

**REGULAR MEETING MINUTES OF THE MAYOR AND COUNCIL
OF THE BOROUGH OF OGDENSBURG
14 HIGHLAND AVE. OGDENSBURG AT 7:00PM
September 13, 2021**

Mayor Hutnick called the meeting to order at 7:00PM.

Mayor Hutnick led the Pledge of Allegiance.

ROLL CALL: Cowdrick, Nardini, Nasisi, Slater

Absent: Alvarez, DeMeo

Also, in attendance was Robert McBriar, Borough Attorney, Mike Marceau, CFO

STATEMENT BY MAYOR: "Notice requirements of P.L. 1975, Open Public Meeting Act, NJSA10:4-6 et.seq. have been satisfied with a schedule of all meetings, together with the time, location and agenda of same being sent to the NEW JERSEY HERALD and NEW JERSEY SUNDAY HERALD and posted on the bulletin board in the Borough Hall on January 5, 2021."

Councilman Nardini moved Councilman Nasisi seconded motion for approval of items on the consent agenda.

CONSENT AGENDA

1. Approval of regular meeting minutes from August 23, 2021.
2. Approval of Resolution 59-2021 refund for water overpayment, property address 29 Edison Ave Block 11 Lot 22.01 to Surety Title Services in the amount of \$198.02.
3. Approval of Resolution 60-2021 authorizing and approving Professional Service Agreement with Darren Raymond, MAI of Associated Appraisal Group, Inc. for appraisal services required for added tax assessments and appeals.
4. Approval of Resolution 61-2021 awarding contract for licensed water treatment plant operator through December 31, 2021.
5. Approval of Resolution 62-2021 New Jersey Department of Transportation Division of Local Aid and Economic Development recommendation of award State Aid Project Improvements to Passaic Avenue.
6. Approval of Resolution 63-2021 authorizing change order No. 1 increasing price from \$181,269.85 to \$192,229.90, which is an increase of 6.05% (\$10,960.05) from the original contract amount, and final payment to Riverview Paving, Inc. and Authorizing acceptance of the project and release of the performance guarantee subject to receipt of requisite maintenance bond.

Upon Roll call Vote:

Yeas: Cowdrick, Nardini, Nasisi (Abstain #1), Slater

Nays: None Absent: Alvarez, DeMeo Abstain None

Resolution 59-2021

BE IT RESOLVED BY THE COUNCIL OF THE BOROUGH OF OGDENSBURG THAT THE FOLLOWING REFUND BE MADE TO THE INDIVIDUAL LISTED BELOW FOR WATER OVERPAYMENT RECEIVED BY THE BOROUGH TAX COLLECTOR:

BLOCK: 11 LOT: 22.01

ADDRESS: 29 EDISON AVE

OWNER: GILBERT TIELVE

AMOUNT TO BE REFUNDED: 198.02

MADE PAYABLE TO: SURETY TITLE SERVICES NORTH REGION

ATTN: CATHERINE RAMOS

MAIL TO: 300E LAKE STREEET

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RAMSEY, NEW JERSEY 07446**

REGINA FLAMMER
TAX COLLECTOR
August 26, 2021

Resolution 60-2021

WHEREAS, the Borough of Ogdensburg (“Borough”) requires professional appraisal services for added tax assessments and appeals pertaining to commercial properties situated within the Borough; and

WHEREAS, the Borough Tax Assessor received a fee proposal from Darren Raymond, MAI, SCGREA of Associated Appraisal Group, Inc., having a business address at 6 Commerce Drive, Suite 303, Cranford, New Jersey 07016, a copy of which is attached hereto and made a part hereof, offering such services, including inspections, valuations, data entry into CAMA system, required mailings, and defending related appeals; and

WHEREAS, the estimate for such services does not exceed \$1,200.00; and

WHEREAS, the services to be provided are professional services exempt from public bidding pursuant to Local Public Contracts Law (“LPCL”), N.J.S.A. 40A:11-1 et seq.; and

WHEREAS, in accordance with the LPCL, copies of this resolution and the fee proposal will be filed with the Borough Clerk and remain available for public inspection upon request; and

WHEREAS, the Chief Financial Officer has determined that sufficient funds are available for this purpose.

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

1. The Borough of Ogdensburg hereby authorizes and approves a professional services agreement with Darren Raymond, MAI of Associated Appraisal Group, Inc. for professional appraisal services as outlined above and in accordance with the attached fee proposal.
2. The cost for such services shall not exceed \$1,200.00.

Resolution 61-2021

WHEREAS, on July 12, 2021, at its regular public meeting, the Council of the Borough of Ogdensburg (“Borough”) authorized issuing and advertising a Request for Proposals (“RFP”) for a licensed Water Treatment Plan Operator to provide professional services necessary for operating the Borough’s public water treatment and distribution systems through December 31, 2021; and

WHEREAS, following advertisement of the RFP, the Borough received one (1) proposal from Reliable Restorations Logistics, LLC (“RRL”), having an address at 249 Munsonhurst Road, Franklin, New Jersey 07416; and

WHEREAS, based on the proposal submitted and the need for the performance of said services, the Borough desires award the contract to RRL; and

WHEREAS, the term of the contract shall begin immediately and terminate December 31, 2021, unless otherwise extended by the Borough upon such terms and conditions that are agreeable to both parties; and

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WHEREAS, the total cost for said services shall not exceed \$6,400.00, excluding additional services that may be required, which additional services shall not exceed \$75.00 per hour 7am-5pm, Monday through Friday, and \$115.00 per hour during other times including weekends and holidays; and

WHEREAS, RRL shall meet and maintain the minimum qualifications required for operating the Borough's public water treatment and distribution including all licensing requirements.

NOW, THEREFORE, BE IT RESOLVED, by the Mayor and Council of the Borough of Ogdensburg, County of Sussex, and State of New Jersey that Reliable Restorations Logistics, LLC, having an address at 249 Munsonhurst Road, Franklin, New Jersey 07416 is hereby awarded a contract for Water Treatment Plant Operator beginning immediately, and continuing through December 31, 2021, in accordance with the RFP and the price terms and requirements set forth above.

BE IT FURTHER RESOLVED, that the Mayor is hereby authorized to execute an agreement in substantially the form of the attached, subject to such modifications as may be deemed necessary or appropriate by Borough Counsel or Borough professionals.

Resolution 62-2021

BE IT RESOLVED

that the **Borough of Ogdensburg Mayor and Council** hereby recommends to the New Jersey Department of Transportation that the contract for

Improvements to Passaic Avenue

(Name of Project)

in the **Borough of Ogdensburg** County of **Sussex**

(Name of Municipality)

be awarded to **River Paving, Inc. (Sussex County Cooperative Contract Purchasing System)**

whose bids amounted to \$ **123,751.20** subject to the approval of the Department.

That the presiding officer of this body be and is hereby directed to sign for and on its behalf the contract in the prescribed form for said construction.

That the clerk of this body be and Mayor is hereby directed to seal said contract

with the corporate seal of this body and to attest to the same.

Approved by the Borough of Ogdensburg on September 13, 2021.

(Name of Local Government)

(Date of Award)

Resolution 63-2021

WHEREAS, the Borough of Ogdensburg ("Borough") and Riverview Paving, Inc., having a business address of 859 Willow Grove Street, Hackettstown, New Jersey 07840, entered into a contract for the performance of services required for the Plant Street Improvement Project, a New Jersey State Aid Project; and

WHEREAS, there was an increase in the contract price from \$181,269.85 to \$192,229.90, representing an increase of 6.05% (\$10,960.05) from the original contract amount based on adjustments to as-built quantities, fuel and asphalt price adjustments, and HMA air void determinations, as described on Change Order No. 1, a copy of which is attached hereto and incorporated herein by reference; and

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WHEREAS, the aforesaid modifications necessitate a change order to reflect the actual amount, which order is permissible under Local Public Contracts Law, N.J.S.A. 40A:11-1 et seq. and Local Government Services regulations with respect to same; and

WHEREAS, the Borough Engineer recommends authorizing the Change Order, accepting the project, releasing the performance guarantee, and making final payment to Riverview Paving, Inc. subject to Riverview Paving, Inc. providing the Borough with the requisite maintenance bond; and

WHEREAS, final payment is further conditioned on Riverview Paving, Inc. submitting to the Borough an “Affidavit of No Liens” confirming that all indebtedness associated with this project has been satisfied.

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

1. The contract between the Borough of Ogdensburg and Riverview Paving, Inc. for the performance of services required for the Plant Street Improvement Project, a New Jersey State Aid Project, is hereby amended to reflect the \$10,960.05 price increase as described in Change Order No. 1, attached hereto.

2. The Borough hereby acknowledges that the Plant Street Improvement Project has been satisfactorily completed, accepts same, and accordingly, releases Performance Bond No. 800095515 issued by Atlantic Specialty Insurance Company in the amount of \$181,269.85.

3. The Borough hereby authorizes the appropriate municipal officials to pay the balance due on the final contract which it hereby accepts, as amended, subject to Riverview Paving Inc. providing the Borough with the requisite maintenance bond.

4. Final payment is further conditioned on Riverview Paving, Inc. submitting to the Borough an “Affidavit of No Liens” confirming that all indebtedness associated with this project has been satisfied.

5. The Borough hereby directs that the Borough Clerk transmit certified copies of this Resolution to the Borough Finance Department, Borough Engineer, Riverview Paving, Inc., and the State of New Jersey Department of Transportation Division of Local Aid and Economic Development.

OLD BUSINESS

Administrative Fees for Recreation Areas and Facilities

Amendments to Regulations for Municipal Recreation Areas

Mr. McBriar commented items one and two he is still working on he should have a draft for you by the next meeting.

Center Street Generator – Councilman Nardini nothing new. Councilman Nardini commented you can take this off the agenda for now because this is going to be a work in progress.

Senior Citizen of the year – Mayor Hutnick commented he would like to nominate August Rutkowski.

Councilwoman Slater made a motion to honor August Rutkowski Sr. Senior Citizen of the Year for 2021. Seconded by Councilman Nardini. All were in favor.

NEW BUSINESS

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Newsletter – Ms. Hough asked if the Council wanted any changes to the draft newsletter in their packets. Councilman Nardini commented on adding the ORA garage sale date. Councilwoman Cowdrick asked to add in for the lifeguards to start doing their training now. Ms. Hough asked do you want that added to the newsletter. Councilwoman Cowdrick commented yes if you have room to add over the course of the winter [to do their training].

Mayor Hutnick asked if there was anything else new [the Council] would like to add.

Councilwoman Slater commented so it is on record instead of going with the State Fire Department/Fire Marshall, she would like to hire the individual that sent in his application.

Mr. McBriar commented he will prepare the resolution for the next meeting; we will put that on for action on the next agenda.

Councilwoman Slater asked Robin to reach out to him.

Councilman Nardini commented on modifying the Edison project; Chris identified there is a pipe between 29 and 31 Edison that has a patch on it and drainage going across; they want to take care of that before we do the paving. Mike Vreeland is looking at the location to add that it on; it might be a small modification to it [the grant]. Councilman Nardini commented Chris wants to take care of it or else the road would eat itself up; it shouldn't be anything major.

Councilwoman Slater asked if the zoning person is all good, he started.

Mayor Hutnick commented yes, he is working with him. He is on the road and if he has questions he calls him. Mayor Hutnick commented he is doing good so far, he actually has more inspections then he thought he would have.

PUBLIC SESSION

Councilman Slater moved, Councilman Nasisi seconded motion to open the public session of the meeting. All were in favor.

No one from the public commented.

There being no further business from the public, Councilwoman Slater moved, Councilman Nasisi seconded motion to close the public session of the meeting. All were in favor.

EXECUTIVE SESSION

There was no executive session.

PAYMENT OF VOUCHERS

Councilwoman Slater made a motion to approve payment of vouchers and review departmental finance reports. Seconded by Councilman Nardini.

Upon Roll call Vote:

Yeas: Cowdrick, Nardini, Nasisi, Slater

Nays: None Absent: Alvarez, DeMeo Abstain None

Current

<u>DATE</u>	<u>CHECK</u> <u>#</u>	<u>PAID TO</u>	<u>AMOUNT</u>
9/1/2021	32251	JCP&L	222.25
9/14/2021	32252	145 Media	500.00
9/14/2021	32253	Action Data Services, Inc.	109.32

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9/14/2021	32254	Airgas USA	185.55
9/14/2021	32255	Amazon	213.16
9/14/2021	32256	Bud & Walt's Service Center LLC	317.58
9/14/2021	32257	CenturyLink	1,125.32
9/14/2021	32258	CenturyLink	845.60
9/14/2021	32259	Complete Security Systems, Inc.	24.20
		Couch Braunsdorf Insurance Group	
9/14/2021	32260	Inc.	525.00
9/14/2021	32261	Gordon, Stephen	150.00
9/14/2021	32262	JCP&L	1,532.78
9/14/2021	32263	New Jersey Herald	24.30
9/14/2021	32264	Ogdensburg Board of Education	638,202.00
9/14/2021	32265	Schenck Price Smith & King LLP	4,785.01
9/14/2021	32266	Smith, Ken	822.61
9/14/2021	32267	Sussex County Lock & Safe	18.00
9/14/2021	32268	Sussex County Municipal Clerk Assoc	75.00
9/14/2021	32269	US Postal Service	81.67
9/14/2021	32270	Van Cleef Engineering Assoc. LLC	354.75
9/14/2021	32271	Verizon Business	106.48
9/14/2021	32272	Wallkill Valley Regional H.S.	87,005.00
9/14/2021	32273	Weldon Asphalt	216.21
			=====
			737,441.79

Developers Escrow

<u>DATE</u>	<u>CHECK #</u>	<u>PAID TO</u>	<u>AMOUNT</u>
9/14/2021	2095	Dolan & Dolan Esqs.	318.91
			=====
			318.91

Dog Fund

<u>DATE</u>	<u>CHECK #</u>	<u>#</u>	<u>PAID TO</u>	<u>AMOUNT</u>
9/14/2021	264	986	NJ Dept of Health & Senior Service	3.00
9/14/2021	265	1960	US Postal Service	81.66
				=====
				=
				84.66

General Capital

<u>DATE</u>	<u>CHECK #</u>	<u>PAID TO</u>	<u>AMOUNT</u>
9/14/2021	1150	Van Cleef Engineering Assoc. LLC	4,802.50
			=====
			4,802.50

Grant Fund

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9/14/2021		Van Cleef Engineering Assoc.	
1	32274	LLC	1,353.00
			=====
			1,353.00

Water Op

<u>DATE</u>	<u>CHECK #</u>	<u>PAID TO</u>	<u>AMOUNT</u>
9/14/2021			
1	5139	Lakeland Auto Parts	228.98
9/14/2021			
1	5140	One Call Concepts, Inc.	60.06
9/14/2021			
1	5141	Surety Title Services North Region	198.02
9/14/2021			
1	5142	US Postal Service	81.67

			568.73
			=====
			568.73

Department finance reports were handed in for review.

There being no further business, Councilwoman Slater moved, Councilman Nardini seconded motion to adjourn the meeting. All were in favor.

Meeting adjourned at 7:07p.m.

Robin Hough, Borough Clerk

George P. Hutnick, Mayor