

**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  
March 18, 2014**

Mayor Rose called the meeting to order and requested the clerk to call the roll. Upon roll call, the following members of the Governing Body were present: Mrs. Marina Krynicky, Mr. Bruce LaBar, Mr. Salvatore Lagattuta, Mrs. Annette Stendor, Mrs. Georgeanna Stoll, Mayor Jonathan Rose.

Absent: Mrs. Linda Masson

Also present: Borough Attorney Mr. Frank McGovern, Esq. of McGovern and Roseman, P.A. and Mr. Mark Zschack, Municipal Administrator/Clerk

Mayor Rose 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."

**COUNCIL MOTIONS:** Mayor Rose opened the floor to each member of the Council to offer any motions not currently on the agenda.

No motions were offered at this time.

**COMMITTEE REPORTS:** Mayor Rose opened the floor to each member of the Council to offer their respective committee reports.

Mrs. Stoll reported on the Recreation Committee meeting. The committee is in need of more members and was informed about the cut in the budget. Approximately \$550.00 dollars were spent on the Easter egg hunt including a new bunny costume.

Mr. Lagattuta reported on the DPW Committee meeting that was held. Topics at this meeting included street sweeping, and new procedures to help extend the life of the sweeping brushes, the Borough wide bulk pick up and the condition of the Main Street sidewalks.

Mr. LaBar offered no report at this time.

Mrs. Krynicky offered no report at this time.

Mrs. Stendor offered no report at this time.

**CONSENT AGENDA**

Mayor Rose requested that all persons present review the consent agenda and offer any comments they may have at this time regarding the consent agenda.

**CORRESPONDENCE (ACCEPTANCE FOR FILING ONLY OF THE FOLLOWING):**

1. Memorandum dated February 27, 2014 from the Sussex County Board of Chosen Freeholders concerning a Capital Ordinance Appropriation.
2. Memorandum dated February 27, 2014 from the Sussex County Board of Chosen Freeholders concerning a Capital Improvement Bond Ordinance.
3. Letter dated February 27, 2014 from the NJDEP concerning a succession plan for the licensed operator position at the Sussex Borough Water Treatment Plant.

**REPORTS (ACCEPTANCE FOR FILING OF THE FOLLOWING):**

1. Tax Collector report for the month of February, 2014.
2. Municipal Clerk's report for the month of February, 2014.

3. Water Sewer Collector report for the month of February, 2014.
4. Zoning Permit report for the month of February, 2014.
5. Property Maintenance report for the month of February, 2014
6. Construction Department report for the month of February, 2014.
7. Sussex County Open Space Committee Minutes from December 5, 2013.
8. Sussex County Planning Board Minutes from February 3, 2014.
9. Delinquent Utility Properties Report as of March 14, 2014.
10. Unpaid Utility Properties Report as of March 14, 2014.

**APPLICATIONS (APPROVAL OF THE FOLLOWING):**

1. NJ State Firemen's Association Membership application for Charles Regavich.

**RESOLUTIONS: (APPROVAL OF THE FOLLOWING):**

1. Payment of bills for the meeting of March 18, 2014

Mr. Lagattuta made a motion to accept the consent agenda of March 18, 2014. Motion seconded by Mr. LaBar

Upon roll call vote:

Ayes: Krynicky, LaBar, Lagattuta, Stendor, Stoll

Nays: None

Abstentions: None

Absent: Masson

**OPEN PUBLIC SESSION #1**

Mr. LaBar made 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. Motion seconded by Mrs. Krynicky  
All were in favor.

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

**ADMINISTRATORS REPORT**

Mr. Mark Zschack the Administrator/Clerk offered the following report;

The Borough has scheduled a Bulky Waste Collection for May 7<sup>th</sup> & 8<sup>th</sup>. The application form will need to be completed by Borough residents and all fees paid prior to May 2<sup>nd</sup> to guarantee the pickup. A post card mailing will occur three weeks prior to the event notifying residents of the pick up. Registration forms will also be available on the Borough's website.

The Valve and Actuator replacement project has been completed. A problem with link seals was discovered during the course of construction. It was highly recommended that the replacement of these seals be added to the existing project while the plant was shut down. This added an additional cost of \$5,775.00 to the project for a total cost of \$28,295.00.

An advertisement for a part time Zoning Officer was published in the New Jersey Herald on Sunday. Once all resumes are received a Personnel Committee meeting will be scheduled to review all applicants.

A notice for a part time Clean Communities worker will be sent to the New Jersey Herald soon with a proposed start date in mid April. This cost will be covered by the Clean Communities Grant monies the Borough receives every year.

Borough Engineer Harold Pellow was sent a request for cost estimates for a number of possible projects to assist the Borough in scheduling capital improvement projects.

Among them are:

Replacements of sidewalks on Main Street  
Replacement of sidewalks on Newton Avenue from Route 23 to Elizabeth Avenue.  
Resurfacing of Roy Court  
Resurfacing of the Mill Street and Harrison Street Parking lots

The annual Youth in Government Day program is scheduled for April 28, 2014. All Borough Officials are invited to attend an assembly that morning at the Sussex Wantage Middle School. Please contact Colleen if you wish to attend and speak at this event. A mock public meeting by students is scheduled for May 8, 2014, 7:00pm at the Wantage Municipal Building the Governing Body and all residents are encouraged to attend.

### **OLD BUSINESS**

There was no old business discussed at this time.

### **NEW BUSINESS**

#### **Approval of Meeting Minutes**

Mr. Lagattuta made a motion to approve the meeting minutes of the Budget Workshop Meeting held on February 27, 2014. Motion seconded by Mrs. Stoll

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

#### **Approval of Meeting Minutes**

Mr. LaBar made a motion to approve the meeting minutes of the Regular Meeting held on March 4, 2014. Motion seconded by Mrs. Krynicky

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

#### **Resolution 2014-51R – Re-Advertise 2014 Budget**

Mr. LaBar made a motion to adopt a resolution to re-advertise the 2014 Municipal Budget on March 19, 2014. Motion seconded by Mrs. Stoll

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

#### **Resolution 2014-52R – Special Olympics**

Mr. LaBar made a motion to adopt a resolution to support the work of the Special Olympics and welcome all participants to New Jersey. Motion seconded by Mrs. Krynicky

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

**Resolution 2014-53R – Tonnage Grant Application**

Mr. LaBar made a motion to adopt a resolution authorizing the Borough's Certified Recycling Professional to submit the 2013 recycling tonnage grant application to the N.J. Department of Environmental Protection. Motion seconded by Mr. Lagattuta

Upon roll call vote:

Ayes: Krynicky, LaBar, Lagattuta, Stendor, Stoll

Nays: None

Abstentions: None

Absent: Masson

**Resolution 2014-54R – Emergency Temporary Appropriations**

Mr. Lagattuta made a motion to adopt a resolution approving the temporary appropriations totaling \$39,363.00 to the 2014 Temporary Budget. Motion seconded by Mrs. Stendor

Upon roll call vote:

Ayes: Krynicky, LaBar, Lagattuta, Stendor, Stoll

Nays: None

Abstentions: None

Absent: Masson

**Adoption Ordinance 2014-02 – Establish a Cap Bank**

Mrs. Stoll made a motion to adopt an ordinance entitled "**CALENDAR YEAR 2014 ORDINANCE TO EXCEED THE 2014 MUNICIPAL BUDGET APPROPRIATION LIMITS AND TO ESTABLISH A CAP BANK (N.J.S.A. 40A: 4-45.14)**" Motion seconded by Mr. LaBar

Mayor Rose opened the meeting to the public for any questions or concerns regarding Ordinance #2014-02.

There being no one present who wished to address the Governing Body, Mayor Rose closed the meeting to the public and returned to the regular order of business.

Upon roll call vote:

Ayes: Krynicky, LaBar, Lagattuta, Stendor, Stoll

Nays: None

Abstentions: None

Absent: Masson

**Route 23 Utility Replacement Evaluation and Cost Estimate**

Mr. Lagattuta made a motion to authorize the Clerk to execute a contract with CP Engineers to develop a water and sanitary sewer replacement evaluation and cost estimate concerning the Route 23 north, NJDOT project area at a cost of \$4,000.00. Motion seconded by Mr. LaBar

After a brief discussion, Mrs. Krynicky made a motion to amend the previous motion to include a proposal from CP Engineers dated March 18, 2014 to develop a Route 23 Water Main Extension Cost Estimate at a cost of \$3,900.00. Motion seconded by Mr. LaBar

Upon roll call vote to amend:

Ayes: Krynicky, LaBar, Lagattuta, Stendor, Stoll

Nays: None

Abstentions: None

Absent: Masson

Upon roll call vote of original motion as amended:

Ayes: Krynicky, LaBar, Lagattuta, Stendor, Stoll

Nays: None

Abstentions: None

Absent: Masson

**Schedule Special Mayor and Council Meeting**

Mr. Lagattuta made a motion to schedule a Special Meeting on April 2, 2014 at 7:30 pm, to offer a presentation concerning the proposed water/sewer rate structure.  
Motion seconded by Mrs. Krynicky

Discussion ensued concerning the scheduling of a Special Meeting to discuss the proposed rate structure. It was the consensus of the Council to hold a workshop meeting to allow the entire Council to discuss the proposed rates prior to a public presentation.

Mrs. Krynicky made a motion to table the motion to the next scheduled Mayor and Council meeting. Motion seconded by Mrs. Stoll

Upon roll call vote to table the motion:  
Ayes: Krynicky, LaBar, Lagattuta, Stendor, Stoll  
Nays: None  
Abstentions: None  
Absent: Masson

Mr. Lagattuta made a motion to schedule a Special Workshop Meeting on March 27, 2014 at 7:30pm to discuss the water/sewer rates. Motion seconded by Mrs. Krynicky

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

**OPEN PUBLIC SESSION #2**

Mr. Lagattuta 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 Mrs. Stoll  
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 Mrs. Stoll  
All were in favor.

**EXECUTIVE SESSION**

No Executive Session was requested.

**ADJOURNMENT**

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

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Jonathan Rose, Mayor

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Mark Zschack, Municipal Clerk