

APPENDIX B: MEETING DOCUMENTATION



The matrix in Appendix B is intended to give a broad overview of FEMA, the State of New Jersey, county, municipal, and stakeholder personnel that participated in the Sussex County HMP update planning process. Meeting attendees and input provided are also included. During the planning process the consultant contacted each participant to offer support, explain the process, and facilitate the submittal and review of critical documents.

Participation is defined as having input to the hazard analysis (providing critical facility, hazard event, vulnerability data, etc.), and as having participated in the mitigation workshop or alternate annex meetings as described in the HMP for the purpose of creating a mitigation strategy to be included in each jurisdictional annex in Volume II. Various stakeholders were invited to participate in the planning process. Stakeholders were invited to meetings, asked to complete a stakeholder survey, requested to provide input on their involvement in Planning Area, and review and comment on the draft plan. A list of participating jurisdictions and stakeholders is found in Table B-1.

In preparation for the draft plan public review, each jurisdiction was asked to have their 'mitigation team' review their annex to ensure it was complete and accurate for posting to Sussex County's HMP website (<https://www.sussexcountynjhmp.com/>).



Table B-1: Participation Matrix

Name	Title / Position	Attended Steering Committee Kick-Off Meeting (03/15/23)	Attended Planning Partnership Kick-Off Meeting (03/15/23, AM or PM)	Attended HMP Refresher Meeting (09/27/23, AM or PM)	Attended Steering Committee Risk Assessment Meeting (04/09/24)	Attended Planning Partnership / Public Risk Assessment Meeting AM or PM (04/11/24)	Mitigation Strategy Workshop (05/08/24)	Attended Draft Review Meeting (11/21/24)	Steering Committee Member	Planning Partnership Member	Primary Point of Contact	Alternate Point of Contact	NFIP Administrator
County of Sussex													
Ashley Gottemoller	Division of Public Works; Office of Roads	X	X						X	X			
Autumn Sylvester	Planning and Economic Development	X							X	X			
Christine Florio	Administrator, Health Department	X							X	X			
David Kunz	Manager, GIS Management		X						X	X			
Scott House	Division of Public Works; Office of Roads		X						X	X			
Bill Koppenaal	Administrator, Division of Engineering								X	X			
Tom Drabic	Planning and Economic Development								X	X			
Lorraine Hentz	Division Director, Sussex County Division of Senior Services				X				X	X			
Steven Sugar	Deputy EMC		X	X	X		X	X	X	X		X	
Robert Haffner	Former Deputy EMC	X	X	X					X	X			
Jen Van Der Wende	Former Deputy EMC	X	X	X					X	X			
Eric Muller	Deputy EMC				X		X		X	X	X		
Trevor Floyd	Deputy EMC							X	X	X			
James Aumick	Former Deputy EMC			X	X		X		X	X			
Michael Strada	County Sheriff						X		X	X			



Name	Title / Position	Attended Steering Committee Kick-Off Meeting (03/15/23)	Attended Planning Partnership Kick-Off Meeting (03/15/23, AM or PM)	Attended HMP Refresher Meeting (09/27/23, AM or PM)	Attended Steering Committee Risk Assessment Meeting (04/09/24)	Attended Planning Partnership / Public Risk Assessment Meeting AM or PM (04/11/24)	Mitigation Strategy Workshop (05/08/24)	Attended Draft Review Meeting (11/21/24)	Steering Committee Member	Planning Partnership Member	Primary Point of Contact	Alternate Point of Contact	NFIP Administrator
Borough of Andover													
Jessica Casella	Emergency Management Coordinator		X							X	X		
Beth Brothman	Municipal Clerk									X		X	
Harold Pellow	Engineer									X			X
John Morgan	Mayor									X			
Jessica Casella	Zoning and Code Enforcement Officer									X			
Rod Schmidt	Construction Official									X			
John Hoag	Former Emergency Management Coordinator									X			
Township of Andover													
Richard Bartlett	Deputy Emergency Management Coordinator		X							X			
Chief Eric Danielson	Emergency Management Coordinator		X	X		X	X	X		X	X		
Stephanie Pizzulo	Land Use Administrator		X							X			
Cory Stoner	Zoning Officer									X			X
Erik Marra	Public Works Supervisor									X			
Darren Dickinson	DPW Supervisor									X			
George Laoudis	Deputy Emergency Management Coordinator									X		X	
Patricia Bussow, RMC, CMR	Township Administrator, Municipal Clerk, Deputy Registrar			X						X			



Name	Title / Position	Attended Steering Committee Kick-Off Meeting (03/15/23)	Attended Planning Partnership Kick-Off Meeting (03/15/23, AM or PM)	Attended HMP Refresher Meeting (09/27/23, AM or PM)	Attended Steering Committee Risk Assessment Meeting (04/09/24)	Attended Planning Partnership / Public Risk Assessment Meeting AM or PM (04/11/24)	Mitigation Strategy Workshop (05/08/24)	Attended Draft Review Meeting (11/21/24)	Steering Committee Member	Planning Partnership Member	Primary Point of Contact	Alternate Point of Contact	NFIP Administrator
Borough of Branchville													
Jeff Lewis	OEM Coordinator		X	X		X	X	X		X	X		
Anthony Frato, Sr.	Mayor									X			
Darren Haggerty	Public Works									X			
George Boesze	Zoning Officer									X			
Rich Bizik	Construction Official									X			
Karen Braun	Municipal Clerk, Deputy									X			
Kate Leissler	Municipal Clerk									X		X	
Michael Clune	Planning & Zoning Chairman									X			
Dave Simmons	Floodplain Administrator									X			X
Harold Pellow	Engineer									X			
Township of Byram													
Todd Rudloff	Fire Chief		X	X						X			
Joseph Sabatini	Township Manager		X							X	X		
Mike Orgera	Superintendent - DPW		X	X		X	X	X		X			
Phil Crosson	Deputy Manager		X			X	X			X		X	
Alex Rubenstein	Mayor									X			



Name	Title / Position	Attended Steering Committee Kick-Off Meeting (03/15/23)	Attended Planning Partnership Kick-Off Meeting (03/15/23, AM or PM)	Attended HMP Refresher Meeting (09/27/23, AM or PM)	Attended Steering Committee Risk Assessment Meeting (04/09/24)	Attended Planning Partnership / Public Risk Assessment Meeting AM or PM (04/11/24)	Mitigation Strategy Workshop (05/08/24)	Attended Draft Review Meeting (11/21/24)	Steering Committee Member	Planning Partnership Member	Primary Point of Contact	Alternate Point of Contact	NFIP Administrator
Ashleigh Frueholz	Chief Finance Officer									X			
Caitlin Phillips	Planning Board Secretary / Technical Assistant Land Use									X			
Cory Stoner	Engineer									X			
Daniel DeWald	Emergency Manager / Police Chief									X			
Cindy Church	Township Clerk / Registrar of Vital Statistics									X			
Nicholas Cutrone	Zoning and Code Enforcement Officer									X			
Peter Karcher	Construction Official									X			X
Township of Frankford													
Jeff Lewis	OEM Coordinator		X	X		X	X	X		X	X		
Ann Bell	Technical Assistant to the Construction Official; Zoning Official									X			
Dave Simmons	Floodplain Administrator									X			X
Robert Huber	Construction Official									X			
David Silverthorne	Mayor									X			
Lori Nienstedt	Administrator, Municipal Clerk, Public Info Officer									X		X	
Mark Yetter	DPW Supervisor									X			
Scott Klosterhoff	OEM Deputy Coordinator									X			
Harold Pellow	Engineer									X			



Name	Title / Position	Attended Steering Committee Kick-Off Meeting (03/15/23)	Attended Planning Partnership Kick-Off Meeting (03/15/23, AM or PM)	Attended HMP Refresher Meeting (09/27/23, AM or PM)	Attended Steering Committee Risk Assessment Meeting (04/09/24)	Attended Planning Partnership / Public Risk Assessment Meeting AM or PM (04/11/24)	Mitigation Strategy Workshop (05/08/24)	Attended Draft Review Meeting (11/21/24)	Steering Committee Member	Planning Partnership Member	Primary Point of Contact	Alternate Point of Contact	NFIP Administrator
Borough of Franklin													
Brian VanDenBroek	DPW Supervisor									X		X	
Jim Williams	OEM Coordinator							X		X	X		
Joe Butto	Building Construction Official (Hardyston Twp)									X			X
Joseph Setticas	Zoning Officer									X			
Township of Fredon													
Harold Pellow	Engineer									X			X
Carl Lazzaro	Deputy OEM Coordinator									X		X	
Keith Festa	OEM Coordinator							X		X	X		
Matthew Lambert	Public Works Supervisor									X			
Brad Moxen	Enforcement Official									X			
Glen Deitz	Mayor									X			
Suzanne Boland	Municipal Clerk									X			
Jessica Caldwell	Planner									X			
Patty Carlson	Land Use Board									X			
Township of Green													
Christopher Lopanik	OEM Coordinator		X							X			



Name	Title / Position	Attended Steering Committee Kick-Off Meeting (03/15/23)	Attended Planning Partnership Kick-Off Meeting (03/15/23, AM or PM)	Attended HMP Refresher Meeting (09/27/23, AM or PM)	Attended Steering Committee Risk Assessment Meeting (04/09/24)	Attended Planning Partnership / Public Risk Assessment Meeting AM or PM (04/11/24)	Mitigation Strategy Workshop (05/08/24)	Attended Draft Review Meeting (11/21/24)	Steering Committee Member	Planning Partnership Member	Primary Point of Contact	Alternate Point of Contact	NFIP Administrator
Craig Bollmann	Zoning Official									X			X
Greg Chontow	Construction Official									X			
Margaret 'Peg' Phillips	Mayor			X						X		X	
Mark Zschack	Municipal Clerk/Administrator									X	X		
Borough of Hamburg													
Keith Sukennikoff	OEM Coordinator		X	X		X	X	X		X	X		
Wendy Brick	Land Use Board		X							X			
Alec Yanish	Road Department Acting Supervisor									X			
John Haig	Elected Official												
Beth Martin	Deputy Municipal Clerk												
Jason Tangora	Chief of Police									X			
Joe Butto	Construction Official (Hardyston)									X			
Joseph Drossel	Zoning Officer/Property Maintenance Officer									X			
Regina Flammer	Water/Sewer Department									X			
John Ruschke	Engineer									X		X	X
Township of Hampton													
Edward Hayes	Former Emergency Management Coordinator		X	X	X	X	X		X	X			



Name	Title / Position	Attended Steering Committee Kick-Off Meeting (03/15/23)	Attended Planning Partnership Kick-Off Meeting (03/15/23, AM or PM)	Attended HMP Refresher Meeting (09/27/23, AM or PM)	Attended Steering Committee Risk Assessment Meeting (04/09/24)	Attended Planning Partnership / Public Risk Assessment Meeting AM or PM (04/11/24)	Mitigation Strategy Workshop (05/08/24)	Attended Draft Review Meeting (11/21/24)	Steering Committee Member	Planning Partnership Member	Primary Point of Contact	Alternate Point of Contact	NFIP Administrator
Jessica M. Caruso	Former Township Administrator		X	X	X	X	X		X	X			
Ann-Marie Wilhelm	Zoning Board									X			
Diana Juarez	Clerk/Acting Administrator							X			X		
George Chattaway	Emergency Management Coordinator											X	
Bob Huber	Construction Official/Code Enforcement Officer									X			
Daniel Bayles	Public Works Manager									X			
Dennis Sivulich	Planning Board									X			
Harold Pellow	Engineer									X			X
Township of Hardyston													
William Hickerson	OEM Coordinator		X	X				X		X	X		
Michael Vreeland	Engineer		X	X						X			
Carl Miller	Economic Development									X			
Carrine Piccolo-Kaufer	Township Manager									X		X	
Josh Raff	Public Works Director									X			
Joe Butto	Construction Official									X			X
Borough of Hopatcong													
Bill Donegan	Zoning Officer									X			



Name	Title / Position	Attended Steering Committee Kick-Off Meeting (03/15/23)	Attended Planning Partnership Kick-Off Meeting (03/15/23, AM or PM)	Attended HMP Refresher Meeting (09/27/23, AM or PM)	Attended Steering Committee Risk Assessment Meeting (04/09/24)	Attended Planning Partnership / Public Risk Assessment Meeting AM or PM (04/11/24)	Mitigation Strategy Workshop (05/08/24)	Attended Draft Review Meeting (11/21/24)	Steering Committee Member	Planning Partnership Member	Primary Point of Contact	Alternate Point of Contact	NFIP Administrator
Bill O'Connor	Construction Official									X			X
Dawn M. Edwards	Water & Sewer Collections Dept.									X			
Donald Schoelier	Former DPW Superintendent									X			
Wade Crowley	OEM Coordinator							X		X	X		
Pat Mason	Public Works Superintendent									X			
Valerie Egan	Municipal Clerk									X			
Marie Galate	Mayor									X			
John Ruschke	Engineer									X			
Meghan McCluskey	Police Chief									X			
Joseph Vuich	Planner									X			
Ron Tappan	Borough Administrator									X		X	
Township of Lafayette													
Jim Ando	Lafayette DPW		X							X		X	
Michael Vreeland	Engineer		X	X						X			
Richard Hughes	Committeeman/EMC		X							X	X		
Stephanie Pizzulo	Land Use Administrator		X			X				X			
Bill Macko	Road Foreman/Roads/DPW Foreman									X			



Name	Title / Position	Attended Steering Committee Kick-Off Meeting (03/15/23)	Attended Planning Partnership Kick-Off Meeting (03/15/23, AM or PM)	Attended HMP Refresher Meeting (09/27/23, AM or PM)	Attended Steering Committee Risk Assessment Meeting (04/09/24)	Attended Planning Partnership / Public Risk Assessment Meeting AM or PM (04/11/24)	Mitigation Strategy Workshop (05/08/24)	Attended Draft Review Meeting (11/21/24)	Steering Committee Member	Planning Partnership Member	Primary Point of Contact	Alternate Point of Contact	NFIP Administrator
AnnaRose Fedish	Municipal Clerk									X			
Allen Henderson	Mayor									X			
David Banish	Planner									X			
George Hutnick	Zoning Officer									X			X
Leigh Whittey	Construction Official									X			
Township of Montague													
Jesse Brace-Revak	OEM		X	X		X	X			X		X	
Dave Coss	OEM Coordinator, Foreman/Driver/Laborer		X							X	X		
Kyle Gottemoller	OEM		X							X			
Bob Huber	Construction Official									X			X
Eileen DeFabiis	Clerk									X			
George Hutnick	Zoning/Code Enforcement Official									X			
Glen Plotsky	Land Use Board Chairperson									X			
Dana Klinger	Municipal Clerk/Administrator									X			
Harold E. Pellow	Engineer									X			
George Zitone	Mayor									X			
Thomas Knutelsky, P.E.	Planner									X			



Name	Title / Position	Attended Steering Committee Kick-Off Meeting (03/15/23)	Attended Planning Partnership Kick-Off Meeting (03/15/23, AM or PM)	Attended HMP Refresher Meeting (09/27/23, AM or PM)	Attended Steering Committee Risk Assessment Meeting (04/09/24)	Attended Planning Partnership / Public Risk Assessment Meeting AM or PM (04/11/24)	Mitigation Strategy Workshop (05/08/24)	Attended Draft Review Meeting (11/21/24)	Steering Committee Member	Planning Partnership Member	Primary Point of Contact	Alternate Point of Contact	NFIP Administrator
Town of Newton													
Dan Finkle	OEM Coordinator		X	X			X	X		X	X		
Jason Miller	Deputy OEM Coordinator									X		X	
Harold Pellow	Floodplain Administrator									X			X
Jessica Caldwell	Planner									X			
Cory Stoner	Engineer									X			
Kimberly Williams	Community Development Director		X	X						X			
Adam Vough	Supervisor for Public Works									X			
Thomas Russo, Jr.	Town Manager									X			
Theresa Oswin	Municipal Clerk									X			
Joe Butto	Construction Official									X			
Michael Monaco	Code Enforcement Director									X			
Borough of Ogdensburg													
Michael Vreeland	Engineer		X	X						X			X
Chris Ross	DPW Supervisor									X			
George Hutnick	Land Use									X			
George P. Hutnick	Mayor									X		X	



Name	Title / Position	Attended Steering Committee Kick-Off Meeting (03/15/23)	Attended Planning Partnership Kick-Off Meeting (03/15/23, AM or PM)	Attended HMP Refresher Meeting (09/27/23, AM or PM)	Attended Steering Committee Risk Assessment Meeting (04/09/24)	Attended Planning Partnership / Public Risk Assessment Meeting AM or PM (04/11/24)	Mitigation Strategy Workshop (05/08/24)	Attended Draft Review Meeting (11/21/24)	Steering Committee Member	Planning Partnership Member	Primary Point of Contact	Alternate Point of Contact	NFIP Administrator
Michael Nardini	Water Department									X			
Richard Keslo	Emergency Management Coordinator									X	X		
Township of Sandyston													
Harold Pellow	Engineer									X			
Jessica Caldwell	Planner									X			
Roy McClain, CPWM	Road Foreman									X			
George Harper, Jr.	Mayor									X			
Michael Johnson	Code Enforcement									X			
Beth Brothman, RMC	Land Use Administrator/Zoning Official/Planning Board Secretary									X			
Robert W. Huber	Construction Official									X			X
Kevin Pumphrey	Emergency Management Coordinator									X	X		
Amy Lobban, RMC	Municipal Clerk			X						X		X	
Scott House	OEM		X							X			
Township of Sparta													
Tom McIntyre	Deputy OEM Coordinator		X			X		X		X		X	
Jeffrey McCarrick	OEM Coordinator		X							X	X		
James Zepp	Interim Township Manager		X							X			



Name	Title / Position	Attended Steering Committee Kick-Off Meeting (03/15/23)	Attended Planning Partnership Kick-Off Meeting (03/15/23, AM or PM)	Attended HMP Refresher Meeting (09/27/23, AM or PM)	Attended Steering Committee Risk Assessment Meeting (04/09/24)	Attended Planning Partnership / Public Risk Assessment Meeting AM or PM (04/11/24)	Mitigation Strategy Workshop (05/08/24)	Attended Draft Review Meeting (11/21/24)	Steering Committee Member	Planning Partnership Member	Primary Point of Contact	Alternate Point of Contact	NFIP Administrator
Diana Katzenstein	Planning and Zoning Board									X			
Cory Stoner	Engineer									X			X
Dorrie Fox	Land Use Administrator									X			
Joseph Straway	Public Works Director									X			
Andrew Coccio	Code Enforcement									X			
Daniel Chiariello	Mayor									X			
Michael Wallace	Construction Official									X			
Richard Bartlett	Deputy Emergency Management Coordinator		X				X			X			
Roxanne Landy	Clerk									X			
Borough of Stanhope													
Wayne Anthony	OEM		X							X			
Brian McNeilly	Borough Administrator		X							X	X		
Eric Keller	Borough Engineer									X		X	
Jason Titsworth	DPW Superintendent									X			
Tammy Minniti	Water and Sewer Department									X			
Thomas Dixon	Zoning & Code Enforcement									X			
Thomas Pershouse	Construction Official									X			X



Name	Title / Position	Attended Steering Committee Kick-Off Meeting (03/15/23)	Attended Planning Partnership Kick-Off Meeting (03/15/23, AM or PM)	Attended HMP Refresher Meeting (09/27/23, AM or PM)	Attended Steering Committee Risk Assessment Meeting (04/09/24)	Attended Planning Partnership / Public Risk Assessment Meeting AM or PM (04/11/24)	Mitigation Strategy Workshop (05/08/24)	Attended Draft Review Meeting (11/21/24)	Steering Committee Member	Planning Partnership Member	Primary Point of Contact	Alternate Point of Contact	NFIP Administrator
Township of Stillwater													
Lisa Chammings	OEM Coordinator/Mayor		X			X	X	X	X	X	X		
Jim Cantelmo	Deputy OEM			X		X		X		X		X	
Michael Vreeland	Engineer		X	X						X			
Paul Hawkins	Former Public Works Acting Supervisor									X			
Kevin Carhard	Deputy OEM									X			
Valerie Ingles	Municipal Clerk									X			
Jerry Leatham	Public Works Acting Supervisor									X			
Joseph Funari	Recycling Coordinator									X			
Dawn Tighe	Technical Assistant to the Construction Official									X			
Richard Bizik	Construction Official									X			
Lynda Knott	Former Municipal Clerk									X			
Tammy Leonard	CFO									X			
Tom Dixon	Zoning/Code Enforcement									X			X
Borough of Sussex													
Robert Regavich	Deputy OEM		X							X		X	
Floyd Southard	OEM Coordinator		X							X	X		



Name	Title / Position	Attended Steering Committee Kick-Off Meeting (03/15/23)	Attended Planning Partnership Kick-Off Meeting (03/15/23, AM or PM)	Attended HMP Refresher Meeting (09/27/23, AM or PM)	Attended Steering Committee Risk Assessment Meeting (04/09/24)	Attended Planning Partnership / Public Risk Assessment Meeting AM or PM (04/11/24)	Mitigation Strategy Workshop (05/08/24)	Attended Draft Review Meeting (11/21/24)	Steering Committee Member	Planning Partnership Member	Primary Point of Contact	Alternate Point of Contact	NFIP Administrator
Mario Poggi	Economic Development Committee		X							X			
Joe Butto	Building/Construction Official									X			
Dixie Ferrington	Planning/Zoning Board									X			
George Hutnick	Zoning and Code Enforcement Officer									X			X
Toni Smith, RMC, CMR	Clerk									X			
Robert Holowach	Councilman		X							X			
Township of Vernon													
Ken Clark	OEM Coordinator		X	X						X	X		
Mark Vogel	Former Deputy OEM Coordinator		X							X			
Dan Young	Police Chief/Deputy OEM Coordinator		X							X		X	
Ed Babcock	Director of Public Works		X							X			
Howie lazier	Licensed Operator		X							X			
Allison Larocca	Zoning Officer									X			
Kimberley Decker	Land Use Administrator									X			
Jessica Caldwell	Planner									X			
Paul Black	Construction Official									X			
Marcy Gianattasio	Municipal Clerk									X			



Name	Title / Position	Attended Steering Committee Kick-Off Meeting (03/15/23)	Attended Planning Partnership Kick-Off Meeting (03/15/23, AM or PM)	Attended HMP Refresher Meeting (09/27/23, AM or PM)	Attended Steering Committee Risk Assessment Meeting (04/09/24)	Attended Planning Partnership / Public Risk Assessment Meeting AM or PM (04/11/24)	Mitigation Strategy Workshop (05/08/24)	Attended Draft Review Meeting (11/21/24)	Steering Committee Member	Planning Partnership Member	Primary Point of Contact	Alternate Point of Contact	NFIP Administrator
Tina Kraus	Business Administrator									X			
Lauren Shaw	Municipal Clerk									X			
Cory Stoner	Engineer									X			X
Township of Walpack													
Michael Vreeland	Engineer		X	X						X			X
Christine Von Oesen	Municipal Clerk							X		X		X	
Victor Maglio	Mayor									X	X		
Greg Chontow	Construction Official									X			
Township of Wantage													
Joe Konopinski	OEM	X	X	X		X	X	X	X	X	X		
Tom Madsen	OEM		X							X			
Michael Restel	Administrator		X							X		X	
Jeanne McBride	Land Use Board									X			
Mark Little	Public Works Superintendent												
Melissa Morles	Municipal Clerk												
Joe Butto	Construction Official									X			
Steve Danner	Zoning Official									X			



Name	Title / Position	Attended Steering Committee Kick-Off Meeting (03/15/23)	Attended Planning Partnership Kick-Off Meeting (03/15/23, AM or PM)	Attended HMP Refresher Meeting (09/27/23, AM or PM)	Attended Steering Committee Risk Assessment Meeting (04/09/24)	Attended Planning Partnership / Public Risk Assessment Meeting AM or PM (04/11/24)	Mitigation Strategy Workshop (05/08/24)	Attended Draft Review Meeting (11/21/24)	Steering Committee Member	Planning Partnership Member	Primary Point of Contact	Alternate Point of Contact	NFIP Administrator
Harold Pellow	Engineer									X			X
Stakeholders													
Manny Ayers	Newton Medical Center	X							X	X			
Steven Sarinelli	Newton Medical Center	X							X	X			
Thomas Varro, P.E.,	Executive Director, Sussex County Municipal Utilities Authority	X							X	X			
Clinton Pagano, SFC	NJOEM North Region		X						X	X			
Joseph Sesto	Chief Engineer, Sussex County Municipal Utilities Authority				X				X	X			
Mathias Banner	Purchasing Agent, Sussex County Central Purchasing Office						X			X			
Lisa Chamings	Chair, Sussex County Open Space Committee		X			X	X	X	X	X			
Sarah Friend	Environmental Scientist, New Jersey Highlands Council						X			X			