

**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
FEBRUARY 2, 2016**

- A. **Mayor Little** will call the meeting of **February 2, 2016** to order. Clerk will call the roll.
- B. **Mayor Little** will invite all present to salute the flag and to remain standing for a moment of silence.
- C. **Mayor Little** will state that "This meeting is being held in compliance with the provisions of the Open Public Meetings Act, N.J.S.A. 10:4-6 et seq. It has been properly advertised and certified by the Clerk."
- D. **APPROVAL OF AGENDA**

A motion is in order to approve the agenda for February 2, 2016.

E. **PRESENTATIONS:**

No presentations are scheduled for tonight's meeting.

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

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

- G. **OPEN PUBLIC SESSION:** **Mayor Little** will request a motion to open the meeting to the public for any questions or comments concerning items on the agenda for which no public discussion is provided. All comments should be directed to the Mayor and are limited to 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 Little** will request a motion to close the meeting to the public and return to the regular order of business.

H. **OLD BUSINESS:**

Resolution 2016-37R – Appointment Rate Structure Committee

A motion is in order to adopt Resolution 2016-37R approving the Mayor's appointments for the Water Sewer Rate Structure Committee for 2016.

I. **NEW BUSINESS:**

1. **Approval of Meeting Minutes**

A motion is in order to approve the meeting minutes of the Regular Meeting and Executive Session held on January 19, 2016 (Absent: None)
(Motion requested by Clerk)

2. **Resolution 2016-54R – Submit Grant Application Rural Development**

A motion is in order to adopt Resolution 2016-54R approving the submission of an eligibility determination and funding application to the United States Department of Agriculture - Rural Development Administration for the water meter replacement, water system enhancement, and sewer main replacement projects.
(Motion requested by Grant Writer)

3. Resolution 2016-55R – Municipal Alliance Alcoholism and Drug Abuse

A motion is in order to adopt Resolution 2016-55R approving the submission of a strategic plan for the Sussex Wantage Municipal Alliance grant for the fiscal year 2017. (Motion requested by Clerk)

4. Resolution 2016-56R - Submit Grant Application NJDEP Sewer Force Main

A motion is in order to adopt Resolution 2016-56R approving the submission of a funding application to the state of New Jersey Department of Environmental Protection division of Water Quality H2loans for the sewer force main project. (Motion requested by Grant Writer)

5. Resolution 2016-57R - Submit Grant Application NJDEP Water Meter Replacement

A motion is in order to adopt Resolution 2016-57R approving the submission of a funding application to the state of New Jersey Department of Environmental Protection division of Water Quality H2loans for the water meter replacement project. (Motion requested by Grant Writer)

6. Resolution 2016-58R - Submit Grant Application NJDEP Water System Enhancement

A motion is in order to adopt Resolution 2016-58R approving the submission of a funding application to the state of New Jersey Department of Environmental Protection division of Water Quality H2loans for the water system enhancements project. (Motion requested by Grant Writer)

7. Resolution 2016-59R – First Quarter 2016 Water/Sewer Adjustments

A motion is in order to adopt Resolution 2016-59R approving water/sewer adjustment for the first quarter 2016. (Motion requested by Water/Sewer Collector)

8. Resolution 2016-60R – Award Emergency Contract December 24, 2015

A motion is in order to adopt Resolution 2016-60R awarding an emergency contract to Ferraro Construction for the repair of a sewer line (force main) on route 23 (near 41-69 route 23) on December 24, 2015 (Motion requested by QPA)

9. Resolution 2016-61R – Award Emergency Contract October 25, 2015

A motion is in order to adopt Resolution 2016-61R awarding an emergency contract to Ferraro Construction for the repair of a sewer line (force main) on route 23 (near 41-69 route 23) on October 25, 2015 (Motion requested by QPA)

10. Resolution 2016-62R – Award Emergency Contract September 25, 2015

A motion is in order to adopt Resolution 2016-62R awarding an emergency contract to Ferraro Construction for sewer repairs at 52 Hamburg Avenue (Motion requested by QPA)

11. Resolution 2016-63R – Appointment of Municipal Clerk

A motion is in order to adopt Resolution 2016-63R appointing Mr. Mark Zschack as the Sussex Borough Municipal Clerk effective January 22, 2016 for a three year term. (Motion requested by Mayor)

12. Resolution 2016-65R – Turbidity Control Solution

A motion is in order to adopt Resolution 2016-65R selecting the "Inlet Relocation" solution and authorizing the Mayor and/or Clerk to sign an agreement with Houser Engineering for professional engineering services for a cost not to exceed \$195,950.00. (Motion requested by Water/Sewer Engineer)

13. Resolution 2016-66R – Animal Control Services

A motion is in order to adopt Resolution 2016-66R authorizing the Mayor and/or Clerk to enter into an agreement with the Township of Vernon for the provision of Animal Control Services, effective June 1, 2016 through December 31, 2019
(Motion requested by Clerk)

14. Resolution 2016-67R – Transfers Between Budget Appropriations

A motion is in order to adopt Resolution 2016-67R authorizing transfers between budget appropriations. (Motion requested by CFO)

15. Resolution 2016-68R – Authorizing Refund

A motion is in order to adopt Resolution 2016-68R authorizing the refund of \$3,756.80 to US Bank Cust for PC6, LLC Sterling National for redemption of tax sale certificate # 15-02
(Motion requested by Tax Collector)

16. Introduction Ordinance 2016-01 – Engine Braking

A motion is in order to introduce Ordinance 2016-01 entitled “AN ORDINANCE OF THE BOROUGH OF SUSSEX, COUNTY OF SUSSEX AND STATE OF NEW JERSEY AMENDING CHAPTER IX, ENTITLED “TRAFFIC”, OF THE REVISED GENERAL ORDINANCES THE BOROUGH OF SUSSEX TO ADD NEW SECTION 9-14, ENTITLED “ENGINE BRAKING”.
(Motion requested by Mayor)

FINAL READING: FEBRUARY 16, 2016

- J. **OPEN PUBLIC SESSION:** **Mayor Little** will request a motion to open the meeting to the public for any questions or comments concerning the good and welfare of the Borough. All comments should be directed to the Mayor and are limited to 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 Little** will request a motion to close the meeting to the public and return to the regular order of business.

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

Mayor Little will request a motion to adopt a resolution to adjourn into Executive Session to discuss **Personnel Matters, Purchase of Real Property, and potential litigation.**

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

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

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

Be further advised this Resolution shall take effect immediately.

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

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