

**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
JUNE 21, 2016**

- A. **Mayor Little** will call the meeting of **June 21, 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 June 21, 2016.

E. **PRESENTATIONS:**

Ms. Elise McGaughran, Youth and Community Specialist with the Center for Prevention and Counseling will offer a presentation to the Governing Body.

Gerry Gardner from Houser Engineering will present an update of the Water and Sewer Utility.

Proclamation honoring longtime Sussex Borough resident Mrs. Julia Devine.

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

G. **ADMINISTRATORS REPORT**

The Administrator/Clerk will offer his report.

- H. **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.

- I. **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 10 minutes.

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.

J. **OLD BUSINESS:**

1. **Introduction Ordinance 2016-09 – Cable TV Renewal**

A motion is in order to introduce Ordinance 2016-09 entitled "AN ORDINANCE GRANTING MUNICIPAL CONSENT TO THE ISSUANCE OF A FRANCHISE TO SERVICE ELECTRIC CABLE T.V. OF NEW JERSEY, INC., TO CONSTRUCT, OWN, OPERATE, EXTEND AND MAINTAIN A CABLE TELEVISION SYSTEM IN THE BOROUGH OF SUSSEX, COUNTY OF SUSSEX, SETTING FORTH CONDITIONS ACCOMPANYING THE GRANT OF SAID MUNICIPAL CONSENT AND PROVIDING FOR THE REGULATION AND USE OF SAID SYSTEM." (Motion requested by Clerk)

FINAL READING: July 19, 2016

K. NEW BUSINESS:

2. Approval of Meeting Minutes

A motion is in order to approve the meeting minutes of the Regular Meeting and Executive Session held on June 8, 2016. (Absent: None)
(Motion requested by Clerk)

3. Resolution 2016-148R – Demolition 3 East Main Street

A motion is in order to adopt Resolution 2016-148R authorizing the Mayor and/or Clerk to execute a contract with The Ambient Group, LLC to demolish 3 East Main Street and remove all debris for a cost not to exceed \$32,822.00
(Motion requested by QPA)

4. Resolution 2016-149R – Rescind Resolution 2016-140R

A motion is in order to adopt Resolution 2016-149R rescinding Resolution 140R "RESOLUTION OF THE BOROUGH OF SUSSEX, COUNTY OF SUSSEX, STATE OF NEW JERSEY, SUPPORT SUBMISSION OF APPLICATION FOR NEW JERSEY DEPARTMENT OF TRANSPORTATION SAFE ROUTES TO SCHOOL PROGRAM." (Motion requested by Clerk)

5. Resolution 2016-151R – Stormwater Report

A motion is in order to adopt Resolution 2016-151R appointing Michael Restel as the Sussex Stormwater Program Coordinator and authorizing the submittal of reports on behalf of Sussex Borough. (Motion requested by Clerk)

6. Resolution 2016-152R – Liquor License Renewal

A motion is in order to adopt Resolution 2016-152R approving the renewal of the following liquor licenses for the license period of July 1, 2016 – June 30, 2017. (Motion requested by Clerk).

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

FOUNTAIN SQUARE INN
82 Fountain Square Inn, Sussex, NJ 07461
License #1921-33-002-001

7. Resolution 2016-153R – Appointments Sussex Planning/Zoning Board

A motion is in order to adopt Resolution 2016-153R approving the Mayor's appointments to the Planning/Zoning Board for the year 2016.
(Motion requested by Mayor)

8. Resolution 2016-154R – Second Quarter 2016 Water/Sewer Adjustments

A motion is in order to adopt Resolution 2016-154R approving the Water/Sewer Collector's adjustments for the second quarter 2016.
(Motion requested by Water/Sewer Collector)

9. Resolution 2016-156R – Customers Request Water/Sewer Adjustment

A motion is in order to adopt Resolution 2016-154R approving the customer's request for a \$1,073.85 credit to be applied to their account.
(Motion requested by Water/Sewer Customer)

10. Resolution 2016-157R – Temporary Part Office Worker

A motion is in order to adopt Resolution 2016-157R approving the hire of Karen Reed as a temporary part time officer worker for the Borough of Sussex working approximately 29 hours per week at a rate of \$12.00 per hour.
(Motion requested by Administrator)

11. Introduction Ordinance 2016-12 – Amend Section 4-1.7

A motion is in order to introduce Ordinance 2016-12 entitled **“AN ORDINANCE OF THE BOROUGH OF SUSSEX, COUNTY OF SUSSEX AND STATE OF NEW JERSEY AMENDING SECTION 4-1.7, ENTITLED “REGULATIONS”, OF CHAPTER IV, ENTITLED “GENERAL LICENSING”, OF THE GENERAL REVISED ORDINANCES OF THE BOROUGH OF SUSSEX”**

(Motion requested by Clerk)

FINAL READING: July 19, 2016

12. Adoption Ordinance 2016-10 – Boating Restrictions

A motion is in order to adopt Ordinance 2016-10 entitled **“AN ORDINANCE OF THE BOROUGH OF SUSSEX, COUNTY OF SUSSEX AND STATE OF NEW JERSEY AMENDING SECTION 17-4, ENTITLED “GENERAL PROVISIONS”, OF CHAPTER XVII, ENTITLED “RECREATION AREAS”, OF THE GENERAL REVISED ORDINANCES OF THE BOROUGH OF SUSSEX TO ADD SUBSECTION 17-4.7, ENTITLED “BOATING RESTRICTIONS.””**

(Motion requested by Council)

Before final roll call Mayor Little will open the meeting to the public for any questions or concerns regarding Ordinance #2016-10

13. Adoption Ordinance 2016-11 – Property Maintenance Advisory Committee

A motion is in order to adopt Ordinance 2016-11 entitled **“AN ORDINANCE OF THE BOROUGH OF SUSSEX, COUNTY OF SUSSEX AND STATE OF NEW JERSEY AMENDING SECTION 12-4, ENTITLED “PROPERTY MAINTENANCE CODE”, OF CHAPTER XII, ENTITLED “BUILDINGS AND HOUSING”, OF THE GENERAL REVISED ORDINANCES OF THE BOROUGH OF SUSSEX TO ADD SUBSECTION 12-4.7, ENTITLED “PROPERTY MAINTENANCE ADVISORY COMMITTEE; ESTABLISHMENT; MEMBERSHIP”, AND SUBSECTION 12-4.8, ENTITLED “PROPERTY MAINTENANCE ADVISORY COMMITTEE; PURPOSE AND DUTIES”.”** (Motion requested by Council)

Before final roll call Mayor Little will open the meeting to the public for any questions or concerns regarding Ordinance #2016-11

14. Resolution 2016-150R – Property Maintenance Advisory Committee

A motion is in order to adopt Resolution 2016-150R approving the Mayor's appointments to the Property Maintenance Advisory Committee.
(Motion requested by Mayor)

15. Request Use of Deckertown Commons Park

A motion is in order to approve the request from Mr. Bruce Youngling of Deliverance House Ministries to hold a free community outreach program, as outlined in a letter dated June 6, 2016, in Deckertown Commons on July 23, 2016 (rain date July 30, 2016) from approximately 2:00 pm to 5:00 pm. (Motion requested by Clerk)

- L. 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 10 minutes.

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.

M. EXECUTIVE SESSION – IF REQUESTED

Mayor Little will request a motion to adopt a resolution to adjourn into Executive Session to discuss contract negotiations pertaining to the water operator contract with Agra Environmental.

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.

16. Resolution 2016-155R – Water Operator

A motion is in order to adopt Resolution 2016-155R authorizing the Mayor and/or Clerk to enter into a one year professional service agreement with Agra Environmental and Laboratory Service to operate the water treatment plant for a cost not to exceed \$297,924.00. (Motion requested by Clerk)

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