security for the bonds or notes and the excludability of interest on the bonds or notes from gross income for federal and New Jersey income tax purposes, if applicable.

D. Counsel will provide basic advice in regard to the effect of the federal arbitrage regulations on the issuance of bonds or notes and the investment of the proceeds thereof.

E. Counsel will provide such other services as may be requested from time to time by the Client including any referendum, validation proceedings or other action relating to the Client or the authorization and issuance of a financing instrument by the Client.

2. The Client will make payment to Counsel for services rendered in accordance with the following schedule:

A. For services rendered in connection with each bond sale, a fee of \$3,500, plus \$1.00 per thousand dollars of bonds issued for the first \$15,000,000 of bonds issued and \$.75 per thousand dollars of bonds issued in excess of \$15,000,000. If there is more than 1 series of bonds issued, there will be an additional charge of \$1,000 for each such additional series.

B. For services rendered in connection with the preparation or review of each bond ordinance and the compiling of a certified record of proceedings in connection therewith, a fee of \$600.

C. For services rendered in connection with each note sale, a fee equal to the hourly rates reflected in paragraph I(2)(G), with a minimum fee of \$.50 per thousand dollars of notes issued up to \$15,000,000 of notes issued and \$.40 per \$1,000 of notes in excess of \$15,000,000. If more than one series of notes are issued, there will be an additional charge of \$500 for each such additional series.

D. For services rendered in connection with arbitrage compliance and related tax analysis, a fee of \$250.

E. In the event that a letter of credit, bond insurance, or similar credit enhancement facility is used in connection with either a bond or note issue, an additional fee of \$1,000 will be charged.

F. In the event of a refunding bond issue consistent with the provisions of the Internal Revenue Code to provide for the payment of a prior issue of bonds, there will be an additional fee of \$5,000 for each refunded issue.

G. Services rendered on an hourly basis, including preparation of an application to and an appearance before the Local Finance Board, attendance at meetings, litigation, continuing disclosure undertakings and preliminary and final official statement or other offering or disclosure document work, will be billed at the blended hourly rate of \$215 per hour for attorneys and \$135 per hour for legal assistants.

H. Counsel's fee is usually paid at the closing of the bonds or notes, and Counsel customarily does not submit any statement until the closing unless there is a substantial delay in completing the financing. In the event that legal services described herein are provided in connection with a bond or note sale and the bond or note sale is not consummated or is completed without the delivery of Counsel's bond opinion as bond counsel, or this Agreement is terminated prior to the sale of bonds or notes, the fee for services to be charged shall be based on the hourly rates as set forth in paragraph I(2)(G).

I. Reasonable and customary out of pocket expenses and other charges, including but not limited to, photocopying, express delivery charges, travel expenses, telecommunications, telecopy, filing fees, computer-assisted research, book binding, messenger service or other costs advanced on behalf of the Client, shall be added to the fees referred to in this Agreement.

II. Redevelopment, Environmental, Litigation and Non-Public Finance Services

1. To the extent that the Client desires to engage Counsel for general legal services in connection with (i) redevelopment projects (the "Redevelopment Projects"), (ii) environmental issues including the giving of advice or preparation of work product at the direction of the Client related to or concerning the identification, investigation, remediation or preparing of grant applications to assist the Client in responding to potential or actual environmental conditions ("Environmental Services"), (iii) litigation, including representation in any and all action authorized by the Client and relating to a threatened, pending or actual legal proceeding or any condemnation or alternate dispute resolution matters ("Litigation Services") or (iv) any other legal services, such services shall be billed as follows:

2. The Client will make payment to Counsel for such general legal services at the blended hourly rates set forth in paragraph I(2)(G). Services rendered to the Client the cost of which is reimbursed by a developer through a developer-funded escrow

account pursuant to an escrow agreement between the developer and the Client shall be billed at the blended hourly rate of \$325 for attorneys and \$180 for legal assistants. In addition to the hourly time charges described above, Counsel will be reimbursed for out-of-pocket expenses as set forth in paragraph I(2)(I).

3. Services rendered in connection with the issuance of bonds pursuant to the Local Redevelopment and Housing Law, N.J.S.A. 40A:12A-1 et seq., the Redevelopment Area Bond Financing Law, N.J.S.A. 40A:12A-64 et seq., or the Revenue Allocation District Financing Act, N.J.S.A. 52:27D-459 et seq., will be billed in accordance with the fee schedule set forth in paragraph I(2)(D) through (G).

III. General Provisions

1. Upon execution of this Agreement, the Client will be Counsel's client and an attorney-client relationship will exist between Client and Counsel. Counsel assumes that all other parties will retain such counsel, as they deem necessary and appropriate to represent their interests in the transactions contemplated hereby. Counsel's services are limited to those contracted for in this Agreement; the Client's execution of this Agreement will constitute an acknowledgment of those limitations. Counsel's representation of the Client will not affect, however, our responsibility to render an objective bond opinion. Counsel's representation of the Client and the attorney-client relationship created by this Agreement will be concluded upon termination of this Agreement.

2. At the request of the Client, papers and property furnished by the Client will be returned promptly upon receipt of payment for outstanding fees and Client charges. Counsel's own files, including lawyer work product, pertaining to the transactions contemplated hereby will be retained by Counsel. For various reasons, including the minimization of unnecessary storage expenses, Counsel reserves the right to dispose of any documents or other materials retained by Counsel after the termination of this Agreement.

3. Counsel and the Client hereby incorporate into this contract the mandatory language of N.J.A.C. 17:27-3.4(a) and the mandatory language of N.J.A.C. 17:27-3.6(a) promulgated pursuant to N.J.S.A. 10:5-31 to 38 (P.L. 1975, c. 127, as amended and supplemented from time to time), and Counsel agrees to comply fully with the terms, the provisions and the conditions of N.J.A.C. 17:27-3.4(a) and N.J.A.C. 17:27-3.6(a), provided that N.J.A.C. 17:27-3.4(a) shall be applied.

4. Counsel and the Client hereby incorporate into this contract the provisions of Title 11 of the Americans With Disabilities Act of 1990 (the "Act") (42 USC S121 01 et seq.), which prohibits discrimination on the basis of disability by public entities in all services, programs and activities provided or made available by public entities, and the rules and regulations promulgated thereunder.

5. Counsel hereby represents that it has filed with the Client proof of professional liability insurance with coverage amounts acceptable to the Client.

6. This Agreement shall be in full force and effect until such time as either party gives written notice to the other of termination.

POLITICAL CONTRIBUTION DISCLOSURE

This contract has been awarded to McManimon & Scotland, L.L.C. based on the merits and abilities of McManimon & Scotland, L.L.C. to provide the goods or services as described herein. This contract was not awarded through a "fair and open process" pursuant to N.J.S.A. 19:44A-20.4 *et seq.* As such, the undersigned does hereby attest that the principals of McManimon & Scotland, L.L.C. controlling in excess of 10% of the company have neither made a contribution, that is reportable pursuant to the Election Law Enforcement Commission pursuant to N.J.S.A. 19:44A-8 or 19:44A-16, in the one (1) year period preceding the award of the contract that would, pursuant to P.L. 2004, c.19, affect its eligibility to perform this contract, nor will it make a reportable contribution during the term of the contract to any political party committee in the municipality if a member of that political party is serving in an elective public office of that municipality when the contract is awarded, or to any candidate committee of any person serving in an elective public office of that municipality when the contract is awarded.

IN WITNESS WHEREOF, the BOROUGH OF SUSSEX has caused this agreement to be duly executed by its proper officers and has caused its corporate seal to be hereto affixed, and Counsel has caused this agreement to be duly executed by the proper party as of the day and year first above written.

BOROUGH OF SUSSEX

ATTEST:

By: _____

Clerk

McMANIMON & SCOTLAND, L.L.C.

By: Andrea L. Kahn
Andrea L. Kahn

SUSSEX BOROUGH
RESOLUTION #2010-11R

RESOLUTION AUTHORIZING THE AWARD OF A NON-FAIR AND OPEN
CONTRACT FOR MUNICIPAL ENGINEER

WHEREAS, the Municipal Council of the Borough of Sussex has a need to acquire engineering services as a non-fair and open contract pursuant to the provisions of N.J.S.A. 19:44A-20.4; and,

WHEREAS, the Chief Financial Officer 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 for three years commencing January 5, 2010 and terminating on January 4, 2013; and

WHEREAS, Harold Pellow has submitted a proposal dated December 7 , 2009 indicating they will provide the engineering services in accordance with said proposal at an hourly rate not to exceed \$120.00 in 2010; and

WHEREAS, Harold Pellow has completed and submitted a Business Entity Disclosure Certification which certifies that Harold Pellow, has not made any reportable contributions to a political or candidate committee in the Borough of Sussex in the previous one year, and that the contract will prohibit Harold Pellow from making any reportable contributions through the term of the contract, and

WHEREAS, funds are available for this purpose in the 2010 Temporary Budget and shall be provided for in the 2010 Budget when finally adopted and the Chief Financial Officer has so certified;

NOW THEREFORE, BE IT RESOLVED that the Municipal Council of the Borough of Sussex authorizes the Mayor and Clerk to enter into a contract with Harold Pellow as described herein; and,

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

BE IT FURTHER RESOLVED the Clerk be and she is hereby directed to publish this resolution in accordance with law.

CERTIFICATION: I hereby certify the foregoing to be a true and correct copy of a resolution duly adopted by the Mayor and Council of the Borough of Sussex, in the County of Sussex, New Jersey, at a meeting held on January 5, 2010.

Catherine Gleason, Borough Clerk
Borough of Sussex



HAROLD E. PELLOW & ASSOCIATES, INC.

CONSULTING ENGINEERS · PLANNERS · LAND SURVEYORS

Established 1969

HAROLD E. PELLOW, PRESIDENT
NJ - P.E. & L.S., NJ - P.P., NJ - C.M.E.,
PA - P.E. & L.S.

CORY L. STONER, ASSOCIATE
NJ - P.E., NJ - C.M.E.,
PA - P.E.

ANN PELLOW WAGNER
NJ - C.L.A., VA - C.L.A., PA - C.L.A.
(5/25/94 - 7/27/99)

JESSICA C. CALDWELL
NJ - P.P., A.I.C.P.

MATTHEW J. MORRIS
NJ - L.L.A.

DAVID B. SIMMONS, JR., VICE PRESIDENT
NJ - P.E. & L.S., NJ - P.P., NJ - C.M.E.,
NY - P.E. & L.S., PA - P.E. & L.S.

THOMAS G. KNUTELSKY
NJ - P.E.

December 7, 2009

Borough of Sussex
Municipal Building
2 Main Street
Sussex, New Jersey 07461

ATTN: Ms. Catherine Gleason, Borough Clerk

RE: Sussex Borough Municipal Engineer

Dear Ms. Gleason:

Please allow this letter to serve as an introduction to our firm and to express our interest in being considered for the position of Municipal Engineer.

Harold E. Pellow & Associates, Inc. was incorporated in April 1969 and serves the public sector of Northwest New Jersey with a professional staff of 16 people. Our office is located in Frankford Township, Sussex County on a nine-acre tract of land and contains 6,400 square feet of work space.

The enclosed Qualification Statement outlines who we are, what we do, and where we have worked. Ninety percent of Harold E. Pellow & Associates' work has always been in the public sector serving municipalities; Sussex, Warren, and Morris Counties; the New Jersey Department of Transportation; and school boards of education. Please see page 13 for our client listing and page 12 for where we presently serve as the Municipal Engineer, Planning Board Engineer, and/or Municipal Planner.

In Appendix "A" some of our typical municipal, county, and state projects are shown. On pages 4 through 11, we list the most visible projects during the past years, which can be observed by you and the Council.

I would welcome the opportunity to discuss the items outlined in this letter with you and the Council at your convenience, and answer any questions you may have.

Very truly yours,

Harold E. Pellow, P.E., L.S. - President
HAROLD E. PELLOW & ASSOCIATES, INC.
Consulting Engineers, Planners & Land Surveyors

HFP:hw
L:\PROPOSALS\SUSSEXBORO\MUNICIPAL ENGINER\GLEASON.DOC

Enclosures - 1 Set of Proposal

Harold E. Pellow & Associates, Inc.
Employee Wage Rates
(2010 Rates)

Municipal Engineer.....	\$120
Harold E. Pellow	
Licensed Engineers.....	\$116 to \$120
Harold E. Pellow	
David B. Simmons	
Cory L. Stoner	
Thomas G. Knutelsky	
Licensed Land Surveyors	\$120
Harold E. Pellow	
David B. Simmons	
Licensed Planners	\$113 to \$120
Harold E. Pellow	
David B. Simmons	
Jessica C. Caldwell	
Environmental Specialists	\$67 to \$116
Thomas G. Knutelsky	
Matthew Morris	
Design Engineers & Landscape Architect	\$67 to \$84
Abraham B. Eksteen	
Matthew Morris	
Engineering Technicians	\$81 to \$85
Ralph Courtright, Jr.	
Ray Dionne	
Construction Inspectors	\$58 to \$85
Ralph Courtright, Jr.	
Robert Clarke	
Administrative Assistants/Support	\$30 to \$60
Mariruth Cook	
Lynn Wagenhals	
Donna Brody	
Field Survey Crew	\$115 (2 man crew) \$143.75 (3 man crew)

SUSSEX BOROUGH
RESOLUTION #2010-12R

RESOLUTION AUTHORIZING THE AWARD OF A NON-FAIR AND OPEN
CONTRACT FOR MUNICIPAL WATER/SEWER ENGINEER

WHEREAS, the Municipal Council of the Borough of Sussex has a need to acquire water/sewer engineering services as a non-fair and open contract pursuant to the provisions of N.J.S.A. 19:44A-20.4; and,

WHEREAS, the Chief Financial Officer 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 for three years commencing January 5, 2010 and terminating on January 5, 2013; and

WHEREAS, John Ruschke, P.E., of Hatch Mott MacDonald, has submitted a proposal dated November 18, 2009 indicating he will provide the engineering services in accordance with said proposal at an hourly rate not to exceed \$125.00 and;

WHEREAS, John Ruschke P.E., of Hatch Mott MacDonald has completed and submitted a Business Entity Disclosure Certification which certifies that , has not made any reportable contributions to a political or candidate committee in the Borough of Sussex in the previous one year, and that the contract will prohibit from making any reportable contributions through the term of the contract, and

WHEREAS, funds are available for this purpose in the 2010 Temporary Budget and shall be provided for in the 2010 Budget when finally adopted and the Chief Financial Officer has so certified;

NOW THEREFORE, BE IT RESOLVED that the Municipal Council of the Borough of Sussex authorizes the Mayor and Clerk to enter into a contract with John Ruschke, P.E., of Hatch Mott MacDonald as described herein; and,

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

BE IT FURTHER RESOLVED the Clerk be and she is hereby directed to publish this resolution in accordance with law.

CERTIFICATION: I hereby certify the foregoing to be a true and correct copy of a resolution duly adopted by the Mayor and Council of the Borough of Sussex, in the County of Sussex, New Jersey, at a meeting held on January 5, 2010.

Catherine Gleason, Borough Clerk
Borough of Sussex.



**Hatch Mott
MacDonald**

Hatch Mott MacDonald
Perryville III
53 Frontage Road, Suite 170
Hampton, NJ 08827
T 908.730.6000 www.hatchmott.com

November 18, 2009

Ms. Catherine Gleason
Borough Clerk
Borough of Sussex
2 Main Street
Sussex, NJ 07461

**Re: Borough of Sussex
Water & Sewer Consulting Services
Statement of Qualifications**

Dear Ms. Gleason:

Hatch Mott MacDonald (HMM) is pleased to provide the following Statement of Qualifications for Water and Sewer Consulting Services, which gives an overview of our capabilities. Our company has the expertise to undertake virtually any engineering assignment that you may require. We have earned a solid reputation as a problem solver, by producing consistently reliable solutions to the challenges of designing, maintaining and managing public infrastructure systems, such as wastewater treatment, sewerage collection, and water supply.

The water and wastewater management experience of the firm, coupled with our expertise in municipal engineering, environmental compliance, stormwater design and asset / utilities management, make available to the Borough a broad range of services that it may need to deal with a variety of projects.

HMM is proposing to assign John Ruschke as the individual to serve as the borough's utility engineer. Mr. Ruschke has over 20 years of experience in municipal engineering, water supply and wastewater expertise. In addition to being a Professional Engineer, he holds licenses to operate both water and sewer utilities. Mr. Ruschke is also a Certified Municipal Engineer and Public Works Manager. Currently, he serves as the utility engineer for both Hopatcong Borough and Hamburg Borough. Mr. Ruschke has a long history as a municipal and utility engineer within Morris and Sussex Counties. At present, he also serves as the utility engineer for Sussex Borough.

Working for, and with several municipalities in Sussex and adjoining the counties over the last 30 + years, has provided HMM with a clear understanding of the unique nature of this area of the State and the environmental and ecological needs of its people. We understand that your municipality requires top professional engineering services at rates that reflect a return-on-investment for your constituents.

We are proud to be thought of as both a "local" and "nationally-renowned" engineering firm. We attained that reputation through our high-quality professional and technical resources that maximize results. Our engineers provide hands-on-expertise and view each municipality as a primary client, whether it be through serving as municipal engineer, board engineer, or water/sewer consultant.



Hatch Mott
MacDonald

We have worked effectively for smaller communities in the Northern New Jersey region, and understand the need to provide superior quality engineering while working within the financial capability of the municipality. From feasibility studies to regulatory compliance, from permitting to construction overview, from cost analysis to design work, HMM can fulfill your water and wastewater engineering requirements efficiently and effectively.

We trust that you will find the capabilities of the firm and our relevant experience in representing municipalities makes us well qualified to assist the Borough of Sussex in water and sewer consulting services.

Should you have any questions or comments, do not hesitate to contact our office.

Very truly yours,

Hatch Mott MacDonald

A handwritten signature in black ink, appearing to read "John Ruschke".

John K. Ruschke, PE, PP, CME

Vice President

T 908-730-6000 F 908-730-6500

John.ruschke@hatchmott.com

cell (973) 432-8309

PAT:pt



Per Hour*

Municipal Utility Engineer	\$125.00
Principals.....	\$130.00 to \$200.00
Sr. Project Engineer / Sr. Project Manager / Principal Project Manager	\$129.00 to \$155.00
Sr. Project Geologist / Sr. Project Scientist	\$ 85.00 to \$145.00
Sr. Specialist IV/V / Sr. Designer IV/V	\$ 85.00 to \$145.00
Sr. Inspector IV/V / Sr. Surveyor IV/V	\$ 80.00 to \$135.00
Project Engineer / Project Architect / Project Manager	\$113.00 to \$150.00
Project Geologist / Project Scientist	\$ 80.00 to \$135.00
Engineer III/IV / Architect III/IV.....	\$ 80.00 to \$130.00
Specialist III/IV / Designer III/IV	\$ 70.00 to \$115.00
Scientist III/IV / Geologist III/IV.....	\$ 70.00 to \$120.00
Engineer I/II / Architect I/II / Scientist I/II / Geologist I/II	\$ 70.00 to \$100.00
Inspector I-III / Surveyor I-III / Specialist I-III / Designer I-III	\$ 63.00 to \$105.00
Assistant Surveyor I/II / Assistant Inspector I/II.....	\$ 54.00 to \$100.00
Technicians	\$ 41.00 to \$ 90.00
Administration / Project Support	\$ 42.00 to \$ 80.00

* Hourly rates for special consultations and services in conjunction with litigation are available on request.

EXPENSES

Personal Auto / Company Auto.....	\$0.550 ¹ / mile
Company Vans / Company Pick-Up	\$0.60 / mile
Photocopies & Offset Reproduction.....	Variable
UPS / Federal Express /Postage /Messenger Service	Variable
Subcontractors (including Contract Laboratory).....	Direct + 15%
Telephone.....	Variable
Field Equipment.....	Variable

¹per IRS standard mileage rate (rate shown commences 1/1/2009)

Invoices are payable within 30 days of invoice date.

Delinquent bills are subject to finance charges of 1.5% per month.

The client shall pay attorney fees, court costs, and related expenses incurred in the collection of delinquent accounts.

November 17, 2009

**SUSSEX BOROUGH
RESOLUTION #2010-15R**

STATEWIDE INSURANCE FUND

RESOLUTION APPOINTING FUND COMMISSIONER

WHEREAS, Sussex Borough (hereinafter "Local Unit") is a member of the Statewide Insurance Fund (hereinafter "Fund"), a joint insurance fund as defined in N.J.S.A. 40A:10-36 *et seq.*; and

WHEREAS, the Fund's Bylaws require participating members to appoint a Fund Commissioner;

NOW, THEREFORE, BE IT RESOLVED by the governing body of the Borough of Sussex that the Borough Clerk is hereby appointed as the Fund Commissioner for the Local Unit; and

BE IT FURTHER RESOLVED that the Deputy Borough Clerk is hereby appointed as the Alternate Fund Commissioner for the Local Unit; and

BE IT FURTHER RESOLVED that the Local Unit's Fund Commissioner is authorized and directed to execute all such documents as required by the Fund. .

Name of Entity

By: _____
Mayor

ATTEST:

Clerk

This Resolution agreed to the ___ day of _____, 200_ by a vote of:

___ Affirmative ___ Abstain ___ Negative ___ Absent

**SUSSEX BOROUGH
RESOLUTION #2010-16R**

APPOINTING RISK MANAGEMENT CONSULTANT

WHEREAS, Sussex Borough (hereinafter "Local Unit") has joined the Statewide Insurance Fund (hereinafter "Fund"), a joint insurance fund as defined in N.J.S.A. 40A:10-36 *et seq.*; and

WHEREAS, the Bylaws require participating members to appoint a Risk Management Consultant, as those positions are defined in the Bylaws, if requested to do so by the "Fund"; and

WHEREAS, the "Fund" has requested its members to appoint individuals or entities to that position; and

NOW, THEREFORE, BE IT RESOLVED by the governing body of "Local Unit", in the County of Hunterdon and State of New Jersey, as follows:

1. Sussex Borough hereby appoints Morville Agency its local Risk Management Consultant.
2. The Municipal Clerk and Risk Management Consultant are hereby authorized to execute the Risk Management Consultant's Agreement for the year 2010 in the form attached hereto.

Attest:

Name of Entity

Name and title

Certification

I, Catherine Gleason, Clerk of the Borough of Sussex, County of Sussex, do hereby certify the foregoing to be a true and correct copy of a Resolution adopted by the governing body on January 5, 2010.

Clerk

Witness my hand and seal of the
Borough of Sussex this 5th day of
January, 2010.

**SUSSEX BOROUGH
RESOLUTION #2010-17R**

APPOINTMENT OF BOROUGH DAM ENGINEER FOR 2010

BE IT RESOLVED by the Governing Body of the Borough of Sussex hereby appoints Michael G. Vreeland, P.E. of the firm Guerin & Vreeland Engineering, Inc as Borough Dam Engineer for the year 2010.

A motion is in order for the Council to accept the Mayor's appointment for the position of Borough Special Projects Engineer, further approving Professional Services Contract as set forth in N.J.S.A. 40A:11-5 of the Local Public Contracts Law.

CERTIFICATION

I hereby certify that the above Resolution is a true copy of the Resolution adopted by the Sussex Borough Council at their meeting held on Tuesday, the 5th day of January 5, 2010 at 7:30 p.m. in the Sussex Borough Municipal Building, 2 Main Street, Sussex, New Jersey.

Catherine Gleason
Borough Clerk

ENGINEERING SERVICES AGREEMENT
BOROUGH OF SUSSEX
YEAR 2010

THIS AGREEMENT made this _____ day of _____, 2010 between Michael G. Vreeland of Guerin & Vreeland Engineering, Inc., hereinafter called the Engineer, and the BOROUGH OF SUSSEX, a municipal corporation of the State of New Jersey in the County of Sussex, hereinafter called the Borough.

WHEREAS, the Borough is desirous of entering into a agreement to retain Michael G. Vreeland of Guerin & Vreeland Engineering, Inc. for engineering services commencing January 1, 2010:

NOW, THEREFORE, WITNESSETH:

That, for and in consideration of the mutual covenants herein contained, Michael G. Vreeland and the Borough of Sussex agree as follows:

FIRST: The Engineer agrees to the following :

- (A) supply the services of Michael G. Vreeland, or any other New Jersey licensed engineer acceptable to the Borough;**
- (B) attend Borough meetings as requested;**
- (C) consult with the Borough and provide general engineering advice on matters of municipal concern;**
- (D) meet and coordinate with other public agencies as the Borough may require;**
- (E) prepare plans and specifications and supervise and inspect public improvements as the Borough may require;**
- (F) provide feasibility studies and preliminary costs estimates for projected public work improvements;**
- (G) perform such other engineering duties and functions as may be reasonably requested by the Borough.**

SECOND: The Borough agrees to:

- (A) furnish the Engineer with all documentary information presently in its files pertaining to relevant engineering matters;**
- (B) review and act upon all work and documents submitted by the Engineer without delay;**

(C) **Remunerate the Engineer upon properly drawn vouchers for such services as:**

- (1) **Detailed engineering reports;**
 - (2) **Engineering design to include preparation of drawings, specifications, and contract documents;**
 - (3) **Detailed engineering reviews;**
 - (4) **Consultation, engineering supervision and inspection of projects;**
 - (5) **Surveying for boundary and topographic surveys;**
- in accordance with the following schedule:**

	<u>RATES PER HOUR</u>
Engineer (Licensed)	\$ 105.00
Engineer (Staff)	75.00
Licensed Surveyor	95.00
Autocad Technician	65.00
Construction Inspector	55.00
Field Survey Party-3 Men	150.00

THIRD: Both parties agree:

- (A) **Documents prepared in pursuance of the terms of this agreement shall be made available to the Borough upon request;**
- (B) **that the terms provided for herein may be terminated by either party to this agreement upon ninety (90) days written notice to that effect.**
- (C) **Neither the Borough or Engineer shall, without the prior written consent of the other, assign, or sublet in whole or in part, its interest(s) under any of the provisions of this agreement, and specifically, the Engineer shall not assign any money due or to become due without the prior written consent of the Borough.**
- (D) **Applicable law: This contract is entered into subject to the Charter and Ordinance of the Borough of Sussex and laws of the State of New Jersey.**
- (E) **This contract is entered into pursuant to the non-fair and open process in accordance with N.J.S.A. 19:44A-20.4 et seq.**

IN WITNESS THEREOF, Guerin & Vreeland Engineering, Inc. has caused this instrument to be signed by Michael G. Vreeland and the Borough of Sussex has caused the same to be signed by its Mayor and attested by its Acting Clerk the day and year first above written. It is understood by the parties hereto that this contract shall be effective as of January 1, 2010.

GUERIN & VREELAND ENGINEERING, INC.

By: 
Michael G. Vreeland, P.E.

Date: December 3, 2009

**BOROUGH OF SUSSEX
County of Sussex**

**Catherine Gleason
Acting Borough Clerk**

BY: _____
Christian W. Parrott, Mayor

Date: _____



STATE OF NEW JERSEY BUSINESS REGISTRATION CERTIFICATE

Taxpayer Name: GUERIN & VREELAND ENGINEERING, INC.

Trade Name:

Address: 272 RTE 206
FLANDERS, NJ 07836

Certificate Number: 0619547

Date of Issuance: December 14, 2004

For Office Use Only:

20041214130726772

RESOLUTION #2010-13R

APPOINTMENT OF BOROUGH COUNCIL PRESIDENT FOR 2010

BE IT RESOLVED by the Governing Body of the Borough of Sussex hereby elects _____ as Borough Council President for the year 2010.

CERTIFICATION: I hereby certify the foregoing to be a true and correct copy of a resolution duly adopted by the Mayor and Council of the Borough of Sussex, in the County of Sussex, New Jersey, at a meeting held on January 5, 2010.

Catherine Gleason, Borough Clerk
Borough of Sussex

SUSSEX BOROUGH
RESOLUTION #2010-14R

APPOINTMENTS OF BOROUGH BOARDS AND COMMISSIONS FOR 2010

BE IT RESOLVED the Governing Body of the Borough of Sussex does hereby approve **Mayor Parrott**'s appointments for Sussex Borough Boards and Commissions and approves and acknowledges the Sussex Fire Department Officers for the year 2010.

CERTIFICATION: I hereby certify the foregoing to be a true and correct copy of a resolution duly adopted by the Mayor and Council of the Borough of Sussex, in the County of Sussex, New Jersey, at a meeting held on January 5, 2010.

Catherine Gleason, Borough Clerk
Borough of Sussex

Resolution # 2010-18

**BOROUGH OF SUSSEX
RESOLUTION TO ADOPT 2010 TEMPORARY BUDGET**

WHEREAS, the Local Budget Law, NJSA 40A:4-19, provides that if any contracts, commitments or payments are to be made prior to the adoption of the budget, the governing body shall, by resolution adopted prior to January 30 of the fiscal year, make appropriations to provide for the period between the beginning of the fiscal year and the adoption of the budget; and

WHEREAS, the total of the appropriations so made shall not exceed 26.25% of the total of the appropriations made for all purposes in the budget for the preceding fiscal year, excluding, in both instances, appropriations made for interest, and debt service redemption charges, capital improvement fund, and public assistance; and

WHEREAS, the governing body may make appropriations for all interest and debt service redemption charges maturing during the entire fiscal year at anytime between December 20 of the preceding year and the adoption of the current year budget,

NOW, THEREFORE, BE IT RESOLVED, by the Mayor and Council of the Borough of Sussex, County of Sussex, State of New Jersey, that the following Temporary Budget for the Current Fund, and Water / Sewer Utility Fund is adopted for the year 2010.

2010 TEMPORARY BUDGET

CURRENT FUND

A&E S&W	23,100.00
A&E OE	6,900.00
A&E Telephone	2,300.00
Elections OE	500.00
Assess Tax OE	2,750.00
Finance S&W	2,650.00
Finance OE	5,500.00
Tax Coll. S&W	5,100.00
Tax Coll. OE	1,000.00
Legal OE	10,000.00
Engineering OE	2,000.00
Municipal Court OE	11,650.00
Bldg. & Grds. S&W	275.00
Bldg. & Grds. OE	8,500.00
Planning S&W	750.00
Planning OE	2,900.00
Aid to Fire Department OE	8,900.00
Police S&W	5,625.00
Police OE	125.00
Emergency Mgmt. S&W	250.00
Emergency Mgmt. OE	325.00
Garbage & Trash Removal OE	1,000.00
Recycling OE	525.00
Streets S&W	40,000.00
Streets OE	7,000.00

Street Lights	9,000.00
Snow S&W	3,400.00
Snow OE	5,600.00
Brd. of Health OE	25.00
Registrar OE	75.00
Dog Reg. OE	2,575.00
Property Maint. S&W	3,750.00
Property Maint. OE	75.00
Recreation OE	700.00
Celebration of Public Event	500.00
Public Employees Retirement	5,000.00
Social Security	8,000.00
Unemployment	700.00
“911” Dispatching Agreement	4,025.00
Construction Agreement	24,500.00
Other Insurance	10,000.00
Group Insurance	17,115.00
Workers Comp.	7,000.00
Surety Bond	100.00
LOSAP	4,800.00
Gas & Oil	2,500.00
Shade Tree OE	100.00

TOTAL 2010 CURRENT TEMP BUDGET \$ 259,165.00
(subject to 26.25% limitation)

CURRENT FUND APPROPRIATIONS NOT SUBJECT TO 26.25% LIMITATIONS
OPERATIONS

Capital Improvement Fund	20,000.00
Loan Repayments	25,000.00

TOTAL 2010 CURRENT TEMP BUDGET \$ 45,000.00
(not subject to 26.25% limitation)

WATER / SEWER UTILITY FUND

Operating S&W	26,000.00
Operating OE	219,000.00
Social Security	2,000.00
Public Employees Retirement	1,400.00
Unemployment	200.00

TOTAL 2010 WATER /SEWER UTILITY TEMP BUDGET \$ 248,600.00

WATER / SEWER UTILITY APPROPRIATIONS NOT SUBJECT TO 26.25% LIMITATIONS OPERATIONS

Capital Improvement Fund	5,000.00
Payments of USDA Principal	60,000.00

Interest on Bonds	25,000.00
Interest on USDA Loan	115,000.00
TOTAL 2010 WATER / SEWER BUDGET	\$ 205,000.00
(not subject to 26.25% limitation)	

Adopted this 5th day of January
2010 and certified as a true
and exact copy of Original

Catherine Gleason, Borough Clerk

APPROVED: _____, 2010