

**REGULAR MEETING MINUTES OF THE MAYOR AND COUNCIL
OF THE BOROUGH OF OGDENSBURG
14 HIGHLAND AVE. OGDENSBURG AT 7:00PM
January 8, 2024**

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 Carly Clinton, Attorney and Mike Marceau, CFO

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 3, 2024.”

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

CONSENT AGENDA

1. Approval of regular meeting minutes from December 11, 2023.
2. Approval of reorganization minutes from January 2, 2024.

Upon Roll call Vote:

Yeas: Ciasullo, Cowdrick, DeMeo, Poyer, Ruitenberg

Nays: None Absent: Alvarez Abstain None

RESOLUTION 17-2024

Mayor Hutnick commented he has questions regarding this contract; he would like hold off on approval of this until he gets the questions answered.

Councilman DeMeo asked do you want to table this for tonight? Mayor Hutnick commented yes.

Councilman DeMeo made a motion to table resolution 17-2024 authorizing the award of Fair and Open Contract for Profession Services for Water Treatment Plant Operator. Seconded by Councilwoman Ruitenberg.

Upon Roll call Vote:

Yeas: Ciasullo, Cowdrick, DeMeo, Poyer, Ruitenberg

Nays: None Absent: Alvarez Abstain None

OLD BUSINESS

Plan for lead line replacement report – Councilman Poyer commented he doesn’t have anything; he thinks we are up to date. The letters did go out to residents.

Councilwoman Ruitenberg commented we have sixty [surveys done] on line so far. There was a hand full sent in [to Borough Hall].

Hiring of Police Officers – Chief Gordon explained we are waiting on the ordinance to be done for alternate route. Last meeting the council called for a list so at this point we will see the list again. Unfortunately, the pool of candidates is very shallow it isn’t just us it is for every department. Hopefully we can work something out shortly.

Ms. Clinton commented to add to that as far as the ordinance goes. Ms. Clinton explained she did speak with Robert McBriar and prior to adoption of the ordinance we have to have an anti

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neptiziom policy in place and Robert is in the process of drafting that. One will be prepared in advance of the next meeting.

School Crossing Guard – Chief Gordon explained one applicant backed out today; he said he took another position. Tomorrow he will reach out to the other applicant who has crossing guard experience and see if they want to come in [for an interview].

Draft Ordinance Pond Badges – Ms. Clinton commented she spoke with Robert McBriar about this; on September 25 he issued a draft and to his knowledge there were no additional changes from that draft. So, he will review it and research it prior to the next meeting.

Storm Drain Cleaning – There was a brief discussion on reaching out to the County on storm drain cleaning.

RFP Water Operator – Mayor Hutnick commented we received one proposal.

Grant Writers – Councilman DeMeo commented we received three responses; everyone should have copies in their packages. Review them to discuss, we don't have a dead line to go by so we can take our time to see if any of these fit.

NEW BUSINESS

Budget – Mr. Marceau, CFO asked if the Council wanted to set the calendar for budget meetings. Mr. Marceau commented we have to be introduced by the first meeting in April and adopted by the first meeting in May.

Councilman DeMeo suggested having it as part of the regular meeting.
Mr. Marceau explained we can have a discussion on the January 22 meeting.

First Aid Squad Building – Ms. Clinton commented Robert McBriar advised he has been in contact with the title company and that the title company has approved the closing documents. They are ready to complete the transaction within the next thirty days. He anticipates this moving along and being completed soon.

Mayor Hutnick asked if it would be completed February or March.

Ms. Clinton commented she would say March to play it safe but everything has been approved he is going to move this along.

Heaters Pond Dam – Councilman Ciasullo commented he wanted this on the agenda to discuss what happened in the last storm with the water going over the dam onto Edison Road.

Mayor Hutnick commented he reached out to DPW to follow up on tomorrows storm; they have five boards out of the spillway at the moment. Once the storm is over they will put one or two back in.

Councilman Ciasullo asked did they mention anything about what happened last time.

Mayor Hutnick commented they had two boards out.

Councilman Ciasullo explained part of a previous project was making those boards to move; the bottom line is water is unstoppable and explained how it affects that area. Councilman Ciasullo suggested DPW error on the side of caution [when removing the amount of boards].

There was a brief discussion on the dam and number of boards to remove.

Storms and Pond water level – see above.

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PEOSHA violations – Mayor Hutnick explained PEOSHA came through with the list of everything that was given to us. We have one left to rectify and that is an OSHA 3015 excavation, trenching and soil mechanic safety course. Basically, what that mean is that until we have somebody on staff that is certified in this course, which isn't available until June, we are not allowed to do our own trenching of digging without someone on site. The engineering firm will provide guidance on that; so, if we have to do trenching or digging holes someone from their firm will be on site as their certified OSHA safety person while we do the work. We are going to send two guys to class in June; then we won't need their services for the safety stuff. That is the last thing on the list. The class course is six hundred and seventy-five dollars at Rutgers. As time goes by we will work through trainings to make sure the Borough stays up to date on what is required.

Ms. Hough explained she has to call the PEOSHA inspector tomorrow and let him know we have a plan; by your comments you just said we are going to use Van Cleef, they will provide the borough with a letter, DPW has to follow that until they are trained.

Auction of Borough properties – Ms. Hough explained she wanted to confirm the list from last fall we are taking off the draft ordinance the property 76 Kennedy it is ten acres zoned LIC, to remove this for possible redevelopment. The other two properties we were taking off were on Yurchak, the property record card said the property is on Yurchak but was really on Kennedy and there were documents from NJDOT. These two properties are Block 21 Lots 24 and 22. The tax assessor found documents from these properties regarding NJDOT. Ms. Hough asked if there were any other property the Council would like to remove; before the process is started.

Councilwoman Ruitenberg asked if there was anything resolved regarding those two properties.

Councilman DeMeo commented let's get going with the properties we can.

Ms. Clinton commented she will follow up with Robert McBriar; she thinks the properties involving DOT will take longer to confirm.

PUBLIC SESSION

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

Judy Perentin, 3 Swicarz Place, representing the Ogdensburg Historical Society. Ms. Perentin passed out a sheet of matters for the museum and explained the proclamation 250. Next year the Country will be 250 years old, there is a push to do something called Revolutionary 250 to honor the revolution of 1776. We are trying to get established how the community was involved in the revolution. We do have some historical value here. The other half of the problem is Ogdensburg was not established in 1776; we were a community part of it was Sparta at one point but at one point prior to that it was Hardyston.

Ms. Perentin explained the Historical Society is 40 years old this year, they are starting a committee for that and explained 2024 dates if events. Ms. Perentin commented they would also like to be part if the reopening of the basketball courts. Ms. Perentin explained the newsletter helped with the membership drive.

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.

Councilwoman Ruitenberg commented she would like to put something together regarding the fire hydrants; she has seen snow pills in front of fire hydrants, she sees a lot of people shoveled out their fire hydrant, she sees flags that are missing from some fire hydrants and she would like to make sure we are up to date. Councilwoman Ruitenberg asked is it an honor system as to who

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cleans them out, do the residents clean them out are we supposed to clean them out. Councilwoman Ruitenberg commented her concern are the ones that are plowed in.

Councilman Ciasullo explained it is DPW responsibility, after a storm they are supposed to go around and shovel them out.

There was a discussion on the fire hydrants and who is responsible for sidewalks.

EXECUTIVE SESSION

There was no executive session.

PAYMENT OF VOUCHERS

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

Upon Roll call Vote:

Yeas: Ciasullo, Cowdrick, DeMeo, Poyer, Ruitenberg

Nays: None Absent: Alvarez Abstain: None

CURRENT

DATE	CHECK #	PAID TO	AMOUNT	VOID
12/15/2023	34164	US Postal Service	194.99	
12/15/2023	34165	Vernon Township	3,315.00	
1/8/2024	34166	Accu Weather	59.95	
1/8/2024	34167	Action Data Services, Inc.	421.43	
1/8/2024	34168	Allied Oil	1,529.47	
1/8/2024	34169	Amazon	1,237.78	
1/8/2024	34170	Arthur J. Gallagher Risk Management	200	
1/8/2024	34171	Aurora Electrical Supply	86.13	
1/8/2024	34172	Blue Diamond Disposal, Inc.	21,779.46	
1/8/2024	34173	Braen Aggregates, LLC	442.53	
1/8/2024	34174	Brenda Cowdrick	53.29	
1/8/2024	34175	Brick & Brew	453.96	
1/8/2024	34176	Brightspeed	54.58	
1/8/2024	34177	Brightspeed	63.58	
1/8/2024	34178	Brightspeed	60.87	
1/8/2024	34179	Brightspeed	103.75	
1/8/2024	34180	Brightspeed	257.5	
1/8/2024	34181	Brightspeed	390.93	
1/8/2024	34182	BrightSpeed	766.89	
1/8/2024	34183	Brightspeed	19.9	
1/8/2024	34184	Brightspeed	56.58	
1/8/2024	34185	Brightspeed	50.88	
1/8/2024	34186	Bullseye Calibration of NJ	145	
1/8/2024	34187	Complete Security Systems, Inc.	29.2	
1/8/2024	34188	Dave's Towne Service	680.7	
1/8/2024	34189	Edmonds GovTech, Inc.	7,309.50	
1/8/2024	34190	Elizabethtown Gas	214.19	
1/8/2024	34191	Elizabethtown Gas	251.91	
1/8/2024	34192	Elizabethtown Gas	202.75	
1/8/2024	34193	Elizabethtown Gas	969.82	

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1/8/2024	34194	Finch Fuel Oil Co., Inc.	405.04	
1/8/2024	34195	Fred Yarosz Janitorial Services LLC	570	
1/8/2024	34196	Gannett Holdings - NorthEast	270.4	
1/8/2024	34197	Geene, Christopher	654.7	
1/8/2024	34198	George Hutnick	139.89	
1/8/2024	34199	Gordon, Stephen	393.04	
1/8/2024	34200	gWorks	3,674.00	
1/8/2024	34201	Home Depot	447.28	
1/8/2024	34202	Horizon BC/BS of NJ	2,666.51	
1/8/2024	34203	JCP&L	1,175.96	
1/8/2024	34204	JCP&L	329.58	
1/8/2024	34205	JCP&L	1,792.52	
1/8/2024	34206	JCP&L	1,928.78	
1/8/2024	34207	JCP&L	113.11	
1/8/2024	34208	JCP&L	115.75	
1/8/2024	34209	JCP&L	8,512.88	
1/8/2024	34210	Lexipol, LLC	7,389.90	
1/8/2024	34211	LINA	229.5	
1/8/2024	34212	Lumen Technologies Group	125.62	
1/8/2024	34213	Lumen Technologies Group	125.62	
1/8/2024	34214	Michel Marceau	369.3	
1/8/2024	34215	Municipal Capital	119	
1/8/2024	34216	Napa Auto Parts	499.58	
1/8/2024	34217	New Jersey Herald	1,015.36	
1/8/2024	34218	Nielsen Ford, Inc.	752.68	
1/8/2024	34219	NJCM	295	
1/8/2024	34220	Ogdensburg Board of Education	220,164.00	
1/8/2024	34221	Randolph Township	1,100.00	
1/8/2024	34222	ReadyRefresh	9.56	
1/8/2024	34223	Roemar Corp./B&R Uniforms	235.6	
1/8/2024	34224	Ross, Chris	356	
1/8/2024	34225	Schenck Price Smith & King LLP	4,588.75	
1/8/2024	34226	Selective Insurance Company	10,430.00	
1/8/2024	34227	SHI International Corp.	3,886.12	
1/8/2024	34228	Stand Out Sports and Apparel	264	
1/8/2024	34229	Staples Business Advantage	159.41	
1/8/2024	34230	Tire King	622.5	
1/8/2024	34231	Treasurer, State of NJ	25	
1/8/2024	34232	Van Cleef Engineering Assoc. LLC	834	
1/8/2024	34233	Verizon Business	132.32	
1/8/2024	34234	Verizon Business	113.7	
1/8/2024	34235	Verizon Wireless	122.06	
1/8/2024	34236	Wallkill Valley Regional H.S.	95,893.50	

			414,450.04	
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			414,450.04	
				VOI
10/23/2023	34035	Vernon Township	-3,315.00	D
			=====	
			411,135.04	

GRANT FUND

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DATE	CHECK #	PAID TO	AMOUNT
1/8/202	4	34241 AmeriMark Direct	1,070.64
1/8/202	4	34242 New Jersey Herald	342.3
1/8/202	4	34243 Sussex County Municipal Utility	53.55
1/8/202	4	34244 Van Cleef Engineering Assoc. LLC	104.25

			1,570.74
			=====
			=
			1,570.74
		Water Operating	

DATE	CHEC K #	PAID TO	AMOUNT
1/8/202	4	5339 Agra Environmental Services	141
1/8/202	4	5340 Core & Main	977.7
1/8/202	4	5341 Electronic Drives & Controls, Inc.	6,508.00
1/8/202	4	5342 Hank Sanders Inc	1,904.00
1/8/202	4	5343 One Call Concepts, Inc.	24.31
1/8/202	4	5344 Staples Business Advantage	54.32

			9,609.33
			=====
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			9,609.33

PAYROLL

DATE	CHEC K #	PAID TO	AMOUNT
1/8/202	4	1284 AFLAC	844.44

			844.44
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			844.44

DOG FUND

DATE	CHEC K #	PAID TO	AMOUNT
1/3/202	4	310 US Postal Service	194.99

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1/8/2024

4	311	NJ Dept of Health & Senior Service	5.4

			200.39
			=====
			=
			200.39

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

Meeting adjourned at 7:33p.m.

Robin Hough, Borough Clerk

George P. Hutnick, Mayor