

**REGULAR MEETING MINUTES OF THE MAYOR AND COUNCIL
OF THE BOROUGH OF OGDENSBURG
14 HIGHLAND AVE. OGDENSBURG AT 7:00PM
September 12, 2022**

Mayor Hutnick called the meeting to order at 7:10PM.

Mayor Hutnick led the Pledge of Allegiance.

ROLL CALL: Cowdrick, DeMeo (Via phone), Poyer, Mayor Hutnick

Absent: Alvarez, Nasisi

Also, in attendance was Robert McBriar, Borough Attorney and 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 4, 2022.”

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

CONSENT AGENDA

1. Approval of regular meeting minutes from August 22, 2022.
2. Approval of Resolution 54-2022 approving salary increase for Borough Clerk, Robin Hough, RMC.
3. Accept for filing Borough of Sussex Resolution 2022-101R.
4. Accept for filing Borough of Sussex Resolution 2022-106R.
5. Accept for filing Byram township Resolution 190-2022.
6. Accept for filing Borough of Hamburg Resolution 2022-86.

Upon Roll call Vote:

Yeas: Cowdrick, DeMeo, Poyer

Nays: None Absent: Cowdrick, Nasisi Abstain None

Resolution 54-2022

WHEREAS, Robin Hough, RMC has been employed by the Borough of Ogdensburg as the Municipal Clerk and Registrar since November 13, 2017; and

WHEREAS, Ms. Hough has, and continues to, faithfully and diligently perform the duties of Municipal Clerk and Register, in addition to such other duties required by the Borough and its various departments; and

WHEREAS, the Borough is pleased with the dedicated work performance of Ms. Hough and desires to increase her annual salary in the amount of Five Thousand Dollars (\$5,000) from \$67,110.80 to \$72,110.80; and

WHEREAS, fifty percent (50%) of said salary increase (\$2,500) shall become effective Monday, September 12, 2022, and the remaining fifty percent (50%) of said salary increase (\$2,500) shall become effective January 1, 2023; and

WHEREAS, the Borough has determined that it is in the best interest of the Borough to increase the annual salary of Ms. Hough as set forth herein.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Ogdensburg, County of Sussex, and State of New Jersey that the annual salary of Robin Hough, RMC shall be increased from \$67,110.80 to \$72,110.80, fifty percent (50%) of which will become effective Monday, September 12, 2022, and the remaining fifty percent (50%) will become effective January 1, 2023.

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ORDINANCE 05-2022

Councilwoman Cowdrick made a motion to introduce ordinance 05-2022 entitled “AN ORDINANCE GRANTING MUNICIPAL CONSENT FOR THE OPERATION OF A CABLE TELEVISION SYSTEM WITHIN THE BOROUGH OF OGDENSBURG, COUNTY OF SUSSEX, AND STATE OF NEW JERSEY TO CSC TKR, LLC. AND REPLACING CHAPTER 19 OF THE BOROUGH CODE ENTITLED “MUNICIPAL CONSENT TO THE ISSUANCE OF A FRANCHISE TO SERVICE ELECTRIC CABLE T.V. OF NEW JERSEY, INC.”

Public Hearing will be held September 26, 2022.

Mr. McBriar explained the ordinance. This is a requirement on the local level. He spoke to Mr. Astor before the meeting who gave him some information to add to the introduced version. That would be in section 19.5 he inserted a request for free cable installation and reception service to the Building owned by the municipality or public facilities and those include cable connections for example here the Ogdensburg Municipal building, Fire Department and other locations he had a place holder in there for cable connection for the Elementary school. We will add number 2 pursuant to his conversation with Mr. Astor. That is on the agenda tonight for introduction with that one change.

Seconded by Councilman Poyer.

Upon Roll call Vote:

Yeas: Cowdrick, DeMeo, Poyer

Nays: None Absent: Cowdrick, Nasisi Abstain None

RESOLUTION 55-2022

Councilman Poyer read resolution 55-2022 of the Borough of Ogdensburg approving bid specification for solid waste and recyclable materials collection services and authorizing the borough clerk to advertise and receive bids for same.

Mr. McBriar commented as the Mayor and Council are aware the Borough’s contract with Blue Diamond expires December 31 of this year. In order to met the publication deadlines for the advertisements we prepared a bid specification which are consistent with a three-and-a-half-year term. The solid waste is collected currently once per week, recycling is biweekly every two weeks with the minor exception the school gets it every week. That will stay the same. Then bulk is one time per month. When we discussed this in a prior public meeting there was a comment which he included in the bid specifications where bulk items; one bulk item still includes one item that needs to be cut up or split up to remove it from the house and gave an example. The options he put in are for a three or five year it can’t be more than five years if this Council wants additional options let him know he can include it. The bid opening will be November 17, 2022 that is assuming we can get it advertised by this Friday. That will allow us to make an award at the December 12, meeting. Once we get the go ahead to do so Robin will advertise in the paper. Mr. McBriar asked are three- and five-year options acceptable to the Council.

Mayor Hutnick commented yes.

Mr. McBriar commented if there are no other question Robin can do a roll call on that.

Councilwoman Cowdrick made a motion to approve the bid specification and resolution.
Seconded by Councilman Poyer.

Upon Roll call Vote:

Yeas: Cowdrick, DeMeo, Poyer

Nays: None Absent: Cowdrick, Nasisi Abstain None

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Resolution 55-2022

WHEREAS, the Borough of Ogdensburg's Solid Waste and Recyclable Materials Collection and Disposal Services contract with Blue Diamond Disposal is set to expire on December 31, 2022; and

WHEREAS, the Borough desires to solicit bids for a new contract term for solid waste and recyclable materials collection, transportation and disposal in accordance with N.J.A.C. 7:26H-6.3 etseq.; and

WHEREAS, in furtherance thereof, the Borough has prepared uniform bid specifications for the above services and now seeks to advertise same in accordance with law.

NOW, THEREFORE, BE IT RESOLVED that the Mayor and Council of the Borough of Ogdensburg, County of Sussex, and State of New Jersey hereby approve Bid Specifications for Solid Waste and Recyclable Materials Collection and Disposal for the Borough of Ogdensburg in the form attached hereto, together with any modification(s) or revision(s) deemed necessary and appropriate by the Borough Attorney.

BE IT FURTHER RESOLVED that the Borough Clerk is hereby authorized to advertise Bid Specifications and receive bids for same for a new contract term in accordance with law.

BE IT FURTHER RESOLVED that this resolution shall take effect immediately upon passage.

OLD BUSINESS

State Fire Marshal Notice of Violations – Mayor Hutnick commented he thinks Councilman Nasisi picked up the doors.

Mr. Marceau commented the doors are downstairs.

Parks and recreation – no update

DPW- no update

Downstairs Bathroom – no update

Borough owned properties sale – no update

DPW/Personnel – Mayor Hutnick commented we are still interviewing for the second Labor position and we will be posting for the supervisor position. The new employee is doing well.

Senior Citizen of the year – Mayor Hutnick commented it is that time again to choose our senior of the year. If anyone has any thoughts or ideas to email them to him or to Robin.

NEW BUSINESS

Fall Newsletter – Mayor Hutnick commented Robin creates all of our newsletters that go out a couple times a year. She makes sure all the information gets in there and looks nice to get printed up and mailed.

Predmore Road – Mayor Hutnick commented the Predmore Road project is coming along very nicely there are almost done. They have the new drain pipes in they add new drains and they are doing the paving. They should be done by the end of the week.

Councilman Poyer asked when they started working on Predmore Road did they flood it to see how everything would react and if would drain properly.

Mayor Hutnick asked for the new set up; it isn't complete yet. They are not going to be able to flood it you would need massive run off.

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Councilman Poyer commented it would probably a good idea to do that; whether or not a fire truck goes down and pumps the water in it.

Mayor Hutnick commented he will bring it up with the Borough engineer.

PUBLIC SESSION

Councilwoman Cowdrick moved, Councilman Poyer seconded motion to open the public session of the meeting. All were in favor.

Joseph Kardan 8 Roosevelt Drive, asked about a water main break in front of his driveway and asked when it would be taken care of.

Mayor Hutnick commented if we can't get to it this year it will be taken care of next year.

Dave Astor 15 Lincoln Ave. also 100 Main Street, commented he would like to nominate Marty Senior of the year.

Stacey Walsh 7 Cedar Court, asked you had said you were going to post the position for DPW supervisor was that posted.

Mayor Hutnick commented that has not been posted and explained.

Mrs. Walsh asked about the repair on Bettino Dr.

Mayor Hutnick commented it is getting repaired tomorrow.

Mrs. Walsh asked about it structurally.

Mayor Hutnick commented a company is coming out tomorrow to dig it up to see if the leak is in the same spot or if it moved up. They will keep looking until they find it.

Mrs. Walsh asked would that explain why she keeps getting sand in her water.

Mayor Hutnick commented he doesn't know he will find out from the water person.

Mrs. Walsh explained what was happening with the sand in the water.

There being no further business from the public, Councilwoman Cowdrick moved, Councilman Poyer 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 Cowdrick made a motion to review payment of voucher and review departmental finance reports. Seconded by Councilman Poyer.

Upon Roll call Vote:

Yeas: Cowdrick, DeMeo, Poyer

Nays: None Absent: Cowdrick, Nasisi Abstain None

CURRENT

DATE	CHECK #	PAID TO	AMOUNT	VOID
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9/9/2022	32936	New Jersey Door Works, LLC	697.5	
9/12/2022	32937	Action Data Services, Inc.	168.75	
9/12/2022	32938	Airgas USA	219.11	
9/12/2022	32939	Allied Oil	1,268.96	
9/12/2022	32940	Aquatic Analysts, Inc.	1,425.00	
9/12/2022	32941	Blue Diamond Disposal, Inc.	17,775.00	
9/12/2022	32942	Braen Aggregates, LLC	2,662.00	
9/12/2022	32943	Bullseye Calibration of NJ	405	
9/12/2022	32944	CenturyLink	983.25	
9/12/2022	32945	CenturyLink	875.86	
9/12/2022	32946	Complete Security Systems, Inc.	24.2	
9/12/2022	32947	Dolan & Dolan Esqs.	732.91	
9/12/2022	32948	ESI Equipment, Inc.	121.14	
9/12/2022	32949	Fred Yarosz Janitorial Services LLC	463	
9/12/2022	32950	Garden State Highway Products, Inc.	664.98	
9/12/2022	32951	Genserve, LLC	112.5	
9/12/2022	32952	Home Depot	83.88	
9/12/2022	32953	Horizon BC/BS of NJ	549.8	
9/12/2022	32954	Horizon BC/BS of NJ	2,144.32	
9/12/2022	32955	JCP&L	4,643.82	
9/12/2022	32956	Laddey, Clark & Ryan	1,162.50	
9/12/2022	32957	Lumen Technologies Group	251.26	
9/12/2022	32958	MGL Printing Solutions	974.7	
9/12/2022	32959	Michel Marceau	15.98	
9/12/2022	32960	MicroSystems-NJ.com, LLC	2,419.97	
9/12/2022	32961	Montague Tool & Supply Co	204.85	
9/12/2022	32962	Municipal Capital	238	
9/12/2022	32963	Noah's Ark Prot-a-Jon	425	
9/12/2022	32964	Ogdensburg Board of Education	220,164.00	
9/12/2022	32965	Poster Compliance Center	135.9	
9/12/2022	32966	Quandient Leasing USA, Inc.	411.3	
9/12/2022	32967	Sussex County Municipal Clerk Assoc.	15	
9/12/2022	32968	Tire King	250	
9/12/2022	32969	Van Cleef Engineering Assoc. LLC	2,003.00	
9/12/2022	32970	Verizon Business	341.69	
9/12/2022	32971	Verizon Wireless	122.07	
9/12/2022	32972	Wielkotz & Company, LLC	7,000.00	

			272,808.70	
2/15/2022	32538	Skoda Contracting Company	-652.5	** Voided - 9/09/2022
			=====	
			272,156.20	
8/29/2022	32935	New Jersey Door Works, LLC	-1,835.64	** Voided checks issued in an ear
			=====	
			270,320.56	

GENERAL CAPITAL

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DATE	CHECK #	PAID TO	AMOUNT
9/12/2022	1166	All Hands Fire Equipment, LLC	6,329.46
9/12/2022	1167	Van Cleef Engineering Assoc. LLC	824

			7,153.46
			=====
			7,153.46

GRANT FUND

DATE	CHECK #	PAID TO	AMOUNT
9/12/2022	32973	Atlantic Tactical of NJ, Inc.	1,571.64
9/12/2022	32974	Sussex County Municipal Utility	300
9/12/2022	32975	Van Cleef Engineering Assoc. LLC	997

			2,868.64
			=====
			2,868.64

WATER OP

DATE	CHECK #	PAID TO	AMOUNT	VOID	AMOUNT
9/12/2022	2	5230 Genserve, LLC	112.5	voided - 9/14/2022	* Warning check still in
9/12/2022	2	5231 One Call Concepts, Inc.	27.17	voided - 9/14/2022	* Warning check still in
9/12/2022	2	5232 Reliable Restoration Logistics	1,900.00	voided - 9/14/2022	* Warning check still in
9/12/2022	2	5233 Treasurer, State of New Jersey	720	voided - 9/14/2022	* Warning check still in
9/12/2022	2	5234 Genserve, LLC	112.5		
9/12/2022	2	5235 One Call Concepts, Inc.	27.17		
9/12/2022	2	5236 Reliable Restoration Logistics	1,900.00		
9/12/2022	2	5237 Treasurer, State of New Jersey	720		

			5,519.34		
			=====		
			=		
			5,519.34		

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

Meeting adjourned at 7:30p.m.

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Robin Hough, Borough Clerk

George P. Hutnick, Mayor