

**MINUTES OF THE SPECIAL MEETING OF THE  
MAYOR AND COUNCIL  
OF THE BOROUGH OF SUSSEX  
HELD AT THE SUSSEX MUNICIPAL BUILDING  
2 MAIN STREET, SUSSEX, NJ  
March 9, 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, Mayor Jonathan Rose.

Absent: Mrs. Georgeanna Stoll

Also present: Mr. Mark Zschack, Municipal Administrator/Clerk and Gerry Gardner, Utility Manager/Water/Sewer Engineer.

Mayor Rose led the assembly in the flag salute and requested a moment of silence.

Mr. Mark Zschack left the dais at 7:31 pm.

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."

**DISCUSSION:**

At this time a discussion took place concerning Capital Improvement Projects for the Water and Sewer Utility. Mr. Gerry Gardner went over a list of potential capital projects. A list of projects that relate to the Water and Sewer Utility was created with input from the Governing Body and Engineers.

**A list of the following items was created:**

<u>PROJECT</u>	<u>ESTIMATED COST</u>
Extend storm drain on Route 23 for decant overflow	\$ ?????
Replace 1 of 2 air compressors (to avoid simultaneous failure)	\$1,500.00
Streaming current meter	\$3,500.00
Rebuild 1 of 2 flow mixer motor (to avoid simultaneous failure)	\$2,000.00
Laptop for filter panel software, needed to get software from NB controls (back up for plant PC)	\$1,000.00
Head loss indicators, 1 spare for shelf	\$1,500.00
Quantity 3 air actuators for air scour (Mike will replace)	\$1,500.00 parts
Rebuild 1 of 3 finished water ->storage tank pump (remaining 2 on 2 year schedule)	\$2,500.00
Backflow preventer for water ->storage tank assembly spare for shelf	\$2,500.00
Replace 1 of 2 air blowers for scour system (to avoid simultaneous failure)	\$4,000.00
Backflow valve for domestic water/mixing water, plumb in with bypass (includes labor)	\$4,000.00

Filter flow meters, Qty 4 (including labor)	\$2,000.00 each
Supplemental water actuator (including labor)	\$3,500.00
o Only have 1, this may be new-need to check on this	
o Overhead new filters	
A/C in lab and office (2)	\$3,500.00 each
Relays between PLC cards & actuators (including labor)	\$2,000.00 total
o For all actuators	
o So cards do not burn up if actuator fails	
Constant pressure valves (quantity 16) (Mike can do install in chemical room)	\$ 200.00 each
Decant water level control, link seal cheap (including labor)	\$2,000.00 each
o Qty 2 & 1 link seal	
Decant basin sump pump (Mike can do labor)	\$ 200.00
Booster pump for higher elevation customers 2"	\$250,000
o (check on price)	
Bypass pipe Colesville Reservoir (for materials?)	\$2,000.00
o Send Bob an email-can he do this?	
o Maybe move from 10" to 12" pipe to gain more flow?	
o Add valve on upstream side	
Upgrade software on PC in office	\$8,000.00
o Win XP -> Win 7	
o Wonder Ware	\$7,000.00
We can disassemble and sell carbon feed system	No "As-Is Sale of the Utility"
Remove stumps from dam at Colesville	DPW is Scheduling

**The council discussed and was in favor of doing the following capital projects in 2015:**

Water meter replacement	\$300,000
Mason to repair floc basins at WTP	\$2,000
Valve actuation tool	\$3,000
Water transmission valves	\$32,000
Replace 6+/- valves in distribution system	\$24,000
Stock parts for distribution system	\$20,000
Stock parts for WTP	\$10,000
Water line at Double S Diner bridge	\$150,000
Repairs to 3 places on sewer force main that have frequent failures	\$400,000
Asset management plan – water	\$25,000
Asset management plan – sewer	\$25,000
Catch basin replacement at intersection of Route 23 and Loomis Avenue (3 in total)	\$75,000

**OPEN PUBLIC SESSION**

Mrs. Little 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.

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

**ADJOURNMENT**

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

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Jonathan Rose, Mayor

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Mark Zschack, Municipal Clerk