

**CONSENT AGENDA
FOR THE MEETING OF THE MAYOR AND COUNCIL OF THE BOROUGH OF SUSSEX
AT 2 MAIN STREET, SUSSEX NJ HELD ON
AUGUST 13, 2019**

ALL MATTERS LISTED BELOW ARE CONSIDERED ROUTINE IN NATURE AND WILL BE ENACTED BY ONE MOTION. THERE WILL BE NO SEPARATE DISCUSSION OF THE ITEMS. IF ANY DISCUSSION IS DESIRED, THAT PARTICULAR ITEM WILL BE REMOVED FROM THE CONSENT AGENDA AND WILL BE CONSIDERED SEPARATELY.

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

1. Resolution from the Township of Hampton supporting the designation of "Franklinite" as the official mineral of the State of New Jersey.
2. Resolution from Franklin Borough supporting the Sussex County Board of Chosen Freeholders.

REPORTS (ACCEPTANCE FOR FILING OF THE FOLLOWING):

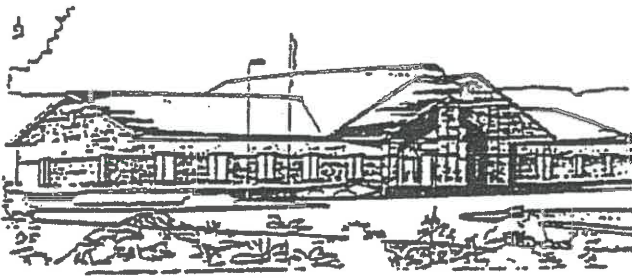
1. Planning/Zoning Board minutes for June 24, 2019.
2. Clerk's Report for the month of July 2019.
3. Construction Department Report for the month of July 2019.
4. Grant Writer's Report dated July, 2019.
5. Property Maintenance Department Report for the month of July 2019.
6. Sussex DPW Report
7. Tax Collector's Report for the month of July 2019.
8. Vernon Animal Control 2nd quarter report.
9. Water Sewer Collector Report for the month of July 2019.
10. Zoning Department Report July, 2019.
11. Delinquent/Unpaid Utility Properties report as of August 9, 2019.
12. Water Shut Off report as of August 9, 2019.

APPLICATIONS (APPROVAL OF THE FOLLOWING):

1. NJ State Firemen's Association Application from Dustin Morgan.
2. NJ State Firemen's Association Application from Nicholas S. Southard.

RESOLUTIONS: (APPROVAL OF THE FOLLOWING):

1. Payment of bills for the meeting of August 13, 2019.



TOWNSHIP OF HAMPTON

1 Rumsey Way

Newton, NJ 07860

P: 973-383-5570 • F: 973-383-8969

Jessica M. Caruso
Township CFO / Administrator

Kathleen Armstrong, RMC
Township Clerk

**TOWNSHIP OF HAMPTON
COUNTY OF SUSSEX RESOLUTION
SUPPORTING THE DESIGNATION OF "FRANKLINITE" AS THE OFFICIAL
MINERAL OF THE STATE OF NEW JERSEY**

WHEREAS, Bill No. S-1959/A-3594 supplementing chapter 9A of Title 52 of the Revised Statutes, designates "Franklinite" as the official mineral of the State of New Jersey is being considered for adoption by the Senate and General Assembly of the State of New Jersey; and

WHEREAS, New Jersey has a long history of mineral mining, including two world-famous zinc mines in Sussex County, at Franklin and at Ogdensburg.

WHEREAS, in 1968, New Jersey passed a resolution declaring the Borough of Franklin the "Fluorescent Mineral Capital of the World."

WHEREAS, in order to pay recognition to the scientific, economic, and historic importance of Franklinite, it is fitting and appropriate to designate Franklinite as the official mineral of the State of New Jersey.


NOW THEREFORE, BE IT RESOLVED that the Township Committee of the Township of Hampton, County of Sussex and State of New Jersey, hereby supports Bill No. S-1959/A-3594 designating "Franklinite" as the official mineral of the State of New Jersey and urges the Legislature to approve and pass the bill for the reason expressed herein.

BE IT FURTHER RESOLVED that a copy of this resolution be forwarded to all Sussex County Municipalities, the New Jersey League of Municipalities, and the following Sponsors of Bill No. S-1959/A-3594 (24th District): Assemblyman Parker Space, Assemblyman Harold "Hal" Wirths, and State Senator Steven V. Oroho.

CERTIFICATION

I hereby certify that the above Resolution was adopted by the Township Committee at their regular meeting held on July 30, 2019 at the Hampton Township Municipal Building, Baleville, Sussex County, New Jersey.

Date: 7/30/19


Kathleen Armstrong, RMC
Township Clerk

Resolution No. 2019-71

**RESOLUTION OF THE GOVERNING BODY
OF THE BOROUGH OF FRANKLIN**

WHEREAS, the Borough of Franklin works closely with the County of Sussex;

WHEREAS, the County of Sussex Board of Chosen Freeholders recently attempted to place a question on the Election Ballot in November of 2019;

WHEREAS, the State of New Jersey, through the Attorney General's Office, took steps to block the ballot question from appearing;

WHEREAS, the Borough of Franklin supports the Sussex County Board of Chosen Freeholders;

WHEREAS, the Borough of Franklin supports a municipality or a county's right to seek the opinion or direction of the public through ballot question or referendum where appropriate;

WHEREAS, the Borough of Franklin believed that the State of New Jersey is overstepping its authority and preventing a legitimate exercise of the County of Sussex's rights to seek voter opinion.

NOW THEREFORE IT BE RESOLVED by the Mayor and Council of the Borough of Franklin that, by this Resolution, the Borough of Franklin supports the County of Sussex Board of Chosen Freeholders and expresses its displeasure that the State of New Jersey has interfered with local government by preventing a vote on an issue of public interest and consequence.

CERTIFICATION I, Darlene J. Tremont, Borough Clerk of the Borough of Franklin, in the County of Sussex, State of New Jersey do hereby certify that the foregoing is a true and correct copy of a Resolution adopted by the Governing Body of the Borough of Franklin, County of Sussex, State of New Jersey at a meeting of said Governing Body held on July 16, 2019.



Darlene J. Tremont, Borough Clerk

RECORD OF COUNCIL VOTES				
COUNCIL MEMBER	AYES	NAYES	ABSTAIN	ABSENT
JOSEPH LIMON	X			
JOHN POSTAS	X			
STEPHEN SKELLENGER	X			
GILBERT SNYDER	X			
GLENN SOULES	X			
STEPHAN ZYDON JR.	X			
MAYOR GIORDANO (Tie Only)				

BOROUGH OF SUSSEX
PLANNING/ZONING BOARD MINUTES
JUNE 24, 2019

1. CALL TO ORDER by Chairperson, Rich Klein.
2. ROLL CALL – MEMBERS PRESENT:
PRESENT: Richard Klein, Kathy Little, Brad Case, Ed Meyer, Joe Luna, Karen Vander Veer, Kevin Kervatt
ABSENT: Bruce Kristiansen, Frank Dykstra
PROFESSIONALS PRESENT: Mike Vreeland, Dave Brady, Ken Nelson
PROFESSIONALS ABSENT: None
3. STATEMENT OF COMPLIANCE – Rich Klein stated “This meeting is 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 Secretary”.
4. FLAG SALUTE AND MOMENT OF SILENCE – Rich Klein invited everyone to stand for the Pledge of Allegiance and a moment of silence.
5. APPROVAL OF MINUTES – A motion to approve the May 28, 2019 meeting minutes was made by Brad Case, second by Karen Vander Veer.

Upon roll call vote:

Ayes: Little, Klein, Meyer, Luna, Case, Vander Veer, Kervatt

Nays: None

Absent: Kristiansen, Dykstra

Abstentions: None

6. ESCROW REPORT – June 17, 2019
7. APPLICATIONS – None
8. RESOLUTION – None

BOROUGH OF SUSSEX
PLANNING/ZONING BOARD MINUTES
JUNE 24, 2019
Page 2

9. OLD BUSINESS/NEW BUSINESS

- Singh –Mike Vreeland did inspection and advised project complete, although there is a question regarding the sumac trees. Ken Nelson is to contact applicant advising him that in order to be in full compliance the sumac trees need to come down.
- Interella – File to be closed after the last invoice is paid.
- Hatcher – Board secretary to send letter to applicant regarding submission of survey.
- Ronetco –Rich Klein attended a meeting on 6/18/19. Dave Romano advised they are waiting on permits.
- Entertainment – Kevin Kervatt acquired a copy of Wantage's Entertainment Permit Application. Board secretary is to forward a copy of same to Toni Smith.
- Signage – Discussion regarding amending sign ordinance allowing "construction official or his designee" to issue summons for illegal signs. Dave Brady, Esq. to send letter to Frank McGovern, Esq. recommending that the Council make the changes to the Ordinance.
- Economic Development – Ed Meyer addresses the Board. Sussex Borough has been nominated for the Sussex county economic Development Partnership Award, category: Municipal Award. Discussion regarding all the new businesses in town, Alpine Village selling for \$16M, largest single sale in Sussex Borough and the positive feedback received on progress. Discussion regarding planting of trees at Bogg's Field. Discussion regarding rail trail.
- Firewood Sale Boxes – Discussion on number of firewood sale boxes along Route 23 and the possibility of limiting the boxes to commercial property only.
- Soil Fill – Discussion of fill and importation. Ed Meyer said that the Council has also discussed this matter. The Board voted on Dave Brady, Esq. forwarding a letter to the Council from the Board regarding the Board's concerns regarding "dirty dirt". A motion was made by Joe Luna, second by Karen Vander Veer.

Upon roll call vote:

Ayes: Case, Vander Veer, Meyer, Little, Luna, Klein, Kervatt

Nays: None

Absent: Kristiansen, Dykstra

Abstentions: None

BOROUGH OF SUSSEX
PLANNING/ZONING BOARD MINUTES
JUNE 24, 2019
Page 3

A motion was made by Karen Vander Veer, second by Brad Case to approve Rich Klein to appear before the Council in an official capacity at the next Council meeting (7/16) regarding the Borough's soil ordinance.

Upon roll call vote:

Ayes: Case, Vander Veer, Meyer, Little, Luna, Klein, Kervatt

Nays: None

Absent: Kristiansen, Dykstra

Abstentions: None

Dave Brady to prepare a Resolution.

10. INFORMALS - None

11. BILLS/VOUCHERS

Date 5/09/19 from Guerin & Vreeland, re: Intorella	\$ 612.50
Date 6/04/19 from Brady & Correale, re: Intorella	\$ 80.00
Date 6/04/19 from Brady & Correale, re: General	353.80
Date 5/04/19 from Brady & Correale, re: Ronetco	80.00

Motion approving the bills/vouchers was made by Karen Vander Veer, second by Kathy Little.

Upon roll call vote:

Ayes: Little, Klein, Meyer, Luna, Vander Veer, Case, Kervatt

Nays: None

Absent: Kristiansen, Dykstra

Abstentions: None

12. OPEN THE MEETING TO THE PUBLIC AND CLOSE THE MEETING TO THE PUBLIC – 8:26 p.m.

13. COMMENTS FROM THE PROFESSIONALS/BOARD MEMBERS

BOROUGH OF SUSSEX
PLANNING/ZONING BOARD MINUTES
JUNE 24, 2019
PAGE 4

Rich Klein signs new contract of Mike Vreeland with a new firm, "Van Cleef Engineering Associates".

Rich Klein reminds those members of the Board, if they have not, to complete their Financial Disclosure Statements.

Ed Meyer thanks the Planning/Zoning Board members for their hard work.

14. ADJOURNMENT

A motion to adjourn was made by Kathy Little, second Karen Vander Veer with all in favor. Meeting adjourned at 8:45 p.m.



PLANNING/ZONING BOARD SECRETARY
Dixie Ferrington



DATE OF APPROVAL

OFFICE OF THE CONSTRUCTION OFFICIAL

Activity Trend

August 01, 2019 9:57:43AM

The following figures compare the construction activity for the selected time period with two previous totals. They are:
Monthly : Previous month and same month, previous year.
Quarterly : Previous quarter and same quarter, previous year
Yearly : Previous year and two years prior, i.e. 1997: 1996/1995

FIGURES

	July, 2019	June, 2019	July, 2018
Building:	216.00	618.00	2,184.00
Electric:	440.00	950.00	2,740.00
Fire Protection:	55.00	275.00	110.00
Plumbing:	71.00	488.00	478.00
Elevator:	0.00	0.00	0.00
Mechanical:	210.00	0.00	95.00
Admn Fee:	0.00	0.00	0.00
DCA Vol Fee:	0.00	0.00	0.00
DCA Alt Fee:	29.00	410.00	208.00
DCA Min Fee:	1.00	0.00	0.00
C of O Fee:	0.00	0.00	100.00
Total Fees:	1,022.00	1,046.00	5,915.00
Waived Fees:	0.00	1,695.00	0.00
Total Costs:	15,500.00	216,029.00	109,475.00
Permit Count:	4.00	7.00	5.00
Update Count:	3.00	3.00	0.00

PERCENTAGES

	Last Month	Last Year
Percent costs [Up/Down]:	-92.83 %	85.84 %
Percent Fees[Up/Down]:	-2.35 %	82.72 %

Completed Inspections For All Subcodes

Range From 07/01/2019 To 07/31/2019

August 01, 2019 9:59:42AM

Permit Number	Block	Lot	Qual	Owner Name	Address	Type1	R1	Type2	R2	Type3	R3
---------------	-------	-----	------	------------	---------	-------	----	-------	----	-------	----

Call Date	Request Date	Inspected Date
-----------	--------------	----------------

Inspection Summary

	Totals	Percentage	Key:
Inspections Scheduled:	20		P - Pass
Inspections Passed:	9	45.00	F - Fail
Inspections Failed:	8	40.00	C - Cancel
Inspections Cancelled:			X - Not Ready
Inspections Not Done:	1	5.00	N - Not Done
Inspections Not Ready:	2	10.00	

Hardyston Twp. (Sussex Borough)
 149 Wheatsworth Rd., Suite A
 Sussex c/o Hardyston, NJ 07419
 973-8237020

OFFICE OF CONSTRUCTION OFFICIAL

Construction Permit Activity Report

RANGE: 07/01/2019 To 07/31/2019

August 01, 2019 9:56:40AM

SUMMARY

CONSTRUCTION COSTS

COUNT

Cost Of Construction:	\$0.00	Cubic Footage:	0 Cu.ft	Permit Issued:	4
Cost Of Alteration:	\$15,500.00	Square Footage:	0 Sq.ft	Updates Issued:	3
Cost Of Demolition:	\$0.00			All Fees Waived:	0
Total Cost:	\$15,500.00			Municipal Fees Waived:	0

PERMIT FEES

ADMIN FEES

WAIVED FEES

TOTAL FEES

Building:	\$216.00	Building:	\$0.00	Building:	\$0.00	Building Fees:	\$216.00
Electrical:	\$440.00	Electrical:	\$0.00	Electrical:	\$0.00	Electrical Fees:	\$440.00
Fire :	\$55.00	Fire :	\$0.00	Fire :	\$0.00	Fire Fees:	\$55.00
Plumbing:	\$71.00	Plumbing:	\$0.00	Plumbing:	\$0.00	Plumbing Fees:	\$71.00
Elevator:	\$0.00	Elevator:	\$0.00	Elevator:	\$0.00	Elevator Fees:	\$0.00
Mechanical:	\$210.00	Mechanical:	\$0.00	Mechanical:	\$0.00	Mechanical Fees:	\$210.00
* Total Waived:				\$0.00	Technical Fees:	\$992.00	

DCA

	Calculated Fees	Waived Fees	Collected Fees
Volume Training Fee:	\$0.00	\$0.00	\$0.00
Alteration Training Fee:	\$29.00	\$0.00	\$29.00
DCA Minimum Fee:	1.00	0.00	1.00
Sub total Training Fee:	\$30.00	\$0.00	\$30.00

TECHNICAL ISSUES

Building Technical:	1
Electrical Technical:	5
Fire Protection Technical:	1
Plumbing Technical:	2
Elevator Technical:	
Mechanical Technical:	2

CERTIFICATE ISSUES

Certificate of Occupancy:	0
Certificate of Approval:	2
Certificate of Continued Occupancy:	0

Certificate of Occupancy Fee:	\$0.00
Waived Certificate Fees:	\$0.00
Sub Total Certificate Fees:	\$0.00

PERMIT FEES:	\$992.00
DCA FEES:	\$30.00
CERTIFICATE FEES:	\$0.00
NET TOTAL FEES:	\$1,022.00
PENALTIES COLLECTED:	\$0.00
CCO FEES:	\$0.00
OTHER FEES:	\$0.00
GRAND TOTAL FEES:	\$1,022.00

Bruno Associates, Inc.
1373 Broad Street, Suite 304
Clifton, N 07013
Tel: 973-249-6225 Fax: 973-249-6301
www.BrunoAssociatesInc.com



Borough of Sussex
July 2019 Grant Report
Prepared by: Bruno Associates, Inc.

Grant Work:

Miscellaneous

Notified Sussex of an upcoming vehicle auction scheduled for August 24th.

Brothers Helping Brothers

Grants are available for Fire Department and EMS equipment purchases. Still awaiting a response indicating interest.

USDA Community Facility Project

Received an email from USDA requesting additional forms for signature and a redo of the operating budget and balance sheets already submitted. Provided the updated new forms to Sussex for signature. Requested the financial data from the Sussex CFO. Notified USDA that their request is being worked on. Gathered the 4 documents that need signatures from Sussex and forwarded them to Mike Pan of USDA. Received the financial data from Mike Marceau, Sussex CFO for the ambulance chassis application and sent them to Mike Pan at USDA for his comment and review. Notified by Sussex that they were awarded \$49,000 towards the ambulance chassis replacement through USDA Community Facilities. \$129,958 had been requested but the USDA had limited funding available.

Small Cities CDBG 2020

Attended on behalf of Sussex, the mandatory 2020 Small Cities CDBG Workshop in Trenton on July 2nd. Reached out to Sussex to determine the projects they want to apply for in the 2020 Small Cities CDBG program. Reviewed the application requirements. Prepared a public notice for publication by August 5th for Small Cities. The hearing is set for August 13th. Contacted Trenton to discuss the proposed project eligibility. Initiated an application in green SAGE. Met with Toni Smith and Ed Meyers on July 16th concerning the Small Cities CDBG application. Telephone conferenced in Engineer Soheil from Houser to discuss the requirements. Prepared 4 resolutions needed for the August 13th meeting. Sent 4 resolutions and the grant management plan for CDBG to Sussex. Prepared and sent schedules G and H to Sussex for signature. Prepared various documents for the CDBG application for later use. Contacted Soheil at Houser Engineering to review the engineering status for the Small Cities application.

We will apply for water line replacement under Main Street estimated to be \$232,500, a new 1,100 foot water line to the water tank estimated to cost \$200,000, and additional insertion valves. Awaiting specifics on the route location for the Main Street water main and additional cost estimates for all other work. The goal is to have an application that totals at least \$440,000.

Bruno Associates, Inc.
1373 Broad Street, Suite 304
Clifton, N 07013
Tel: 973-249-6225 Fax: 973-249-6301
www.BrunoAssociatesInc.com



I-Bank aka H2Loans

Sussex decided to apply through the 2020 Small Cities CDBG to obtain funding for the Main Street water lines. The I-Bank application will remain open but on hold.

USDA Loans/Grants

Follow up on the USDA application for the Lake Rutherford water line application. Followed up with Sussex regarding the additional information requested by USDA for the Lake Rutherford water line grant application. Soheil of Houser Engineering responded to them on July 30th. Waiting for an announcement of a grant/loan award from USDA. The total USDA request is \$1,364,800. That plus \$400,000 from Small Cities CDBG and \$200,000 as a contribution from Sussex makes the total cost \$1,964,800.

Applications Pending Award:

2020 Municipal Aid

Submitted the application for Main Street paving requesting \$286,727. Forwarded a copy of the application to Sussex and to their Engineer. Announcement of the award is pending.

Staffing for Adequate Fire and Emergency Response (SAFER)

The request is for 5 new Fire Department recruits with turnout gear and physicals costing \$29,195. Announcement of award is pending.

Green Acres

The request for a \$100,000 loan for drainage at Brookside Avenue fields was made on March 29th. Received the missing data from the Sussex Engineer for the Green Acres application that was submitted on March 29th. Created a cover letter for Toni Smith to transmit the data to Trenton via mail. She was attempting to get an electronic copy to email to Trenton as well. Announcement of award is pending.

Awards Made; Work in Progress

USDA Community Facility Project

Sussex that they were awarded \$49,000 towards the ambulance chassis replacement through USDA Community Facilities. \$129,958 had been requested but the USDA had limited funding available.

Municipal Aid 2019

The Municipal Aid application requested \$173,887 for paving Unionville Avenue and Elizabeth Avenue/Lake Shore Drive. An award of \$147,000 was announced on March 25th.

Small Cities CDBG 2019

The application is for Water Distribution and Sewer Improvements. Sussex was awarded \$400,000 from Small Cities CDBG to replace 1,900 feet of water lines on Willow Street and Ley Place as well as to reconstruct 12 sewer manholes. This is the 4th award of \$400,000 that we secured from Small Cities for Sussex.

Bruno Associates, Inc.
1373 Broad Street, Suite 304
Clifton, N 07013
Tel: 973-249-6225 Fax: 973-249-6301
www.BrunoAssociatesInc.com



Small Cities CDBG–2018

The CDBG Small Cities application for Water System Improvements for \$400,000 was awarded on 12/13/17. The goal was to substantially complete the project in October 2018. Prepared a public notice for the mid-point evaluation hearing required by CDBG and forwarded it to Sussex. It will be held on August 13th.

Small Cities CDBG–2017

Sussex Borough was awarded \$400,000. It will partially fund the Lake Rutherford Water Line Installation project. The balance of the required funding is being sought from USDA with Sussex Borough making a contribution.

USDA

The USDA had previously awarded Sussex a grant of \$360,000, a loan of \$240,000 and a required contribution from Sussex of \$200,000. Water meter replacement is complete. Replacing a sewer line along Route 23 remains. USDA asked for a letter requesting an extension for the old USDA sewer line project that has been on hold pending an easement from the sewer Authority.

Radon Awareness Program (RAP)

Forwarded instructions to Sussex to manage the Radon Awareness Program. They were awarded \$2,000 on November 30th.

sussex dpw

Week of: July 14

7/14 SUNDAY	7/15 MONDAY	7/16 TUESDAY	7/17 WEDNESDAY	7/18 THURSDAY	7/19 FRIDAY	7/20 SATURDAY
	garbage up town	replace storm drain on center street behind napa	garbage up ntown	replace 7 roy ct curbstop	garbage up town	
	garbagetheatre lot	finish trees at holding pond	garbage theatre lot	replace 9 roy ct curbstop	garbage theatre lot	
	garbage brookside		garbage brookside	took junk truck from theatre lot to junk yard	garbage brookside	
	leaf/brush		leaf brush pick up		garbage town hall	
	take down trees at holding pond		mow brookside park		garbage water plant	
			chip some brush		meter readings flush roy ct	
			leaf disposal		markouts	
					workorders	
					cut up barrels for garbage	
					asphalt cedar	
					electrical on truck	
					weedwack across from hardins	

Sussex DPW
 Week of: **July 28**

Sussex DPW
 Week of: **July 28**

[illegible]

Collector's Cash Book Breakdown for July 2019. The Last Deposit Slip Number Was 103.

SUSSEX BOROUGH TAX COLLECTOR

Mon Aug 5 09:58:30 EDT 2019

Description	Month To Date	Year To Date	Account
2018 Taxes	1,887.49	63,003.98	
Prior Year Taxes	1,887.49	63,003.98	01400104
Current Year Taxes	177,989.45	2,058,663.21✓	01400104
Prepaid Taxes 2020	31,084.25	31,084.25	01400104
Interest	806.57	8,270.15	01400104
General Account Totals	211,767.76	2,161,021.59	
Totals for All Accounts	211,767.76✓	2,161,021.59	
Total CC : \$ 100.00	Total CA : \$ 711.09		
Total CK : \$ 210,956.67	Total OPA : \$ 0.00		

Respectfully Submitted
Melissa Caton Tax Collector

August 8, 2019
12:33 PM

Borough of Sussex
Cash Receipts Totals from 07/01/19 to 07/31/19

Page No: 1

Range: Block: First to Last Range of Util Accounts: First to Last
Lot:
Qual:
Range of Codes: First to Last Range of Years: First to 2020 Range of Periods: 1 to 12
Range of Batch Ids: First to Last Range of Dates: 07/01/19 to 07/31/19
Range of Sections: First to Last Name to Print: Bill To
Range of Spec Tax Codes: First to Last Print Ref Num: N Print Utility w/Block/Lot/Qual: N
Payment Type Includes: Tax: Y Sp Charges: Y Lien: Y Sp Assmnt: Y Water: Y Sewer: Y
Other: Y Misc: Y
Payment Method Includes: Cash: Y Check: Y Credit: Y Range of Installment Due Dates: First to Last
Print Miscellaneous w/Block/Lot/Qual: N Print Only Miscellaneous w/Block/Lot/Qual: N

		----- Principal -----					
Code Description	Count	Arrears/Other	2018	2019	2020	Interest	Total
TSF WATER ON/OFF FEE	4	0.00	0.00	58.69	0.00	0.00	58.69
WAT WATER PAYMENTS	317	1,495.17	0.00	187,825.58	0.00	45.54	189,366.29
Water Payments	321	1,495.17	0.00	187,884.27	0.00	45.54	189,424.98
SEW SEWER PAYMENTS	247	0.00	0.00	119,231.87	0.00	42.09	119,273.96
Sewer Payments	247	0.00	0.00	119,231.87	0.00	42.09	119,273.96
HYD HYDRANT PAYMENTS	5	0.00	0.00	932.80	0.00	0.00	932.80
Other Payments	5	0.00	0.00	932.80	0.00	0.00	932.80
Payments Total:	573	1,495.17	0.00	308,048.94	0.00	87.63	309,631.74
Cash O/S Total:	0	0.00	0.00	0.00	0.00	0.00	0.00
NSF Reversals Total:	0	0.00	0.00	0.00	0.00	0.00	0.00
Total:	573	1,495.17	0.00	308,048.94	0.00	87.63	309,631.74

Total Cash: 5,472.39

Total Check: 297,472.76

Total Credit: 6,686.59

Water Overpayments 1,495.17
Total Overpayments 1,495.17

List of Bills - CLEARING ACCOUNT - Sussex

Check#	Vendor	Description	Payment	Check Total
15928	1939 - AAA Emergency Supply Co	PO 12960 multiple services	1,941.48	1,941.48
15929	1675 - Action Data Services	PO 13025 Account 0542	111.00	
		PO 13080 Account 0542	317.16	
		PO 13097 Account 0542	108.72	536.88
15930	1981 - Ag Choice, LLC	PO 12495 Leaf pick up (BLANKET)	240.00	240.00
15931	1056 - Agnes Burns	PO 12624 2019 Medicare Part B Payments	135.50	135.50
15932	1095 - Airgas UAS, LLC	PO 13042 Account 2563803	32.20	
		PO 13106 Payer 2563803	33.09	65.29
15933	1815 - American Wear	PO 12921 BLANKET	301.41	301.41
15934	1814 - Bank of America	PO 13101 Account ending 8363	67.98	
		PO 13101 Account ending 8363	138.02	206.00
15935	1174 - Bassani Power Equipment	PO 12922 BLANKET	972.85	972.85
15936	1984 - Borough of Ogdensburg	PO 13088 June and July 2019 - CFP Serivces	10,350.32	10,350.32
15937	1797 - Brady & Correale, L.L.P.	PO 13070 Planning Board - General	1,360.00	
		PO 13071 Sussex/Wantage 285 Urban Renewals,	160.00	1,520.00
15938	1793 - Bruno Associates	PO 13040 Professional services for the month	3,750.00	3,750.00
15939	1401 - County of Sussex	PO 13095 July 2019 fuel charges	373.54	373.54
15940	1961 - CWC BOE	PO 13030 Course #2803 - Introduction Water a	1,250.00	1,250.00
15941	1959 - DeBlock Environmental Services, LLC	PO 13098 Services rendered	32,931.88	32,931.88
15942	1851 - Document Solutions	PO 13039 Account BO10	116.81	116.81
15943	1934 - Dollar General-Regions 410526	PO 13026 Recreation supplies for Mr/Miss Sus	250.00	250.00
15944	1836 - Dover Brake & Clutch Co., Inc	PO 13034 part for the street sweeper	110.55	110.55
15945	1497 - EarthCare	PO 12941 BLANKET	2,420.00	2,420.00
15946	1372 - Eastern Concrete Materials, Inc.	PO 12925 BLANKET	235.90	235.90
15947	1968 - Edmunds & Associates Inc	PO 12107 Tax and Utility Program	17,440.00	17,440.00
15948	1714 - Fastenal Industrial & Construction	PO 12926	385.65	385.65
15949	1116 - FedEx	PO 13090 Account 1559-9301-4	34.85	34.85
15950	1148 - Ferraioli, Wielkotsz, Cerullo & Cuva	PO 13089 Professional services rendered	4,116.75	
		PO 13089 Professional services rendered	8,358.25	12,475.00
15951	1678 - Ferraro Construction Corp	PO 13033 Traffic control & infrared repair R	11,226.00	11,226.00
15952	1266 - Garden State Highway Products, Inc	PO 13024 supplies	263.00	
		PO 13024 supplies	375.00	638.00
15953	1856 - Genova Burns Attorneys at Law	PO 13053 Installation of pipeline from Lake	220.00	220.00
15954	1472 - Goffco Industries, Inc	PO 13022 No. 10 Window Self Sealing Envelope	433.00	433.00
15955	2004 - Ground Penetrating Radar Systems, LLC	PO 13004 Utility locating services	900.00	900.00
15956	1062 - Guerin & Vreeland Engineering, Inc.	PO 13072 Sussex/Wantage 285 Urban Renewal, L	1,062.50	
		PO 13073 General Engineering	1,250.00	
		PO 13074 Site Plan - 1 Mian Street (Satnam S	187.50	2,500.00
15957	1168 - Hamburg Plumbing Supply	PO 12927 BLANKET	91.33	91.33
15958	1556 - Harold E. Pellow & Associates, Inc	PO 13075 RTE 284 Parking Lot Layout next to	1,459.50	
		PO 13076 Unionville Ave & Elizabeth Ave./Lak	5,276.00	6,735.50
15959	1720 - Hawkins, Delafield & Wood LLP	PO 13081 Services rendered in connection w/	2,567.85	2,567.85
15960	1088 - High Point Regional High School	PO 13058 2019 quarterly tax	167,972.00	167,972.00
15961	1983 - Holland Company Inc.	PO 13082 PCH 180 for the water treatment pla	1,043.53	1,043.53
15962	1736 - Houser Engineering, LLC	PO 12418 1555.16 Raw Water Transmission Eng	2,310.00	
		PO 12421 1573.16 NJDEP Fresh Water Wetlands	1,120.00	
		PO 12424 1967.17 Resolution 2019-66R (USDA	3,450.00	
		PO 12729 1203.15 - Sussex Water & Sewer Engi	1,000.00	
		PO 12736 2315.18 SussexBoro (Prop. Shoprite)	48.82	
		PO 12738 2612.19 Water Lines Willow St & L	2,910.00	
		PO 12962 2605.16 EPA - Administrative Order	275.00	11,113.82
15963	1736 - Houser Engineering, LLC	PO 12996 2667.19 Insertion Valve Project (BL	2,587.50	2,587.50
15964	1063 - James L. Moore	PO 12402 2019 Medicare Part B Payments	135.50	135.50
15965	1103 - Jersey Central Power & Light	PO 13094 Account 100 125 824 118	13.72	
		PO 13105 Electric	885.10	
		PO 13105 Electric	3,071.87	3,970.69
15966	1744 - John Cottle Overhead Doors	PO 13020 DPW Garage Door	2,438.64	2,438.64
15967	1998 - Johnson, Mirmiran & Thompson, Inc	PO 13099 shortage on PO 12799	50.00	50.00
15968	1315 - Karen I. Moore	PO 12401 2019 Medicare Part B Payments	135.50	135.50
15969	1105 - Kuiken Brothers Co. Inc	PO 12929 BLANKET	123.75	123.75
15970	1131 - Kuperus Farmside	PO 13100 Grass seed	90.00	90.00
15971	2005 - Miracle Chemical Company	PO 13056 Chemical for the WTP	1,495.00	1,495.00
15972	1154 - Montague Tool & Supply	PO 12931 BLANKET	350.15	
		PO 12931 BLANKET	331.90	682.05
15973	1549 - Morris Asphalt Supply, Inc	PO 12932 BLANKET	433.51	433.51

List of Bills - CLEARING ACCOUNT - Sussex

Check#	Vendor	Description	Payment	Check Total
15974	1134 - Municipal Clerks' Association of NJ	PO 13015 2019-2020 MCANJ Membership	175.00	175.00
15975	1093 - New Jersey Herald	PO 13055 Account 2413	687.80	
		PO 13092 Account 1037299 - Subscription rene	108.16	795.96
15976	1940 - Nielsen Ford	PO 13047 Repairs to Ford F350 pickup	3,490.05	
		PO 13047 Repairs to Ford F350 pickup	1,163.35	4,653.40
15977	2009 - NJ E-Z Pass	PO 13107 Violation # T131947978772	8.90	8.90
15978	1076 - North East Parts Group, LLC	PO 12935 BLANKET	543.82	543.82
15979	2007 - Off Shore Marine	PO 13086 2019 12' Canadian boat	4,709.58	4,709.58
15980	1588 - One Call Concepts, Inc.	PO 12936 BLANKET	31.98	31.98
15981	2006 - Peerless Concrete Products Co.	PO 13065 Storm riser	285.00	285.00
15982	1286 - Purchase Power	PO 13078 Account 8000-9000-0264-0377	1,020.99	1,020.99
15983	1155 - R.R. Donnelly	PO 12963 Certified Copy paper - REG-42B	147.00	147.00
15984	1946 - Rich Wingle Contractor	PO 13064 Portal to Portal truck from Sussex	843.75	843.75
15985	1763 - Route 23 Patio & Mason	PO 12939 BLANKET	26.95	26.95
15986	1135 - Rutgers, The State University	PO 13028 CPWM courses - Management Unit - Br	2,274.00	
		PO 13029 Information and Records Management	643.00	2,917.00
15987	1922 - Septic Experts, LLC	PO 13066 Septic pumping at Sussex Boro pump	796.88	796.88
15988	1068 - Statewide Insurance Fund	PO 13048 Fund Year 2019 Insurance Assessment	15,267.60	
		PO 13048 Fund Year 2019 Insurance Assessment	10,178.40	25,446.00
15989	1086 - Suburban Propane - 2232	PO 13036 Account 2232-090324	206.70	206.70
15990	1236 - Sussex County Lock & Safe, Inc	PO 13054 Replace pad lock at Lake Rutherford	150.00	150.00
15991	1084 - Sussex County Municipal	PO 13052 Waste disposal	666.35	666.35
15992	1125 - Sussex Fire Department	PO 12405 2019 Aid to Volunteer Fire Company	3,750.00	3,750.00
15993	1089 - Sussex Wantage Regional	PO 13057 2019 School Taxes	122,671.92	122,671.92
15994	1893 - The Canning Group, LLC	PO 13091 July QPA Mentoring purchasing servi	412.50	412.50
15995	1358 - Tractor Supply Credit Plan	PO 13103 Account 6035 3012 0283 0434	308.92	308.92
15996	1136 - Treasurer, State of NJ	PO 13043 Program Interest ID 5292 - Bureau o	720.00	720.00
15997	1762 - United Fire Protection Corporation	PO 13031 Water Treatment Plant 1183 Route23	748.70	748.70
15998	1288 - USA Blue Book	PO 12969 green marking paint	229.75	
		PO 12969 green marking paint	2,979.55	
		PO 12978 calibration gas mixtures/cylinders	390.02	3,599.32
15999	1947 - Verizon Wireless	PO 13049 Account 642190964-00001	40.08	40.08
16000	1480 - Wantage Excavating Co., Inc.	PO 12718 Topsoil (BLANKET)	300.00	300.00
16001	1207 - Wantage Township	PO 13037 s and Diesel fuel for June 2019	664.20	
		PO 13096 Gas and diesel fuel for July 2019	1,214.60	1,878.80
16002	1127 - Wantage Township Tax Collector	PO 13085 3rd & 4th quarter real estate taxes	2,633.63	2,633.63
16003	1087 - Waste Management of New Jersey, Inc	PO 13044 Account 7-25250-82002	379.04	379.04
16004	1747 - Wingle Supply Company Inc	PO 13014 marking paint/supplies	109.73	109.73
TOTAL				486,604.98

Summary By Account

ACCOUNT	DESCRIPTION	CURRENT YR	APPROP. YEAR	NON-BUDGETARY	CREDIT
01-201-20-100-020	General Admin Other Expenses	7,553.97			
01-201-20-130-020	Finance Administration Other Expenses	4,116.75			
01-201-20-165-020	Engineering Other Expenses	6,735.50			
01-201-21-180-020	Planning Board Other Expenses	2,610.00			
01-201-23-211-020	Insurance Other Insurance Premiums	11,231.85			
01-201-23-215-020	Insurance Workers Compensation Insurance	4,035.75			
01-201-23-220-020	Insurance Employee Group Insurance	406.50			
01-201-25-255-020	Volunteer Fire Company	3,750.00			
01-201-26-290-020	Streets & Roads Other Expenses	6,938.81			
01-201-26-300-020	Street Lighting	130.27			
01-201-26-305-020	Garbage & Trash Removal Other Expenses	1,045.39			
01-201-26-306-020	Recycling Program Other Expenses	240.00			
01-201-26-310-020	Building & Grounds Other Expenses	4,465.01			
01-201-27-335-020	Registrar Other Expenses	147.00			
01-201-28-370-020	Recreation Other Expenses	250.00			
01-201-30-460-020	Gasoline and Fuel	373.54			
01-201-42-591-020	Interlocal - Ogdensburg - CFO Services	10,350.32			
01-201-44-905-000	Purchase of Fire Equipment	1,941.48			
01-206-55-000-000	Regional HS Taxes Payable			167,972.00	

Summary By Account

ACCOUNT	DESCRIPTION	CURRENT YR	APPROP. YEAR	NON-BUDGETARY	CREDIT
01-207-55-000-000	Regional School Taxes Payable			122,671.92	
01-260-05-100	Due To Clearing			0.00	356,966.06
TOTALS FOR	Current Fund	66,322.14	0.00	290,643.92	356,966.06
03-260-05-100	Due To Clearing			0.00	1,410.00
03-280-56-851-000	Reserve For Planning Escrow Deposits			1,410.00	
TOTALS FOR	Trust Fund	0.00	0.00	1,410.00	1,410.00
04-216-55-975-400	Ordinance 2017-08 -- DPW EQUIP PURCHASE			4,709.58	
04-260-05-100	Due To Clearing			0.00	4,709.58
TOTALS FOR	General Capital Fund	0.00	0.00	4,709.58	4,709.58
08-216-55-990-000	Imp Auth Ord 2016-05 - Imp to W/S system			20,055.00	
08-216-55-991-000	Imp Auth Ord #2016-23 Water/Sewer Imp			8,547.85	
08-260-05-100	Due To Clearing			0.00	28,602.85
TOTALS FOR	Water Sewer Capital Fund	0.00	0.00	28,602.85	28,602.85
09-201-55-502-020	Water Sewer Operat. OE Water	61,730.23			
09-201-55-503-020	Water Sewer Operat. OE Sewer	32,497.51			
09-201-55-504-002	W/Sr Operating S&W	688.75			
09-260-05-100	Due To Clearing			0.00	94,916.49
TOTALS FOR	Water Sewer Operating Fund	94,916.49	0.00	0.00	94,916.49
Total to be paid from Fund 01 Current Fund		356,966.06			
Total to be paid from Fund 03 Trust Fund		1,410.00			
Total to be paid from Fund 04 General Capital Fund		4,709.58			
Total to be paid from Fund 08 Water Sewer Capital Fund		28,602.85			
Total to be paid from Fund 09 Water Sewer Operating Fund		94,916.49			
		486,604.98			

Checks Previously Disbursed

8012019	State of NJ Health Benefits	PO# 13083	Jul 2019 Health / Aug 2019 Dental	6,635.10	8/07/2019
8012019	State of NJ Health Benefits	PO# 13083	Jul 2019 Health / Aug 2019 Dental	4,423.40	8/07/2019
8012019	State of NJ Health Benefits	PO# 13084	August 2019 Health - retired	777.86	8/07/2019
80119	State of NJ Health Benefits	PO# 13084	August 2019 Health - retired	518.58	8/07/2019
80919	Borough of Sussex Payroll		payroll w/e 8/3/19	7,575.39	8/06/2019
80919	Borough of Sussex Payroll		payroll w/e 8/3/19	8,115.55	8/06/2019
72619	Borough of Sussex Payroll		payroll w/e 7/20/19	7,320.17	7/24/2019
72619	Borough of Sussex Payroll		payroll w/e 7/20/19	7,902.42	7/24/2019
15927	Staples Advantage	Multiple:		1,739.92	7/22/2019
15926	Tractor Supply Credit Plan	Multiple:		2,135.97	7/22/2019
15925	Sussex Wantage Regional	PO# 13057	2019 School Taxes	122,671.92	7/22/2019
15924	State of NJ _ PWT	PO# 13027	Apr - Jun 2019 Public Community Wa	98.26	7/22/2019
15923	Staples Advantage	Multiple:		114.02	7/22/2019
15922	Service Electric Telephone SEBC	PO# 13041	Account 939	348.27	7/22/2019
15921	PenTeleData	Multiple:		281.90	7/22/2019
15920	Treasurer. State of New Jersey	PO# 13051	3rd quarter Non-EDRS Burial Permit	5.00	7/22/2019

Summary By Account

ACCOUNT	DESCRIPTION	CURRENT YR	APPROP. YEAR	NON-BUDGETARY	CREDIT
15919	Jersey Central Power & Light	Multiple:		3,027.72	7/22/2019
15918	Home Depot Credit Services	PO# 13060 Account 6035 3225 3881 2607		21.88	7/22/2019
15917	Elizabethtown Gas	PO# 13035 Account 6245572601		21.92	7/22/2019
15916	CenturyLink	Multiple:		680.71	7/22/2019
15915	Bank of America	Multiple:		1,334.07	7/22/2019
71219	Borough of Sussex Payroll	payroll w/e 7/6/19		7,237.08	7/17/2019
71219	Borough of Sussex Payroll	payroll w/e 7/6/19		7,642.58	7/17/2019

				190,629.69	

Totals by fund	Previous Checks/Voids	Current Payments	Total
Fund 01 Current Fund	157,178.03	356,966.06	514,144.09
Fund 03 Trust Fund		1,410.00	1,410.00
Fund 04 General Capital Fund		4,709.58	4,709.58
Fund 08 Water Sewer Capital Fund		28,602.85	28,602.85
Fund 09 Water Sewer Operating Fund	33,451.66	94,916.49	128,368.15

BILLS LIST TOTALS	190,629.69	486,604.98	677,234.67
=====			

**REGULAR AGENDA
FOR THE MAYOR AND COUNCIL MEETING, BOROUGH
OF SUSSEX, HELD AT THE MUNICIPAL BUILDING, 2 MAIN STREET
SUSSEX, NEW JERSEY AT 7:00 P.M. ON
AUGUST 13, 2019**

- A. **Mayor Little** will call the meeting of **August 13, 2019** to order.
- B. **Mayor Little** will invite all present to salute the flag and to remain standing for a moment of silence.
- C. **Mayor Little** will state that "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."
- D. Clerk will call the roll.

E. **APPROVAL OF AGENDA**

A motion is in order to approve the agenda for August 13, 2019.

F. **PUBLIC HEARING:**

The purpose of the hearing is: (1) to explain federal and state guidelines, (2) to review eligible and proposed program activities, (3) to consider proposals for an application under the Small Cities Community Development Block Grant Program, and (4) to receive citizen comments and recommendations.

This is a Federal program which has \$6,537,428 in funds to award in New Jersey as follows:

Public Facilities - \$4,517,428
Housing Rehabilitation - \$800,000
Innovative and Economic Development - \$1,200,000
Emergency Housing Repair - \$20,000

G. **PUBLIC HEARING:**

The purpose of the hearing is to review the performance of and receive citizen comments and recommendations concerning the Small Cities Community Development Block Grant, awarded in 2018 for Public Facilities for the following:

- 1) Replacing the water line running under the Loomis Avenue bridge
- 2) Installation of a pressure reducing valve at the water treatment plant
- 3) Identification of dead-ends in the system
- 4) Removal of the dead-ends
- 5) Installation of ten new water valves

The Borough of Sussex received a grant in the amount of \$400,000 for the Water Distribution System Improvements Project.

H. **PRESENTATIONS:**

There are no presentations scheduled.

I. **DISCUSSION:**

There will be a preliminary discussion on the firewood boxes and clothing bins.

There will be a discussion regarding Main Street.

- J. **COMMITTEE REPORTS:** **Mayor Little** will allow each member of the Council to present their respective committee reports.

- K. **CONSENT AGENDA:** **Mayor Little** will request 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. (**Mayor Little** will allow time for the Council to consider changes.)

After all persons have had an opportunity to review the consent agenda and offer requests for changes, **Mayor Little** will request a motion to approve the consent agenda.

- L. **OPEN PUBLIC SESSION:** **Mayor Little** will request 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.

After giving all persons present an opportunity to address the Governing Body, **Mayor Little** will request a motion to close the meeting to the public and return to the regular order of business.

- M. **OLD BUSINESS:**

- N. **NEW BUSINESS:**

1. **Approval of Meeting Minutes**

A motion is in order to approve the meeting minutes of the Regular Meeting and Executive Session held on July 16, 2019. (Absent:None)

A motion is in order to approve the Special meeting minutes and Executive Session of August 1, 2019. (Absent: Robert Holowach)

2. **Resolution 2019-125R - 2019-128R for CDBG Grant Application, Fair Housing Statement of Actions, Citizen Participation and Grant Management Plan**

A motion is in order to adopt resolutions 2019-125R-2019-128R for the CDBG grant application, fair housing statement of actions, citizen participation and grant management plan.

3. **Adoption of Ordinance 2019-07 amending Ordinance 2016-04.**

A motion is in order to adopt Ordinance 2019-07 amending Ordinance 2016-04 entitled "ordinance fixing the salaries of certain officers and employees of the Borough of Sussex, county of Sussex and State of New Jersey".

Before final roll call Mayor Little will open the meeting to the public for any questions or concerns regarding Ordinance 2019-07.

4. **Adoption of Ordinance 2019-08 for Easement**

A motion is in order to adopt Ordinance 2019-08 for an easement in BL 104, L 1.01.

Before final roll call Mayor Little will open the meeting to the public for any questions or concerns regarding Ordinance 2019-08.

5. **Adoption of Ordinance 2019-09 for Easement**

A motion is in order to adopt Ordinance 2019-09 for an easement in BL 104, L 1.01.

Before final roll call Mayor Little will open the meeting to the public for any questions or concerns regarding Ordinance 2019-09.

6. **Adoption of Ordinance 2019-10 for Easement**

A motion is in order to adopt Ordinance 2019-10 for an easement in BL 104, L 16.

Before final roll call Mayor Little will open the meeting to the public for any questions or concerns regarding Ordinance 2019-10.

7. **Resolution 2019-129R – To Rescind Resolution 2019-120R**

A motion is in order to adopt Resolution 2019-125R to rescind resolution 2019-120R for the renewal of the liquor license for ZIGGY KPZ INC, T/A THE GREEN RESTAURANT AND PUB.

8. Resolution 2019-130R – Approve Roadway Collection for Sussex Borough Fire Department

A motion is in order to adopt Resolution 2019-130R to approve roadway collection for Sussex Borough Fire Department.

9. Resolution 2019-131R – Refund for Overpayment

A motion is in order to adopt Resolution 2019-131R for fund of an overpayment.

- M. OPEN PUBLIC SESSION:** **Mayor Little** will request 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.

After giving all persons present an opportunity to address the Governing Body, **Mayor Little** will request a motion to close the meeting to the public and return to the regular order of business.

N. EXECUTIVE SESSION

WHEREAS, the Open Public Meetings Act, P. L. 1975, Chapter 231 permits the exclusion of the public from a meeting in certain circumstances; and whereas this public body is of the opinion that such circumstances presently exist;

Mayor Little will request a motion to adopt a resolution, which shall take effect immediately, to adjourn into Executive Session to discuss:

Personnel
Purchase of Real Property
Redevelopment Area
Contract Negotiations
Pending Litigation

The Executive Session minutes will be placed on file in accordance to New Jersey Law.

Mayor Little will request a motion to adjourn out of Executive Session and return to the regular order of business.

10. Resolution 2019-132R – Customer Request for Water Bill Adjustment

A motion is in order to adopt resolution 2019-132R approving the customer request for a water bill adjustment.

11. Resolution 2019-133R Salary Resolution

A motion is in order to approve Salary Resolution 2019-133R.

- O. ADJOURNMENT:** **Mayor Little** will request a motion to adjourn the meeting.

SUSSEX BOROUGH PUBLIC NOTICE

The Borough of Sussex, New Jersey will hold a public hearing on August 13, 2019 at 7:00 p.m. in the Municipal Building, 2 Main Street in the Borough of Sussex, New Jersey.

The purpose of the hearing is: (1) to explain federal and state guidelines, (2) to review eligible and proposed program activities, (3) to consider proposals for an application under the Small Cities Community Development Block Grant Program, and (4) to receive citizen comments and recommendations.

This is a Federal program which has \$6,537,428 in funds to award in New Jersey as follows:

Public Facilities - \$4,517,428

Housing Rehabilitation - \$800,000

Innovative and Economic Development - \$1,200,000

Emergency Housing Repair - \$20,000

At least 70 percent of the funds available must be used for activities that primarily benefit people of low and moderate income. None of the funds requested will result in the displacement or relocation of people.

Eligible activities include:

1. Acquisition of real property;
2. Acquisition, construction, or installation of public facilities;
3. Code enforcement in deteriorated or deteriorating areas;
4. Clearance, demolition, and rehabilitation of buildings;
5. Special projects to remove architectural barriers which restrict accessibility of the elderly and handicapped;
6. Provision of public services;
7. Activities necessary to develop a comprehensive community development plan and policy planning management capacity to enable the recipient to more effectively administer the program;
8. Payment of reasonable administrative costs; and
9. Activities carried out by public or private non-profit organizations.

The Borough of Sussex is proposing an application in the amount of \$400,000 for the Water Distribution Improvements Project to replace water lines under Main Street, install a new water line to the water storage tank, and install additional insertion valves.

All citizens are encouraged to offer comments at the public hearing or by writing to the Borough of Sussex, 2 Main Street, Sussex, NJ 07461-2305, ATTN: Ms. Antoinette Smith, Administrator. Within ten days following the public hearing, written comments may also be sent to the New Jersey Department of Community Affairs, NJ Small Cities CDBG Program. P.O. Box 811, Trenton, NJ 08625-0811, ATTN: Administrator.

**Citizen Participation – Performance Hearing Requirement
Small Cities Community Development Program**

Borough of Sussex

Sussex County

State Of New Jersey

PUBLIC NOTICE

The Borough of Sussex, New Jersey will hold a public hearing on August 13, 2019 at 7:00 p.m. in the Municipal Building, 2 Main Street, in Sussex, New Jersey 07461-2305.

The purpose of the hearing is to review the performance of and receive citizen comments and recommendations concerning the Small Cities Community Development Block Grant, awarded in 2018 for Public Facilities for the following:

- 1) Replacing the water line running under the Loomis Avenue bridge
- 2) Installation of a pressure reducing valve at the water treatment plant
- 3) Identification of dead-ends in the system
- 4) Removal of the dead-ends
- 5) Installation of ten new water valves

The Borough of Sussex received a grant in the amount of \$400,000 for the Water Distribution System Improvements Project.

All citizens are encouraged to offer comments at the public hearing or by writing to the Borough of Sussex, 2 Main Street, Sussex, NJ 07461-2305, ATTN: Ms. Antoinette Smith, Administrator. Within ten days following the public hearing, written comments may also be sent to the New Jersey Department of Community Affairs, Small Cities Unit, PO Box 811, Trenton, New Jersey, 08625-0811, ATTN: Administrator.

**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
JULY 16, 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. Walter Cleary, III, Mr. Robert Holowach, Mr. Charles H. Fronheiser, Jr., Mr. Edward Meyer, Mr. Mario Poggi and Mayor Katherine Little.

Absent: Mr. Michael Brennan

Also present: Borough Attorney Mr. Frank McGovern, Esq. of McGovern and Roseman, P.A., Mrs. Antoinette Smith, Clerk/Admin and Melissa Morales, Deputy Clerk

Absent: None

APPROVAL OF AGENDA

Mr. Fronheiser made a motion to approve the agenda of July 16, 2019. Motion seconded by Mr. Holowach.

Upon roll call vote the agenda of July 16, 2019:

Ayes: Cleary, Fronheiser, Holowach, Meyer, Poggi

Nays: None

Abstentions: None

Absent: Brennan

PRESENTATIONS:

Mayor Little presented to Councilman Meyer a proclamation congratulating him on his award from the Sussex County Economic Development Partnership.

DISCUSSION:

There were no discussions scheduled.

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

Mr. Fronheiser offered no report.

Mr. Cleary offered no report.

Mr. Poggi stated he came in Saturday, July 13, 2019 and reviewed the vouchers. Mr. Poggi stated there was nothing new in History.

Mr. Holowach deferred to Brian Demarest, DPW Supervisor, for his report on the DPW. Mr. Fronheiser started a discussion on the Municipal Parking Lot and the swale on Hill Street. Mr. Demarest stated regarding the Municipal Parking lot, the DPW back dragged the parking lot and weed whacked. Mr. Demarest held a discussion on the swales on Hill Street. Mr. Meyer asked if Mr. Demarest could get a plan of action together and give it to Mrs. Smith. Mr. Fronheiser asked why is the town mowing Mill Street which is state property, but we aren't allowed to street sweep there? Mr. Demarest stated the Borough sweeps to property lines only. Mr. Fronheiser stated he has noticed the County has been taking water from the firehouse. Mr. Meyer advised that a letter be sent out to them advising that they are not able to take our water. Mr. Demarest mentioned they are having issues with the street sweepers and need to send them out for repairs. Mr. Meyer stated there is a lot of work that needs to be done on Municipal property including the theater. He suggested creating a committee to evaluate the needs of the buildings. Mr. Meyer stated because we are in the opportunity zone, a gentleman by the name of Derrick Valentini from Line, which is a direct install company stated we qualify for a program under the New Jersey Clean Energy. The program will give us up to 80% off on all electrical, such as HVAC, furnaces, lighting, to name a few and the businesses in town get 70% off as well.

Mr. Brennan arrives at 7:16 pm.

Mr. Meyer stated they had an audit exit conference. The auditor did bring to their attention that they need to look very closely at the utility bills and that there needs to be a rate increase. In four years all the fund balance will be evaporated. That will be without putting any money into the needed repairs and projects. The last rate increase was in 2018. Mr. Fronheiser suggested to implement the rate increase in the next quarter billing. Mr. Meyer stated at the August 13, 2019 Council Meeting, there will be a public meeting for the Small Cities CBDG Grant. It will be \$400,000.00 for the Main Street utilities for a new water line to the Sussex tower and insertion valves. The Borough is responsible for 10% of that. If we get the grant, the Borough will be in decent shape. Mr. Meyer stated the Recreation Committee is planning a Workshop on July 17, 24 and 31, 2019 at 7pm to discuss the October 20, 2019 event which will be a cross between Sussex Day and a Halloween Parade. Mr. Meyer stated on November 30, 2019 they are planning the Tree Lighting Ceremony. Mrs. Smith stated that may be changing to December 7, 2019. Mr. Meyer stated regarding the Economic Council, the Borough received an award for the process of everything the Borough has begun. Mr. Meyer stated the DCA also sent out an Opportunity Zone presentation. Mr. Meyer stated the next Planning/Zoning meeting is July 22, 2019.

Mr. Brennan offered no report.

Mayor Little stated on June 19, 2019, she attended the Sussex County Chamber of Commerce meeting at Friendly's. Mayor Little stated on June 24, 2019, the Planning/Zoning meeting was held where there was a discussion concerning "dirty dirt". Mayor Little stated on June 27, 2019, she and six others, attended the Economic Development Partnership Inc., where Mr. Meyer was presented with the Municipal Award for Sussex Borough. Mayor Little stated on June 28, 2019, a meeting was held with JCP&L to discuss their substation flooding project. Mayor Little stated on July 11, 2019, there was a meeting with the auditor to review the budget. Mayor Little stated on July 15, 2019, she had a phone conversation with David Pepe, from the DEP Permitting Department, and as far as the state is concerned, we are good to go on the Lake Rutherford water pipeline. We just need to work on our easements.

PRESENTATIONS:

Planning/Zoning Chairman Richard Klein gave a presentation regarding "dirty dirt".

Mr. Klein, 35 Clove Avenue, handed two pictures to the Mayor and Council for review. Mr. Klein stated picture #1 was taken September 24, 2016 and picture #2 was taken July 15, 2019. Mr. Klein stated there is no differences between the two pictures in almost three years apart. Mr. Klein stated he would like to see more enforcement in town.

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.

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

1. Resolution from the Board of Chosen Freeholders regarding Wastewater Management Plan Amendment.

REPORTS (ACCEPTANCE FOR FILING OF THE FOLLOWING):

1. Planning/Zoning Board minutes for May 28, 2019.
2. Clerk's Report for the month of June 2019.
3. Construction Department Report for the month of June 2019.
4. Grant Writer's Report dated June, 2019.
5. Property Maintenance Department Report for the month of June 2019.
6. Sussex DPW Report
7. Tax Collector's Report for the month of June 2019.
8. Water Sewer Collector Report for the month of June 2019.
9. Zoning Department Report June, 2019.
10. Delinquent/Unpaid Utility Properties report as of July 11, 2019.
11. Water Shut Off report as of July 12, 2019.

APPLICATIONS (APPROVAL OF THE FOLLOWING):

RESOLUTIONS: (APPROVAL OF THE FOLLOWING):

1. Payment of bills for the meeting of July 16, 2019.

Mr. Meyer made a motion to pull Correspondence #1 for discussion. Motion seconded by Mr. Holowach.

Upon roll call vote:

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

Nays: None

Abstentions: None

Absent: Poggi (left the dais at 8:11 pm)

OPEN PUBLIC SESSION:

Mr. Brennan 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. Fronheiser.

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. Meyer.

All were in favor.

OLD BUSINESS:

NEW BUSINESS:

Approval of Meeting Minutes

Mr. Holowach made a motion to approve the meeting minutes of the Regular Meeting and Executive Session held on June 18, 2019. Motion seconded by Mr. Fronheiser. (Absent: None)

Upon roll call vote:

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

Nays: None

Abstentions: None

Absent: None

Resolutions 2019-118R – Approval of Items of Revenue and Appropriation as per NJSA 40A: 4-87.

Mr. Poggi made a motion to approve Resolutions 2019-118R – Approval of Items of Revenue and Appropriation as per NJSA 40A: 4-87. Motion seconded by Mr. Meyer. (motion requested by CFO)

Upon roll call vote:

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

Nays: None

Abstentions: None

Absent: None

Resolution 2019-119R Eagle Scout Recognition

Mr. Cleary made a motion to adopt Resolution 2019-119R congratulating Patrick Stevens for achieving the rank of Eagle Scout as a member of Boy Scout Troop 84. Motion seconded by Mr. Brennan. (Motion requested by Mayor)

Mayor Little reads the Certificate of Achievement.

Upon roll call vote:

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

Nays: None

Abstentions: None

Absent: None

Resolution 2019-120R – Liquor Licenses Renewals

Mr. Poggi made a motion to adopt Resolution 2019-120R approving the renewal of the following liquor licenses for the license period of July 1, 2019 – June 30, 2020. Motion seconded by Mr. Meyer. (Motion requested by Clerk).

ZIGGY KPZ INC, T/A THE GREEN RESTAURANT AND PUB
14 Newton Ave, Sussex, NJ 07461
License #1921-33-003-005

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

ADOPTION OF ORDINANCE 2019-06 AMENDING SUBSECTION 12-2.3, ENTITLED "INSPECTIONS", OF SECTION 12-2, ENTITLED "HOUSING CODE", OF CHAPTER XII, ENTITLED "BUILDINGS AND HOUSING", OF THE GENERAL REVISED ORDINANCES OF THE BOROUGH OF SUSSEX

Mr. Poggi made a motion to adopt Ordinance 2019-06 amending subsection 12-2.3, entitled "INSPECTIONS", of section 12-2, entitled "HOUSING CODE", of chapter XII, entitled "Buildings and Housing", of the general revised ordinances of the Borough of Sussex. Motion seconded by Mr. Meyer.

Before final roll call Mayor Little will open the meeting to the public for any questions or concerns regarding Ordinance 2019-06.

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

OPEN PUBLIC SESSION:

Mr. Poggi 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. Fronheiser.

All were in favor.

Walter Cleary, 9 Cedar Ave., held a discussion regarding the Grey Towers in Milford, PA, about when he visited it.

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

All were in favor.

EXECUTIVE SESSION

In accordance with the provisions of the Open Public Meetings Act, Mr. Poggi 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. Cleary.

All were in favor.

After meeting in closed session, the Governing Body returned to their seats at 9:18 p.m. and Mr. Fronheiser made a motion to adjourn out of closed executive session and to be reconvened into open public session. Motion seconded by Mr. Brennan.

All were in favor.

NEW BUSINESS: (Continued)

Resolution 2019- 121R Houser Engineering for engineering services for the Water Distribution System Project (dead ends)

Mr. Poggi made a motion to adopt resolution 2019-121R for engineering services for the water distribution system project (dead ends). Motion seconded by Mr. Holowach.

Upon roll call vote:
Ayes: Brennan, Cleary, Fronheiser, Holowach, Meyer, Poggi

Nays: None
Abstentions: None
Absent: None

Resolution 2019-122R Houser Engineering for the Utilities for the Ronetco Project

Mr. Meyer made a motion to approve Resolution #2019-122R for engineering services for the utilities for the Ronetco Project. Motion seconded by Mr. Fronheiser.

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

Resolution 2019-123R – EDU Adjustment Request

A motion is in order to adopt resolution 2019-123R approving the customer request for an EDU adjustment.

No motion was made.

ADJOURNMENT

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

All were in favor.

Katherine Little, Mayor

Antoinette Smith, Clerk

Approved:

**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 AT 7:00 P.M. ON
AUGUST 1, 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. Walter Cleary, III, Mr. Charles H. Fronheiser, Jr., Mr. Edward Meyer, Mr. Mario Poggi and Mayor Katherine Little.

Absent: Mr. Michael Brennan, Mr. Robert Holowach

Also present: Borough Attorney Mr. Frank McGovern, Esq. of McGovern and Roseman, P.A., Mrs. Antoinette Smith, Clerk/Admin and Mrs. Melissa Morales, Deputy Clerk

Absent: None

APPROVAL OF AGENDA

Mr. Fronheiser made a motion to approve the agenda of August 1, 2019. Motion seconded by Mr. Meyer.

Upon roll call vote the agenda of August 1, 2019:

Ayes: Cleary, Fronheiser, Meyer, Poggi

Nays: None

Abstentions: None

Absent: Brennan, Holowach

EXECUTIVE SESSION

In accordance with the provisions of the Open Public Meetings Act, Mr. Poggi 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. Fronheiser.

All were in favor.

Mr. Brennan arrived at 7:19 pm.

After meeting in closed session, the Governing Body returned to their seats at 8:31 p.m. and Mr. Fronheiser made a motion to adjourn out of closed executive session and to be reconvened into open public session. Motion seconded by Mr. Brennan.

All were in favor.

NEW BUSINESS

Introduction of Ordinance 2019-07 amending Ordinance 2016-04.

Mr. Poggi made a motion to introduce Ordinance 2019-07 amending Ordinance 2016-04 entitled "ordinance fixing the salaries of certain officers and employees of the Borough of Sussex, county of Sussex and State of New Jersey". Motion seconded by Mr. Fronheiser.

Upon roll call vote:

Ayes: Brennan, Cleary, Fronheiser, Meyer, Poggi

Nays: None

Abstentions: None

Absent: Holowach

The final reading will be August 13, 2019

Introduction of Ordinance 2019-08 for Easement

Mr. Poggi made a motion to introduce Ordinance 2019-08 for an easement in BL 104, L 1.01. Motion seconded by Mr. Fronheiser.

Upon roll call vote:

Ayes: Brennan, Cleary, Fronheiser, Meyer, Poggi

Nays: None

Abstentions: None

Absent: Holowach

The final reading will be August 13, 2019

Introduction of Ordinance 2019-09 for Easement

Mr. Poggi made a motion to introduce Ordinance 2019-09 for an easement in BL 104, L 1.01. Motion seconded by Mr. Meyer.

Upon roll call vote:

Ayes: Brennan, Cleary, Fronheiser, Meyer, Poggi

Nays: None

Abstentions: None

Absent: Holowach

The final reading will be August 13, 2019

Introduction of Ordinance 2019-10 for Easement

Mr. Poggi made a motion to introduce Ordinance 2019-10 for an easement in BL 104, L 16. Motion seconded by Mr. Fronheiser.

Upon roll call vote:

Ayes: Brennan, Cleary, Fronheiser, Meyer, Poggi

Nays: None

Abstentions: None

Absent: Holowach

The final reading will be August 13, 2019

Resolution 2019-124R – Extension of Grace Period for Tax Payments

Mr. Poggi made a motion to adopt Resolution 2019-124R to extend the grace period for tax payments due to a delay in billing. Motion seconded by Mr. Brennan.

Upon roll call vote:

Ayes: Brennan, Cleary, Fronheiser, Meyer, Poggi

Nays: None

Abstentions: None

Absent: Holowach

Use of Borough Facilities by Salvation Army

Mr. Poggi made a motion to approve the use of Borough Facilities submitted by the Salvation Army. Motion seconded by Mr. Brennan.

Upon roll call vote:

Ayes: Brennan, Cleary, Fronheiser, Meyer, Poggi

Nays: None

Abstentions: None

Absent: Holowach

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. Poggi.

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 Mr. Fronheiser.

All were in favor.

ADJOURNMENT

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

All were in favor.

Katherine Little, Mayor

Antoinette Smith, Clerk

Approved:

DRAFT

SFY 2020 Small Cities CDBG Grant Application

Borough of Sussex

Sussex County

State Of New Jersey

R E S O L U T I O N 2019-125R

WHEREAS, the Borough of Sussex desires to apply for and obtain a grant from the New Jersey Department of Community Affairs for approximately \$400,000 to carry out the Water Distribution Improvements Project;

NOW, THEREFORE, BE IT RESOLVED

1) that the Mayor and the Borough Council of the Borough of Sussex, County of Sussex and State of New Jersey does hereby authorize the application for such grant; and,

2) recognizes and accepts that the Department may offer a lesser or greater amount and therefore, upon receipt of the grant agreement from the New Jersey Department of Community Affairs, does further authorize the execution of any such grant agreement; and also, upon receipt of the fully executed agreement from the Department, does further authorize the expenditure of funds pursuant to the terms of the agreement between the Borough of Sussex and the New Jersey Department of Community Affairs.

BE IT FURTHER RESOLVED, that the persons whose names, titles, and signatures appear below are authorized to sign the application, and that they or their successors in said titles are authorized to sign the agreement, and any other documents necessary in connection therewith.

Katherine Little, Mayor

Antoinette Smith, Administrator

This is to certify that the foregoing Resolution was duly adopted at a Regular Meeting of the Borough of Sussex Borough Council which was held on August 13, 2019.

ATTEST:

Antoinette Smith, Borough Clerk/Administrator
Borough of Sussex

FAIR HOUSING - STATEMENT OF ACTIONS

Borough of Sussex

Sussex County

State Of New Jersey

R E S O L U T I O N 2019-126R

WHEREAS, the Borough of Sussex will be entering into a grant agreement with the New Jersey Department of Community Affairs (hereafter NJDCA) for the Water Distribution System and Sewer Improvements Project; and

WHEREAS, the Borough of Sussex must make efforts to affirmatively further fair housing; and

WHEREAS, the Borough of Sussex has reviewed various actions that would be acceptable to the NJDCA and the U.S. Department of Housing and Urban Development (hereafter USHUD) and

WHEREAS, the Borough of Sussex has made assurances that:

- (1) It will comply with the Housing and Community Development Act of 1974, as amended, and regulations issued thereto; and
- (2) It will comply with the Civil Rights Act of 1964, and the regulations issued thereto it; and
- (3) It will comply with the Fair Housing Act of 1968 and will affirmatively further fair housing; and
- (4) It will comply with the Age Discrimination Act of 1975 and with the Rehabilitation Act of 1973.

NOW, THEREFORE, BE IT RESOLVED that, Antoinette Smith, Administrator shall be designated as the Fair Housing Officer for the Borough of Sussex; and

BE IT FURTHER RESOLVED that the Fair Housing Officer shall contact the USHUD Regional Office of Housing and Equal Opportunity and the NJ Division on Civil Rights, inform those agencies of his appointment as Fair Housing Officer and request Fair Housing Information; and

BE IT FURTHER RESOLVED that the Fair Housing Officer shall provide fair housing advisory services and assistance and referral advice to persons requesting such assistance from the Borough of Sussex; and

BE IT FURTHER RESOLVED that the Borough of Sussex will publish in the local newspaper of record and post at the municipal building a public notice announcing the appointment of the Fair Housing Officer and the availability of local fair housing advisory services.

This is to certify that the foregoing Resolution was duly adopted at a Regular Meeting of the Borough of Sussex Borough Council which was held on August 13, 2019.

ATTEST:

Antoinette Smith, Borough Clerk/Administrator
Borough of Sussex

Citizen Participation Plan

Borough of Sussex

Sussex County

State Of New Jersey

R E S O L U T I O N 2019-127R

WHEREAS, the Borough of Sussex will be entering into a Grant Agreement with the New Jersey Department of Community Affairs; and

WHEREAS, that Grant Agreement requires the Borough of Sussex to comply with all federal regulations with respect to citizen participation; and

WHEREAS, the Borough of Sussex has reviewed the Citizen Participation Plan prepared for Small Cities CDBG grantees;

NOW, THEREFORE, BE IT RESOLVED by the Mayor and the Borough Council of the Borough of Sussex, County of Sussex and State of New Jersey, that:

The Citizen Participation Plan developed by the New Jersey Department of Community Affairs, Small Cities CDBG Program, is adopted by the Borough of Sussex; and

The Borough of Sussex will follow all regulations set forth in that document throughout the term of the Grant Agreement cited above.

This is to certify that the foregoing Resolution was duly adopted at a Regular Meeting of the Borough of Sussex Borough Council which was held on August 13, 2019.

ATTEST:

**Antoinette Smith, Borough Clerk/Administrator
Borough of Sussex**

**SUSSEX BOROUGH
RESOLUTION # 2019-128R**

SFY 2020 Small Cities CDBG Grant Management Plan Endorsement

Borough of Sussex

Sussex County

State Of New Jersey

WHEREAS, the Borough of Sussex has applied for a grant from the New Jersey Department of Community Affairs for approximately \$400,000 to carry out a project for Water Distribution Improvements; and

WHEREAS, in accordance with the Application Guidelines, a Grant Management Plan endorsed by the Mayor and Council of the Borough of Sussex is required;

NOW, THEREFORE, BE IT RESOLVED

1) That the Mayor and the Borough Council of the Borough of Sussex, County of Sussex and State of New Jersey does hereby endorse the attached Grant Management Plan prepared as a requirement of the SFY 2020 Small Cities CDBG Grant Application.

BE IT FURTHER RESOLVED, that the persons whose names, titles, and signatures appear below are authorized to sign the application, and that they or their successors in said titles are authorized to sign any other documents necessary in connection therewith.

Katherine Little, Mayor

Antoinette Smith, Administrator

This is to certify that the foregoing Resolution was duly adopted at a Regular Meeting of the Borough of Sussex Borough Council which was held on August 13, 2019.

ATTEST:

Antoinette Smith, Borough Clerk/Administrator
Borough of Sussex

**BOROUGH OF SUSSEX
ORDINANCE #2019-07**

**ORDINANCE AMENDING ORDINANCE #2016-04 FIXING THE SALARIES OF CERTAIN
OFFICERS AND EMPLOYEES OF THE BOROUGH OF SUSSEX, COUNTY OF SUSSEX
AND STATE OF NEW JERSEY.**

BE IT ORDAINED by the Governing Body of the Borough of Sussex, County of Sussex and State of New Jersey that Ordinance #2016-04 Fixing the Salaries of Certain Officers and Employees of the Borough of Sussex, County of Sussex and State of New Jersey, is amended as follows:

SECTION 1. The Salary Range for "Mayor" is changed from "\$1,200 - \$3,000 per annum" to "\$2,500.00 - \$5,500.00 per annum", and the Salary Range for "Council Members is changed from "\$1,000 - \$2,500 per annum" to "\$2,000.00 - \$5,000.00 per annum".

SECTION 2. Ordinance #2016-04, as amended by subsequent ordinances and further amended by this Ordinance, remains in effect. All former ordinances or parts thereof conflicting or inconsistent with the provisions of this ordinance are hereby repealed.

SECTION 3. Upon passage and publication as provided by law, this Ordinance shall be deemed to be in effect starting January 1, 2019.

NOTICE IS HEREBY GIVEN that the attached Ordinance 2019-07 was introduced at a special meeting of the Mayor and Council of the Borough of Sussex, Sussex County, New Jersey, held on the 1st day of August, 2019, and passed on first reading, and that such Ordinance will be further considered for final passage and adoption at the regular meeting of the Mayor and Council to be held on the 13th day of August, 2019, at Borough Hall, 2 Main Street, in the Borough of Sussex, at 7:00 p.m., and that at such time and place all persons interested be given an opportunity to be heard concerning said Ordinance.

Antoinette Smith, Municipal Clerk

Katherine Little, Mayor

Introduced: August 1, 2019

Adopted:

**SUSSEX BOROUGH
ORDINANCE NO. 2019-08**

AN ORDINANCE OF THE BOROUGH OF SUSSEX, COUNTY OF SUSSEX AND STATE OF NEW JERSEY TO AUTHORIZE THE ACQUISITION OF AN EASEMENT IN BLOCK 104, LOT 1.01, SUSSEX BOROUGH, IN ACCORDANCE WITH N.J.S.A 40A:12-1, ET SEQ.

WHEREAS, N.J.S.A. 40A:12-4 and 40A:12-5 authorize a municipality to acquire real property or any interest therein including easements;

WHEREAS, the Borough of Sussex requires a water utility easement to be located in and on Block 104, Lot 1.01, Sussex Borough; and the owner of Block 104, Lot 1.01 is willing to grant the Borough an approximately 465-foot-long by 10-foot-wide easement for those purposes for consideration of \$1.00 to be paid by the Borough of Sussex; and

WHEREAS the governing body believes that the acquisition of the aforesaid easement is in the best interest of the municipality;

BE IT ORDAINED by the Governing Body of the Borough of Sussex, Sussex County, New Jersey, as follows:

Section 1: The governing body hereby authorizes the acquisition of a permanent water utility easement in and on Block 104, Lot 1.01, Sussex Borough as depicted on Map entitled "Water Easement A Exhibit" prepared by Langan Engineering and Environmental Services, Inc. dated June 27, 2019 for consideration of \$1.00 to be paid by the Borough of Sussex.

Section 2: The Mayor and Clerk/Administrator are hereby authorized to execute any and all documents necessary for the acquisition of the easement which is the subject matter of this ordinance.

Section 3: All ordinances and parts of ordinances inconsistent herewith are hereby repealed. If any section, subsection, sentence, clause, phrase or portion of this ordinance is for any reason held to be invalid or unconstitutional by a court of competent jurisdiction, such portion shall be deemed a separate, distinct and independent provision, and such holding shall not affect the validity of the remaining portions hereof.

Section 4: A certified copy of this ordinance shall be forwarded to RBND, LLC, the owner of Block 104, Lot 1.01, Sussex Borough.

Section 5: This ordinance shall take effect immediately on its final passage and publication as required by law.

NOTICE

NOTICE IS HEREBY GIVEN that the attached Ordinance #2019-08 was introduced at a special meeting of the Mayor and Council of the Borough of Sussex, Sussex County, New Jersey, held on the 1st day of August, 2019, and passed on first reading, and that such Ordinance will be further considered for final passage and adoption at the regular meeting of the Mayor and Council to be held on the 13th day of August, 2019, at Borough Hall, 2 Main Street, in the Borough of Sussex, at 7:00 p.m., and that at such time and place all persons interested be given an opportunity to be heard concerning said Ordinance.

Antoinette Smith, Borough Clerk

Katherine Little, Mayor

Introduced: August 1, 2019
Adopted:

**SUSSEX BOROUGH
ORDINANCE NO. 2019-09**

AN ORDINANCE OF THE BOROUGH OF SUSSEX, COUNTY OF SUSSEX AND STATE OF NEW JERSEY TO AUTHORIZE THE ACQUISITION OF AN EASEMENT IN BLOCK 104, LOT 1.01, SUSSEX BOROUGH, IN ACCORDANCE WITH N.J.S.A 40A:12-1, ET SEQ.

WHEREAS, N.J.S.A. 40A:12-4 and 40A:12-5 authorize a municipality to acquire real property or any interest therein including easements;

WHEREAS, the Borough of Sussex requires an easement for sanitary sewer, natural gas and emergency access to be located in and on Block 104, Lot 1.01, Sussex Borough; and the owner of Block 104, Lot 1.01 is willing to grant the Borough an approximately 360-foot-long by 32-feet-wide easement for those purposes for consideration of \$1.00 to be paid by the Borough of Sussex; and

WHEREAS the governing body believes that the acquisition of the aforesaid easement is in the best interest of the municipality;

BE IT ORDAINED by the Governing Body of the Borough of Sussex, Sussex County, New Jersey, as follows:

Section 1: The governing body hereby authorizes the acquisition of a permanent easement for sanitary sewer, natural gas and emergency access in and on Block 104, Lot 1.01, Sussex Borough as depicted on Map entitled "Emergency Access and Utility Easement A Exhibit" prepared by Langan Engineering and Environmental Services, Inc. dated January 28, 2019 for consideration of \$1.00 to be paid by the Borough of Sussex.

Section 2: The Mayor and Clerk/Administrator are hereby authorized to execute any and all documents necessary for the acquisition of the easement which is the subject matter of this ordinance.

Section 3: All ordinances and parts of ordinances inconsistent herewith are hereby repealed. If any section, subsection, sentence, clause, phrase or portion of this ordinance is for any reason held to be invalid or unconstitutional by a court of competent jurisdiction, such portion shall be deemed a separate, distinct and independent provision, and such holding shall not affect the validity of the remaining portions hereof.

Section 4: A certified copy of this ordinance shall be forwarded to RBND, LLC, the owner of Block 104, Lot 1.01, Sussex Borough.

Section 5: This ordinance shall take effect immediately on its final passage and publication as required by law.

NOTICE

NOTICE IS HEREBY GIVEN that the attached Ordinance #2019-09 was introduced at a special meeting of the Mayor and Council of the Borough of Sussex, Sussex County, New Jersey, held on the 1st day of August, 2019, and passed on first reading, and that such Ordinance will be further considered for final passage and adoption at the regular meeting of the Mayor and Council to be held on the 13th day of August, 2019, at Borough Hall, 2 Main Street, in the Borough of Sussex, at 7:00 p.m., and that at such time and place all persons interested be given an opportunity to be heard concerning said Ordinance.

Antoinette Smith, Borough Clerk

Katherine Little, Mayor

Introduced: August 1, 2019

Adopted:

**SUSSEX BOROUGH
ORDINANCE NO. 2019-10**

AN ORDINANCE OF THE BOROUGH OF SUSSEX, COUNTY OF SUSSEX AND STATE OF NEW JERSEY TO AUTHORIZE THE ACQUISITION OF AN EASEMENT IN BLOCK 104, LOT 16, SUSSEX BOROUGH, IN ACCORDANCE WITH N.J.S.A 40A:12-1, ET SEQ.

WHEREAS, N.J.S.A. 40A:12-4 and 40A:12-5 authorize a municipality to acquire real property or any interest therein including easements;

WHEREAS, the Borough of Sussex requires an easement for sanitary sewer, natural gas and emergency access to be located in and on Block 104, Lot 16, Sussex Borough; and the owner of Block 104, Lot 16 is willing to grant the Borough an approximately 32-feet by 32-feet easement for those purposes for consideration of \$2,750 to be paid by the Borough of Sussex; and

WHEREAS the governing body believes that the acquisition of the aforesaid easement is in the best interest of the municipality;

BE IT ORDAINED by the Governing Body of the Borough of Sussex, Sussex County, New Jersey, as follows:

Section 1: The governing body hereby authorizes the acquisition of a permanent easement for sanitary sewer, natural gas and emergency access in and on Block 104, Lot 16, Sussex Borough as depicted on Map entitled "Emergency Access and Utility Easement B Exhibit" prepared by Langan Engineering and Environmental Services, Inc. dated January 28, 2019 for consideration of \$2,750 to be paid by the Borough of Sussex.

Section 2: The Mayor and Clerk/Administrator are hereby authorized to execute any and all documents necessary for the acquisition of the easement which is the subject matter of this ordinance.

Section 3: All ordinances and parts of ordinances inconsistent herewith are hereby repealed. If any section, subsection, sentence, clause, phrase or portion of this ordinance is for any reason held to be invalid or unconstitutional by a court of competent jurisdiction, such portion shall be deemed a separate, distinct and independent provision, and such holding shall not affect the validity of the remaining portions hereof.

Section 4: A certified copy of this ordinance shall be forwarded to Nath Enterprises, LLC, the owner of Block 104, Lot 16, Sussex Borough.

Section 5: This ordinance shall take effect immediately on its final passage and publication as required by law.

NOTICE

NOTICE IS HEREBY GIVEN that the attached Ordinance #2019-10 was introduced at a special meeting of the Mayor and Council of the Borough of Sussex, Sussex County, New Jersey, held on the 1st day of August, 2019, and passed on first reading, and that such Ordinance will be further considered for final passage and adoption at the regular meeting of the Mayor and Council to be held on the 13th day of August, 2019, at Borough Hall, 2 Main Street, in the Borough of Sussex, at 7:00 p.m., and that at such time and place all persons interested be given an opportunity to be heard concerning said Ordinance.

Antoinette Smith, Borough Clerk

Katherine Little, Mayor

Introduced: August 1, 2019

Adopted:

**BOROUGH OF SUSSEX
RESOLUTION #2019-130R**

**APPROVE ROADWAY COLLECTION BY
SUSSEX BOROUGH FIRE DEPARTMENT**

BE IT RESOLVED, by the Governing Body of the Borough of Sussex that the Sussex Borough Fire Department is hereby permitted to conduct roadway collection for donations within the Borough, on NJSH Route 23 North near the intersection of Brookside Avenue, on August 31 and September 1, 2, 2019 and on NJSH Route 23 South near the intersection of Brookside Avenue on August 31 and September 1, 2, 2019.

CERTIFICATION: I hereby certify the foregoing to be a true and correct copy of a resolution duly adopted by the Governing Body of the Borough of Sussex, in the County of Sussex, New Jersey, at a meeting held on August 13, 2019.

Antoinette Smith, Acting Clerk
Sussex Borough