

**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
February 3, 2015**

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: Mr. Robert Holowach, Mrs. Katherine Little, Mrs. Linda Masson, Mr. Mario Poggi, Mrs. Annette Stendor, Mrs. Georgeanna Stoll and Mayor Jonathan Rose

Absent: None

Also present: Borough Attorney Mr. Frank McGovern, Esq. of McGovern and Roseman, P.A. and Mrs. Colleen Little, Deputy Municipal 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."

APPROVAL OF AGENDA

Mrs. Stoll made a motion to approve the agenda for February 3, 2015 as submitted.
Motion seconded by Mr. Holowach

Mrs. Masson made a motion to amend the agenda for February 3, 2015 by adding two resolutions. The first is resolution 2015-41R to be placed prior to closed session item. This resolution shall read "the borough administrator and/or water/sewer collector is hereby ordered to produce a report by March 3, 2015 concerning the feasibility of utilizing square footage or fire marshal derived maximum capacity numbers to determine EDU counts for the purposes of billing restaurants and other food establishments for water and sewer usage." The second resolution to be placed on the agenda is resolution 2015-42R and shall read "a resolution to direct the clerk to send a letter to the Sussex/Wantage and the High Point Regional School District Superintendents requesting that when the 2015-2016 budgets are prepared that they make arrangements to present their budgets to the Sussex Borough Mayor and Council."

Motion seconded by Mrs. Stendor

Upon roll call vote to amend original motion:

Ayes: Holowach, Little, Masson, Poggi, Stendor, Stoll

Nays: None

Abstentions: None

Absent: None

Mrs. Masson made a motion to amend the agenda for February 3, 2015 by adding a closed session discussion regarding contract negotiations pertaining to the purchase of real property.

Motion seconded by Mrs. Stoll

Upon roll call vote to amend original motion:

Ayes: Holowach, Little, Masson, Poggi, Stendor, Stoll

Nays: None

Abstentions: None

Absent: None

Upon roll vote of original motion as amended:

Ayes: Holowach, Little, Masson, Poggi, Stendor, Stoll

Nays: None

Abstentions: None

Absent: None

PRESENTATIONS:

Mr. Thomas Maellaro, Animal Control Officer, addressed the Mayor and Council concerning a barking dog complaint on Bank Street.

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

Mrs. Stoll offered no report.

Mr. Holowach offered no report.

Mr. Poggi reported that he was just recently assigned to the DPW committee subcommittee and looks forward to hearing from Mrs. Little and was appointed as liaison to the High Point Regional School district board meetings.

Mrs. Masson reported that she attended a SCMUA meeting on January 21st and on the agenda was senate bill #72 which has to do with sewage authorities and their budget of 2% increases they are allowed year over year.

Mrs. Stendor reported that she attended the Chamber of Commerce meeting.

Mrs. Little reported that the DPW committee met on January 29th and due to all the snow the condition of vehicles and equipment were discussed. Fewer and fewer water meters are not being radio read. The committee also discussed to bring back the DPW. We asked for some figures for both the DPW and Water/Sewer and asked that it be split up with Sussex Borough having the DPW and keeping Hardyston for water/sewer.

CONSENT AGENDA

Mayor Rose requested 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.

Mr. Holowach made a motion to accept the consent agenda of February 3, 2015 with the removal of Resolution #1 Payment of bills.

Motion seconded by Mrs. Stoll

Upon roll call vote:

Ayes: Holowach, Little, Masson, Poggi, Stendor, Stoll

Nays: None

Abstentions: None

Absent: None

Mr. Holowach made a motion to accept Resolution #1 Payment of bills for the meeting of February 3, 2015.

Motion seconded by Mrs. Stoll.

Mrs. Stendor asked that information be obtained as to what the insurance reimbursement to Hardyston is exactly for.

Upon roll call vote:

Ayes: Holowach, Little, Masson, Poggi, Stendor, Stoll

Nays: None

Abstentions: None

Absent: None

ADMINISTRATORS REPORT

No report was offered.

OLD BUSINESS

Resolution 2015-33R – Special Council Meeting

Mr. Holowach made a motion to adopt Resolution 2015-33R scheduling a Special Meeting of the Governing Body of the Borough of Sussex, on January 28, 2015.
NO FORMAL ACTION WILL BE TAKEN. Motion seconded by Mrs. Little

Mrs. Little made a motion to amend the original motion changing the date of the Special Meeting to February 24, 2015 at 7:30pm. Motion seconded by Mrs. Masson
All were in favor to amend original motion

Upon roll vote of original motion as amended:
Ayes: Holowach, Little, Masson, Poggi, Stendor, Stoll
Nays: None
Abstentions: None
Absent: None

OPEN PUBLIC SESSION #1

Mrs. Stoll 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. Masson
All were in favor.

Mayor Rose recused himself from the Dias at 8:03pm.

Mr. Chris Nestor, 10-12 Newton Ave, stated that he wrote a letter to appeal the water bill for the last quarter as the usage was over 300,000 gallons.

Mrs. Masson stated that they are not in a position to make any decisions as the council just received this letter in the packet tonight.

Mayor Rose returned to the dais at 8:11pm.

Nancy Bookbinder, 86 Main Street, addressed the council concerning the snow clean up on Main Street and the hydrant by Bo Bo's Kitchen is covered with snow. Ms. Bookbinder also addressed the speed limit on Main Street. Ms. Bookbinder stated that the Sussex County Chamber of commerce meeting is next Wednesday.

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

NEW BUSINESS

Approval of Meeting Minutes

Mrs. Masson made a motion to approve the meeting minutes of the Regular Meeting and Executive Session held on January 20, 2015. (Absent: None)
Motion seconded by Mr. Holowach

Upon roll call vote:
Ayes: Holowach, Little, Masson, Poggi, Stendor, Stoll
Nays: None
Abstentions: None
Absent: None

Resolution 2015-35R – First Quarter 2015 Water/Sewer Adjustments

Mrs. Masson made a motion to adopt Resolution 2015-35R approving water/sewer adjustment for the first quarter 2015. Motion seconded by Mrs. Stoll

Upon roll call vote:

Ayes: Holowach, Little, Masson, Poggi, Stendor, Stoll

Nays: None

Abstentions: None

Absent: None

Resolution 2015-36R – Recreation Committee Appointments

Mrs. Masson made a motion to adopt Resolution 2015-36R approving the Mayor's appointments of Alexis Horvath and Myles Kuperus to the Sussex Recreation Committee for a three year term expiring on December 31, 2017. Motion seconded by Mrs. Stoll

Upon roll call vote:

Ayes: Holowach, Little, Masson, Poggi, Stendor, Stoll

Nays: None

Abstentions: None

Absent: None

Resolution 2015-37R – Board of Health Appointment

Mrs. Stendor made a motion to adopt Resolution 2015-37R approving the Mayor's appointment of Alexis Horvath to the Sussex Board of Health for a two year term expiring on December 31, 2016. Motion seconded by Mrs. Little.

Upon roll call vote:

Ayes: Holowach, Little, Masson, Poggi, Stendor, Stoll

Nays: None

Abstentions: None

Absent: None

Resolution 2015-38R – Recycling Coordinator Shared Service Agreement

Mrs. Masson made a motion to adopt Resolution 2015-38R authorizing a shared service agreement with the Sussex County Municipal Utilities Authority for the provision of Certified Recycling Professional services to certify and submit the 2014 recycling tonnage report to the NJDEP, at a cost of \$250.00. Motion seconded by Mrs. Little

Upon roll call vote:

Ayes: Holowach, Little, Masson, Poggi, Stendor, Stoll

Nays: None

Abstentions: None

Absent: None

Resolution 2015-39R – Award of Contract to Remove Broken Water Valve

Mr. Holowach made a motion to adopt Resolution 2015-39R awarding a contract to Jorrey Excavating, Inc. to remove a broken six inch water valve on Sussex Borough's water main located at the intersection of Hamburg Avenue and Brookside Avenue.

Motion seconded by Mr. Poggi

Upon roll call vote:

Ayes: Holowach, Little, Masson, Poggi, Stendor, Stoll

Nays: None

Abstentions: None

Absent: None

Resolution 2015-40R – Recommendations of the Rate Structure Committee

Mrs. Stoll made a motion to adopt Resolution 2015-40R adopting the recommendations of the Rate Structure Committee. Motion seconded by Mrs. Little

Upon roll call vote:

Ayes: Holowach, Little, Masson, Poggi, Stoll

Nays: Stendor

Abstentions: None

Absent: None

Approval of Dog Census Agreement

Mrs. Masson made a motion to approve an agreement with Vernon Township to conduct a Borough wide dog census in 2015 for a cost not to exceed \$1,750.00.

Motion seconded by Mrs. Little

Mr. Holowach asked how many dogs there are in the borough.

Ms. Little stated that there were approximately 300 dogs licensed last year.

Mr. Poggi made a motion to open the floor to Mr. Tom Maellaro, Animal Control Officer, to offer comments regarding the Dog Census Agreement. Motion seconded by Mr. Holowach. All were in favor.

Mr. Maellaro offered comments regarding how the dog census is performed.

Mr. Holowach made a motion to close the meeting to the public.

Motion seconded by Mr. Poggi.

All were in favor.

Upon roll call vote:

Ayes: Holowach, Little, Masson, Poggi, Stendor, Stoll

Nays: None

Abstentions: None

Absent: None

Approval of Generator Service Contract

Mrs. Little made a motion to authorize the Clerk to execute an agreement with Kraft Power Corporation, 241 West Parkway, Pompton Lakes, NJ 07444, to provide planned service inspection tests for the Borough owned generators at a cost of \$2,100.00.

Motion seconded by Mr. Holowach

After a brief discussion regarding the contract, Mrs. Little made a motion to table the approval of the generator service contract until the next scheduled meeting. Motion seconded by Mr. Poggi.

Upon roll call vote of amended motion:

Ayes: Holowach, Little, Masson, Poggi, Stendor, Stoll

Nays: None

Abstentions: None

Absent: None

Approval of Social Affair Permits for Sussex Fire Department

Mrs. Little made a motion to approve social affair permits for the Sussex Fire Department on March 14, 2015 and March 21, 2015. Motion seconded by Mrs. Stendor

Upon roll call vote:

Ayes: Holowach, Little, Masson, Poggi, Stendor, Stoll

Nays: None

Abstentions: None

Absent: None

Resolution 2015-41R – Water and Sewer Report

Mrs. Masson made a motion to adopt Resolution 2015-41R ordering the administrator and/or water sewer collector to produce a report by March 3, 2015 concerning the feasibility of utilizing square footage or Fire Marshall derived maximum capacity numbers to determine EDU counts.

Motion seconded by Mrs. Stoll

Upon roll call vote:

Ayes: Holowach, Little, Masson, Poggi, Stendor, Stoll

Nays: None

Abstentions: None

Absent: None

Resolution 2015-42R – Budget Presentation Request

Mrs. Stoll made a motion to adopt Resolution 2015-42R directing the clerk to send a letter to the superintendent's of the Sussex Wantage and High Point Regional High School for budget presentations. Motion seconded by Mrs. Masson

Upon roll call vote:

Ayes: Holowach, Little, Masson, Poggi, Stendor, Stoll

Nays: None

Abstentions: None

Absent: None

OPEN PUBLIC SESSION #2

Mrs. Masson 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. Little
All were in favor.

Ms. Nancy Bookbinder, 86 Main Street, addressed the council regarding the status of the parking enforcement officer.

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

EXECUTIVE SESSION

In accordance with the provisions of the Open Public Meetings Act, Mrs. Masson made a motion to adjourn into closed executive session to discuss negotiations of the possible purchase of real property. Motion seconded by Mrs. Stendor

Upon roll call vote:

Ayes: Holowach, Little, Masson, Poggi, Stendor, Stoll

Nays: None

Abstentions: None

Absent: None

After meeting in closed session, the Governing Body returned to their seats at 9:08p.m. and Mrs. Little made a motion to adjourn out of closed executive session and to be reconvened into open public session. Motion seconded by Mrs. Stoll
All were in favor.

ADJOURNMENT

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

Jonathan Rose, Mayor

Colleen Little, Deputy Municipal Clerk