

**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 AT 7:00 P.M. ON
FEBRUARY 5, 2019**

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

Mayor Little 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."

Mayor Little 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. Michael Brennan, Mr. Walter Cleary, III, Mr. Robert Holowach, Mr. Charles H. Fronheiser, Jr., Mr. Edward Meyer, Mr. Mario Poggi and Mayor Katherine Little.

Absent: None

Also present: Mr. Michael Restel, Municipal Administrator, Borough Attorney Mr. Frank McGovern, Esq. of McGovern and Roseman, P.A. and Mrs. Antoinette Smith, Clerk.

APPROVAL OF AGENDA

Mr. Poggi made a motion to approve the agenda of February 5, 2019. Motion seconded by Mr. Fronheiser.

Mr. Meyer made a motion to add Resolutions 2019-56R and 2019-57R after item 8 and amend discussion to when the Planner, Ken Nelson arrives. Motion seconded by Mr. Cleary.

Upon roll call vote to amend the agenda for February 5, 2019:

Ayes: Brennan, Cleary, Holowach, Fronheiser, Meyer, Poggi

Nays: None

Abstentions: None

Absent: None

Upon roll call of amended agenda for February 5, 2019:

Ayes: Brennan, Cleary, Holowach, Fronheiser, Meyer, Poggi

Nays: None

Abstentions: None

Absent: None

PRESENTATIONS:

There were no presentations scheduled.

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

Mr. Poggi stated there will be a discussion in Executive Session on Personnel. Mr. Poggi stated he came in Sunday, February 3, 2019 to approve the bills. Mr. Poggi stated there's nothing new in History.

Mr. Holowach stated there were two salting snow events since last meeting. Mr. Holowach stated with the cold snap, there were three water lines that bursted in homes in which the DPW was involved with. There was also a sewer repair on Clove Avenue. Mr. Holowach stated there has been continuous work on the Route 23 water service lines. Mr. Restel stated the issue has been the water service line going to the DAR. It's about a 2,000-foot run that goes directly through Clove Brook which has completely frozen over. The DPW has been up there trying to repair it. They're working on getting a price quote for the repair.

Mr. Fronheiser offered no report.

Mr. Cleary stated they went to the League of Municipalities meeting, but he will refer to Mr. Meyer about the meeting since he took extensive notes there.

Mr. Brennan offered no report.

Mr. Meyer stated since he missed the Budget Meeting, he sat down with Toni and Mike to go over it. Mr. Meyer stated on January 28, 2019, they had a Planning/Zoning meeting. They are going to present to the Mayor and Council, Planning Area B, the redevelopment zone. Mr. Meyer stated

outside entertainment regulations and temporary use, or event permits were also discussed at the meeting. The proposed Ordinance will follow. The reason for this is because of the events that are occurring and no one is aware of it. Mr. Meyer stated he attended the League of Municipalities on January 30, 2019. Senator Oroho did a great presentation on Path to Progress. Mr. Meyer stated on January 30, 2019, Rich Klein, Ken Nelson, Mike Restel, Tom Madsen and Tammie Horsfield met to discuss the Sussex County Economic Development Partnership. They made several recommendations, one of which was to set up a Sussex Economic Development Council. They suggested to create on the website a complete list of available properties, amenities in the community, links to Planning and Zoning, information on the Opportunities Zone and contact information for the Planning/Zoning, Tax, Council and Mayor. They offered to help with an overall strategic plan. Mr. Meyer thanked Mr. Holowach for manning the warming stations on Thursday and Friday.

Mayor Little stated on January 22, 2019 we held our Budget Meeting. Mayor Little stated on January 28, 2019, was the Planning/Zoning meeting, Mr. Meyer gave the report. Mayor Little stated on January 30, 2019, five of us attended the Sussex County League of Municipalities meeting at the Mohawk House. Senator Oroho was the guest speaker. He gave a presentation on the "Path to Progress" recommendations. Mayor Little stated on February 4, 2019, we had a meeting to discuss the water lines on Route 23 South. The Borough has been notified that they will receive \$400,000.00 through SAGE, through a Small Cities CDBG 2019. The grant is for Willow Street, Ley Place water lines and to replace 12 manholes. It is necessary to repair two manholes as soon as possible on Walnut Street before it is paved. This is a priority.

DISCUSSION:

A discussion took place with Planning Board Chairman Richard Klein and Town Planner Ken Nelson regarding Area B.

CONSENT AGENDA:

Mayor Little 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. Poggi made a motion to approve the consent agenda of February 5, 2019. Motion seconded by Mr. Fronheiser.

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

1. Resolutions from Borough of Andover, Sandyston Township, Stillwater Township, Township of Byram, Town of Newton and the Township of Vernon in support of "Path to Progress" recommendations made by New Jersey Economic and Fiscal Policy Workshop.
2. Resolutions from Byram Township, Hampton Township, Stillwater Township, the Township of Andover, the Township of Green in support of Senate Bill A4037 and Assembly Bill S2650.

REPORTS (ACCEPTANCE FOR FILING OF THE FOLLOWING):

1. Planning/Zoning Board Minutes for July 23, August 27, September 24, October 22, November 26 and December 17, 2018 are available at the Sussex Borough Municipal Building.
2. Delinquent Utility Properties report as of January 31, 2019.
3. Unpaid Utility Properties report as of January 31, 2019.
4. Water Shut Off report as of January 31, 2019.

APPLICATIONS (APPROVAL OF THE FOLLOWING):

1. Application for use of Borough Facilities for Sussex Wantage Little League.

RESOLUTIONS: (APPROVAL OF THE FOLLOWING):

1. Payment of bills for the meeting of February 5, 2019.

Upon roll call vote on the consent agenda for February 5, 2019:

Ayes: Brennan, Cleary, Fronheiser, Holowach, Meyer, Poggi

Nays: None

Abstentions: None

Absent: None

OPEN PUBLIC SESSION:

Mr. Fronheiser 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 10 minutes. Motion seconded by Mr. Cleary.

All were in favor.

There being no one present who wished to address the Governing Body, Mr. Fronheiser made a motion to close the meeting to the public. Motion seconded by Mr. Cleary.

All were in favor.

OLD BUSINESS:

Resolution 2019-41R – Elevator Maintenance Agreement

Mr. Poggi made a motion to adopt Resolution 2019-41R authorizing the Mayor and/or Clerk to enter into a one-year agreement with USA Hoist Co., Inc., 75 Mill Street, Newton, New Jersey 07860 for elevator maintenance services at a yearly rate of \$500.00. Motion seconded by Mr. Meyer.

Upon roll call vote:

Ayes: Brennan, Cleary, Fronheiser, Holowach, Meyer, Poggi

Nays: None

Abstentions: None

Absent: None

NEW BUSINESS:

Approval of Meeting Minutes

Mr. Fronheiser made a motion to approve the meeting minutes of the Regular Meeting and Executive Session held on January 15, 2019. Motion seconded by Mr. Brennan.

Upon roll call vote:

Ayes: Brennan, Cleary, Fronheiser, Holowach, Meyer, Poggi

Nays: None

Abstentions: None

Absent: None

Approval of Budget Workshop Meeting Minutes

Mr. Fronheiser made a motion to approve the meeting minutes of the Budget Workshop Meeting held on January 22, 2019. Motion seconded by Mr. Holowach.

Upon roll call vote:

Ayes: Brennan, Cleary, Fronheiser, Holowach, Poggi

Nays: None

Abstentions: Meyer

Absent: None

Resolution 2019-51R – First Quarter 2019 Water/Sewer Adjustments

Mr. Holowach made a motion to adopt Resolution 2019-51R approving the Water/Sewer Collector's adjustments for the first quarter 2019. Motion seconded by Mr. Poggi.

Upon roll call vote:

Ayes: Brennan, Cleary, Fronheiser, Holowach, Meyer, Poggi

Nays: None

Abstentions: None

Absent: None

Resolution 2019-52R – Municipal Alliance Alcoholism and Drug Abuse

Mr. Holowach made a motion to adopt Resolution 2019-52R approving the submission of a strategic plan for the Sussex Wantage Municipal Alliance grant for the fiscal year 2020. Motion seconded by Mr. Fronheiser.

Upon roll call vote:
Ayes: Brennan, Cleary, Fronheiser, Holowach, Meyer, Poggi
Nays: None
Abstentions: None
Absent: None

Resolution 2019-53R – Resolution in Support of Path to Progress Recommendations

Mr. Meyer made a motion to adopt Resolution 2019-53R in support of the recommendations of the “Path to Progress” report issued by the New Jersey Economic and Fiscal Policy Workshop. Motion seconded by Mr. Holowach.

Upon roll call vote:
Ayes: Brennan, Cleary, Fronheiser, Holowach, Meyer, Poggi
Nays: None
Abstentions: None
Absent: None

Resolution 2019-54R - Authorizing the Award of a Contract for Engineering Services for the Loomis Avenue Bridge Crossing

Mr. Holowach made a motion to adopt Resolution 2019-54R authorizing the Mayor and/or Clerk to enter into a contract with Houser Engineering, LLC., 1141 Greenwood Lake Turnpike Ringwood, New Jersey 07456 to provide supplemental engineering services for the Loomis Avenue Bridge Waterline Replacement at a cost not to exceed \$8,000.00. Motion seconded by Mr. Poggi.

Upon roll call vote:
Ayes: Brennan, Cleary, Fronheiser, Holowach, Meyer, Poggi
Nays: None
Abstentions: None
Absent: None

Approval of Social Affair Permit for Sussex Fire Department

Mr. Cleary made a motion to approve social affair permit for the Sussex Fire Department on March 16, 2019. Motion seconded by Mr. Brennan.

Upon roll call vote:
Ayes: Brennan, Cleary, Fronheiser, Meyer, Poggi
Nays: None
Abstentions: Holowach
Absent: None

OPEN PUBLIC SESSION:

Mr. Fronheiser 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 10 minutes. Motion seconded by Mr. Brennan.

All were in favor.

There being no one present who wished to address the Governing Body, Mr. Fronheiser made a motion to close the meeting to the public. Motion seconded by Mr. Poggi.

All were in favor.

EXECUTIVE SESSION

In accordance with the provisions of the Open Public Meetings Act, Mr. Fronheiser made a motion to adjourn into closed executive session to discuss **Personnel, Purchase of Real Property, Redevelopment Area, Contract Negotiations and Pending Litigation**. Motion seconded by Mr. Meyer.

All were in favor.

After meeting in closed session, the Governing Body returned to their seats at 9:15 p.m. and Mr. Cleary made a motion to adjourn out of closed executive session and to be reconvened into open public session. Motion seconded by Mr. Poggi.

All were in favor.

NEW BUSINESS: (Continued)

Resolution 2019-55R Authorizing the Award of Contract for Professional Services for Appraiser

Mr. Meyer made a motion to adopt Resolution 2019-55R authorizing the award of contract for professional services for appraiser. Motion seconded by Mr. Fronheiser.

Upon roll call vote:

Ayes: Brennan, Cleary, Fronheiser, Holowach, Meyer, Poggi

Nays: None

Abstentions: None

Absent: None

Resolution 2019-56R – Resignation of Borough Employee

Mr. Fronheiser made a motion to adopt Resolution 2019-56R to accept the resignation of Kevin McCarthy effective February 1, 2019. Motion seconded by Mr. Cleary.

Upon roll call vote:

Ayes: Brennan, Cleary, Fronheiser, Holowach, Meyer, Poggi

Nays: None

Abstentions: None

Absent: None

Resolution 2019-57R – Appointment of Chief Financial Officer for 2019

Mr. Meyer made a motion to adopt to Resolution 2019-57R to appoint Michel Marceau as Chief Financial Officer for 2019 effective February 1, 2019. Motion seconded by Mr. Poggi.

Upon roll call vote:

Ayes: Brennan, Cleary, Fronheiser, Holowach, Meyer, Poggi

Nays: None

Abstentions: None

Absent: None

ADJOURNMENT

There being no further items for discussion by the Mayor and Council, Mr. Poggi made a motion to adjourn the meeting. Motion seconded by Mr. Fronheiser.

All were in favor.

Katherine Little, Mayor

Antoinette Smith, Clerk

Approved: February 19, 2019