

**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 16, 2016**

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- A. **Mayor Little** will call the meeting of **February 16, 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 16, 2016.

E. **PRESENTATIONS:**

Scott D. Ripley, Ed.D. Superintendent High Point Regional High School will present the school's academic performance and vision for the children of our community.

- F. **COMMITTEE REPORTS:** **Mayor Little** will allow each member of the Council to present their respective committee reports.

- G. **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.

- H. **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.

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 and Executive Session held on February 2, 2016 (Absent: None)  
(Motion requested by Clerk)

2. **Resolution 2016-70R – Hold Harmless Agreement**

A motion is in order to adopt Resolution 2016-70R authorizing the Mayor and Clerk to sign a Release and Hold Harmless Agreement for the purpose of accepting the terms on the Borough's behalf and having the Agreement recorded with the Sussex County Clerk's Office. (Motion requested by Clerk)

**3. Resolution 2016-72R – Performance Agreement Municipal Attorney**

A motion is in order to adopt Resolution 2016-72R authorizing the Mayor and Clerk to sign an agreement with Frank McGovern, of McGovern and Roseman, P.A. to assist with the application and administration process to pursue funding from the USDA, Rural Development at a cost not to exceed \$15,000.00.  
(Motion requested by Grant Writer)

**4. Resolution 2016-73R – Performance Agreement Municipal Auditor**

A motion is in order to adopt Resolution 2016-73R authorizing the Mayor and Clerk to sign an agreement with Tom Ferry, of Ferraioli, Wielkotz, Cerullo & Cuva, P.A. to assist with the application and administration process to pursue funding from the USDA, Rural Development at a cost not to exceed \$10,000.00.  
(Motion requested by Grant Writer)

**5. Resolution 2016-74R – Performance Agreement Bond Council**

A motion is in order to adopt Resolution 2016-74R authorizing the Mayor and Clerk to sign an agreement with Robert H. Beinfield, Esq., of Hawkins Delafield & Wood LLP to assist with the application and administration process to pursue funding from the USDA, Rural Development at a cost not to exceed \$20,000.00.  
(Motion requested by Grant Writer)

**6. Resolution 2016-75R – Schedule Budget Workshops**

A motion is in order to adopt Resolution 2016-75R scheduling budget workshops to be held on February 23, 2016 and March 8, 2016 at 7:30pm at the Sussex Municipal Building, 2 Main Street, Sussex, NJ 07461 NO FORMAL ACTION WILL BE TAKEN.  
(Motion requested by Clerk)

**7. Resolution 2016-76R – First Quarter 2016 Water/Sewer Adjustments**

A motion is in order to adopt Resolution 2016-76R approving water/sewer adjustment for the first quarter 2016. (Motion requested by Water/Sewer Collector)

**8. Resolution 2016-77R – Intent to Assign Tax Sale Certificate**

A motion is in order to adopt Resolution 2016-77R considering the assignment of Certificate of Sale #15-07 to Another Lien, LLC at its March 1, 2016 meeting on condition that the Borough complies with the notice requirements set forth in N.J.S.A. 54:5-114 (Motion requested by Tax Collector)

**9. Resolution 2016-78R – Customers Request Water/Sewer Adjustment**

A motion is in order to adopt Resolution 2016-78R approving the customer's request for a \$320.00 credit to be applied to their account.  
(Motion requested by Water/Sewer Customer)

**10. Resolution 2016-79R - Engineering and Consulting Services USDA Grant**

A motion is in order to adopt Resolution 2016-79R authorizing the Mayor and/or Clerk to enter into a contract with Houser Engineering, LLC. to provide engineering and consulting services for the preparation of applications for the USDA grants and loans for a cost not to exceed \$12,500.00. (Motion requested by Clerk)

**11. Resolution 2016-80R – Elevator Maintenance Agreement**

A motion is in order to adopt Resolution 2016-80R authorizing the Mayor and/or Clerk to enter into a one year agreement with USA Hoist Co., Inc, 75 Mill Street, Newton, New Jersey 07860 for elevator maintenance services at a monthly rate of \$210.00. (Motion requested by Clerk)

**12. Resolution 2016-81R - Engineering Services Sewer Force Main**

A motion is in order to adopt Resolution 2016-81R authorizing the Mayor and/or Clerk to enter into a contract with Houser Engineering, LLC. to engineering services associated with the preparation of plans and permits associated with the replacement of the sewer force main at an approximate cost of \$26,000.00. (Motion requested by Clerk)

**13. Adoption Ordinance 2016-01 - Engine Braking**

A motion is in order to adopt 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 OF THE BOROUGH OF SUSSEX TO ADD NEW SECTION 9-14, ENTITLED "ENGINE BRAKING" (Motion requested by Mayor)

**Before final roll call Mayor Little will open the meeting to the public for any questions or concerns regarding Ordinance #2016-01**

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

A motion is in order to approve social affair permits for the Sussex Fire Department on March 12, 2016, April 29, 2016, and October 1, 2016. (Motion requested by Clerk)

- K. **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.

L. **EXECUTIVE SESSION – IF REQUESTED**

**Mayor Little** will request a motion to adopt a resolution to adjourn into Executive Session to discuss **a redevelopment agreement within the Redevelopment Zone and 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.

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