

**REGULAR MEETING MINUTES OF THE MAYOR AND COUNCIL  
OF THE BOROUGH OF OGDENSBURG  
14 HIGHLAND AVE. OGDENSBURG AT 7:00PM  
January 10, 2022**

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

Mayor Hutnick led the Pledge of Allegiance.

**ROLL CALL:** Cowdrick, DeMeo, Nardini, Nasisi

Absent: Alvarez, Poyer (arrived late 7:05PM)

Also, in attendance was Robert McBriar, Borough Attorney.

**STATEMENT BY MAYOR:** “Notice requirements of P.L. 1975, Open Public Meeting Act, NJS10:4-6 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 4, 2022.”

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

**CONSENT AGENDA**

1. Approval of regular meeting minutes from December 13, 2021.
2. Approval of special meeting minutes from December 27, 2021.
3. Approval of reorganization minutes from January 3, 2022.
4. Approval of Resolution 15-2022 authorizing the award of a contract to Phoenix Advisors LLC for continuing disclosure services
5. Accept for filing Sparta Township ordinance 21-19.

**Upon Roll call Vote:**

Yeas: Cowdrick, DeMeo, Nardini, Nasisi, Poyer

Nays: None Absent: Alvarez Abstain None

**Resolution 15-2022**

**WHEREAS**, the Borough of Ogdensburg, in the County of Sussex, New Jersey has previously issued its bonds, bond anticipation notes and/or other debt obligations (the “Bonds”); and

**WHEREAS**, in connection with the issuance of certain Bonds and for purposes of assisting underwriters to comply with Rule 15c-12 under the Securities Exchange Act of 1934, the Borough of Ogdensburg has covenanted and/or entered into one or more undertakings or agreements to provide Continuing Disclosure Agent Services Agreements (the “CDA”) to the public marketplace; and

**WHEREAS**, it is beneficial to retain assistance of appropriately registered experts in the field of municipal bond finance, with knowledge and experience in these matters, to assist in assuring compliance with CDA’s and to stand ready to provide advice as needed with the issuance of municipal debt as Municipal Advisor; and

**WHEREAS**, Phoenix Advisors LLC provides such Continuing Disclosure Agent Services and is an independent registered Municipal Advisor under the SEC regulations; and

**WHEREAS**, Phoenix Advisors LLC has completed and submitted a Business Entity Disclosure Certification which certifies that the firm has not made any reportable contributions to a political or candidate committee in the Borough of Ogdensburg with the elected officials in the previous one year, and that the contract will prohibit the firm of Phoenix Advisors, LLC from making any reportable contributions through the term of the contract; and

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**WHEREAS**, the Chief Financial Officer has recommended that Phoenix Advisors, LLC be retained to provide Continuing Disclosure Agent Services agreement services to the Borough of Ogdensburg.

**NOW, THEREFORE, BE IT RESOLVED** by the Governing Body of the Borough of Ogdensburg, Sussex County, State of New Jersey the following:

1. The Mayor and Borough Clerk be and are hereby authorized to execute a contract with Phoenix Advisors, LLC for Continuing Disclosure Agent Services applicable to bonds in an amount not to exceed the base fee \$1,150.00 (for up to three outstanding issues).
2. This contract is awarded without competitive bidding as a “Professional Service” pursuant to N.J.S.A. 19:44A-20 et seq. and the local public contract law.
3. The term of this contract shall be until December 31, 2022.
4. The total fee authorized for this contract shall not exceed \$1,150.00 without prior written approval of the Governing Body.
5. That a notice of this action shall be published in accordance with law, and said notice to provide that the contract awarded and this resolution authorizing same are available for public inspection in the office of the Borough Clerk.

**OLD BUSINESS**

Town Notification System-Councilman Nardini discussed how the system works and that this system is very easy to use. It will send texts, emails and phone calls. The longer we go the cost goes down, five years goes to \$1,200.00 per year, three years is \$1,700.00 and closer to \$2,000.00 for one year. Free training either in person or by Webinar. We can have multiple administrators. After a contract is signed, it will take about thirty days to get the system up and running. Attorney McBriar commented that it makes sense to do a five-year contract, he will put together a resolution and put it on for the next meeting.

Grants-Mayor Hutnick announced that we have received a \$75,000.00 Grant for Parks and Playgrounds.

Mayor Hutnick commented that the next council meeting, January 24<sup>th</sup>, will include the first budget meeting and a schedule will be made at that time for further budget meetings and times.

**NEW BUSINESS**

State Fire Marshal notice of violations – Councilman Nasisi discussed what needs to be addressed in a couple of different departments. No numbers have been obtained as far as costs. Exit signs and Door replacement was discussed. Who is responsible for the inspection of the the smoke alarms and extinguishers was discussed. Councilman Nasisi will reach out to State Inspector Michael Gough.

Attorney McBriar requested a time line and will work with Robin to get out an extension request to the State.

**PUBLIC SESSION**

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

No one from the public had any comments.

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

**PAYMENT OF VOUCHERS**

Councilman Nardini made a motion to approve payment of vouchers and department finance reports, Seconded by Councilman Nasisi.

**Upon Roll Call Vote:**

Yeas: Cowdrick, DeMeo, Nardini, Nasisi, Poyer

Nays: None Absent: Alvarez Abstain None

**Current**

<u>DATE</u>	<u>CHECK #</u>	<u>PAID TO</u>	<u>AMOUNT</u>
12/27/202	1	32447 Petty Cash Fund	52.82
1/11/2022	32448	Action Data Services, Inc.	161.34
1/11/2022	32449	AGT Battery Supply, LLC	279.61
1/11/2022	32450	Allied Oil	4,130.46
1/11/2022	32451	Amazon	105.98
1/11/2022	32452	American Rock Salt Company, LLC	4,108.65
1/11/2022	32453	Atlantic Communications	272.50
1/11/2022	32454	CenturyLink	1,124.66
1/11/2022	32455	CenturyLink	834.78
1/11/2022	32456	Certified Speedometer Service, Inc	132.00
1/11/2022	32457	Chemung Supply	2,231.40
1/11/2022	32458	Cowdrick, David	500.00
1/11/2022	32459	Eagle Point Gun	2,543.19
1/11/2022	32460	Elizabethtown Gas	1,693.17
1/11/2022	32461	Enforsys Police Systems, Inc.	2,000.00
1/11/2022	32462	Fred Yarosz Janitorial Serices LLC	495.00
1/11/2022	32463	Geene, Christopher	498.70
1/11/2022	32464	Gordon, Stephen	459.98
1/11/2022	32465	Horizon BC/BS of NJ	549.80

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1/11/2022	32466	Horizon BC/BS of NJ	2,144.32
1/11/2022	32467	JCP&L	5,847.79
1/11/2022	32468	Kimberly Cucci	69.00
1/11/2022	32469	Laddey, Clark & Ryan	725.00
1/11/2022	32470	Lafayette Auto Parts	153.19
1/11/2022	32471	LINA	216.00
1/11/2022	32472	Lumen Technologies Group	125.70
1/11/2022	32473	Maglocen	400.00
1/11/2022	32474	Mathew Bender & Co. Inc.	107.91
1/11/2022	32475	Michel Marceau	15.98
1/11/2022	32476	Municipal Capital	119.00
1/11/2022	32477	Ogdensburg Board of Education	221,243.00
1/11/2022	32478	Ogdensburg Fire Department	2,250.00
1/11/2022	32479	Petty Cash Fund	100.00
1/11/2022	32480	Ross, Chris	160.00
1/11/2022	32481	Schenck Price Smith & King LLP	279.84
1/11/2022	32482	Selective Insurance Company	8,401.00
1/11/2022	32483	SHI International Corp.	3,531.88
1/11/2022	32484	Staples Business Advantage	84.63
1/11/2022	32485	Team Life	400.00
1/11/2022	32486	The Rodgers Group, LLC	6,900.00
1/11/2022	32487	Treasurer, State of New Jersey	286.50
1/11/2022	32488	Treasurer, State of NJ	50.00
1/11/2022	32489	Verizon Wireless	121.36
1/11/2022	32490	W.B. Mason Co., Inc.	18.93
1/11/2022	32491	Wallkill Valley Regional H.S.	89,269.00
1/11/2022	32492	Weldon Asphalt	301.46
1/11/2022	32493	Wottle, Dennis	105.44
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365,600.97

**General Capital**

<u>DATE</u>	<u>CHEC K #</u>	<u>PAID TO</u>	<u>AMOUNT</u>
1/11/2022		Van Cleef Engineering Assoc.	
2	1155	LLC	714.00
			=====
			714.00

**Grant Fund**

<u>DATE</u>	<u>CHEC K #</u>	<u>PAID TO</u>	<u>AMOUNT</u>
1/11/2022		Sussex County Municipal	
2	32494	Utility	301.60
			=====
			=
			301.60

**General Capital**

<u>DATE</u>	<u>CHEC K #</u>	<u>PAID TO</u>	<u>AMOUNT</u>
1/11/2022		Van Cleef Engineering Assoc.	
2	1155	LLC	714.00
			=====
			714.00

Department finance reports were handed in for review.

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

Meeting adjourned at 7:21 p.m.

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Donna Paiva, Deputy Borough Clerk

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George P. Hutnick, Mayor

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