

**REGULAR MEETING MINUTES OF THE MAYOR AND COUNCIL  
OF THE BOROUGH OF OGDENSBURG  
14 HIGHLAND AVE. OGDENSBURG AT 7:00PM  
November 13, 2023**

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

Mayor Hutnick led the Pledge of Allegiance.

**ROLL CALL:** Ciasullo, Cowdrick, DeMeo, Poyer, Ruitenberg, Mayor Hutnick

Absent: Alvarez

Also, in attendance was Robert McBriar, Borough Attorney, Mike Marceau, CFO and Maria Mascuch, Deputy Clerk

**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, 2023.”

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

**CONSENT AGENDA**

1. Approval of regular meeting minutes from October 11, 2023.
2. Approval of Resolution 74-2023 to join (renew) the Statewide Insurance Fund for a three-year period effective January 1, 2024 to January 1, 2027.
3. Approval of the Indemnity and Trust Agreement between the Borough of Ogdensburg and Statewide Insurance Fund.
4. Approval of Resolution 75-2023 Appointing Fund Commissioner for the 2024 Fund Year.
5. Approval of Resolution 76-2023 Appointing Risk Management Consultant for the 2024 Fund Year.

**Upon Roll call Vote:**

Yeas: Ciasullo, Cowdrick, DeMeo, Poyer, Ruitenberg

Nays: None Absent: Alvarez Abstain: None

**INTRODUCTION OF ORDINANCE 15-2023**

Councilman DeMeo made a motion to introduce an Ordinance of the Borough of Ogdensburg, County of Sussex, and State of New Jersey amending section 30-502.1 of the land development regulations of the Borough entitled “Stormwater Management” Seconded by Councilwoman Cowdrick.

**Public Hearing will be held on DECEMBER 11, 2023.**

**Upon Roll call Vote:**

Yeas: Ciasullo, Cowdrick, DeMeo, Poyer, Ruitenberg

Nays: None Absent: Alvarez Abstain: None

**INTRODUCTION OF ORDINANCE 16-2023**

Councilman DeMeo made a motion to introduce an Ordinance amending and supplementing the code of the Borough of Ogdensburg by deleting and replacing chapter 14 entitled “Property Maintenance” in its entirety. Seconded by Councilman Ciasullo.

**Public Hearing will be held on DECEMBER 11, 2023.**

**Upon Roll call Vote:**

Yeas: Ciasullo, Cowdrick, DeMeo, Poyer, Ruitenberg

Nays: None Absent: Alvarez Abstain

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**OLD BUSINESS**

Plan for lead line replacement report – Councilman Poyer commented he doesn't have any updates now; we submitted everything until January.

Basketball courts/park – Mayor Hutnick commented there are no updates.

Grant Writers – Mr. McBriar commented at the last meeting an RFP was circulated for any questions, comments, changes or additions.

**Mr. McBriar commented at this time it would be appropriate to have the Clerk advertise the RFP and the form submitted.**

**Councilman DeMeo made that motion. Seconded by Councilwoman Cowdrick.**

**Upon Roll call Vote:**

**Yeas: Ciasullo, Cowdrick, DeMeo, Poyer, Ruitenberg**

**Nays: None Absent: Alvarez Abstain: None**

Hiring of Police Officers – Mayor Hutnick commented he spoke to the Chief today; they have two interviews lined up for this Friday.

Draft Ordinance Pond Badges – Mr. McBriar commented we were asked to find the date when the hunting component was added to the code. Robin had done some research on that and discovered it was inserted in or about 2006. The was connected to other changes being proposed in chapter 2 we either can go forward with the changes as originally presented or we can sit on that until we discuss the hunting [matter].

Councilman Ciasullo commented in talking with a couple of local people they want to know when we are going to vote on it.

Mr. McBriar explained he can research different areas and put together something; maybe get samples of other Municipalities that have an ordinance that address hunting.

Councilman DeMeo commented the proposed changes we have; the badge issue needs to be resolved. Then we don't have to be under the gun to get the hunting revision revised, take our time and get it done right. Councilman DeMeo commented he wants to be in the position where we are able to sell badges and regulate badges. Councilman DeMeo commented those were the changes that made it enforceable for the police. Councilman DeMeo commented he understands the hunting concerns, he isn't dismissing it but it's been on the books since 2006. So, let's get the changes we originally intended to do done and then work on the hunting; when it is complete [put that on the agenda]. He doesn't think we should hold up the rest of it so we don't have another issue up at the pond where the police can't enforce the law.

There was a brief discussion on the requirement of badges and hunting.

School Crossing Guard –

Councilwoman Cowdrick explained she emailed Dave Astor to ask if his maintenance guys could help with being acting crossing guards.

Ms. Hough commented she did receive an application for this position; Chief Gordon was reviewing the application.

DPW Personnel – Councilwoman Ruitenberg commented we have interviews lined up [for Wednesday].

Tree issues – Mayor Hutnick commented they are all resolved. This can come off the agenda.

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Storm Drain Cleaning – Mayor Hutnick asked Mr. Marceau if there were any funds in water grants we received that we can utilize.

Mr. Marceau commented he will look into the old storm water grant.

Property Maintenance draft ordinance from Land Use Board – This can be removed.

Easement Request – Mr. McBriar commented it is his understanding Mike Vreeland is drafting for your review a memo outlining the issue and his thoughts on the easement. We are going to get that to you all in advanced of the next meeting. He will also prepare a form of easement for the next meeting.

**NEW BUSINESS**

Best Practices – Mike Marceau, CFO explained the best practice questions in the council packets. There are 67 questions, a lot of sub questions with a total of 86 questions; thirty-five of those were unscored 51 scored. The borough had 36.5 so we get 100 percent of our State Aid.

There was a brief discussion on best practices.

**ADDENDUM**

**APPLICATION FOR PEDDLER LICENSE**

Councilman DeMeo made a motion to approve an application for a peddler, Hawkers, Solicitors, & Canvassers License for Dale Purdy, representing Trinity Solar Inc. to solicit solar energy. Seconded by Councilwoman Cowdrick.

There was a discussion on the peddler license, the license is only good until the end of the year per the ordinance.

**Upon Roll call Vote:**

Yeas: Ciasullo, Cowdrick, DeMeo, Poyer, Ruitenberg  
Nays: None Absent: Alvarez Abstain: None

**APPROVAL OF MINUTES**

Councilman DeMeo made a motion to approve the regular meeting minutes for October 23, 2023. Seconded by Councilman Poyer.

**Upon Roll call Vote:**

Yeas: Cowdrick, DeMeo, Poyer, Ruitenberg  
Nays: None Absent: Alvarez Abstain: Ciasullo

**CORRESPONDENCE**

Councilman DeMeo made a motion to accept the following correspondence for filing. Seconded by Councilwoman.

- Summary of the November 3, 2023 Safety Committee Meeting from David Berkenbush, Risk control Consultant Statewide Insurance Fund.
- Township of Montague Resolution 2023-110.
- Hardyston Township Ordinance 2023-13.

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**Upon Roll call Vote:**

Yeas: Ciasullo, Cowdrick, DeMeo, Poyer, Ruitenberg

Nays: None Absent: Alvarez Abstain: None

Mayor Hutnick asked about having a Christmas Party. In the past it has been done at the fire house, we have also opened it up to a meal or two at Gemma's Country Kitchen where employees have an opportunity to go have breakfast or lunch and Gemma's submit an invoice for that. Mayor Hutnick asked if anyone had any thought on what direction you want to go. Normally a Christmas, Party we have it at the fire house, we get the fire house to cook, we get something from Atlantic Manor and Gemma's Kitchen.

Councilman DeMeo commented to go back to the fire house the other way we did during COVID.

Mayor Hutnick commented his thoughts on the Christmas Party is the employees work hard they deserve it.

Councilman DeMeo commented to go back to the original Christmas Party.

Ms. Hough asked is it for spouses and families.

Mayor Hutnick commented we normally do spouses but we have done families in the past. We always have more food then people.

Mayor Hutnick commented do you want to do it on a Sunday again the theme is brunch or late night.

Mayor Hutnick commented the Sundays are the 3<sup>rd</sup>, 10<sup>th</sup> or the 17<sup>th</sup> we will see which one is available.

**PUBLIC SESSION**

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

Jim Lane, 140 Edison Ave. wanted to touch base about the easement. He is asking is there a possibility it will be voted on at the next meeting.

Mr. McBriar commented yes, that is what he indicated before. We are trying to expedite this; he advised your attorney we would have it on for consideration November 27.

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

**EXECUTIVE SESSION**

Mr. McBriar commented we need a brief executive session for attorney client privilege.

Councilman DeMeo moved, Councilman Ciasullo seconded motion to adopt the following resolution.

**Upon Roll call Vote:**

Yeas: Ciasullo, Cowdrick, DeMeo, Poyer, Ruitenberg

Nays: None Absent: Alvarez Abstain: None

WHEREAS, Section 8 of the Open Public Meetings Act, Chapter 231, P.L., 1975 permits the exclusion of the public from a meeting in certain circumstances; and

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WHEREAS, this public body is of the opinion that such circumstances presently exist.

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

Attorney Client Privilege

At 7:30pm the Mayor and Council went into executive session.

At 7:40pm the Mayor and Council returned from executive session.

**PAYMENT OF VOUCHERS**

Councilwoman Ruitenbergh made a motion to review payment of vouchers and review departmental finance reports. Seconded by Councilman DeMeo

**Upon Roll call Vote:**

Yeas: Ciasullo, Cowdrick, DeMeo, Poyer, Ruitenbergh

Nays: None Absent: Alvarez Abstain: None

**CURRENT**

<b>DATE</b>	<b>CHECK #</b>	<b>PAID TO</b>	<b>AMOUNT</b>
11/1/2023	34041	Verizon Business	107.28
11/13/202	3	34042 Action Data Services, Inc.	829.14
11/13/202	3	34043 Allied Oil	1,214.66
11/13/202	3	34044 Bassani Power Equipment, LLC	100.1
11/13/202	3	34045 Blue Diamond Disposal, Inc.	21,000.00
11/13/202	3	34046 Brightspeed	19.9
11/13/202	3	34047 Brightspeed	54.58
11/13/202	3	34048 BrightSpeed	764.39
11/13/202	3	34049 Brightspeed	391.54
11/13/202	3	34050 Brightspeed	257.5
11/13/202	3	34051 Brightspeed	63.58
11/13/202	3	34052 Brightspeed	60.87
11/13/202	3	34053 Brightspeed	103.75
11/13/202	3	34054 Brightspeed	50.75
11/13/202	3	34055 Brightspeed	56.46
11/13/202	3	34056 Bullseye Calibration of NJ	145
11/13/202	3	34057 Complete Security Systems, Inc.	29.2
11/13/202	3	34058 Fred Yarosz Janitorial Services LLC	463

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11/13/202	3	34059	General Code	1,195.00
11/13/202	3	34060	Hayden's Towing & Repair	6,446.06
11/13/202	3	34061	Home Depot	41.94
11/13/202	3	34062	JCP&L	2,026.95
11/13/202	3	34063	JP Tree Works, Inc	2,800.00
11/13/202	3	34064	Kuiken Brothers	140.13
11/13/202	3	34065	Lafayette Auto Parts	51.55
11/13/202	3	34066	LINA	202.5
11/13/202	3	34067	Lumen Technologies Group	125.62
11/13/202	3	34068	Michel Marceau	101.05
11/13/202	3	34069	Municipal Capital	119
11/13/202	3	34070	NJ League of Municipalities	25
11/13/202	3	34071	Ogdensburg Board of Education	228,970.66
11/13/202	3	34072	Redshaw's Flower Shop	162
11/13/202	3	34073	RS Phillips Steel LLC	1,425.12
11/13/202	3	34074	Schenck Price Smith & King LLP	5,398.80
11/13/202	3	34075	Staples Business Advantage	228.1
11/13/202	3	34076	Township of Sparta	10,000.00
11/13/202	3	34077	Verizon Business	110.4
11/13/202	3	34078	Verizon Wireless	121.85
				-----
				285,403.43
				=====
				285,403.43

GRANT FUND

DATE	CHEC K #	PAID TO	AMOUNT
11/13/202	3	34079 Atlantic Tactical of NJ, Inc.	44.49
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			44.49
			=====
			=
			44.49

DOG FUND

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DATE	CHEC K #	PAID TO	AMOUNT
11/13/202			
3	308	J.P. Cooke Company	285.95
11/13/202			
3	309	NJ Dept of Health Senior Services	1.2
			-----
			287.15
			=====
			=
			287.15

UNEMPLOYMENT TRUST

DATE	CHEC K #	PAID TO	AMOUNT
11/13/202			
3	127	State of NJ division of Employer Accounts	255
			-----
			255
			=====
			=
			255

GENERAL CAPITAL

DATE	CHEC K #	PAID TO	AMOUNT
11/13/202			
3	1193	Atlantic Communications	136.1
11/13/202			
3	1194	Rogut McCarthy LLC	2,004.89
			-----
			2,140.99
			=====
			=
			2,140.99

WATER OPERATING

DATE	CHEC K #	PAID TO	AMOUNT
11/13/202			
3	5326	Reliable Restoration Logistics	50.55
11/13/202			
3	5327	Staples Business Advantage	81.31
			-----
			131.86
			=====
			=
			131.86

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

Meeting adjourned at 7:42p.m.

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Robin Hough, Borough Clerk

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George P. Hutnick, Mayor