

**MEETING MINUTES FOR THE MAYOR AND COUNCIL
REORGANIZATIONAL MEETING
OF THE BOROUGH OF OGDENSBURG
14 HIGHLAND AVE, OGDENSBURG AT 7:00pm
January 2, 2026**

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

Mayor Hutnick led the Pledge of Allegiance.

STATEMENT BY MAYOR: “Notice requirements of P.L. 1975, Open Public Meeting Act, N.J.S.A. 10:4-6 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 December 1, 2025.”

STATEMENT OF DETERMINATION read by the Borough Clerk Brenda Cowdrick, Common Council and Kristopher Gordon, Common Council.

OATH OF OFFICE TO COUNCILWOMAN BRENDA COWDRICK by Borough Clerk.

OATH OF OFFICE TO COUNCILMAN KRISTOPHER GORDON by the Borough clerk.

ROLL CALL: Cowdrick, DeMeo, Gandarinho, Gordon, Lane, Mayor Hutnick

Absent: Ciasullo

Also present:

MAYOR HUTNICK'S Address.

Mayor Hutnick commented he would like to welcome new Councilman Kristopher Gordon. Thank you for accepting this role. We will move forward with all the progress we are currently doing; we have a good team. Welcome back Councilwoman Cowdrick. He believes the Council that we have we are a good team; we all have similar goals in mind with moving this town forward. We have a lot to do; a lot has been accomplished. We look forward to doing more; we have a fresh set of eyes and a fresh mind coming in and he thinks it will work out well for the Borough.

Councilman DeMeo made a motion to approve the consent agenda. Seconded by Councilwoman Cowdrick.

Upon Roll call Vote:

Yeas: Cowdrick, DeMeo, Gandarinho, Gordon, Lane

Nays: None Absent: Ciasullo Abstain None

CONSENT AGENDA

- **Resolution 01-2026** resolution for 8% and 18% interest on delinquent taxes.
- **Resolution 02-2026** resolution for legal notice publication requirements for 2026.
- **Resolution 03-2026** authorizing a fee to be charged for individual meeting notices upon request.
- **Resolution 04-2026** to adopt a Cash Management Fund as official depositories for Borough funds.
- **Resolution 05-2026** Petty Cash Fund
- **Resolution 06-2026** Authorizing the award of Non-Fair and Open Contract for Professional Services.
- **Resolution 07-2026** authorizing Tax Assessor and Borough Attorney to defend contested tax appeals.
- **Resolution 08-2026** appointing Safety and Loss Prevention Reps
- **Resolution 09-2026** appointing Borough Clerk as P.A.C.O.
- **Resolution 10-2026** to establish a Current Fund Surplus Policy
- **Resolution 11-2026** to establish a Water Operating Fund Surplus Policy
- **Resolution 13-2026** to accept the 2025 Temporary Budget.
- **Resolution 14-2026** authorizing change funds.

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- **Resolution 15-2026** authorizing the tax collector to cancel certain tax payments over or under the amount of ten dollars or less.
- **Resolution 16-2026** authorizing the award of a professional services contract without competitive bidding to Phoenix Advisors LLC. for continuing disclosure services.
- **Resolution 17-2026** authorizing the Borough of Ogdensburg to join the NJ solutions Joint Health Insurance Fund.
- **Resolution 18-2026** authorizing the provisional appointment of Joseph Setticase to the position of Code Enforcement Officer/Zoning Officer of the Borough of Ogdensburg pending official action of the New Jersey Civil Service Commission and Governing Body.

Resolution 01-2026

WHEREAS, N.J.S.A. 54:4-67 authorizes the governing body of each municipality to fix the rate of interest to be charged for non-payment of taxes, utility and other municipal assessments subject to any abatement or discount for late payment as provided by law; and

WHEREAS, N.J.S.A. 54:4-67 permits the fixing of said rate of eight percent (8%) per annum on the first \$1,500 of the delinquency and eighteen percent (18%) per annum on any amount in excess of \$1,500; and

WHEREAS, N.J.S.A. 54:4-67 further permits an additional penalty of six percent (6%) to be charged to a taxpayer with a delinquency in excess of \$10,000 who fails to pay that delinquency prior to the end of the calendar year.

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

1. The rate of interest to be charged for non-payment of taxes and Water Utility on or before the date that they would become delinquent shall be set at the rate of eight percent (8%) per annum on the first \$1,500 of the delinquency, and eighteen percent (18%) per annum on any amount in excess of \$1,500.
2. In accordance with the provisions of N.J.S.A. 54:4-67, a six percent (6%) penalty shall be charged to a taxpayer with a delinquency in excess of \$10,000 who fails to pay that delinquency prior to the end of the calendar year. Delinquency in this instance shall mean the sum of all taxes and municipal charges due on a specific parcel of property covering any number of quarters or tax years.
3. Effective January 1, 2026 there shall be a ten (10) day grace period of quarterly tax payments.
4. Any payments not made in accordance with paragraph 2 of this resolution shall be charged interest from the due date as set forth in paragraph 1 of this resolution.
5. This resolution shall be published in its entirety once in an official newspaper of the Borough of Ogdensburg.
6. A certified copy of this resolution shall be provided by the Borough Clerk to the Tax Collector, Borough Attorney and Borough Auditor for the Borough of Ogdensburg.

Resolution 02-2026

WHEREAS, the New Jersey Open Public Meetings Act requires that adequate notice of certain meetings be provided to the public; and

WHEREAS, P.L. 2025, c.72, approved on June 30, 2025, establishes new requirements pertaining to the publication of legal notices by public entities, including publication on a

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public entity's official Internet website, with most requirements becoming mandatory on or after March 1, 2026; and

WHEREAS, pursuant to P.L. 2025, c.72 after March 1, 2026, whenever a public entity is required by law or by order or rule of any court to publish or advertise a legal notice, the public entity must publish or advertise the legal notice on the public entity's official Internet website which shall be accessible to the public free of charge, with a direct hyperlink to legal notices conspicuously place on the public entity's homepage; and

WHEREAS, P.L. 2025, c.72 further requires public entities to maintain an Internet archive of legal notices that are no longer displayed, which must be kept for at least one (1) year; and

WHEREAS, P.L. 2025, c.72 further requires that starting on January 1, 2026 and at least twice per month through December 31, 2026, a public entity required by law or by the order or rule of any court to publish or advertise a legal notice, or that elects to publish or advertise a legal notice before that date shall provide an advertisement in an online news publication which states that the complete legal notices may be obtained or viewed on the public entity's official Internet website, and which provides, the hyperlink to the Secretary of State's legal notices hyperlink Internet webpage, once established.

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

1. The Borough of Ogdensburg hereby provides notice that all official municipal legal notices, including but not limited to ordinances, public hearings, requests for bids and other legal notices that the Borough is legally required to publish or advertise will be made available for public viewing free of charge, on the Borough's official website at <https://ogdensburgnj.org/legal-notices/>. A direct hyperlink to <https://ogdensburgnj.org/legal-notices> will be conspicuously placed on the Borough's homepage.
2. The Borough of Ogdensburg will maintain an Internet archive of legal notices that are no longer displayed, which will be kept for at least one (1) year. The Borough will display legal notices at <http://ogdensburgnj.org/legal-notices/> for at least one (1) week, or other time period as required by law, before transferring them to the Internet archive.
3. For the calendar year 2026, the Borough of Ogdensburg will advertise, twice per month, in an online news publication [name the online news publication when known] that the complete text of legal notices can be obtained or viewed on the Borough's official website. The advertisement will include a link to the New Jersey Secretary of State's legal notices internet webpage, once established. The notice attached hereto as Exhibit A is hereby approved as the form of advertisement for this purpose. The Borough Clerk is authorized and directed to provide the hyperlink to the Borough of Ogdensburg's legal notice's webpage to the New Jersey Secretary of State, as well as any necessary updates.

Resolution 03-2026

WHEREAS, Section 14 of the Open Public Meetings Act, Chapter 231, P.L. 1975 permits the public body to fix a reasonable sum to be charged to persons who request that notice of meetings as required under the Act be mailed to them individually; and

WHEREAS, said sum is to cover the cost of providing such notice.

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

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1. Each person who requests that individual notice as required under the Act be mailed to him shall pay \$.05 per page plus postage to cover the costs thereof.
2. The sum here in designated is subject to change upon the adoption of a superseding resolution by this public body.
3. This resolution shall take effect immediately.

Resolution 04-2026

On file in the clerk's office.

Resolution 05-2026

WHEREAS, N.J.S.A. 40A:5-21 authorizes the establishment of a petty cash fund; and

WHEREAS, it is necessary from time to time to allow the availability of a petty cash fund for immediate unforeseen minor cash expenditures each as follows:

- | | |
|-----------------------|----------|
| 1. Finance Petty Cash | \$100.00 |
|-----------------------|----------|

NOW, THEREFORE, BE IT RESOLVED, by the Mayor and Council of the Borough of Ogdensburg, that a reimbursable aforementioned impress funds aggregate of \$100.00 be re-established for 2026; and

BE IT FURTHER RESOLVED that said amounts for petty cash are to be returned to the Borough's General Fund no later than December 31st each year.

Resolution 06-2026

WHEREAS, there exists a need for engaging various professional services for the Borough of Ogdensburg as non-fair and open contracts, pursuant to and in accordance with, the provisions or N.J.S.A. 19:44A-20.5; and

WHEREAS, the anticipated terms for each professional service contract are set forth below; and

WHEREAS, the following individuals and firms have submitted proposals indicating that they will provide the professional services described below for the prices stated their proposal; and

WHEREAS, the following individuals and firms have completed and submitted a Business Entity Disclosure Certification which certifies that they have not made any reportable contributions to a political or candidate committee in the Borough of Ogdensburg in the previous year, and that the contract will prohibit the following individuals and firms from making any reportable contributions through the terms of the contract; and

WHEREAS, the Chief Financial Officer of the Borough of Ogdensburg certifies that the appropriations specified with this resolution have been provided for within the Municipal Budget and/or proceeding capital ordinances; and

NOW, THEREFORE, BE IT RESOLVED that the Mayor and Council of the Borough of Ogdensburg, authorizes the Mayor to enter into a contract with the following individuals and firms as described herein; and

BE IT FURTHER RESOLVED that the Business Disclosure Entity Certification and Determination of Value for the following individuals and firms be placed on file with this resolution; and

BE IF FURTHER RESOLVED that the following individuals and firms are hereby awarded a contract for providing professional services for the Borough of Ogdensburg, as indicated below:

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Van Cleef Engineering Associates, is awarded a contract for providing engineering and planning services for the Borough of Ogdensburg for the year 2026 dated January 1, 2026 in the amount of \$160.00 per hour with Michael G. Vreeland, PE, PP, CME, as principal engineer and planner.

Schenck, Price, Smith & King, LLP, is awarded a contract for providing legal services for the Borough of Ogdensburg for the year 2026 dated January 1, 2026 with Robert B. McBriar, as the principal attorney, in the amount of \$3,500.00 monthly retainer to include attending all meetings, drafting and reviewing resolutions and ordinances, legal research regarding non-litigation legal matters, drafting legal opinion and memos regarding the same, reviewing contracts, agreements and other business documents to which the Borough is a party, reviewing OPRA requests and assisting the clerk with responses, drafting and reviewing bid documents in connection with requests for Proposals/Information and communications with the Mayor, Council and staff. All matters outside the retainer will be charged at the rate of \$180.00 per hour; the rate for paralegals will be \$100.00 per hour.

Wielkottz & Company LLC, is awarded a contract for providing services in the capacity of Municipal Auditor for the year 2026 dated January 1, 2026 for the annual fee of \$32,000.00.

Community Action Services, Steven J. Weinberg is awarded an appointment as Borough Grantsman for the Borough of Ogdensburg Housing Rehabilitation program for the year 2026 at the amount of \$3,400.00 for each completed unit \$450.00 loans subordination \$450.00 loan payout discharge of mortgage and recorded.

Arthur J. Gallagher Risk Management Services Inc. is awarded an appointment as the Borough of Ogdensburg Risk Management Consultant for the year 2026.

Rogut McCarthy LLC, is awarded a contract for providing general Bond Counsel legal services to the Borough of Ogdensburg for the year 2026 dated January 1, 2026. Fee schedule of bond counsel services are included in their contract Exhibit A, base fee's depend on the amount of the bond.

Reliable Restoration Logistics LLC, is awarded an appointment as Water Treatment Plant Operator for the Borough of Ogdensburg for the year 2026 dated January 1, 2026 with an annual fee of \$24,000.00 for additional services the labor rate is \$75.00 per hour 7:00am to 5:00pm, Saturday, Sunday and Holiday rate is \$115.00 per hour.

BE IT FURTHER RESOLVED, a notice of the action shall be published at least once in the New Jersey Herald and online on the official Internet website of the Borough of Ogdensburg, <https://ogdensburgnj.org/legal-notices/>.

CERTIFICATION OF FUNDS

I, Michel Marceau, Chief Financial Officer does hereby certify that the appropriations specified within foregoing resolution have been provided for within the Municipal Budget and/or proceeding capital ordinance.

Michel Marceau, CFO

Resolution 07-2026

BE IT RESOLVED by the Mayor and Council of the Borough of Ogdensburg that the Municipal Assessor and Municipal Attorney be, and they are hereby, authorized to defend before the Sussex County Board of Taxation and Tax Court of the State of New Jersey all contested appeals and to initiate municipal appeals to correct the Borough of Ogdensburg tax list including, but not limited to, rollback complaints, added and omitted assessment complaints, and such other appeals as are necessary to correct the assessments for the Borough of Ogdensburg; and

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BE IT FURTHER RESOLVED that the Municipal Assessor and Municipal Attorney be and are hereby designated as the agents of the Borough of Ogdensburg for the purpose of signing settlements of the foregoing matters by stipulation.

Resolution 08-2026

BE IT HEREBY RESOLVED by the Mayor and Council of the Borough of Ogdensburg to appoint Chief of Police, Stephen Gordon and Department of Public Work Assistant Supervisor, Kenneth Smith as the Safety and Loss Prevention Representatives for Statewide Insurance Fund for the year 2026.

Resolution 09-2026

WHEREAS, in accordance with N.J.A.C. 17:27-3.5, designation of Public Agency Compliance Official (P.A.C.O.).

BE IT HEREBY RESOLVED by the Mayor and Council of the Borough of Ogdensburg that the Borough Clerk be designated as the Public Agency Compliance Official.

Resolution 10-2026

WHEREAS, in 2011 the State of New Jersey instituted a best practices checklist in an effort to “make government operate more efficiently, strengthen its accountability, and better manage scarce taxpayers’ resources”; and; and

WHEREAS, since the inception of the best practices checklist, the Borough of Ogdensburg has made every effort to comply with the standards established by the State resulting in high ratings each year for compliance; and

WHEREAS, the best practices checklist recommends the adoption of a surplus policy to serve as a basis for decisions regarding future solvency; and

WHEREAS, the Borough Auditor and Chief Financial Officer have evaluated the historic budget and financial records and recommended a surplus policy to the Governing Body; and

WHEREAS, said surplus policy shall establish a goal in the annual budgeting process whereby the Governing Body shall strive to consistently maintain a \$650,000.00 surplus on hand annually to retain a consistent year-end surplus.

NOW, THEREFORE, BE IT RESOLVED that the Borough Council of the Borough of Ogdensburg that the Borough Council does hereby concur with the surplus policy recommended by the Borough Auditor and Chief Financial Officer; and

BE IT FURTHER RESOLVED that the Borough Council shall strive to achieve that goal annually during the budget process.

Resolution 11-2026

WHEREAS, in 2011 the State of New Jersey instituted a best practices checklist in an effort to “make government operate more efficiently, strengthen its accountability and better manage scarce taxpayers’ resources”; and

WHEREAS, since the inception of the best practices checklist, the Borough of Ogdensburg has made every effort to comply with the standards established by the State resulting in high ratings each year for compliance; and

WHEREAS, the best practices checklist recommends the adoption of a surplus policy to serve as a basis for decisions regarding future solvency; and

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WHEREAS, the Borough Auditor and Chief Financial Officer have evaluated the historic budget and financial records and recommended a surplus policy to the Governing body; and

WHEREAS, said surplus policy shall establish a goal in the annual budgeting process whereby the governing Body shall strive to consistently maintain a \$250,000 surplus on hand annually to retain a consistent year-end surplus.

NOW, THEREFORE, BE IT RESOLVED that the Borough Council of the Borough of Ogdensburg does hereby concur with the surplus policy recommended by the Borough Auditor and Chief financial Officer; and

BE IT FURTHER RESOLVED that the Borough Council shall strive to achieve that goal annually during the budget process.

Resolution 13-2026
On file in the clerk's office.

Resolution 14-2026
WHEREAS, it is necessary from time to time to allow the availability of a change fund for day to day operations in the following departments:

- | | |
|--------------------------------|----------|
| 1. Board of Health Change Fund | \$100.00 |
|--------------------------------|----------|

NOW, THEREFORE, BE IT RESOLVED, by the Mayor and Council of the Borough of Ogdensburg, that a reimbursable aforementioned impress funds aggregate of \$100.00 be re-established for 2026; and

BE IT FURTHER RESOLVED that said amounts for petty cash are to be returned to the Borough's General Fund no later than December 31st each year.

Resolution 15-2026
BE IT RESOLVED by the Mayor and council of the borough of Ogdensburg that the Tax Collector be and is hereby authorized to cancel any over or under payments in the amount of Ten Dollars (\$10.00) or less for the tax year 2026

Maria Mascuch, CTC
Tax Collector
Borough of Ogdensburg

Resolution 16-2026
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

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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

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 \$1,600.00 (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 from January 1, 2026 through December 31, 2026.
4. The total fee authorized for this contract shall not exceed \$1,600.00 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.

Resolution 17-2026

WHEREAS, a number of public entities in the State of New Jersey have joined together to form the NJ Solutions Joint Health Insurance Fund, hereafter referred to as the “Fund”, as permitted by N.J.A.C. 11:15-3.1 et. seq., N.J.S.A. 17:1-8.1 et. seq., and N.J.S.A. 40A:10-36 et. seq.; and

WHEREAS, the Fund was approved to become operational by the Department of Banking and Insurance and the Department of Community Affairs (collectively, the “Departments”) and has been operational since that date; and

WHEREAS, the statutes and regulations governing the creation and operation of a joint insurance fund in the State of New Jersey contain certain restrictions and safeguards in connection with the administration of the public interest entrusted to such a Fund; and

WHEREAS, the Mayor and Council of the Borough of Ogdensburg, hereinafter referred to as “Local Unit” has studied the feasibility of joining the Fund and has determined that membership in the Fund is in the best interest of the Local Unit.

NOW, THEREFORE, BE IT RESOLVED that the Mayor and Council of the Local Unit hereby agrees and authorizes the following:

- i. Execution of the application for membership to the Fund, including any and all documents and/or certifications as may be necessary, in order for the Local Unit to complete the application process and join the Fund.
- ii. The Local Unit shall become a member of the Fund for an initial period outlined in the Local Unit’s Indemnity and Trust Agreement, subject to the approval of the Fund Commissioners, which in no event shall exceed three (3) years as prescribed in N.J.A.C. 11:15-3.3(a).

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- iii. The Local Unit shall participate in the following type(s) of coverage(s) offered by the Fund: Health Insurance and/or Prescription Insurance and/or Dental Insurance and/or Medicare Advantage/Employer Group Waiver Program as defined pursuant to N.J.S.A. 17B:17-4, the Fund's Bylaws, and Plan of Risk Management.
- iv. Adoption and approval of the Fund's Bylaws, a true and correct copy of which is annexed hereto as Attachment A, which has been approved by the Departments.
- v. Execution of the Local Unit's Indemnity and Trust Agreement, a true and correct copy of which is annexed hereto as Attachment B, which has been approved by the Departments.

BE IT FURTHER RESOLVED, that the Mayor and Council of the Local Unit certifies, pursuant to N.J.A.C. 11:15-3.3(a), that the Local Unit has never defaulted on claims under a self-insured plan and that it has not had its insurance canceled for nonpayment of premium for a period of at least two (2) years prior to this application.

BE IT FURTHER RESOLVED, that the Mayor and Council body of the Local Unit is authorized and directed to execute the Indemnity and Trust Agreement and such other documents signifying membership in the Fund as required by the Fund's Bylaws, and to deliver these documents to the Fund's Executive Director with the express reservation that these documents shall become effective only upon on acceptance of the Fund's By-laws as prescribed in N.J.A.C. 11:15-3.3(a).

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

Resolution 18-2026

WHEREAS, the Borough of Ogdensburg ("Borough") is in need of a Code Enforcement Officer/Zoning Officer; and

WHEREAS, the position of "Code Enforcement officer/Zoning Officer is described as a dual position title code 05897 under New Jersey Civil Service Commission ("NJCSC") and is considered a competitive appointment; and

WHEREAS, as of November 18, 2025, there was no complete list of eligibles available from NJCSC for this job title; and

WHEREAS, until official action is taken by NJCSC, the Borough desires to make a provisional appointment to the position of Code Enforcement Officer/Zoning Officer; and

WHEREAS, the Borough has determined that failure to make a provisional appointment to the position of Code Enforcement Officer/Zoning Officer will seriously impair the work required to be performed by the Borough; and

WHEREAS, a provisional appointment to the position of Code Enforcement Officer/Zoning Officer will trigger an open competitive job announcement by NJCSC requiring the appointee to file for and take an examination with NJCSC in accordance with its regulations; and

WHEREAS, the Borough determined that Joseph Setticase meets the minimum qualifications for the job title; and that the needs of the Borough required that Joseph Setticase be provisionally appointed to the position of Code Enforcement Officer/Zoning Officer effective December 22, 2025, to avoid seriously impairing the work required to be performed by the Borough,

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NOW, THEREFORE, BE IT RESOLVED, by the Mayor and Council of the Borough of Ogdensburg, County of Sussex, and State of New Jersey that it hereby ratifies and confirms the provisional appointment of Joseph Setticase to the position of Code Enforcement Officer/Zoning Officer effective December 22, 2025, at an hourly rate of \$32.00 per hour for four (4) hours per week pending official action of the New Jersey Civil Service Commission and further action of the Governing Body, and

BE IT FURTHER RESOLVED that the within provisional appointment is subject to the Borough's receipt of a negative criminal history background check.

Mayor Hutnick explained we did send out in your packets all the Borough appointments as they go out each year; he wanted to make sure everyone has looked it over. Mayor Hutnick asked if anyone has any questions, comments or concerns he thought process was to try and build redundancy with everyone's groups so no one is alone, by combining departments and people so that things can get done easily. Everyone has busy schedules and busy lives so if there isn't one person available there is a second person and if the second person is not available any one of us can jump in and help with what is going on. Mayor Hutnick commented he covers all departments as needed and he is always available for assistance. Does anyone have any questions on how he has moved things around before we move on it?

Mayor Hutnick explained he needs a Council volunteer to be on the Land Use Board.

MOTIONS

Motion for appointment of Council President.

Councilwoman Cowdrick made a motion to appointment Council President to Councilman DeMeo. Seconded by Councilman Gordon.

Upon Roll call Vote:

Yeas: Cowdrick, DeMeo, Gandarinho, Gordon, Lame

Nays: None Absent: Ciasullo Abstain None

Motion for Council Representative to Land Use Board.

There was a discussion regarding a representative to the Land Use Board.

Councilman DeMeo made a motion to appoint Councilman Gandarinho as the Land Use Board representative. Seconded by Councilwoman Cowdrick.

Upon Roll call Vote:

Yeas: Cowdrick, DeMeo, Gandarinho, Gordon, Lame

Nays: None Absent: Ciasullo Abstain None

Motion to confirm Borough Appointments for 2026.

Councilman DeMeo made a motion to confirm the Borough Appointment for 2026. Seconded by Councilwoman Cowdrick.

Upon Roll call Vote:

Yeas: Cowdrick, DeMeo, Gandarinho, Gordon, Lame

Nays: None Absent: Ciasullo Abstain None

Motion to accept List of Officers, Members and Drivers of Ogdensburg Fire Department for 2026.

Councilman DeMeo made a motion to accept the list of officers, members, and drivers of the Ogdensburg Fire Department for 2026. Seconded by Councilwoman Lame.

Upon Roll call Vote:

Yeas: Cowdrick, DeMeo, Gandarinho, Gordon, Lame

Nays: None Absent: Ciasullo Abstain None

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Resolution 12-2026

Councilman Gordon made a motion to approve Resolution 12-2026 to hold regular monthly council meetings on the second and four Monday of each month at 7:00 P.M. with the following exception: Tuesday, May 26, 2026, and Wednesday, October 14, 2026, at 7:00 P.M. at the Borough Hall, 14 Highland Avenue, Ogdensburg, NJ.

Mayor Hutnick explained there was a suggestion to change the Wednesday meeting in October to Tuesday.

Councilman Gordon commented he makes a motion to move the October 14, 2026, meeting to Tuesday October 13, 2026.

Ms. Hough commented the October 14 meeting will now be Tuesday, October 13. Ms. Hough asked Mr. Gordon if he amends his motion.

Mr. Gordon commented he did.
Seconded by Councilman DeMeo.

Upon Roll call Vote:

Yeas: Cowdrick, DeMeo, Gandarinho, Gordon, Lame

Nays: None Absent: Ciasullo Abstain None

Resolution 12-2026

WHEREAS, all of the meetings listed below will be held at the Ogdensburg Municipal Building, 14 Highland Avenue, Ogdensburg, New Jersey, at 7:00 P.M. prevailing time; and

NOW THEREFORE BE IT RESOLVED, by the Mayor and Council of the Borough of Ogdensburg will hold their 2026 regularly scheduled meeting on the second and fourth Monday of the month except for Tuesday, May 26, 2026, and Tuesday, October 13, 2026.

2026 Regular meeting dates:

January 12 and 26

February 9 and 23

March 9 and 23

April 13 and 27

May 11 and (Tuesday) May 26

June 8 and 22

July 13 and 27

August 10 and 24

September 14 and 28

(Tuesday) October 13 and October 26

November 9 and November 23

December 14

The following agenda will be adhered to by the Council at these meetings:

1. Roll Call.
2. Statement by Mayor or other presiding officer as to compliance with Provision of P.L. 1975, Open Public Meeting Act, N.J.S.A. 10:4-6
3. Consent Agenda
4. Action on Minutes of previous meetings
5. Liaison reports
6. Opening of bids (if any).
7. Ordinances (if any).
8. Bond Ordinances (if any).
9. Preparation/Action on Budget (if necessary).
10. Public Session.
11. Old or Unfinished Business.
12. New Business.
13. Discussion.

**MEETING MINUTES FOR THE MAYOR AND COUNCIL
REORGANIZATIONAL MEETING
OF THE BOROUGH OF OGDENSBURG
14 HIGHLAND AVE, OGDENSBURG AT 7:00pm
January 2, 2026**

14. Reading of correspondence.
15. Action on bills and vouchers.
16. Adjournment.

A copy of this resolution shall be posted on the Borough of Ogdensburg Municipal Bulletin Board, copies of this resolution shall be forward to the New Jersey Herald and the New Jersey Sunday Herald located in Newton, NJ, posted under legal notices on the official Internet website of the Borough of Ogdensburg, <https://ogdensburgnj.org/legal-notices> and is on file in the office of the Municipal Clerk of the Borough of Ogdensburg. This resolution shall take effect immediately.

PUBLIC SESSION

Councilman DeMeo made a motion to open the meeting to the public. Seconded by Councilwoman Cowdrick. All were in favor.

Vicki Schroder, Ogdensburg asked what were the appoints that were approved.

Councilman DeMeo commented it is two pages of appointments; Robin can give you a copy.

Donna Heverly, Ogdensburg commented on the last snowstorm and the number of people that were ticketed. Which is great but maybe we should look into making that from date to date with no parking on the road during winter. Ms. Heverly asked the Council to consider changing this. Ms. Heverly spoke about an issue with parking on the street she lives on and the paper road.

Ms. Schroder, Ogdensburg suggested to look into making a rule about no parking on any of the paper roads in town and gave an example.

Councilman DeMeo made a motion to close the meeting to the public. Seconded by Councilwoman Cowdrick. All were in favor.

ADJOURNMENT

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

Meeting adjourned at 7:19p.m.

Robin Hough, Borough Clerk

George P. Hutnick, Mayor