

**REGULAR AGENDA  
FOR THE MAYOR AND COUNCIL MEETING, BOROUGH  
OF SUSSEX, HELD AT THE MUNICIPAL BUILDING, 2 MAIN STREET  
SUSSEX, NEW JERSEY AT 7:30 P.M. ON  
July 17, 2012**

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- A. **Mayor Rose** will call the meeting to order. Clerk will call the roll.
- B. **Mayor Rose** will invite all present to salute the flag and to remain standing for a moment of silence.
- C. **Mayor Rose** will state that "This meeting is being held in compliance with the provisions of the Open Public Meetings Act, N.J.S.A. 10:4-6 et seq. It has been properly advertised and certified by the Clerk."
- D. **PRESENTATIONS:**
  - a. Auction of Municipal Owned Property – Block 504, Lot 7
  - b. Summary of Audit Report - At this time CFO William Zuckerman will present an overview of the 2011 Sussex Borough Audit Report.
  - c. Sussex Fire Department – Chief Dan Stoll will discuss the USDA grant process in association to the replacement of Sussex Engine 602.
- E. **COUNCIL MOTIONS:** **Mayor Rose** will allow each member of the Council to offer any motions not currently on the agenda.
- F. **CONSENT AGENDA:** **Mayor Rose** will request that all persons present review the consent agenda. If any member of the Council or public wishes an item on the consent agenda to be discussed and considered separately, a motion to this effect shall so be made at this time.

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

Member	Aye	Nay	N.V	ABS	Move	Sec
Dykstra						
Holowach						
Krynicky						
LaBar						
Lagattuta						
Meyer						
Rose						

- G. **OPEN PUBLIC SESSION:** **Mayor Rose** will request a motion to open the meeting to the public for any questions or comments concerning items on the agenda for which no public discussion is provided. All comments should be directed to the Mayor and are limited to 5 minutes with a total of 10 minutes for the Council to discuss.

Motion by: \_\_\_\_\_ Seconded by: \_\_\_\_\_ All in favor? \_\_\_\_\_

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

Motion by: \_\_\_\_\_ Seconded by: \_\_\_\_\_ All in favor? \_\_\_\_\_

H. **ADMINISTRATORS REPORT**

The Administrator/Clerk will offer his report.

I. **OLD BUSINESS:**

J. NEW BUSINESS:

1. Approval of Meeting Minutes

A motion is in order to approve the meeting minutes of the Regular Meeting held on June 19, 2012 (Absent: None)

Member	Aye	Nay	N.V	ABS	Move	Sec
Dykstra						
Holowach						
Krynicky						
LaBar						
Lagattuta						
Meyer						
Rose						

2. Resolution #2012-79R – Certification of Annual Audit

A motion is in order to adopt a resolution certifying the Sussex Borough Council has reviewed the 2011 Audit Comments and Recommendations as required by N.J.A.C. 5:30-6.5.

Member	Aye	Nay	N.V	ABS	Move	Sec
Dykstra						
Holowach						
Krynicky						
LaBar						
Lagattuta						
Meyer						
Rose						

3. Resolution 2012-80R Water/Sewer Adjustments

A motion is in order to adopt a resolution approving the Third Quarter 2012 Water/Sewer Adjustments

Member	Aye	Nay	N.V	ABS	Move	Sec
Dykstra						
Holowach						
Krynicky						
LaBar						
Lagattuta						
Meyer						
Rose						

4. Appointment of Acting Borough Clerk/Administrator

A motion is in order to appoint Mark Zschack as the Acting Borough Clerk/Administrator for a one year term and direct the Mayor to enter into a contract.

Member	Aye	Nay	N.V	ABS	Move	Sec
Dykstra						
Holowach						
Krynicky						
LaBar						
Lagattuta						
Meyer						
Rose						

5. Redevelopment Study

A motion is in order to approve a contract with The Nelson Consulting Group to prepare a Redevelopment / Rehabilitation Study of properties located within Blocks 102, 103, and 104 at a cost not to exceed \$7,500.00.

Member	Aye	Nay	N.V	ABS	Move	Sec
Dykstra						
Holowach						
Krynicky						
LaBar						
Lagattuta						
Meyer						
Rose						

6. Utility Rate study

A motion is in order to enter into a contract with Thomas Ferry RMA of the firm Ferraioli, Wielkotz, Cerullo and Cuva, P.A. to perform a study of the water/sewer rate reallocation at a cost not to exceed \$2,000.00.

Member	Aye	Nay	N.V	ABS	Move	Sec
Dykstra						
Holowach						
Krynicky						
LaBar						
Lagattuta						
Meyer						
Rose						

7. Adoption Ordinance 2012-11 Emergency Appropriation

A motion is in order to adopt an ordinance entitled “AN ORDINANCE AUTHORIZING AN EMERGENCY APPROPRIATION OF \$100,000 UNDER N.J.S.A. 40A:4-53 ET SEQ. TO FINANCE TAX REVALUATION, BY THE BOROUGH OF SUSSEX, IN THE COUNTY OF SUSSEX, NEW JERSEY.”

Member	Aye	Nay	N.V	ABS	Move	Sec
Dykstra						
Holowach						
Krynicky						
LaBar						
Lagattuta						
Meyer						
Rose						

**Before final roll call Mayor Rose will open the meeting to the public for any questions or concerns that they may have regarding Ordinance #2012-11**

8. Appointment of Recreation Commission Member

A motion is in order to approve the Mayor’s appointment of Lynn Meyer as an alternate member to the Recreation Commission term ending December 31, 2013.

Member	Aye	Nay	N.V	ABS	Move	Sec
Dykstra						
Holowach						
Krynicky						
LaBar						
Lagattuta						
Meyer						
Rose						

K. OPEN PUBLIC SESSION: Mayor Rose will request a motion to open the meeting to the public for any questions or comments concerning the good and welfare of the Borough. All comments should be directed to the Mayor and are limited to 5 minutes with a total of 10 minutes for the Council to discuss.

Motion by: \_\_\_\_\_ Seconded by: \_\_\_\_\_ All in favor? \_\_\_\_\_

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

Motion by: \_\_\_\_\_ Seconded by: \_\_\_\_\_ All in favor? \_\_\_\_\_

L. EXECUTIVE SESSION – IF REQUESTED

**Mayor Rose** will request a motion to adopt a resolution to adjourn into Executive Session to discuss certain items excluded from the public.

Member	Aye	Nay	N.V	ABS	Move	Sec
Dykstra						
Holowach						
Krynicky						
LaBar						
Lagattuta						
Meyer						
Rose						

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

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

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

Be further advised this Resolution shall take effect immediately.

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

M. ADJOURNMENT: **Mayor Rose** will request a motion to adjourn the meeting.

Motion by: \_\_\_\_\_ Seconded by: \_\_\_\_\_ All in favor? \_\_\_\_\_