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**ANNUAL REORGANIZATION MEETING
FRIDAY, JANUARY 2, 2026 AT 3:00 P.M.
HISTORIC SUSSEX COUNTY COURTHOUSE
NJ ROUTE 94
NEWTON, NEW JERSEY 07860**

Item

1. **Call to Order by the Clerk Pro Tem**
2. **Invocation and Moment of Silent Prayer** by Father Phillip-Michael Tangorra, Pastor Our Lady Queen of Peace, Frankford, NJ
3. **Salute to the Flag**
4. **Public Statement**

"Pursuant to the Open Public Meetings Act, Chapter 231, P.L. 1975, Adequate Notice, as defined by Section 3D of Chapter 231, P.L. 1975, has been made on November 18, 2025 as per authorization of the Board, and per notice which was posted and emailed from the Administrative Offices of the County of Sussex, located in the Administrative Center, One Spring Street, Newton, New Jersey, to the following: New Jersey Herald, New Jersey Sunday Herald, and is also posted on the bulletin board maintained in the Administrative Center for public announcements, and has been submitted to the Sussex County Clerk in compliance with said Act." Please mute all devices.

5. **Jeffrey M. Parrott, County Clerk** - Determination Statement from the November 4, 2025 Election.
6. **Jill Space** sworn in as a Member of the Sussex County Board of County Commissioners by Assemblywoman Dawn Fantasia for a three-year term; said term to begin immediately and expire December 31, 2028
7. **David J. Silverthorne** sworn in as a Member of the Sussex County Board of County Commissioners by Hal Wirths for a three-year term; said term to begin immediately and expire December 31, 2028

- 8. **Michael F. Strada** sworn in as the Sussex County Sheriff by County Clerk Jeff Parrott for a three year term; said term to begin immediately and expire December 31, 2028
- 9. **Christina Marks** sworn in as Administrator of the County of Sussex by Senator Parker Space for a three-year term; said term to begin immediately and expire December 31, 2028
- 10. **RESOLUTION RE: APPOINTING THE DIRECTOR OF THE BOARD OF COUNTY COMMISSIONERS FOR THE YEAR 2026**
- 8. **RESOLUTION RE: APPOINTING THE DEPUTY DIRECTOR OF THE BOARD OF COUNTY COMMISSIONERS FOR THE YEAR 2026**
- 9. **APPROVAL OF AGENDA**

MOTION to approve the Agenda:
(Voice vote)

10. **RECOGNITION OF DIGNITARIES AND COMMISSIONER REMARKS**

- A. **RECOGNITION OF DIGNITARIES – Joe LaBarbera**
- B. **COMMISSIONER REMARKS**

11. **PROCLAMATIONS** - None

12. **PUBLIC SESSION FROM THE FLOOR**

This Public Session is for questions or comments pertaining to Agenda Items only. Comments are limited to 3 minutes or less. Please state your name, municipality and Agenda Topic.

MOTION to open the floor for public comment
(Voice Vote)

MOTION to close the floor for public comment
(Voice Vote)

13. **APPROVAL OF CONSENT AGENDA**

- A. **RESOLUTION RE:**
ADOPTION OF A 2026 TEMPORARY OPERATING BUDGET BY THE COUNTY OF SUSSEX
- B. **RESOLUTION RE:**
ADOPTION OF 2026 TEMPORARY OPERATING BUDGETS FOR THE LIBRARY AND SOCIAL SERVICES FUNDS BY THE COUNTY OF SUSSEX

- C. RESOLUTION RE:**
DATE AND TIME OF 2026 MEETINGS OF THE BOARD OF COUNTY COMMISSIONERS
- D. RESOLUTION RE:**
HOLIDAY SCHEDULE FOR 2026
- E. RESOLUTION RE:**
PROVIDING THE COMMISSIONER DIRECTOR WITH VETO POWER OVER COUNTY AUTHORITIES PURSUANT TO N.J.S.A. 40:20-71.3
- F. RESOLUTION RE:**
DESIGNATION OF OFFICIAL NEWSPAPERS IN CONFORMANCE WITH THE OPEN PUBLIC MEETINGS ACT
- G. RESOLUTION RE:**
FILING OF SURETY BONDS
- H. RESOLUTION RE:**
FILING OF OATHS
- I. RESOLUTION RE:**
CLERK OF THE BOARD AUTHORIZED TO CHARGE FEES FOR COPIES OF PUBLIC RECORDS
- J. RESOLUTION RE:**
ESTABLISHING POLICY RELATIVE TO EMERGENCY PURCHASES GOODS AND SERVICES IN ACCORDANCE WITH N.J.S.A. 40A:11-6 AND N.J.A.C. 5:34-6.1
- K. RESOLUTION RE:**
APPROVING A CASH MANAGEMENT PLAN FOR 2026
- L. RESOLUTION RE:**
BANKS AS DEPOSITORIES
- M. RESOLUTION RE:**
PAYMENT OF BILLS
- N. RESOLUTION RE:**
AUTHORIZATION FOR THE SUSSEX COUNTY TREASURER TO PAY BILLS ON THE SECOND AND FOURTH WEDNESDAY OF THE MONTH WHEN THE BOARD OF COUNTY COMMISSIONERS DOES NOT MEET ON THE SECOND AND/OR FOURTH WEDNESDAY OF THE MONTH

O. RESOLUTION RE:
PAYMENT OF SALARIES

P. RESOLUTION RE:
REAUTHORIZING PETTY CASH FUNDS FOR CALENDAR YEAR 2026

The Board of County Commissioners of the County of Sussex has reviewed the Consent Agenda consisting of various proposed Resolutions and determined that adoption of the said Resolutions is in and will further the public interest. If any Commissioner would like to remove an item to be considered separately, please do so now.

**MOTION to approve the Consent Agenda Resolutions A-P
(Roll call vote)**

14. APPOINTMENTS

- A. RESOLUTION RE:**
REAPPOINTMENT OF WILLIAM JOSEPH AS THE OFFICIAL TOWN CRIER FOR THE COUNTY OF SUSSEX FOR 2026
- B. RESOLUTION RE:**
APPOINTMENT OF CARRIE SYLVESTER AS PUBLIC AGENCY COMPLIANCE OFFICER, (P.A.C.O.) IN AND FOR THE COUNTY OF SUSSEX FOR CALENDAR YEAR 2026, PURSUANT TO PUBLIC LAW 1975 C. 127 (N.J.A.C. 17:27)
- C. RESOLUTION RE:**
REAPPOINTMENT OF DR. WILLIAM TRURAN, SUSSEX COUNTY HISTORIAN FOR TERM EXPIRING DECEMBER 31, 2026
- D. RESOLUTION RE:**
REAPPOINTMENT OF JOAN BRUSEO AND MELISSA MCCURRY, REPRESENTATIVES TO THE SUSSEX COUNTY HUMAN SERVICES ADVISORY COUNCIL FOR TERMS OF THREE (3) YEARS EACH. SAID TERMS TO BEGIN IMMEDIATELY AND EXPIRE DECEMBER 31, 2028
- E. RESOLUTION RE:**
REAPPOINTMENT OF BRIAN FORD AS A MEMBER OF THE SUSSEX COUNTY LOCAL ADVISORY COMMITTEE ON ALCOHOLISM AND DRUG ABUSE FOR TERMS OF THREE (3) YEARS EACH; SAID TERM TO BEGIN IMMEDIATELY AND EXPIRE DECEMBER 31, 2028

- F. RESOLUTION RE:**
REAPPOINTMENT OF TOM DRABIC, STAFF REPRESENTATIVE, RAYMOND LINES (SENIOR CITIZEN REPRESENTATIVE), AS MEMBERS OF THE SUSSEX COUNTY COMMUNITY TRANSIT CITIZENS ADVISORY COMMITTEE FOR THREE (3) YEAR TERMS; SAID TERMS TO BEGIN IMMEDIATELY AND EXPIRE DECEMBER 31, 2028
- G. RESOLUTION RE:**
REAPPOINTMENT OF DIAHANN DERUGGIERO, INGRID VACA-BULLARO, AND DEBORAH BERRY-TOON AS COMMUNITY PROVIDERS TO THE SUSSEX COUNTY YOUTH SERVICES COMMISSION FOR TERMS OF THREE (3) YEARS EACH; SAID TERMS TO BEGIN IMMEDIATELY AND TO EXPIRE DECEMBER 31, 2028
- H. RESOLUTION RE:**
REAPPOINTMENT OF MARIANNE DILWORTH AND MAUREEN M. CIANCI AS MEMBERS OF THE ADVISORY COUNCIL OF THE SUSSEX COUNTY DIVISION OF SENIOR SERVICES FOR TERMS OF THREE (3) YEARS EACH; SAID TERMS TO BEGIN IMMEDIATELY AND EXPIRE DECEMBER 31, 2028
- I. RESOLUTION RE:**
APPOINTMENT OF LINDA MILLER AS CLERK OF THE BOARD OF COUNTY COMMISSIONERS PURSUANT TO N.J.S.A. 40a:9-26

MOTION to adopt Appointments A-I
(Roll Call Vote)

- 15. **RESOLUTIONS- None**
- 16. **AWARDS OF CONTRACT/CHANGE ORDERS/BID – None**
- 17. **PERSONNEL**

- A. RESOLUTION RE:**
PERSONNEL AGENDA OF 01/02/2026

MOTION to Approve the Personnel Agenda
(Roll Call Vote)

- 18. **PUBLIC SESSION FROM THE FLOOR**

Please Note: Everyone is asked to keep their comments to 3 minutes or less. Please state your name and your municipality.

MOTION to open the floor for public comment:
(Voice vote)

MOTION to close the floor for public comment and return to regular business:
(Voice vote)

19. **REMINDERS**

Please visit the County website for all meeting dates and times. www.sussex.nj.us.

20. **ADJOURNMENT**

MOTION to adjourn the meeting
(Voice vote)



**RESOLUTION RE: APPOINTING THE DIRECTOR OF THE BOARD OF
COUNTY COMMISSIONERS FOR THE YEAR 2026**

BE IT RESOLVED that Commissioner _____ is hereby appointed
Director of this Board for the year 2026.

Certified as a true copy of the
Resolution adopted by the Board
on the 2nd day of January, 2026.

Linda Miller, Clerk Pro Tem
Board of County Commissioners
County of Sussex, New Jersey

RECORD OF VOTE						
COMMISSIONER	AYE	NAY	ABST	ABS	MOVE	SEC
Carney						
DeGroot						
Henderson						
Silverthorne						
Space						

ABST - Abstain

ABS - Absent

MOVE - Moved

SEC - Seconded



**RESOLUTION RE: APPOINTING THE DEPUTY DIRECTOR OF THE BOARD
OF COUNTY COMMISSIONERS FOR THE YEAR 2026**

BE IT RESOLVED that Commissioner _____ is hereby appointed Deputy Director of this Board, to act in the place and stead of the Director during the Director's temporary absence, or disability, or disqualification, as provided by law, for the year 2026.

Certified as a true copy of the Resolution adopted by the Board on the 2nd day of January, 2026.

Linda Miller, Clerk Pro Tem
Board of County Commissioners
County of Sussex, New Jersey

RECORD OF VOTE						
COMMISSIONER	AYE	NAY	ABST	ABS	MOVE	SEC
Carney						
DeGroot						
Henderson						
Silverthorne						
Space						

ABST - Abstain

ABS - Absent

MOVE - Moved

SEC - Seconded



**RESOLUTION RE: ADOPTION OF A 2026 TEMPORARY OPERATING
BUDGET BY THE COUNTY OF SUSSEX**

WHEREAS, N.J.S.A. 40A:4-19 requires every county to make temporary appropriations prior to January 31st of the fiscal year sufficient to cover commitments made during the period of January 1st to the date of the adoption of the budget; and

WHEREAS, said Statute also requires that the total of such appropriations shall not exceed twenty-six and twenty-five hundredths of one percent (26.25%) of the total of all budget appropriations of the preceding year, less the amount of appropriations for debt service, capital improvement fund and public assistance; and

WHEREAS, the Sussex County Division of Finance has formulated a temporary operating budget for year 2026 accountable against the budget limit of 26.25% in the amount of \$27,155,899.00; and

WHEREAS, said temporary budget amount represents 26.25% of the 2025 operating budget of \$126,714,441.56; less debt service, \$14,185,230.00; capital improvements, \$2,100,000.00; public assistance (County Social Services Agency), \$1,995,007.00; and public and private grants, \$4,983,160.56; and

WHEREAS, said temporary operating budget also makes appropriations for those appropriations not subject to the 26.25% budget limit but are required to cover commitments made during the period of January 1st to the date of the adoption of the budget, including debt service (principal and interest), \$921,750.00; capital improvements (capital improvement fund), \$2,100,000.00; public assistance (County Social Services Agency), \$523,689.00; and public and private grants, \$4,233,194.82.

NOW, THEREFORE, BE IT RESOLVED that the Board of County Commissioners of the County of Sussex hereby adopts a temporary operating budget for the year 2026 in the amount of \$34,934,532.82, including \$27,155,899.00 accountable against the budget limit of 26.25% and \$7,778,633.82 for debt service, capital improvements, public assistance, and public and private grants, and as it appears on the attached budget detail sheets; and

BE IT FURTHER RESOLVED that a certified copy of this Resolution and attachments is available in OnBase.

Certified as a true copy of the Resolution adopted by the Board on the 2nd day of January, 2026.

Linda Miller, Clerk Pro Tem
Board of County Commissioners
County of Sussex, New Jersey

RECORD OF VOTE						
COMMISSIONER	AYE	NAY	ABST	ABS	MOVE	SEC
Carney						
DeGroot						
Henderson						
Silverthorne						
Space						

ABST - Abstain

ABS – Absent

MOVE – Moved

SEC – Seconded



RESOLUTION RE: ADOPTION OF 2026 TEMPORARY OPERATING BUDGETS FOR THE LIBRARY AND SOCIAL SERVICES FUNDS BY THE COUNTY OF SUSSEX

WHEREAS, N.J.S.A. 40A:4-19 requires every county to make temporary appropriations prior to January 31st of the fiscal year sufficient to cover commitments made during the period of January 1st to the date of the adoption of the budget; and

WHEREAS, the Sussex County Department of Finance has formulated temporary operating budgets for calendar year 2026 for each of the Funds:

Library Fund	\$2,008,261.00
Social Services Fund	\$1,848,343.00

NOW, THEREFORE, BE IT RESOLVED that the Sussex County Board of County Commissioners hereby adopts temporary operating budgets for the calendar year 2026 for the Library Fund, \$2,008,261.00 and Social Services Fund, \$1,848,343.00, as they appear on the attached budget detail sheets; and

BE IT FURTHER RESOLVED that a certified copy of this Resolution and attachments are available in OnBase.

Certified as a true copy of the Resolution adopted by the Board on the 2nd day of January, 2026.

Linda Miller, Clerk Pro Tem
Board of County Commissioners
County of Sussex, New Jersey

RECORD OF VOTE						
COMMISSIONER	AYE	NAY	ABST	ABS	MOVE	SEC
Carney						
DeGroot						
Henderson						
Silverthorne						
Space						

ABST - Abstain

ABS - Absent

MOVE - Moved

SEC - Seconded



RESOLUTION RE: 2026 DATE AND TIME OF MEETINGS OF THE BOARD OF COUNTY COMMISSIONERS

BE IT RESOLVED that the **REGULAR MEETINGS** of the Board of County Commissioners shall be held on the **SECOND AND FOURTH WEDNESDAYS** of each month during the calendar year of 2026. Meeting are held in the Commissioner Meeting Room, first floor, Sussex County Administrative Center, One Spring Street, Newton, New Jersey. The Board of County Commissioners reserves the right to amend this Meeting Notice in accordance with the Open Public Meeting Act; and

BE IT FURTHER RESOLVED that said **REGULAR MEETINGS** of the Board shall be called to order at **6:00 PM**; unless otherwise noted;

January	14 & 28	August	19
February	11 & 25	September	9 & 23
March	11 & 25	October	14 & 28
April	8 & 22	November	12 – Thurs.
May	13 & 27	November	23 - Monday
June	10 & 24	December	9
July	8 & 22		23 – 10:00 a.m.
		January	4 – 3:00 PM Reorganization

BE IT FURTHER RESOLVED that other Special Meetings, Public Meetings, etc., will be called for and held in conformance with Chapter 231, P.L. 1975, commonly known as the "Open Public Meetings Act", at which time the meeting as determined by the Board will be announced publicly. Action may be taken at any meeting.

Certified as a true copy of the Resolution adopted by the Board on the 2nd day of January, 2026

RECORD OF VOTE						
COMMISSIONER	AYE	NAY	ABST	ABS	MOVE	SEC
Carney						
DeGroot						
Henderson						
Silverthorne						
Space						

ABST - Abstain

ABS – Absent

Linda Miller, Clerk Pro Tem
Board of County Commissioners
County of Sussex, New Jersey



RESOLUTION RE: HOLIDAY SCHEDULE FOR 2026

BE IT RESOLVED that the Sussex County Board of County Commissioners has determined that the following shall constitute the list of paid holidays for County employees for the year 2026, as determined by the Employee Handbook unless otherwise specified by a Collective Bargaining Agreement:

Thursday	January 1, 2026	New Year's Day (observed)
Monday	January 19th	Martin Luther King Jr., Day
Thursday	February 12th	Lincoln's Birthday (observed)
Monday	February 16th	President's Day
Friday	April 3rd	Good Friday
Monday	May 25th	Memorial Day
Friday	June 19th	Juneteenth (observed)
Friday	July 3rd	Independence Day
Monday	September 7th	Labor Day
Monday	October 12th	Columbus Day
Wednesday	November 11th	Veterans' Day
Thursday	November 26th	Thanksgiving Day
Friday	November 27th	Day after Thanksgiving
Thursday	December 24th	Christmas Eve
Friday	December 25th	Christmas Day

BE IT FURTHER RESOLVED that the Clerk be and she is hereby authorized and directed to notify all County Government Department Heads and County Employees of the Holiday Schedule as stated above for the year 2026.

Certified as a true copy of the Resolution adopted by the Board on the 2nd day of January, 2026

 Linda Miller, Clerk Pro Tem
 Board of County Commissioners
 County of Sussex, New Jersey

RECORD OF VOTE						
COMMISSIONER	AYE	NAY	ABST	ABS	MOVE	SEC
Carney						
DeGroot						
Henderson						
Silverthorne						
Space						

ABST - Abstain

ABS - Absent

MOVE - Moved

SEC - Seconded



**RESOLUTION RE: PROVIDING THE COUNTY COMMISSIONER
DIRECTOR WITH VETO POWER OVER COUNTY
AUTHORITIES PURSUANT TO N.J.S.A. 40:20-71.3**

WHEREAS, the Legislature adopted N.J.S.A. 40:20-71.3 vesting the County Commissioner Director of any County with the veto authority over County Authorities subject to the consent of a majority of the members of the Board of County Commissioners; and

WHEREAS, the Board of County Commissioners believe it to be in the best interest of the public and the taxpayers of the County of Sussex to empower the County Commissioner Director pursuant to said Statute.

NOW, THEREFORE, BE IT RESOLVED by the Board of County Commissioners of the County of Sussex that the County Commissioner Director of the Sussex County Board of County Commissioners hereby is authorized and empowered to veto any action taken by the County Authority or any member thereof at a meeting of the County Authority pursuant to N.J.S.A. 40:20-71.3.

Certified as a true copy of the
Resolution adopted by the Board
on the 2nd day of January, 2026

Linda Miller, Clerk Pro Tem
Board of County Commissioners
County of Sussex, New Jersey

RECORD OF VOTE						
COMMISSIONER	AYE	NAY	ABST	ABS	MOVE	SEC
Carney						
DeGroot						
Henderson						
Silverthorne						
Space						

ABST - Abstain

ABS - Absent

MOVE - Moved

SEC - Seconded



RESOLUTION RE: DESIGNATION OF OFFICIAL NEWSPAPERS

BE IT RESOLVED that **The New Jersey Herald, The New Jersey Sunday Herald, The Star Ledger and Straus News** are hereby designated as the official newspapers for the advertising of any public or legal notices by the County of Sussex.

Certified as a true copy of the
Resolution adopted by the Board
on the 2nd day of January, 2026

Linda Miller, Clerk Pro Tem
Board of County Commissioners
County of Sussex, New Jersey

RECORD OF VOTE						
COMMISSIONER	AYE	NAY	ABST	ABS	MOVE	SEC
Carney						
DeGroot						
Henderson						
Silverthorne						
Space						

ABST - Abstain

ABS - Absent

MOVE - Moved

SEC - Seconded



RESOLUTION RE: FILING OF SURETY BONDS

BE IT RESOLVED that all Bonds of County Officials shall be first approved by the Director of this Board and then filed as required by law.

Certified as a true copy of the Resolution adopted by the Board on the 2nd day of January, 2026

Linda Miller, Clerk Pro Tem
Board of County Commissioners
County of Sussex, New Jersey

RECORD OF VOTE						
COMMISSIONER	AYE	NAY	ABST	ABS	MOVE	SEC
Carney						
DeGroot						
Henderson						
Silverthorne						
Space						

ABST - Abstain

ABS - Absent

MOVE - Moved

SEC - Seconded



RESOLUTION RE: FILING OF OATHS

BE IT RESOLVED that all Oaths of members of this Board and all other County officers be filed with the Clerk of the Board or the Clerk of the County, as required by law.

Certified as a true copy of the
Resolution adopted by the Board
on the 2nd day of January, 2026

Linda Miller, Clerk Pro Tem
Board of County Commissioners
County of Sussex, New Jersey

RECORD OF VOTE						
COMMISSIONER	AYE	NAY	ABST	ABS	MOVE	SEC
Carney						
DeGroot						
Henderson						
Silverthorne						
Space						

ABST - Abstain

ABS - Absent

MOVE - Moved

SEC - Seconded



RESOLUTION RE: CLERK OF THE BOARD AUTHORIZED TO CHARGE FEES FOR COPIES OF PUBLIC RECORDS

BE IT RESOLVED that the Clerk of the Board is hereby authorized to charge fees for copies of public records, as follows:

- \$.05 per page for pages 8 ½ x 11 or smaller
- \$.07 per page for pages 8 ½ x 14 or larger
- \$1.00 per page for Maps and Plans 24 x36 or larger

BE IT FURTHER RESOLVED that this is in accordance with N.J.S.A. 47:1A-5.b; and

BE IT FURTHER RESOLVED that this is in conformance with Chapter 231, P.L. 1975, commonly known as the “Open Public Meetings Act”.

Certified as a true copy of the Resolution adopted by the Board on the 2nd day of January, 2026

Linda Miller, Clerk Pro Tem
Board of County Commissioners
County of Sussex, New Jersey

RECORD OF VOTE						
COMMISSIONER	AYE	NAY	ABST	ABS	MOVE	SEC
Carney						
DeGroot						
Henderson						
Silverthorne						
Space						

ABST - Abstain

ABS – Absent

MOVE – Moved

SEC – Seconded

**RESOLUTION RE: ESTABLISHING POLICY RELATIVE TO EMERGENCY
PURCHASES OF GOODS AND SERVICES IN
ACCORDANCE WITH N.J.S.A. 40A:11-6 AND N.J.A.C.
5:34-6.1**

WHEREAS, the Laws and Administrative Code of the State of New Jersey allow latitude in how each governmental entity may deal with emergency situations, and it has been recommended by County Counsel and the Purchasing Agent that a formal policy be established in order to permit timely and appropriate response to emergencies; and

WHEREAS, N.J.S.A. 40A:11-6d states *"the governing body of the contracting unit may prescribe additional rules and procedures to implement the requirements of this section"*; and

WHEREAS, N.J.A.C. 5:34-6.1(b)(copy attached) states *"the governing body of each unit shall adopt rules or regulations as appropriate to the contracting unit....such rules or regulations shall include such provisions that ensure that if the initially designated individuals are not available, there is a designated chain of command...."*; and

WHEREAS, Local Finance Notice 2005-12 clarifies the requirements of a Vendor's Business Registration Certificate (BRC) during an emergency by stating *"In emergency situations (as defined by the contracting agency's contracting law) the contracting agency may enter into a contract with a business, but cannot make a payment until a copy of the BRC is provided to the contracting agency. The business should be made aware of this BRC requirement when the contract is awarded"*; and

WHEREAS, Local Finance Notice 2006-7 indicates that in the event of an emergency the State Treasurer may waive the requirements of Chapter 19 Pay-to-Play providing the governmental entity files an Emergency Procurement Report within thirty (30) days of the contract award.

NOW, THEREFORE, BE IT RESOLVED that upon recommendation of County Counsel and the Purchasing Agent the following policy is hereby established relative to the emergency procurement of goods and services:

1. The Agency in which the emergency occurs must notify the Purchasing Agent, or in his absence the County Administrator or the next person designated in charge in the Administrator's absence as per the Policy enacted on January 16, 2008 (copy attached). The Agency should advise the Purchasing Agent and give sufficient information for the Purchasing Agent to determine that an emergency does indeed exist within the meaning and intent of the Local Public Contracts Law and the New Jersey Administrative Code and that there are sufficient funds identified to carry out the work required in mitigating the emergency.

2. The Agency in which the emergency occurs must be aware of the Business Registration Certificate requirements and notify the vendor of the necessity of receiving their BRC before the County can make any payments to them.
3. The requesting Agency must, on the first working day following the emergency forward a written requisition for the goods and services required and the nature and cause of the emergency to the Purchasing Agent along with all required information needed to complete the Emergency Procurement Form for submission to the State of New Jersey (copy attached).
4. When an emergency exists the Purchasing Agent shall:
 - A. Immediately authorize the procurement of the goods and services and during the next regular working day prepare a Resolution acknowledging said procurement for Board action and notify the County Administrator, the Chief Financial Officer, and County Counsel; or
 - B. Prepare a Resolution for Board action declaring the existence of an emergency and authorizing the Purchasing Agent to proceed with the procurement of the needed goods and services.
 - C. Inform the County Administrator and the Chief Financial Officer of the nature and extent of the emergency and what actions have or will be taken.

The determination of whether Section 4A or 4B is followed will be solely based on the possible consequences to life and property resulting from the delay of waiting until the Board of County Commissioners can convene on the emergency.

5. The County Administrator will inform the Commissioner Director of the emergency and what steps have, will or should be taken as soon as he deems it practicable.

BE IT FURTHER RESOLVED that the Board of County Commissioner requires all Agencies to comply and follow this Policy; and

BE IT FURTHER RESOLVED that this Policy shall be re-verified in January of each year with distribution to all Agencies so that subsequent Boards and Agency Heads may be informed of the existence of this Policy; and

Certified as a true copy of the
Resolution adopted by the Board
on the 2nd day of January, 2026

Linda Miller, Clerk Pro Tem
Board of County Commissioners
County of Sussex

RECORD OF VOTE						
COMMISSIONER	AYE	NAY	ABST	ABS	MOVE	SEC
Carney						
DeGroot						
Henderson						
Silverthorne						
Space						

ABST - Abstain

ABS - Absent

MOVE - Moved

SEC - Seconded



RESOLUTION RE: APPROVING A CASH MANAGEMENT PLAN FOR 2026

WHEREAS, required by N.J.S.A. 40A:5-14, each local unit shall adopt a Cash Management Plan and shall deposit, or invest, or both deposit and invest its funds pursuant to the plan; and

WHEREAS, N.J.S.A. 40A:5-15.1 details the types of securities in which local units may invest; and

WHEREAS, it is required for the County of Sussex to approve a Cash Management Plan annually pursuant to State law.

NOW, THEREFORE, BE IT RESOLVED by the Board of County Commissioners of the County of Sussex, New Jersey that the attached Cash Management Plan shall be the Cash Management Plan of the County of Sussex, New Jersey for the calendar year 2026; and

BE IT FURTHER RESOLVED that certified copies of this Resolution be forwarded to Elke Yetter, County Treasurer/CFO and Municipal Auditor, Mr. Raymond Sarinelli, Nisivoccia & Company, 200 Valley Road, Mt. Arlington, NJ 07856.

Certified as a true copy of the Resolution adopted by the Board on the 2nd day of January , 2026.

 Linda Miller, Clerk Pro Tem
 Board of County Commissioners
 County of Sussex, New Jersey

RECORD OF VOTE						
COMMISSIONER	AYE	NAY	ABST	ABS	MOVE	SEC
Carney						
DeGroot						
Henderson						
Silverthorne						
Space						

ABST - Abstain

ABS – Absent

MOVE – Moved

SEC – Seconded



RESOLUTION RE: BANKS AS DEPOSITORIES

BE IT RESOLVED, that the following banks are hereby designated as the depositories for the particular funds set opposite their names, and any checks or drafts to be drawn against said account shall be signed by the person named after each account. All required signatures as indicated in the following list shall be made by a facsimile signature or by manual signature.

Citizen's Bank – "Bond Proceeds Account"

Signer: Treasurer and Clerk of Commissioner Board

Citizen's Bank - "NJ DOT Grant Account"

Signer: Treasurer and Clerk of Commissioner Board

Provident Bank – "Claims Account"

Signer: Treasurer and Clerk of Commissioner Board

Provident Bank – "Current Account"

Signer: Treasurer and Clerk of Commissioner Board

Provident Bank – "ACH & Wire Account"

Signer: Treasurer and Clerk of Commissioner Board

Provident Bank– "Capital Account"

Signer: Treasurer and Clerk of Commissioner Board

Provident Bank– "Health Clinic Reimbursement Account"

Signer: Treasurer and Health Officer

Provident Bank– "HRA Claims Account"

Signer: Treasurer and Clerk of Commissioner Board

Provident Bank - "Library Account"

Signer: Treasurer and Clerk of Commissioner Board

Provident Bank– "General Capital DOT Bridge Account"

Signer: Treasurer and Clerk of Commissioner Board

Provident Bank– "Social Services Administration Account"

Signer: Treasurer and Clerk of Commissioner Board

Provident Bank – "Open Space Account"

Signer: Treasurer

Provident Bank – “2009 DOT Account”
Signer: Treasurer and Clerk of Commissioner Board

Provident Bank – “Motor Vehicle Fines”
Signer: Treasurer

Provident Bank – “Net Payroll Account”
Signer: Treasurer

Provident Bank – “Payroll Agency Account”
Signer: Treasurer

Provident Bank – “Escrow Disbursement Account”
Signer: Treasurer

Provident Bank – “Various Trust Accounts”
Signer: Treasurer

Provident Bank – Division of Social Services – “Assistance Account”
Signer: Treasurer and Clerk of Commissioner Board

Provident Bank – Division of Social Services – “Clearing Account”
Signer: Treasurer and Clerk of Commissioner Board

Provident Bank – Division of Social Services – “SCWA Emergency Fund”
Signer: Treasurer and Clerk of Commissioner Board

Provident Bank – Division of Social Services – “Child Support”
Signer: Treasurer and Clerk of Commissioner Board

Provident Bank – Division of Social Services – “United Way Account”
Signer: Treasurer and Clerk of Commissioner Board

Provident Bank - “American Rescue Plan Funds”
Signer: Treasurer and Clerk of Commissioner Board

Provident Bank – “Library (In House Account)”
Signer: Library Director

PNC Bank, NA – Social Services Division – “General Assistance Account”
Signer: Treasurer and Clerk of Commissioner Board

Provident Bank – “Current Fund Account”
Signer: Treasurer and Clerk of Commissioner Board

Provident Bank– “ACH Wire Account”
Signer: Treasurer and Clerk of Commissioner Board

Provident Bank – “Open Space Operating Account”
Signer: Treasurer

Provident Bank – “Various Trust Accounts” (Approx. 25 Accounts)
Signer: Treasurer

Provident Bank- “Opioid Settlement Account”
Signer: Treasurer or Clerk of Commissioner Board

Santander Bank – “Trust-Other”
Signer: Treasurer and Clerk of Commissioner Board

Lakeland Bank – “Surrogate Receipts Account”
Signer: Surrogate and Deputy Surrogate

Investors Bank – “Surrogate Intermingled Trust Funds”
Signer: Surrogate

Valley National Bank – “Current Account”
Signer: Treasurer and Clerk of Commissioner Board

Valley National Bank – “General Capital Account”
Signer: Treasurer and Clerk of Commissioner Board

Valley National Bank – “Trust - Other”
Signer: Treasurer and Clerk of Commissioner Board

The following banks are designated for Time Deposits, Certificates of Deposits and Short-term Investments:

Bank of America, NA
Bank of New York Mellon
Citizens Bank
First Hope Bank
JPMorgan Chase Bank
PNC Bank, NA
Provident Bank
Santander Bank, NA
TD Bank, NA
US Bank
Valley National Bank

Wells Fargo Bank, NA
 NJ /ARM (NJ Asset & Rebate Management Program)
 MBIA Cash Management Fund
 State of NJ Cash Management Fund

BE IT FURTHER RESOLVED that certified copies of this Resolution be forwarded to Elke Yetter, County Treasurer/CFO and Municipal Auditor, Mr. Raymond Sarinelli, Nisivoccia & Company, 200 Valley Road, Mt. Arlington, NJ 07856.

Certified as a true copy of the Resolution adopted by the Board on the 2nd day of January, 2026.

 Linda Miller, Clerk Pro Tem
 Board of County Commissioners
 County of Sussex, New Jersey

RECORD OF VOTE						
COMMISSIONER	AYE	NAY	ABST	ABS	MOVE	SEC
Carney						
DeGroot						
Henderson						
Silverthorne						
Space						

ABST - Abstain

ABS - Absent

MOVE - Moved

SEC - Seconded



RESOLUTION RE: PAYMENT OF BILLS

NOW, THEREFORE, BE IT RESOLVED by the Board of County Commissioners of the County of Sussex, New Jersey, that:

1. Pursuant to N.J.S.A 40A:5-16, the governing body of any local unit shall not pay out of its monies unless
 - (a) the person claiming or receiving payment first presents a detailed bill of items or demand, specifying particularly how the bill or demand is made up (the Invoice), with the certification of the party claiming payment that the bill or demand is correct (the Claimant Certification); and
 - (b) the payment carries a written or electronic certification of some officer or duly designated employee of the local unit having knowledge of the facts that the goods have been received by, or the services rendered to, the local unit (certification of the user department).

N.J.A.C. 5:30-9A.6(c), N.J.A.C. 5:31-4.1, and Local Finance Notice 2018-13 provide local units the discretion to not require claimant certification, which discretion the County exercised per Resolution titled “ RESOLUTION AUTHORIZING THE CHANGE IN CLAIMANT SIGNATURE REQUIREMENT” adopted on September 9, 2020.

The Resolution established that claimant signatures are required under the following circumstances only:

- A. Advances or reimbursement of employee expenses,
- B. Services provided exclusively and entirely by an individual (e.g. sole proprietors),
- C. Refund or reimbursement of taxes, fees, rents, or escrows,
- D. Capital projects,
- E. Grant expenditures,

F. When in the discretion of the local unit it is deemed necessary and appropriate to require a Claimant Certification.

No bill, claim, or demand shall be considered for payment unless the purchase order is itemized where applicable, has attached to it a receiving slip, and is certified by a department head, or his duly designated representative, having personal knowledge of the facts that the goods have been received by, or the services rendered to the County of Sussex, and that those services or goods are consistent with any existing contract, purchase order or payment policy. The Administrator, Department of Finance and Library Services, shall have the duty to screen, audit and make recommendations on all claims and bills with the assistance of the County Administrator, and the Clerk of the Board.

2. After the bill or claim has been duly certified it shall be presented for processing in accordance with prescribed voucher payment systems and transmitted according to procedure to the Division of Treasury for accuracy and entry into the computer which shall prepare a Voucher Approval Register, General Accounts Register, Check Register, and such other reports as required for payment at a meeting of the Governing Body, which shall be the 2nd and 4th Wednesday of each month. All vouchers to be considered by the Board of County Commissioners shall be listed on the Voucher Approval Register and said list shall be made available to every member of the Board at each and every regular meeting of the Board for its approval as to ordering payment of those vouchers by the Treasurer. All vouchers and records pertaining to approved claims shall be available to the Board and open for public inspection.

3. Claims by voucher shall be considered by the Board which shall approve the same, except that the Board may reject any claim presented to it stating the reason for such rejection. Any disapproved claim shall be referred back to the department head, or vendor, with such instructions as the Board may give at the time of disapproval.

4. It shall be the duty of the Clerk of the Board to record all claims in the official minutes by reference to the approved Voucher Approval Register, indicating the Board has by formal action approved same.

5. After the Clerk of the Board has certified that the claims have been approved, she shall turn the same over to the Treasurer who shall have prepared the necessary checks for the payment thereof, which said checks shall all be signed by the Clerk of the County Commissioner Board and Chief Financial Officer. All checks for the payment of vouchers shall be recorded in proper books of account and thereafter mail the checks to the claimants.

6. All vouchers shall be numbered for proper record according to the Voucher Payment Procedures by the Division of Treasury and Chief Financial Officer. All bills shall be presented for Board action at a regular meeting. All bills other than those listed in item 7 shall be approved by the majority of the Commissioners at the regular meeting. Any claims not rejected as hereinabove described and are questioned at the regular meeting, payment of that claim shall be held for proper explanation or if not properly explained be rejected as prescribed and if a check has been drawn same shall be voided by the Chief Financial Officer, and so noted on the Voucher Approval Register and requisite accounts.

7. Due to the nature of certain claims and timing of the particular meetings involved, the following claims that are statutory and regular in nature may be paid by the Treasurer between meetings of the Board of County Commissioners and included on the following meeting's Voucher Approval Register:

- A. County of Sussex Net Payroll and Payroll Deduction Accounts
- B. Banks for Debt Service Payments – Bond and Note Payments
- C. Health Insurance, Prescription Insurance, Dental Insurance, Vision Insurance, Statewide Insurance and all other insurance
- D. All Utility & Postage Payments
- E. Claims pursuant to Board and State Contracts

- F. Rent payments or lease payments
- G. Fuel Oil
- H. P-Card bank payment; and

BE IT FURTHER RESOLVED that all vouchers shall be presented by the Department or Agency Head to the Division of Treasury as set forth on the attached schedule, otherwise payments will be deferred until the following meeting.

Certified as a true copy of the Resolution adopted by the Board on the 2nd day of January , 2026.

 Linda Miller, Clerk Pro Tem
 Board of County Commissioners
 County of Sussex, New Jersey

RECORD OF VOTE						
COMMISSIONER	AYE	NAY	ABST	ABS	MOVE	SEC
Carney						
DeGroot						
Henderson						
Silverthorne						
Space						

ABST - Abstain

ABS – Absent

MOVE – Moved

SEC – Seconded



RESOLUTION RE: AUTHORIZATION FOR THE SUSSEX COUNTY TREASURER TO PAY BILLS ON THE SECOND AND FOURTH WEDNESDAYS OF THE MONTH WHEN THE BOARD OF COUNTY COMMISSIONERS DOES NOT MEET ON THE SECOND AND/OR FOURTH WEDNESDAYS OF THE MONTH

WHEREAS, during the month of August, 2026, the Sussex County Board of County Commissioners meets only on the second Wednesday of the month; and

WHEREAS, the Sussex County Treasurer needs authorization to pay bills on the second and fourth Wednesdays of August; and

WHEREAS, the Sussex County Treasurer needs authorization to pay bills on the second and fourth Wednesdays of any month when or if the Board of County Commissioners changes the meeting dates to dates other than the second or fourth Wednesday of the month.

NOW, THEREFORE, BE IT RESOLVED that the Sussex County Board of County Commissioners authorizes the Sussex County Treasurer to pay bills on the second and fourth Wednesdays in August, 2026; and

BE IT FURTHER RESOLVED that the Sussex County Board of County Commissioners authorizes the Sussex County Treasurer to pay bills on the second and fourth Wednesdays in other months when or if the Board changes the meeting date to a date other than the second or fourth Wednesday.

Certified as a true copy of the Resolution adopted by the Board on the 2nd day of January , 2026.

Linda Miller, Clerk Pro Tem
Board of County Commissioners
County of Sussex, New Jersey

RECORD OF VOTE						
COMMISSIONER	AYE	NAY	ABST	ABS	MOVE	SEC
Carney						
DeGroot						
Henderson						
Silverthorne						
Space						

ABST - Abstain

ABS - Absent

MOVE - Moved

SEC - Seconded



RESOLUTION RE: PAYMENT OF 2026 SALARIES

WHEREAS, it is incumbent upon the County of Sussex as an employer to provide timely payment of payrolls to its employees according to the appropriately determined agreements; and

WHEREAS, the County Treasurer requires authorization to arrange, issue and provide for such payroll payments.

NOW THEREFORE BE IT RESOLVED, that salaries for employees represented by Communication Workers of America, Local 1032 (County Unit), shall be paid semi-monthly at the 2025 rate as per Resolution dated February 22, 2023 or as per State Civil Service Commission profile forms; until or unless changed by Resolution of this Board upon completion of collective bargaining for a successor agreement; and

BE IT FURTHER RESOLVED, that salaries for employees represented by Communications Workers of America, Local 1032 (Supervisors Unit, Branch 10), shall be paid semi-monthly at the 2025 rate as per Resolution dated February 22, 2023 or as per State Civil Service Commission profile forms; until or unless changed by Resolution of this Board upon completion of collective bargaining for a successor agreement; and

BE IT FURTHER RESOLVED, that salaries for employees represented by Police Benevolent Association, Local 378, Corrections Unit, shall be paid semi-monthly at the January 2026 rate as per Resolution dated September 10, 2025 or as per State Civil Service Commission profile forms; and

BE IT FURTHER RESOLVED, that salaries for employees represented by Police Benevolent Association, Local 138, Sheriff's Unit, shall be paid semi-monthly at the January 2026 rate as per Resolution dated September 24, 2025 or as per State Civil Service Commission profile forms; and

BE IT FURTHER RESOLVED, that salaries for employees represented by Police Benevolent Association Local 138, Prosecutor's Unit, shall be paid semi-monthly at the 2024 rate per Resolution dated March 9, 2022 or as per State Civil Service Commission profile forms; until or unless changed by Resolution of this Board upon completion of collective bargaining for a successor agreement; and

BE IT FURTHER RESOLVED, that salaries for Employees Not Represented by a Bargaining Agent shall be paid semi-monthly at the 2026 rate per Resolution dated December 17, 2025 or as per State Civil Service Commission profile forms until or unless changed by Resolution of this Board; and

BE IT FURTHER RESOLVED, that the County Treasurer, is hereby authorized to release payroll the working day before a holiday; and

BE IT FURTHER RESOLVED, that a copy of this Resolution be forwarded to the County Treasurer, the Division of Treasury-Payroll and Office of Employee Services.

Certified as a true copy of the Resolution adopted by the Board on the 2nd day of January, 2026.

Linda Miller, Clerk Pro Tem
Board of County Commissioners
County of Sussex, New Jersey

RECORD OF VOTE						
COMMISSIONER	AYE	NAY	ABST	ABS	MOVE	SEC
Carney						
DeGroot						
Henderson						
Silverthorne						
Space						

ABST - Abstain

ABS - Absent

MOVE - Moved

SEC - Seconded



RESOLUTION RE: REAUTHORIZING PETTY CASH FUNDS FOR CALENDAR YEAR 2026

WHEREAS, N.J.S.A. 40A:5-21 authorizes the establishment of a Petty Cash Fund in Counties by application and resolution; and

WHEREAS, it is the desire of the County of Sussex to establish the following Petty Cash Funds for calendar year 2026 as follows:

Department	Custodian	Amount Authorized
Board of Elections	Wendy Buccino	\$ 50.00
Clerk of the Board	Linda Miller	\$ 150.00
County Clerk	Jeff Parrott	\$ 100.00
Engineering/Public Works	William Koppenaal	\$ 250.00
Environmental Health	Jane Morse	\$ 50.00
Library	Will Porter	\$ 150.00
Office of Fleet Management	Christopher Dixon	\$ 200.00
Prosecutor's Office	Tina Jacobs	\$ 3,000.00
Sheriff's Office	Michael Strada	\$ 1,000.00
Social Services Agency	Judy Vanderploeg	\$ 100.00
Surrogate's Office	Gary Chiusano	\$ 100.00

NOW, THEREFORE, BE IT RESOLVED, that the Board of County Commissioners of the County of Sussex hereby authorizes such action and that a copy of this resolution be forwarded to the County Treasurer.

Certified as a true copy of the Resolution adopted by the Board on the 2nd day of January , 2026.

Linda Miller, Clerk Pro Tem
Board of County Commissioners
County of Sussex, New Jersey

RECORD OF VOTE						
COMMISSIONER	AYE	NAY	ABST	ABS	MOVE	SEC
Carney						
DeGroot						
Henderson						
Silverthorne						
Space						

ABST - Abstain

ABS – Absent

MOVE – Moved

SEC – Seconded



RESOLUTION RE: REAPPOINTMENT OF WILLIAM JOSEPH AS THE OFFICIAL TOWN CRIER FOR THE COUNTY OF SUSSEX FOR 2026

WHEREAS, the year 2003 was Sussex County’s 250th Anniversary year; and

WHEREAS, the Sussex County Board of Chosen Freeholders designated a Town Crier for its 250th Anniversary year; and

WHEREAS, William Joseph participated in various events since his first appointment as Official Town Crier for Sussex County and performed in an exemplary fashion reflecting the era in which the County was founded; and

WHEREAS, William Joseph has expressed a desire to be the Official Town Crier for Sussex County for 2026.

NOW, THEREFORE, BE IT RESOLVED that the Sussex County Board of County Commissioners does hereby designate William Joseph as the Official Town Crier for the County of Sussex for 2026; and

BE IT FURTHER RESOLVED that copies of this Resolution shall be forwarded to William I. Joseph and all Sussex County Municipal Clerks.

Certified as a true copy of the Resolution adopted by the Board on the 2nd day of January, 2026

Linda Miller, Clerk Pro Tem
Board of County Commissioners
County of Sussex, New Jersey

RECORD OF VOTE						
COMMISSIONER	AYE	NAY	ABST	ABS	MOVE	SEC
Carney						
DeGroot						
Henderson						
Silverthorne						
Space						

ABST - Abstain

ABS – Absent

MOVE – Moved

SEC – Seconded



RESOLUTION RE: APPOINTMENT OF CARRIE SYLVESTER AS PUBLIC AGENCY COMPLIANCE OFFICER IN AND FOR THE COUNTY OF SUSSEX FOR CALENDAR YEAR 2026, PURSUANT TO PUBLIC LAW 1975 c. 127 (N.J.A.C. 17:27)

WHEREAS, the County of Sussex is aware of certain rule changes with regard to the appointment of the Public Agency Compliance Officer (P.A.C.O.); and

WHEREAS, said rule changes require that the New Jersey Department of the Treasury, Office of Affirmative Action, be notified by January 10th of each year of the County's P.A.C.O.; and

WHEREAS, the Sussex County Board of County Commissioners wishes to appoint Carrie Sylvester as the County's P.A.C.O. for 2026.

NOW, THEREFORE, BE IT RESOLVED that the Sussex County Board of County Commissioners does hereby appoint Carrie Sylvester as the Public Agency Compliance Officer for the County of Sussex for the calendar year 2026; and

BE IT FURTHER RESOLVED that a certified copy of this Resolution be forwarded to the Department of the Treasury, Affirmative Action Officer, P. O. Box 209, Trenton, N. J. 08625-0209.

Certified as a true copy of the Resolution adopted by the Board on the 2nd day of January, 2026

Linda Miller, Clerk Pro Tem
Board of County Commissioners
County of Sussex, New Jersey

RECORD OF VOTE						
COMMISSIONER	AYE	NAY	ABST	ABS	MOVE	SEC
Carney						
DeGroot						
Henderson						
Silverthorne						
Space						

ABST - Abstain

ABS - Absent

MOVE - Moved

SEC - Seconded



RESOLUTION RE: REAPPOINTMENT OF DR. WILLIAM TRURAN, SUSSEX COUNTY HISTORIAN FOR TERM EXPIRING DECEMBER 31, 2026

WHEREAS, as a matter of public policy, each municipality and county may participate to increase the education, appreciation and communication of our heritage through local historians to reflect the special character or special historic or cultural development with each municipality and county, in the interest of the recreation, education, inspiration and enrichment of the citizens of this State; and

WHEREAS, Dr. William Truran of Hamburg, with four decades of engineering, managing, entrepreneurship, university teaching and writing and serving on various local Historical Societies, has been selected to serve as historian and fulfill his term until December 31, 2026; and

WHEREAS, the County Historian is also a non-voting ex-officio Member of the Sussex County Historic Marker Committee; and

WHEREAS, Dr. William Truran abides by the Local Historian Enabling Act PL 1979 Guidelines.

NOW, THEREFORE BE IT RESOLVED, that Dr. William Truran be and is hereby reappointed as the Sussex County Historian for a one (1) year term to begin immediately and expire on December 31, 2026.

BE IT FURTHER RESOLVED, that a copy of this resolution be sent to the New Jersey Historical Commission, 113 West State Street, Trenton, New Jersey 08625, the Sussex County Historical Society, Sussex County Clerk, all Sussex County Municipal Clerks and to County Facilities Director, Keith Nelson.

Certified as a true copy of the Resolution adopted by the Board on the 2nd day of January, 2026

Linda Miller, Clerk Pro Tem
Board of County Commissioners
County of Sussex, New Jersey

RECORD OF VOTE						
COMMISSIONER	AYE	NAY	ABST	ABS	MOVE	SEC
Carney						
DeGroot						
Henderson						
Silverthorne						
Space						

ABST - Abstain

ABS - Absent

MOVE - Moved

SEC - Seconded



RESOLUTION RE: REAPPOINTMENT OF JOAN BRUSEO AND MELISSA MCCURRY, REPRESENTATIVES TO THE SUSSEX COUNTY HUMAN SERVICES ADVISORY COUNCIL FOR TERMS OF THREE (3) YEARS EACH. SAID TERMS TO BEGIN IMMEDIATELY AND EXPIRE DECEMBER 31, 2028

WHEREAS, Joan Bruseo and Melissa McCurry, each meet the requirements of Provider; and

WHEREAS, these categories are required to meet New Jersey Department of Human Services certification requirements; and

WHEREAS, Joan Bruseo and, Melissa McCurry, have agreed to serve as members of the Sussex County Human Services Advisory Council.

NOW THEREFORE, BE IT RESOLVED that Joan Bruseo and Melissa McCurry, be reappointed as members to the Sussex County Human Services Advisory Council terms to expire on December 31, 2028; and

BE IT FURTHER RESOLVED that a certified copy of this Resolution be forwarded to Joan Bruseo and Melissa McCurry, and the Sussex County Human Services Advisory Council.

Certified as a true copy of the Resolution adopted by the Board on the 2nd day of January , 2026

Linda Miller, Clerk Pro Tem
Board of County Commissioners
County of Sussex, New Jersey

RECORD OF VOTE						
COMMISSIONER	AYE	NAY	ABST	ABS	MOVE	SEC
Carney						
DeGroot						
Henderson						
Silverthorne						
Space						

ABST - Abstain

ABS - Absent

MOVE - Moved

SEC - Seconded



RESOLUTION RE: REAPPOINTMENT OF BRIAN FORD AS A MEMBER OF THE SUSSEX COUNTY LOCAL ADVISORY COMMITTEE ON ALCOHOLISM AND DRUG ABUSE FOR TERMS OF THREE (3) YEARS EACH; SAID TERM TO BEGIN IMMEDIATELY AND EXPIRE DECEMBER 31, 2028

NOW, THEREFORE, BE IT RESOLVED that Brian Ford be hereby reappointed as a member of the Sussex County Local Advisory Committee on Alcoholism and Drug Abuse for a term of three (3) years. Said term to begin immediately and to expire December 31, 2028; and

BE IT FURTHER RESOLVED that certified copies of the Resolution be forwarded to Brian Ford 22 Liberty Street #2, Newton, NJ 07860, and the Sussex County Local Advisory Committee on Alcoholism and Drug Abuse.

Certified as a true copy of the Resolution adopted by the Board on the 2nd day of January , 2026

Linda Miller, Clerk Pro Tem
Board of County Commissioners
County of Sussex, New Jersey

RECORD OF VOTE						
COMMISSIONER	AYE	NAY	ABST	ABS	MOVE	SEC
Carney						
DeGroot						
Henderson						
Silverthorne						
Space						

ABST - Abstain

ABS – Absent

MOVE – Moved

SEC – Seconded



RESOLUTION RE: REAPPOINTMENT OF TOM DRABIC, STAFF REPRESENTATIVE, RAYMOND LINES (SENIOR CITIZEN REPRESENTATIVE), AS MEMBERS OF THE SUSSEX COUNTY COMMUNITY TRANSIT CITIZENS ADVISORY COMMITTEE FOR THREE (3) YEAR TERMS; SAID TERMS TO BEGIN IMMEDIATELY AND EXPIRE DECEMBER 31, 2028

BE IT RESOLVED that Tom Drabic (Staff Representative), Raymond Lines (Senior Citizen Representative) are hereby reappointed as members of the Sussex County Community Transit Citizens Advisory Committee for three (3) year terms. Terms to begin immediately and expire December 31, 2028; and

BE IT FURTHER RESOLVED that a certified copy of the Resolution be forwarded to Raymond Lines, 48 Pond School Road, Sussex, NJ 07461, Tom Drabic, Sussex County Administrator Center, and the Sussex County Community Transit Citizens Advisory Committee.

Certified as a true copy of the Resolution adopted by the Board on the 2nd day of January , 2026

Linda Miller, Clerk Pro Tem
Board of County Commissioners
County of Sussex, New Jersey

RECORD OF VOTE						
COMMISSIONER	AYE	NAY	ABST	ABS	MOVE	SEC
Carney						
DeGroot						
Henderson						
Silverthorne						
Space						

ABST - Abstain

ABS - Absent

MOVE - Moved

SEC - Seconded



RESOLUTION RE: REAPPOINTMENT OF DIAHANN DERUGGIERO, INGRID VACA-BULLARO, AND DEBORAH BERRY-TOON AS COMMUNITY PROVIDERS TO THE SUSSEX COUNTY YOUTH SERVICES COMMISSION FOR TERMS OF THREE (3) YEARS EACH; SAID TERMS TO BEGIN IMMEDIATELY AND TO EXPIRE DECEMBER 31, 2028

WHEREAS, Diahann DeRuggiero, Ingrid Vaca-Bullaro and, Deborah Berry-Toon Community Service Providers per N.J.C.A. 13:90 have requested to be reappointed to the Sussex County Youth Services Commission (SCYSC)

NOW THEREFORE, BE IT RESOLVED that the Sussex County Board of County Commissioners does hereby reappoint Diahann DeRuggiero, Ingrid Vaca-Bullaro and Deborah Berry-Toon as members of the Sussex County Youth Services Commission; terms to expire on December 31, 2028; and

BE IT FURTHER RESOLVED that a certified copy of this Resolution be sent to Diahann DeRuggiero, Ingrid Vaca-Bullaro, Deborah Berry-Toon and the Sussex County Youth Services Commission.

Certified as a true copy of the Resolution adopted by the Board on the 2nd day of January, 2026

Linda Miller, Clerk Pro Tem
Board of County Commissioners
County of Sussex, New Jersey

<i>RECORD OF VOTE</i>						
<i>COMMISSIONER</i>	<i>AYE</i>	<i>NAY</i>	<i>ABST</i>	<i>ABS</i>	<i>MOVE</i>	<i>SEC</i>
Carney						
DeGroot						
Henderson						
Silverthorne						
Space						

ABST - Abstain

ABS – Absent

MOVE – Moved

SEC – Seconded



RESOLUTION RE: REAPPOINTMENT OF MARIANNE DILWORTH AND MAUREEN M. CIANCI AS MEMBERS OF THE ADVISORY COUNCIL OF THE SUSSEX COUNTY DIVISION OF SENIOR SERVICES FOR TERMS OF THREE (3) YEARS EACH; SAID TERMS TO BEGIN IMMEDIATELY AND EXPIRE DECEMBER 31, 2028

NOW, THEREFORE, BE IT RESOLVED that Marianne Dilworth and Maureen M. Cianci are hereby reappointed as members of the Advisory Council of the Sussex County Division of Senior Services for terms of three (3) years each. Said terms to begin immediately and expire December 31, 2028; and

BE IT FURTHER RESOLVED that certified copies of the Resolution be forwarded to Marianne Dilworth, 109 Edison Road, Sparta, NJ 07871, Maureen M. Cianci, 25 Wenatchee Road, Highland Lakes, NJ 07422 and a copy is available in On-Base.

Certified as a true copy of the
Resolution adopted by the Board
on the 2nd day of January, 2026

Linda Miller, Clerk of the Board
Board of County Commissioners
County of Sussex, New Jersey

RECORD OF VOTE						
COMMISSIONER	AYE	NAY	ABST	ABS	MOVE	SEC
Carney						
DeGroot						
Henderson						
Silverthorne						
Space						

ABST - Abstain

ABS - Absent

MOVE - Moved

SEC - Seconded



**RESOLUTION RE: APPOINTMENT OF LINDA MILLER AS CLERK OF
THE BOARD OF COUNTY COMMISSIONERS PURSUANT
TO N.J.S.A. 40a:9-26**

WHEREAS, there is a need to appoint a qualified person as Clerk of the Board of County Commissioners of the County of Sussex for a three (3) year term pursuant to N.J.S.A. 40a:9-26; and

WHEREAS, Linda Miller possesses the education, experience and qualifications necessary to fulfill the statutory duties of said position,

NOW, THEREFORE, BE IT RESOLVED that effective January 2, 2026, Linda Miller is hereby appointed to the position of Clerk of the Sussex County Board of County Commissioners for a three (3) year term, said term to expire on January 1, 2029; and

BE IT FURTHER RESOLVED that from and after January 2, 2026, Linda Miller is authorized and directed to fulfill all of the duties and responsibilities of the position of the Clerk of the Board of County Commissioners for the County of Sussex pursuant to N.J.S.A. 40a:9-26.

Certified as a true copy of the
Resolution adopted by the Board
on the 2nd Day of January, 2026

Linda Miller, Clerk Pro Tem
Board of County Commissioners
County of Sussex, New Jersey

RECORD OF VOTE						
COMMISSIONER	AYE	NAY	ABST	ABS	MOVE	SEC
Carney						
DeGroot						
Henderson						
Silverthorne						
Space						

ABST - Abstain

ABS - Absent

MOVE - Moved

SEC - Seconded



RESOLUTION RE: AUTHORIZING PERSONNEL AGENDA OF JANUARY 2, 2026

WHEREAS, in accordance with the Sussex County Hiring Policy the following personnel matters hereby require approval; and

WHEREAS, such matters have been reviewed by the Division of Employee Services and certified by the County Administrator and Chief Financial Officer

NOW, THEREFORE BE IT RESOLVED;

Department	Title	Action	From and To
Health and Human Services	Senior Detention Alternatives Officer	Promotion	Detention Alternatives Officer Apprentice to Senior Detention Alternatives Officer 40 Hours/Week \$54,508, 2025 Salary Minimum Effective 1/1/2026 2025 Budget J LeValley
Sheriff	Fire Marshall	Upgrade – Increase in Hours	From 28 Hours/Week to 40 Hours/Week \$45.51/Hour to \$100,000/Annually Effective 1/15/2026

CERTIFICATION TO AUTHORIZE PERSONNEL AGENDA OF JANUARY 2, 2026

My signature below indicates that I have reviewed the Personnel Agenda

County Treasurer

County Administrator

BE IT FURTHER RESOLVED; that a certified copy of the Resolution be forwarded to Employee Services and the County Treasurer.

Certified as a true copy of the Resolution adopted by the Board on the 2nd Day of January, 2026

Linda Miller, Clerk Pro Tem
Board of County Commissioners
County of Sussex, New Jersey

RECORD OF VOTE						
COMMISSIONER	AYE	NAY	ABST	ABS	MOVE	SEC
Carney						
DeGroot						
Henderson						
Silverthorne						
Space						

ABST - Abstain

ABS - Absent

MOVE - Moved

SEC - Seconded