

**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 21, 2015**

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- A. **Mayor Rose** will call the meeting of **July 21, 2015** 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. **APPROVAL OF AGENDA**

A motion is in order to approve the agenda for July 21, 2015.

E. **PRESENTATIONS:**

**Summary of Audit Report** - At this time Municipal Auditor, Tom Ferry will present an overview of the 2014 Sussex Borough Audit Report

- F. **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.

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.

G. **NEW BUSINESS:**

1. **Resolution 2015-108R – Certification of the 2014 Annual Audit**

A motion is in order to adopt Resolution 2015-108R certifying the Sussex Borough Mayor and Council has reviewed the 2014 Audit Comments and Recommendations as required by N.J.A.C. 5:30-6.5 (Motion requested by Clerk)

2. **Resolution 2015-109R – Corrective Action Plan 2014 Audit**

A motion is in order to adopt Resolution 2015-109R approving the Corrective Action Plan for the 2014 Audit. (Motion requested by CFO)

3. **Adoption Ordinance 2015-06 - \$1,200,000 Bond Ordinance**

A motion is in order to adopt Ordinance 2015-06 "BOND ORDINANCE APPROPRIATING \$1,200,000, AND AUTHORIZING THE ISSUANCE OF \$1,200,000 BONDS OR NOTES OF THE BOROUGH, FOR VARIOUS IMPROVEMENTS OR PURPOSES AUTHORIZED TO BE UNDERTAKEN BY THE BOROUGH OF SUSSEX, IN THE COUNTY OF SUSSEX, NEW JERSEY, FOR THE WATER SUPPLY AND DISTRIBUTION SYSTEM AND THE SANITARY SEWERAGE SYSTEM OF THE BOROUGH." (Motion requested by CFO)

4. **Continuing Disclosure Agent & Independent Registered Municipal Advisor**

A motion is in order to authorize the Clerk to execute a contract with Phoenix Advisors, LLC to provide Continuing Disclosure Agent and Independent Registered Municipal Advisor of Record services at a cost of \$650.00. (Motion requested by Clerk)

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

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

- J. **NEW BUSINESS:**

**5. Approval of Meeting Minutes**

A motion is in order to approve the meeting minutes of the Special Meeting held on June 9, 2015. (Absent: None) (Motion requested by Clerk)

**6. Approval of Meeting Minutes**

A motion is in order to approve the meeting minutes and executive session minutes of the Regular Meeting held on June 16, 2015. (Absent: Stendor)  
(Motion requested by Clerk)

**7. Resolution 2015-107R – Liquor License Renewal**

A motion is in order to adopt Resolution 2015-107R approving the renewal of the following liquor licenses for the license period of July 1, 2015 – June 30, 2016.  
(Motion Requested by the Clerk)

ZIGGY KPZ INC, T/A THE GREEN RESTAURANT AND PUB  
14 Newton Ave, Sussex, NJ 07461  
License #1921-33-003-005

EMERALD CONSTRUCTION SERVICES, LLC, T/A ALLENS BAR & LIQUOR  
31 Loomis Avenue, Sussex, NJ 07461  
License #1921-33-001-003

TEACH PADRAIG, LLC, T/A PATRICKS WINE BARN  
38 Hamburg Avenue, Sussex, NJ 07461  
License #1921-44-005-002

SUSSEX INN INC., T/A SUSSEX INN  
9 Main Street, Sussex, NJ 07461  
License #1921-33-004-004

**8. Resolution 2015-110R - \$40,000 Bond Anticipation Note**

A motion is in order to adopt Resolution 2015-110R authorizing the issuance of not exceeding \$40,000 bond anticipation notes of the Borough of Sussex.  
(Motion requested by Bond Council)

**9. Resolution 2015-111R – Third Quarter Water/Sewer Adjustment**

A motion is in order to adopt Resolution 2015-111R approving water/sewer adjustment for the third quarter 2015.  
(Motion requested by Water/Sewer Collector)

**10. Resolution 2015-112R – Water/Sewer Customer Payment Plan Extension Request**

A motion is in order adopt Resolution 2015-112R approving the customer's request for a payment plan. (Motion requested by Water/Sewer Customer)

**11. Resolution 2015-113R – Water/Sewer Customers Request for Reimbursement**

A motion is in order to adopt Resolution 2015-113R approving the customer's request for a \$1,000.00 credit to be applied to their water/sewer account.  
(Motion requested by Water Customer)

**12. Resolution 2015-114R - Water Customers Request for Reimbursement**

A motion is in order to adopt Resolution 2015-114R approving the customer's request for a \$300.00 credit be applied to their water account.  
(Motion requested by Water Customer)

**13. Resolution 2015-115R – Water/Sewer Customers Request**

A motion is in order to adopt Resolution 2015-115R approving the customer's request for a \$381.90 credit be applied to their water/sewer account.  
(Motion requested by Water Customer)

**14. Resolution 2015-116R – Reimbursement of Tax Sale Certificate**

A motion is in order to adopt Resolution 2015-116R authorizing the refund of \$3,838.97 to US Bank Cust for PC4 Firstrust Bank for redemption of tax sale certificate # 14-06 and \$1,000.00 to US Bank Cust for PC4 Firstrust Bank for return of premium for tax sale certificate #14-06  
(Motion requested by Tax Collector)

**15. Resolution 2015-117R – Commending NORWESCAP 50<sup>th</sup> Anniversary**

A motion is in order to adopt Resolution 2015-117R commending Northwest NJ Community Action Partnership, Inc. (NORWESCAP) upon the occasion of celebrating the 50th anniversary of community action. (Motion requested by Clerk)

**16. Approval of Social Affair Permits for Sussex Fire Department**

A motion is in order to approve a social affair permit for the Sussex Fire Department on August 15, 2015. (Motion requested by Clerk)

**17. Planning Services – Addendum to the Route 23 Redevelopment Plan**

A motion is in order to authorize the Clerk to execute a contract with Kenneth Nelson, Nelson Consulting Group, to prepare an addendum to the Redevelopment Plan for the designated Route 23 Redevelopment Area at a cost not to exceed \$2,000.00 (Motion requested by Clerk)

**18. Discussion**

At this time a discussion will take place concerning the replacement of brick paver on Main Street with concrete.

- 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.

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.

- L. **EXECUTIVE SESSION – IF REQUESTED**

**Mayor Rose** will request a motion to adopt a resolution to adjourn into Executive Session to discuss **contract negotiation over possible purchase of real property.**

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

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

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

Be further advised this Resolution shall take effect immediately.

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

M. OLD BUSINESS:

**19. Adoption Ordinance 2015-04 - \$100,000.00 Bond Ordinance**

A motion is in order to adopt Ordinance 2015-04 entitled "BOND ORDINANCE PROVIDING FOR THE ACQUISITION OF LANDS IN AND BY THE BOROUGH OF SUSSEX, IN THE COUNTY OF SUSSEX, NEW JERSEY, AND THE CONSTRUCTION OF A PARKING LOT THEREON, APPROPRIATING \$100,000 THEREFOR AND AUTHORIZING THE ISSUANCE OF \$95,000 BONDS OR NOTES OF THE BOROUGH FOR FINANCING SUCH APPROPRIATION.  
(Motion requested by CFO)

**Before final roll call Mayor Rose will open the meeting to the public for any questions or concerns regarding Ordinance #2015-04**

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