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

Mayor Hutnick led the Pledge of Allegiance.

ROLL CALL: Alvarez (via phone), Ciasullo, Cowdrick, Poyer, Ruitenberg, Mayor Hutnick

Absent: DeMeo (arrived 7:10pm)

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

Due to technical difficulties with the recording equipment after roll call the recording began at 7:10pm

Mayor Hutnick commented the recording is on again at 7:10pm

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 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 May 13, 2024.
- 2. Accept for filing letter dated June 12, 2024 to the Mayor and Council from Jake Kinney, Assistant DPW Supervisor Re: Four Year Road Plan
- 3. Accept for filing email dated May 23, 2024 to the Mayor and Council from Earl Hornyak Re: Apologize for use of Veterans Memorial at Heaters Pond.

Upon Roll call Vote:

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

Nays: None Absent: None Abstain None

RESOLUTION 45-2024

Councilman DeMeo made a motion to adopt resolution 45-2024 authorizing participation in self-examination program of the Municipal Budget for the 2024 budget year. Seconded by Councilman Poyer.

Upon Roll call Vote:

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

Nays: None Absent: None Abstain None

PUBLIC HEARING ON THE INTRODUCED 2024 CY MUNICIPAL BUDGET.

Councilman DeMeo read Mayor Hutnick will open the meeting to the public for any comments on the introduced 2024 CY Municipal Budget.

Mayor Hutnick commented we are open to the public for any comments or concerns on the Municipal budget.

There were no comments from the public.

The meeting was closed to the public for any comments on the 2024 CY Municipal Budget.

RESOLUTION 44-2024 TO ADOPT THE 2024 CY MUNICIPAL BUDGET

Councilman DeMeo made a motion to adopt the CY Municipal Budget resolution 44-2024. Seconded by Councilwoman Cowdrick.

Upon Roll call Vote:

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

Nays: None Absent: None Abstain None

RESOLUTION 43-2024

Councilman DeMeo made a motion to adopt resolution 43-2024 authorizing the appoint of a Police Officer to the Borough of Ogdensburg Police Department. Seconded by Councilman Ciasullo.

Mayor Hutnick asked Mr. McBriar if Councilwoman should abstain from voting. Mr. McBriar commented yes.

Councilman Ciasullo asked Mr. Marceau, CFO this is the second officer how are we budget wise for that.

Mr. Marceau explained the Council used the ARP money this year for the two officers.

Chief Gordon explained the officers will start the academy on July 8; there is no gap academy right now they will only have to take classes that they didn't have at the academy, he will have training set up in the department for them to complete. The last day of the academy is November 27

Upon Roll call Vote:

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

ADOPTION OF ORDINANCE 09-2024

Councilman DeMeo made a motion to adopt ordinance 09-2024 "CAPITAL ORDINANCE OF THE BOROUGH OF OGDENSBURG, IN THE COUNTY OF SUSSEX, NEW JERSEY AUTHORIZING VARIOUS EQUIPMENT ACQUISITIONS IN, BY AND FOR THE WATER UTILITY OF THE BOROUGH, APPROPRIATING THEREFOR THE SUM OF \$85,000 AND PROVIDING THAT SUCH SUM SO APPROPRIATED SHALL BE RAISED FROM THE WATER UTILITY CAPITAL IMPROVEMENT FUND." Seconded by Ms. Ruitenberg.

Prior to final roll call, Mayor Hutnick will open the meeting to the public for any comments regarding ordinance 09-2024.

Councilman DeMeo made a motion to open to the public for any comments on ordinance 09-2024. Seconded by Councilwoman Ruitenberg. All were in favor.

No one from the public had any comments.

Councilman Ciasullo made a motion to close to the public for any comments on ordinance 09-2024. Seconded by Councilman DeMeo.

Upon Roll call Vote:

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

Nays: None Absent: None Abstain None

MUNICIPAL FACILITIES AND RECREATION AREA APPLICATION

Councilman DeMeo made a motion to approve the Facility Use Application submitted by Michelle Nardini representing ORA for use of Heater Pond and to determine the seasonal fee. (This application was tabled at the April 22, 2024 and May 13, 2024 meeting)

Mayor Hutnick commented he is going to recommend that we table the application again simply because we don't have any life guards. He would like to hold this until ORA needs a drop-dead

date. To date the Borough has received one application for life guard. Mayor Hutnick explained different ways the Borough is advertising for a lifeguard.

Councilman DeMeo explained its not just the Borough there is a shortage of lifeguards in New Jersey.

Councilwoman Cowdrick made a motion to table the application. Seconded by Councilman Ciasullo.

Upon Roll call Vote:

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

Nays: None Absent: None Abstain None

OLD BUSINESS

Hiring of Police Officers – This was covered. Borough Hall Revitalization – No update First Aid Squad Building Discussion – No update

Heater's Pond – Councilwoman Cowdrick explained she met with risk management and showed him around; let him see all her files. So far, she hasn't received a report back from him yet but she doesn't see anything major.

Drug Alliance – Mayor Hutnick commented this can be taken off the agenda until the fall.

Basketball Courts – Mayor Hutnick commented the lines are painted the fence isn't up; per our contract since it is broken down in multiple pieces the next phase is to discuss what contractor is going to put the fence back up. Mayor Hutnick explained he has been holding off on payment because of not having the fence, since that is a separate part of this we released the money that we have and if we don't get result we will find our own contractor.

There was a brief discussion on the basketball courts and work that has been completed. Mr. McBriar explained the contract.

Registration for DPW classes-Mayor Hutnick asked if we still need this on the agenda.

Councilwoman Ruitenberg commented we are working on the wording for an agreement. Mr. McBriar explained with certain certifications comes a cost, classes and time. Mr. McBriar commented municipalities, county governments often struggle with paying for that training. It is not untypical to have scale for someone to get their certification and if they leave they would be required to reimburse for that but that phases out over time.

Mayor Hutnick commented why don't we remove this item for now until we are ready for this discussion then put it back on the agenda for new business.

NJDOT grant applications – Mayor Hutnick explained Chris [DPW Supervisor] is going to give us names of streets to apply for.

Councilman DeMeo asked when it was due by. Mr. Marceau explained sometime in July. Councilman DeMeo commented why don't we tell Chris we need it by the next meeting. NJDEP Flood Damage Prevention Ordinance – Mayor Hutnick explained a meeting on May 21 with Mike Vreeland, and two representatives from NJDEP, the meeting was requested because our construction department is with DCA. Robin was at the meeting. The ordinance has to be complete by October, 2024; the following needs to be completed, website information, floodplain development permit, development procedure with is part of the ordinance and elevation certificates. The went through a list of building permit being January 2018 by block and lot to see what permits were issued in a flood zone. There were 13 properties issued in a flood plain with multiple permits issued to Blue Ridge Lumber and 87 Brooks Flat. A survey was also completed.

Summer hours – Councilwoman Cowdrick explained she talked to Robin and they haven't come up with anything specific other then keep the hours and have Robin, Maria and Mike rotate leaving early one day.

Mayor Hutnick commented what we will do is keep DPW the summer hours we agreed to which would be the hours of 6:00am. Councilwoman Ruitenberg explained they would prefer to skip their lunch because it takes them more time to leave the site.

Councilwoman Cowdrick commented it would be from Memorial Day to Labor Day.

Mr. McBriar commented it would be appropriate to entertain a motion to adjust summer hours for DPW in section 2.4 in the handbook. The hours indicated are 7:00am to noon and 12:30pm to 3:30pm, Monday through Friday; so that is being adjusted the motion would be to modify this seasonal modification for 6:00am to 2:00pm without a lunch.

Mayor Hutnick commented yesterday was Memorial Day if everybody agrees DPW can start tomorrow and go to Labor Day.

Councilman DeMeo asked Mr. McBriar the contract calls for a lunch break so is there another section of the handbook that has to be modified if they are not going to take a lunch break during summer hours.

There was a brief discussion on lunch breaks and summer hours.

Mr. McBriar asked if there was a motion for summer hours from Memorial Day to Labor Day.

Councilwoman Ruitenberg made that motion.

Mr. McBriar commented the motion is to amend section 2.4 in the employee handbook such that DPW hours will be from 6:00am to 2:00pm from Memorial Day to Labor Day. The is if the employee chooses not to take a lunch break.

Seconded by Councilwoman Cowdrick.

Upon Roll call Vote:

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

Nays: None Absent: None Abstain None

Mr. McBriar commented he will do a memorializing resolution for this.

Lead line replacement – Councilwoman Ruitenberg commented she is meeting with Councilman Poyer next week as far as getting the spread sheet ready when we have to submit it.

Employee Raises –

Councilwoman Ruitenberg commented she has been looking at some information that Mike gave her and some information she had found. Councilwoman Ruitenberg commented it isn't easy to do this project and explained how she tried to break some things out [regarding salaries]. We are not that far off, DPW is a little lower than other municipalities there are some room for adjustments.

Mayor Hutnick commented he thought we were going to make this the last meeting on this.

Councilwoman Ruitenberg asked if anyone else had any thoughts. This would be an adjustment to what they already have been given.

Councilman DeMeo commented he is ok with the list that stands.

Councilwoman Ruitenberg commented that means nothing.

Councilman DeMeo commented no, we tabled this twice because you wanted more information on it.

There was a discussion on the raises, the employees already received two percent, this would be in addition to that raise, the office is comparable with other towns, the DPW supervisor and assistant supervisor are less than most others [towns] and adjustments.

Mr. Marceau explained the average for a Municipal Clerk you are about \$18,000 under on that one; Maria is not only the deputy clerk she is also deputy registrar, Board of Health, so you start adding up all the different salaries you can see other towns the positions are added together that is an underpayment. Your pubic labor is pretty close; there is definitely some room there. Some of the hourly employees are off quite a lot. You have a clerk 1, that is under [paid] on an hourly basis. Some of the comparison on the sheet are 2023 wages so if you adjust up. Mr. Marceau explained to look at all the different duties of the office staff.

The discussion continued on the raises, what is in the budget, whether or not to use the \$3,500 in the budget for additional raises and make some adjustments with what we have rather then give everybody a half of percent.

NEW BUSINESS

Road Plan from DPW Assistant Supervisor (see consent agenda) – Mayor Hutnick explained a suggested road plan that was on the consent agenda from the DPW Assistant Supervisor.

At this time Councilman Alvarez left the meeting via phone.

Councilwoman Ruitenberg commented she thinks it is a good idea to have a plan; it's her understanding the roads haven't been touched in about fourteen years.

Mayor Hutnick commented he knows the oil and stoning stopped there was a problem at some point.

There was a discussion on roads, storm drains and street sweeping.

Police Department – Mayor/Chief

Chief Gordon commented as you know next year July 1, four of us reach 25 years of service in the pension. The four individual's intent is to retire in 2025 whether it is July 1 or August 1 depending on what the pension says. That is why we hired two officers to start to replace the officers that are leaving. His recommendation to those officers if you intend to leave you can file within one year of the date to do that as soon as possible so that we know what your attentions are and the three if them agreed that they will sometime in June file with the pension board to show they are going to retire next year. I myself, speaking for myself, my intention is to retire December 31, 2025. I was going to stay to make sure the change over of new officers is smooth and in the best hands of the individual that is his right-hand man right now to continue the operations, continuity of the police department in the foreseeable future.

Chief Gordon commented in New Jersey we are a Civil Service town and in civil service we are required to have a chief's test. He went through this in 2014. The test is completely oral if you do not take the study course you will not pass this test as he found out he failed the first time; then enrolled in the study course which cost him several thousand dollars out of pocket. It was very intense; however, upon completion of that test he came out number three in the state. The test was in six-month blocks; so, if you want to have a chief's test you have to now before June 1; the appointing authority has to request a chief test nobody else can to it, nobody can just walk in and take the chief's test. The appointing authority must request an announcement and that announcement gets posted in July maybe sometime in August everything is done through requirements and the major eligibility requirement right now is five year of supervisory experience. That is the minimum requirement in order to take the chief's test right now.

Chief Gordon commented his recommendation is to as soon as possible for the Borough to request an announcement from civil service for a chief's test. In speaking with civil service, they want to see a promotion from within the department that is their primary goal for civil service that is what civil service is about. It is to protect the employees in the Borough that everything is on the up and up and that there is no shady business that can be done; you have someone that is eligible for the test and all of a sudden you decide you don't want this guy we are going to hire somebody else. In civil service they want to see promotions from within but there are also some exceptions; one of the exceptions is if you have less than three eligible candidates right now our department only has one eligible candidate you can request through civil service an open commentative exam. With an open competitive and this isn't the same as with open competitive say for DPW supervisor or an assistant supervisor. This would require somebody from another department that is willing to leave their department to come here to be the chief and test which would mean someone with a minimum of five year of supervisory experience in another department and is willing to leave their department, he can tell you the borough pay scale for a chief here vs a sergeant in other department is not comparable. He cannot see somebody coming here for that. Also, you would need the blessing of civil service to have an open competitive exam they want to see promotions within even if you have one candidate.

Chief Gordon commented with that being said after December 31, 2025 he will not be here, he will be somewhere else. His spirit will be here. Chief Gordon asked call for the test as soon as possible that is all he asks. Call now as soon as possible.

Councilman Ciasullo commented it really depends on us the chief is giving us his idea; if you call for the test do we have to follow up in a certain time.

Chief Gordon commented you have three years. Chief Gordon explained time goes fast before calling for a test now ensures you have an option.

Councilman DeMeo asked if we call for a test say today when is that test then schedule.

Chief Gordon commented December, you call for the test the eligible individual can take the test it is good for three years if something happens you promote or don't promote that is up to you guys but you have a chief that is retiring December 31, 2025. In his opinion you have a guy that will make an excellent chief and you promote and explained how you would then have a whole department and explained a command structure that you really need. Chief Gordon explained what happened in Hamburg a few years ago with a director, it brought down moral there was no moral. Chief Gordon explained having a proper command structure that you know when you come to work as an officer that things are going to be done and be done properly. Myself and the three other officers besides Chief Lott are officers that have done 25 years in this town and that is because he feels we had an excellent department and he is trying to build a new department that is going to keep that same spirit. He still has to live here and he want to make sure it is right.

Mayor Hutnick commented we need to do something so make the decision to do something we have three years to make a decision but at least we have everything in motion.

Councilwoman Ruitenberg asked the Chief when you took the test how long was it until you knew.

Chief Gordon commented it was about four mouths.

Councilwoman Ruitenberg commented so its not just six months that we are thinking about; what we are really looking at is at least a ten to twelve-month period.

Chief Gordon explained say the individual eligible takes the test in December; to find out the earliest you are going to see the results would be June or July.

Councilman Ciasullo asked Mr. McBriar do we need a letter or anything to call for the test; we have an active chief do we need a resignation.

Mr. McBriar commented he isn't aware of that; Chief do you know anything otherwise. He doesn't think there is it is more about succession planning in general.

Councilman Ciasullo explained would it look like we are pushing the Chief out.

Chief Gordon commented in 2005 he took the sergeants test with the intension of trying to become a sergeant and those lists if they are not used just go away and explained. Chief Gordon explained the sergeant that can retire made his intensions very clear that he is not going to stay or was he interested in becoming the chief. So that leaves one other sergeant that has more than five years' experience. You would have to promote the individual that is on the sergeant list right now which expires in November that sergeant then in five year that individual would be eligible to take the chief's test.

Councilman Ruitenberg asked when the two sergeants were promoted and if they have more then five years active as sergeant? Chief Gordon commented for the chief's test anyone applying for the chief's test has to submit all the supporting documentation and then once that supporting documentation is sent down CSC a determination will be made for eligibility. If they are eligible they will receive the date.

Councilman Ciasullo made a motion to start the process of the Borough of Ogdensburg calling for a chief's test. Seconded by Councilman DeMeo.

Upon Roll call Vote:

Yeas: Ciasullo, DeMeo, Poyer, Ruitenberg

Nays: None Absent: Alvarez Abstain: Cowdrick

Clean up day by Scout Troop 1150 and Troop 90 – Mayor Hutnick explained in the past they have done different projects we are working on the clean up date.

Mr. Nardini commented from the pubic they emailed everyone they will be at the pond and the fire house on June 22.

Mayor Hutnick commented there was an issue in town last night with several areas losing water pressure upon inspecting all the wells it was determined we had a communication issue up on Edison and the pump house and explained.

Councilwoman Ruitenberg commented the Memorial Day Services at the pond were awesome; but we have the geese problem at the pond.

Mayor Hutnick commented he believes we have a permit.

There was a discussion on the geese problem.

PUBLIC SESSION

Councilman DeMeo moved, Councilman Poyer seconded motion to open the public session of the meeting.

Upon Roll call Vote:

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

Craig Taylor, 170 Kennedy Ave., Ogdensburg spoke about the water issues, water pressure and the dump trucks on Kennedy.

There was a discussion regarding the trucks on Kennedy and the weight limit, increasing the fines, changing the signs, weight limit on Kennedy and speed changes going through town on Main Street.

Richard Gandarino, Lincoln Ave. Ogdensburg asked about street sweeping and new rims for the basketball courts.

Mike Nardini, 5 Ridge Court, Ogdensburg asked about the water ordinance that was approved.

There being no further business from the public, Councilman DeMeo 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

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

Upon Roll call Vote:

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

CURRENT

DATE	CHECK #	PAID TO	AMOUNT	
- / - / - / - 0				
5/15/202 4	34585	Ogdensburg Board of Education		220,164.00
5/28/202	34363	Oguensburg Board of Education		220,104.00
4	34586	Action Data Services, Inc.		223.83
5/28/202		,		
4	34587	Allied Oil		991.63
5/28/202				
5 /20 /202	34588	Amazon		291.6
5/28/202 4	34589	Brightspeed		54.45
5/28/202	34363	Brightspeed		34.43
4	34590	Brightspeed		63.45
5/28/202				
4	34591	Brightspeed		60.65
5/28/202				
5 /20 /202	34592	Brightspeed		103.31
5/28/202 4	34593	Brightspeed		276.84
5/28/202	34333	Brightspeed		270.84
4	34594	Brightspeed		390.88
5/28/202				
4	34595	BrightSpeed		761.38
5/28/202				
F /20 /202	34596	Brightspeed		19.9
5/28/202 4	34597	Gordon, Stephen		90.54
5/28/202	34337	dordon, stephen		30.34
4	34598	GTBM/INFO COP		525
5/28/202				
4	34599	Jacob Kinney		119.83
5/28/202	24600	ICDA		4 020 00
4 5/28/202	34600	JCP&L		1,828.90
5/26/202 4	34601	JCP&L		113.77
7	3 1001	70. QL		113.77

F /20 /202		1,111, 20, 2021		
5/28/202	34602	JCP&L		10.96
5/28/202 4	34603	JCP&L		3,373.73
5/28/202 4	34604	JCP&L		342.13
5/28/202 4	34605	Lumen Technologies Group		125.62
5/28/202				
4 5/28/202	34606	Mascuch, Maria		910
4 5/28/202	34607	Napa Auto Parts		165.99
4 5/28/202	34608	New Jersey Herald		195.72
4	34609	NJ League of Municipalities		160
5/28/202	34610	Noah's Ark Port-a-Jon		352
5/28/202 4	34611	Ogdensburg Board of Education		220,164.00
5/28/202 4	34612	Schenck Price Smith & King LLP		4,273.75
5/28/202	34613	Staples Business Advantage		660.34
5/28/202				
4 5/28/202	34614	Sussex County Chamber of Commerce		357
4 5/28/202	34615	Team Life		98
4 5/28/202	34616	Township of Sparta, Police Dept.		15,197.25
4	34617	Treasurer, State of New Jersey		1,050.00
5/28/202	34618	Wallkill Valley Regional H.S.		92,681.50
5/28/202 4	34619	Weldon Asphalt		720.1
				566,918.05
			====	=======
2/12/202 4	34324	Ogdensburg Board of Education	-220,164.00 ** Voided checks issued in ar	566,918.05 n earlier
			====	346,754.05
				340,734.03
		GRANT FUND		
DATE	CHEC K#	PAID TO	AMOUNT	
5/28/202 4	34620	Van Cleef Engineering Assoc. LLC	735	
			735	
			 735	

WATER OPERATING

DATE	CHEC K#	PAID TO	AMOUNT			
5/28/202 4 5/28/202	5370	Electronic Drives & Controls, Inc.	106.65			
4 5/28/202	5371	Reliable Restoration Logistics	2,000.00			
4	5372	Van Cleef Engineering Assoc. LLC	1,479.00			
			3,585.65			
			3,585.65			
		GENERAL CAPITAL				
DATE	CHEC K#	PAID TO	AMOUNT			
5/28/202 4	1199	Van Cleef Engineering Assoc. LLC	514.5			
			514.5			
			514.5			
	-	rther business, Councilman DeMeo djourn the meeting. All were in favor.	moved, Councilwoman Cowdrick			
Meeting adjourned at 8:51p.m.						
Robin Houg	h, Borou	gh Clerk	George P. Hutnick, Mayor			