

**MINUTES OF THE MEETING OF THE  
MAYOR AND COUNCIL  
OF THE BOROUGH OF SUSSEX  
HELD AT THE SUSSEX MUNICIPAL BUILDING  
2 MAIN STREET, SUSSEX, NJ  
January 4, 2013**

Mayor Rose called the meeting to order and led the assembly in the flag salute and requested a moment of silence.

Mayor Rose stated "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."

**Oaths of Office**

Mark Zschack, Municipal Clerk, read the "Statement of County Canvassers."

Mark Zschack, Municipal Clerk, administered the Oath of Office to Councilwoman-Elect Linda Masson for a three year term expiring December 31, 2015.

Mark Zschack, Municipal Clerk, administered the Oath of Office to Councilwoman-Elect Annette Stendor for a three year term expiring December 31, 2015.

Mayor Rose requested the clerk to call the roll of the 2013 Governing Body.

Upon roll call, the following members of the Governing Body were present: Mr. Frank Dykstra, Mrs. Marina Krynicky, Mr. Bruce LaBar, Mr. Salvatore Lagattuta, Mrs. Linda Masson, Mrs. Annette Stendor, Mayor Jonathan Rose.

Absent: None

Also present: Borough Attorney Mr. John Ursin Esq. of Courter, Kobert & Cohen, P.C. and Mr. Mark Zschack, Municipal Clerk

**NEW BUSINESS**

**Resolution #2013-27– Fire Department Officers**

Mr. Dykstra made a motion to adopt a resolution approving the Mayor's appointments for the Sussex Fire Department Officers for 2013. Motion seconded by Mr. LaBar.

Upon roll call vote:

Ayes: Dykstra, Krynicky, LaBar, Lagattuta, Masson, Stendor

Nays: None

Abstentions: None

Absent: None

Mark Zschack, Municipal Clerk administered the Oath of Office to the Officers of the Sussex Fire Department

**Resolution #2013-01R - 2013 Holidays**

Mr. Dykstra made a motion to adopt a resolution approving the Holidays of the Borough of Sussex for the year 2013. Motion seconded by Mr. Lagattuta.

Upon roll call vote:

Ayes: Dykstra, Krynicky, LaBar, Lagattuta, Masson, Stendor

Nays: None

Abstentions: None

Absent: None

**Resolution #2013-02R – 2013 Rules and Regulations**

Mr. Lagattuta made a motion to adopt a resolution approving the Rules and Regulations of the Mayor and Council for the year 2013. Motion seconded by Mr. LaBar.

Upon roll call vote:

Ayes: Dykstra, Krynicki, LaBar, Lagattuta, Masson, Stendor

Nays: None

Abstentions: None

Absent: None

**Resolution #2013-03R – 2013 Meeting Dates**

Mr. Dykstra made a motion to adopt a resolution approving the Mayor and Council Meeting dates for the year 2013. Motion seconded by Mrs. Krynicki.

Mrs. Masson made a motion to amend the previous motion to change the April 2, 2013 meeting date to April 9, 2013. Motion seconded by Mrs. Stendor.

Upon roll call vote to amend motion:

Ayes: Dykstra, Krynicki, Lagattuta, Masson, Stendor

Nays: LaBar

Abstentions: None

Absent: None

Upon roll call vote of amended motion:

Ayes: Dykstra, Krynicki, LaBar, Lagattuta, Masson, Stendor

Nays: None

Abstentions: None

Absent: None

**Resolution #2013-04R – Setting Rates of Interest for 2013**

Mr. Dykstra made a motion to adopt a resolution setting Sussex Borough's rates of interest for 2013. Motion seconded by Mr. Lagattuta.

Upon roll call vote:

Ayes: Dykstra, Krynicki, LaBar, Lagattuta, Masson, Stendor

Nays: None

Abstentions: None

Absent: None

**Resolution #2013-05R - Designating Official Depositories**

Mr. Dykstra made a motion to adopt a resolution designating the Official Depositories of Sussex Borough for the year 2013. Motion seconded by Mrs. Krynicki.

Upon roll call vote:

Ayes: Dykstra, Krynicki, LaBar, Lagattuta, Masson, Stendor

Nays: None

Abstentions: None

Absent: None

**Resolution #2013-06R - Designation of Official Newspapers**

Mr. Dykstra made a motion to adopt a resolution designating the New Jersey Herald and the New Jersey Sunday Herald of Newton, New Jersey as the official newspapers of the Borough of Sussex for the year 2013. Motion seconded by Mrs. Masson.

Upon roll call vote:

Ayes: Dykstra, Krynicki, LaBar, Lagattuta, Masson, Stendor

Nays: None

Abstentions: None

Absent: None

**Resolution #2013-07R - Authorize Legal Defense of Tax Appeals**

Mr. Dykstra made a motion to adopt a resolution authorizing the Municipal Tax Assessor and the Municipal Attorney to defend Sussex Borough before the Sussex County Tax Board of Taxation and the Tax Court of the State of New Jersey. Motion seconded by Mr. Lagattuta.

Upon roll call vote:

Ayes: Dykstra, Krynicky, LaBar, Lagattuta, Masson, Stendor

Nays: None

Abstentions: None

Absent: None

**PROFESSIONAL SERVICES APPOINTMENTS**

**Resolution #2013-08R –Borough Attorney**

Mr. Dykstra made a motion to adopt a resolution appointing John E. Ursin, Esq., of the firm Courter, Kobert & Cohen as Sussex Borough Attorney for the year 2013. Motion seconded by Mr. LaBar.

Upon roll call vote:

Ayes: Dykstra, Krynicky, LaBar, Lagattuta

Nays: Masson, Stendor

Abstentions: None

Absent: None

**Resolution #2013-10 – Municipal Engineer**

Mr. Dykstra made a motion to adopt a resolution appointing Harold Pellow, P.E., of the firm Harold Pellow and Associates as Sussex Borough Engineer for the year 2013. Motion seconded by Mr. LaBar.

Upon roll call vote:

Ayes: Dykstra, Krynicky, LaBar, Lagattuta, Masson, Stendor

Nays: None

Abstentions: None

Absent: None

**Resolution #2013-11R – Water/Sewer Engineer**

Mr. Dykstra made a motion to adopt a resolution appointing John Ruschke, P.E., of the firm Hatch Mott MacDonald as Sussex Borough Water/Sewer Engineer for the year 2013. Motion seconded by Mr. LaBar.

Upon roll call vote:

Ayes: Dykstra, Krynicky, LaBar, Lagattuta, Stendor

Nays: Masson

Abstentions: None

Absent: None

**Resolution #2013-12R - Auditor**

Mr. Dykstra made a motion to adopt a resolution appointing Thomas Ferry RMA of the firm Ferraioli, Wielkotz, Cerullo and Cuva, P.A. as the Sussex Borough Auditor for the year 2013. Motion seconded by Mrs. Krynicky.

Upon roll call vote:

Ayes: Dykstra, Krynicky, LaBar, Lagattuta, Masson, Stendor

Nays: None

Abstentions: None

Absent: None

**Resolution #2013-13R – Appointing Dam Engineer**

Mr. Dykstra made a motion to adopt a resolution appointing Michael Vreeland, P.E. of the firm Guerin & Vreeland Engineering as Sussex Borough Dam Engineer for the year 2013. Motion seconded by Mr. Lagattuta.

Upon roll call vote:

Ayes: Dykstra, Krynicky, LaBar, Lagattuta, Masson, Stendor

Nays: None

Abstentions: None

Absent: None

**Resolution #2013-14R – Appointing Professional Planner**

Mr. Dykstra made a motion to adopt a resolution appointing Kenneth P. Nelson, P.P., of the firm The Nelson Consulting Group as Sussex Borough Professional Planner for the year 2013. Motion seconded by Mr. LaBar.

Upon roll call vote:

Ayes: Dykstra, Krynicky, LaBar, Lagattuta, Masson, Stendor

Nays: None

Abstentions: None

Absent: None

**Resolution #2013-16R – Appointing Risk Management Consultant**

Mr. Dykstra made a motion to adopt a resolution appointing Morville Agency as the Borough's Risk Management consultant for the year 2013. Motion seconded by Mr. LaBar.

Upon roll call vote:

Ayes: Dykstra, Krynicky, LaBar, Lagattuta, Masson, Stendor

Nays: None

Abstentions: None

Absent: None

**Resolution #2013-17R – Appointing Fund Commissioner**

Mr. Dykstra made a motion to adopt a resolution appointing the Borough Clerk as the Fund Commissioner for 2013. Motion seconded by Mrs. Krynicky.

Upon roll call vote:

Ayes: Dykstra, Krynicky, LaBar, Lagattuta, Masson, Stendor

Nays: None

Abstentions: None

Absent: None

**Resolution #2013-18R – Authorize Cancellation of Record**

Mr. Dykstra made a motion to adopt a resolution authorizing the tax collector to cancel the record of overpayment or underpayment of taxes in the amount of \$10.00 or less. Motion seconded by Mr. LaBar.

Upon roll call vote:

Ayes: Dykstra, Krynicky, LaBar, Lagattuta, Masson, Stendor

Nays: None

Abstentions: None

Absent: None

**Resolution #2013-21R – Adopting 2013 Temporary Budget**

Mr. Dykstra made a motion to adopt a resolution approving the 2013 temporary budget for the Current Fund in the amount of \$318,401.00 and Water/Sewer in the amount of \$818,630.00. Motion seconded by Mr. LaBar.

Upon roll call vote:

Ayes: Dykstra, Krynicki, LaBar, Lagattuta, Masson, Stendor

Nays: None

Abstentions: None

Absent: None

**Resolution #2013-22R – Appointing Tax Collector**

Mrs. Krynicki made a motion to adopt a resolution appointing Melissa Caton to be the Borough of Sussex Tax Collector for a term running through October 31, 2016. Motion seconded by Mr. Dykstra.

Upon roll call vote:

Ayes: Dykstra, Krynicki, LaBar, Lagattuta, Masson, Stendor

Nays: None

Abstentions: None

Absent: None

**Resolution #2013-23R Adopt a Cash Management Plan**

Mr. LaBar made a motion to adopt a resolution approving the cash management plan for the year 2013. Motion seconded by Mr. Lagattuta.

Upon roll call vote:

Ayes: Dykstra, Krynicki, LaBar, Lagattuta, Masson, Stendor

Nays: None

Abstentions: None

Absent: None

**Resolution #2013-24R – Reauthorizing Petty Cash Funds**

Mr. LaBar made a motion to adopt a resolution reauthorizing petty cash funds for the year 2013. Motion seconded by Mrs. Masson.

Upon roll call vote:

Ayes: Dykstra, Krynicki, LaBar, Lagattuta, Masson, Stendor

Nays: None

Abstentions: None

Absent: None

**Resolution #2013-34R – Appointment of QPA**

Mr. Lagattuta made a motion to adopt a resolution appointing Darren Maloney, QPA as the Qualified Purchasing Agent for the Borough of Sussex through an Interlocal agreement with Vernon Township for the year 2013. Motion seconded by Mr. LaBar.

Upon roll call vote:

Ayes: Dykstra, Krynicki, LaBar, Lagattuta, Masson, Stendor

Nays: None

Abstentions: None

Absent: None

**Resolution #2013-35R – Appointment of CFO**

Mr. LaBar made a motion to adopt a resolution appointing William Zuckerman, CMFO as the Chief Financial Officer for the Borough of Sussex through an Interlocal agreement with Vernon Township for the year 2013. Motion seconded by Mrs. Masson.

Upon roll call vote:

Ayes: Dykstra, Krynicki, LaBar, Lagattuta, Masson, Stendor

Nays: None

Abstentions: None

Absent: None

**Resolution #2013-25R – Appointing Council President**

Mr. Dykstra made a motion to adopt a resolution appointing Mr. LaBar to the position of Council President for the year 2013. Motion seconded by Mrs. Krynicki.

Upon roll call vote:

Ayes: Dykstra, Krynicki, LaBar, Lagattuta, Stendor

Nays: Masson

Abstentions: None

Absent: None

**MAYOR'S APPOINTMENTS**

**Resolution #2013-26– Appointments to Borough Government**

Mrs. Krynicki made a motion to adopt a resolution approving the Mayor's appointments to positions of Borough Government for the year 2013. Motion seconded by Mr. Dykstra.

Upon roll call vote:

Ayes: Dykstra, Krynicki, LaBar, Lagattuta, Masson, Stendor

Nays: None

Abstentions: None

Absent: None

**Resolution #2013-28– Planning/Zoning Board of Adjustment**

Mr. LaBar made a motion to adopt a resolution approving the Mayor's appointments for the Sussex Planning/Zoning Board of Adjustment for 2013. Motion seconded by Mrs. Krynicki.

Upon roll call vote:

Ayes: Dykstra, Krynicki, LaBar, Lagattuta, Masson, Stendor

Nays: None

Abstentions: None

Absent: None

**Resolution #2013-29– Board of Health**

Mr. Lagattuta made a motion to adopt a resolution approving the Mayor's appointments for the Sussex Board of Health for 2013. Motion seconded by Mrs. Stendor.

Upon roll call vote:

Ayes: Dykstra, Krynicki, LaBar, Lagattuta, Masson, Stendor

Nays: None

Abstentions: None

Absent: None

**Resolution #2013-30– Shade Tree Commission**

Mrs. Krynicky made a motion to adopt a resolution approving the Mayor's appointments for the Sussex Shade Tree Commission for 2013. Motion seconded by Mr. Dykstra.

Upon roll call vote:  
Ayes: Dykstra, Krynicky, Lagattuta, Masson, Stendor  
Nays: None  
Abstentions: LaBar  
Absent: None

**Resolution #2013-31– Recreation Committee**

Mr. Dykstra made a motion to adopt a resolution approving the Mayor's appointments for the Sussex Recreation Committee for 2013. Motion seconded by Mr. Lagattuta.

Upon roll call vote:  
Ayes: Dykstra, Krynicky, LaBar, Lagattuta, Masson, Stendor  
Nays: None  
Abstentions: None  
Absent: None

**Resolution #2013-32– Emergency Management Council**

Mr. Dykstra made a motion to adopt a resolution approving the Mayor's appointments for the Sussex Emergency Management Council for 2013. Motion seconded by Mr. LaBar.

Upon roll call vote:  
Ayes: Dykstra, Krynicky, LaBar, Lagattuta, Masson, Stendor  
Nays: None  
Abstentions: None  
Absent: None

**MAYOR'S APPOINTMENTS- Council Committees**

**Personnel Subcommittee**

- 1) Marina Krynicky
- 2) Bruce LaBar
- 3) Sal Lagattuta

**Bill Payment Subcommittee**

- 1) Frank Dykstra
- 2) Bruce LaBar
- 3) Annette Stendor

**Water/Sewer Rate Structure Subcommittee**

- 1) Marina Krynicky
- 2) Sal Lagattuta
- 3) Linda Masson

**Public and Water/Sewer Infrastructure Subcommittee**

- 1) Linda Masson
- 2) Sal Lagattuta
- 3) Bruce LaBar

**Court Representative**

1) Annette Stendor

**Fire Commissioner**

1) Bruce LaBar

**Liaison to Sussex/Wantage School District**

1) Marina Krynicky

**Solid Waste Advisory & Water Quality Management**

1) Marina Krynicky

**Liaison to High Point Regional School District**

1) Linda Masson

**Liaison to SCMUA**

1) Linda Masson

**Liaison to Board of Chosen Freeholders**

1) Sal Lagattuta

**OPEN PUBLIC SESSION**

Mr. LaBar made 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. Motion seconded by Mr. Dykstra  
All were in favor.

There being no one present who wished to address the Governing Body, Mr. Lagattuta made a motion to close the meeting to the public. Motion seconded by Mr. LaBar  
All were in favor.

**ADJOURNMENT**

There being no further items for discussion by the Mayor and Council, Mr. Lagattuta made a motion to adjourn the meeting. Motion seconded by Mr. Dykstra  
All were in favor.

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Jonathan Rose, Mayor

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Mark Zschack, Municipal Clerk