

**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
August 16, 2011**

- A. **Mayor Parrott** will call the meeting to order. Clerk will call the roll.
- B. **Mayor Parrott** will invite all present to salute the flag and to remain standing for a moment of silence.
- C. **Mayor Parrott** 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. **Finance Report** – At this time Sam Rome, CFO, will give the finance report for meeting of August 16, 2011.
 - b. **Water Operators Report** – At this time Kimberly Reeder from United Water will give a report on Sussex Borough's water system.
- E. **CONSENT AGENDA:** **Mayor Parrott** 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 Parrott** will request a motion to approve the consent agenda.

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

- F. **OPEN PUBLIC SESSION:** **Mayor Parrott** 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. (Comments limited to 5 minutes).

Motion by: _____ Seconded by: _____ All in favor? _____

After giving all persons present an opportunity to address the Governing Body, **Mayor Parrott** 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? _____

- G. **COMMITTEE REPORTS:** **Mayor Parrott** will allow each member of the Council, Borough Clerk and Borough Attorney to present their respective committee report.

Mayor Parrott will offer the Mayor's Report.

- H. **OLD BUSINESS:**

I. NEW BUSINESS:

1. Approval of Meeting Minutes

A motion is in order to approve the meeting minutes of the Regular Meeting held on July 19, 2011

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

2. Approval for use of Borough Facilities

A motion is in order to approve the use of Brookside Park for the High Point Midget Football Pep Rally to be held on August 27, 2011 6pm – 9pm.

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

3. Approval of Sussex Fire Department Funds

A motion is in order to approve \$1,500.00 for the Sussex Fire Department to be used for Fire Prevention activities.

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

4. Approval of Energy Audit

A motion is in order to approve the Scope of Work Attachment for the work to be performed on the Water Treatment Plant and the Municipal Building.

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

5. Resolution 2011-60R – Extend Due Date for Tax Payment

A motion is in order to adopt a resolution extending the due date for the collection of Quarterly Taxes to August 30, 2011.

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

6. Resolution 2011-61R- Third Quarter Water/Sewer Adjustments

A motion is in order to adopt a resolution approving water/sewer adjustments for the third quarter 2011.

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

7. Resolution 2011-62R – Cancelation of Taxes

A motion is in order to adopt a resolution canceling taxes for the remainder of the tax year 2011 for Block 510 Lot 23 aka 29 Munson Street in the amount of \$2,554.30.

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

8. Approval of lease with Cornerstone Playhouse

A motion is in order to approve the lease agreement with Cornerstone Playhouse

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

9. Resolution 2011-64R –Opposing S-2795 and A-3835

A motion is in order to adopt a resolution opposing Senate Bill S-2795 and Assembly Bill A-3835 concerning the enforcement responsibility of the state housing code.

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

10. Resolution 2011-65R – Corrective Action Plan

A motion is in order to adopt a resolution to approve the corrective action plan for the 2010 audit.

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

11. Resolution 2011-66R – Appointment of OEM Member

A motion is in order to adopt a resolution to appoint Mark Zschack to the position of Emergency Public Information Officer and Chief Communications Officer for the Emergency Management Council.

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

12. Resolution 2011-67R – Accept Brookside Rehabilitation Project

A motion is in order to adopt a resolution to accept the Brookside Park Rehabilitation Project and the release of the retainer in the amount of \$499.92.

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

13. Introduction Ordinance 2011-10 – Vacate a portion of Munson Street

A motion is in order introduce an ordinance entitled “AN ORDINANCE TO RELEASE, VACATE AND EXTINGUISH ANY PUBLIC RIGHTS IN AND TO AN UNIMPROVED EXTENTION OF MUNSON STREET WITHIN BLOCK 510, LOT 2.01, IN THE BOROUGH OF SUSSEX, COUNTY OF SUSSEX”

FINAL READING: September 6, 2011

14. Discussion

At this time a discussion will take place concerning the proposed Property Maintenance Board Ordinance

15. Discussion

At this time a discussion will take place regarding the Tax Assessor.

16. Discussion

At this time a discussion will take place concerning a lawsuit to overturn the Highland’s Act.

17. Discussion

At this time a discussion will take place about moving the fountain on Walling Avenue.

J. OPEN PUBLIC SESSION: Mayor Parrott will request a motion to open the meeting to the public for any questions or comments concerning the good and welfare of the Borough. (Comments limited to 5 minutes).

Motion by: _____ Seconded by: _____ All in favor? _____

After giving all persons present an opportunity to address the Governing Body, **Mayor Parrott** 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? _____

K. EXECUTIVE SESSION – IF REQUESTED

Mayor Parrott 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						
Fransen						
LaBar						
Little						
Meyer						
Rose						
Parrott						

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.

L. MISCELLANEOUS COMMENTS: **Mayor Parrott** will allow each member of the Governing Body to offer any miscellaneous comments which they may have at this time.

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

Motion by: _____ Seconded by: _____ All in favor? _____