

**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  
APRIL 21, 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 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."

**APPROVAL OF AGENDA**

Mr. Holowach made a motion to approve the agenda for April 21, 2015 as submitted. Motion seconded by Mrs. Masson

Upon roll call vote:

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

Nays: None

Abstentions: None

Absent: None

**PRESENTATIONS:**

Mayor Rose presented a Citizenship award to Mr. Bruce LaBar for his untiring and devoted service to the residents of the Borough of Sussex as Councilman from 2008-2015 and member of the Shade Tree Commission from 2009-2015

Mrs. Jayne McHugh from the Friends of the Sussex-Wantage Library discussed the Sussex Historic Tour tentatively scheduled for Sunday June 7, 2015. A brochure was handed out to the Mayor and Council describing the Historic Deckertown Self-Guided Walking Tour. Mrs. McHugh requested the Borough's help with traffic control and making sure the Borough is cleaned up for this event.

Sussex Borough Historian Mario Poggi discussed plans to relocate the Dunn Fountain to either in front of the Borough hall or the small parking lot on Walling Avenue in front of the Creamery. It was the consensus of the Council to relocate the Dunn Fountain to Walling Avenue.

Jake Little, Chief Sussex Fire Department, addressed the Governing Body on the status of the truck purchase.

**DISCUSSION**

At this time a discussion took place regarding a letter received by the Governing Body from Jake Little, Chief Sussex Fire Department, regarding the loss of two sets of fire fighting gear at a fire that occurred on April 11, 2015.

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

Mrs. Stoll stated that the Recreation Committee had a meeting and discussed events to be held.

Councilwoman Little left the dais at 8:24pm. She returned a short time latter.

Mr. Holowach stated that he met with the fire chief last night. The Borough should look in to purchasing a Pitot Meter for hydrant flow. Would like to color the bonnet caps of the hydrants to show the flow of water from the hydrant.

Mr. Poggi gave an overview of the High Point Regional High School Board of Education Meeting that he attended on February 25, 2015.

Mrs. Masson stated that she attended the Sussex County League of Municipalities meeting on April 8, 2015. On April 8, 2015 the personnel committee met with the engineer. On April 10, 2015 the water sewer rate structure committee met and discussed possible alternative ways of looking at restaurant EDU's. On April 13, 2015 the Sussex Borough Merchants held a meeting at the Hyundai dealer and discussed police presence in the town, cleanliness in the town, sidewalks being redone and brought up the walking tour. On April 15, 2015 the personnel committee met with Chris Brown from Bruno and Associates, grant writer. She attended a SCMUA meeting on April 15, 2015.

Mrs. Stendor stated that she attended the Sussex County League of Municipalities meeting on April 8, 2015. She attended the Wantage-Sussex-Stillwater Court session April 20, 2015.

Mrs. Little stated that on April 9, 2015 she attended the Sussex County Water Resources meeting, Alice Brees would like to know the status of our Interlocal Agreement with Wantage regarding the Route 23 pipeline. On April 11, 2015 she attended the Sussex Fire Department and EMS Annual Dinner. On April 16, 2015 the Clove Lake Maintenance Committee met and discussed plans to remove the water chestnut, invasive weed. On April 17, 2015 she observed the work being done to repair the water line break on the Route 23 project. The finance committee met and reviewed the vouchers.

### **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 April 21, 2015.  
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 #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. Little  
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 Mrs. Stoll  
All were in favor.

### **OLD BUSINESS**

There was a brief discussion to determine if a letter should be sent to all customers of the Water/Sewer utility concerning the rate increase. It was the consensus of the Council not to send a letter but to relocate the notice to the home page on the website and post a message on the Borough sign.

### **NEW BUSINESS**

**Approval of Meeting Minutes**

Mrs. Stendor made a motion to approve the meeting minutes of the Budget Workshop held on March 10, 2015. (Absent: None) 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 approve the meeting minutes of the Budget Workshop held on March 11, 2015. (Absent: Stendor) Motion seconded by Mr. Poggi

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

Mrs. Stoll made a motion to approve the minutes of the Regular Meeting and Executive Session held on March 17, 2015. (Absent: None) Motion seconded by Mrs. Stendor

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

**Resolution 2015-75R – Second Quarter 2015 Water/Sewer Adjustments**

Mr. Poggi made a motion to adopt Resolution 2015-75R approving water/sewer adjustment for the second quarter 2015. Motion seconded by Mr. Holowach

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

**Resolution 2015-76R – Budget Self-Examination Program**

Mrs. Little made a motion to adopt Resolution 2015-76R authorizing participation in Self-Examination Program of the 2015 municipal budget. Motion seconded by Mrs. Masson

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

**Resolution 2015-77R - \$225,000 Bond Anticipation Notes**

Mr. Holowach made a motion to adopt Resolution 2015-77R authorizing the issuance of not exceeding \$225,000 bond anticipation notes of the Borough of Sussex. Motion seconded by Mrs. Little

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

**Resolution 2015-78R – Homeowners Request for Water Adjustment**

Mr. Holowach made a motion to adopt Resolution 2015-78R approving the homeowners request that \$304.23 be removed from the fourth quarter billing of account # 4559.

Motion seconded by Mrs. Stoll

After a brief discussion Mr. Holowach made a motion to table Resolution 2015-78R

Motion seconded by Mrs. Little

Upon roll call vote to table:

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

Nays: None

Abstentions: None

Absent: None

**Resolution 2015-79R – Reschedule May 19, 2015 Regular Meeting**

Mrs. Little made a motion to adopt Resolution 2015-79R rescheduling the May 19, 2015 regular meeting of the Mayor and Council to Wednesday May 20, 2015.

Motion seconded by Mr. Poggi

After a brief discussion Mr. Holowach made a motion to amend the previous motion to reschedule the May 19, 2015 regular meeting of the Mayor and Council to Monday May 18, 2015. Motion seconded by Mr. Poggi

All were in favor of the amendment.

Upon roll call vote of original motion as amended:

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

Nays: None

Abstentions: None

Absent: None

**Resolution 2015-80R – Approval of a Change Order Concerning the Route 23 Project**

Mrs. Little made a motion to adopt Resolution 2015-80R approving a change order with the NJDOT to construct a concrete sidewalk in lieu of brick pavers

Motion seconded by Mr. Holowach

Upon roll call vote:

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

Nays: None

Abstentions: None

Absent: None

**Introduction Ordinance 2015-05 – Overlook Drive**

Mr. Holowach made a motion to introduce ordinance 2015-05 entitled "AN ORDINANCE OF THE BOROUGH OF SUSSEX, COUNTY OF SUSSEX, STATE OF NEW JERSEY, PROVIDING FOR THE REPAIR OF OVERLOOK DRIVE FOR A TOTAL COST OF \$222,000.

Motion seconded by Mrs. Stoll

Upon roll call vote:

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

Nays: None

Abstentions: None

Absent: None

**OPEN PUBLIC SESSION #2**

Mrs. Stoll 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.

There being no one present who wished to address the Governing Body, Mr. Poggi 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 personnel and attorney client privilege matters. Motion seconded by Mrs. Little

Upon roll call vote:

Ayes: None

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

Abstentions: None

Absent: None

### **ADJOURNMENT**

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

---

Jonathan Rose, Mayor

---

Mark Zschack, Municipal Clerk