

**REGULAR MEETING MINUTES OF THE MAYOR AND COUNCIL  
OF THE BOROUGH OF OGDENSBURG  
14 HIGHLAND AVE. OGDENSBURG AT 7:00PM  
February 23, 2026**

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

Mayor Hutnick led the Pledge of Allegiance.

**ROLL CALL:** Ciasullo, Cowdrick, DeMeo, Gandarinho, Gordon, Lame, Mayor Hutnick

Absent: None

Also, in attendance was Mike Marceau, CFO

**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 January 5, 2026.”

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

**CONSENT AGENDA**

1. Approval of regular meeting minutes from February 9, 2026.
2. Approval of Resolution 35-2026 authorizing the award of a non-fair and open professional service contract to Action Data Services for payroll and accounting services.
3. Approval of Resolution 36-2026 to authorize veterans tax exemption pursuant to N.J.S.A. 54:4-3.30, to Joel Gonzalez, Block 3.05 Lot 2.
4. Accept for filing letter dated January 20, 2026, from NJDEP Re: Dam Safety Inspection Report for Heaters Pond Dam.

**Upon Roll call Vote:**

Yeas: Ciasullo, Cowdrick, DeMeo (abstain #1), Gandarinho, Gordon, Lame

Nays: None Absent: None Abstain None

Resolution 35-2026

**WHEREAS**, the Borough of Ogdensburg (“Borough”) has a need for continued payroll and accounting services to be awarded as a Non-Fair and Open Professional Service Contract; and

**WHEREAS**, Action Data Services (“ADS”), having a business address at 17 Sherwood Lane, Fairfield, New Jersey has submitted a contract proposal dated February 9, 2026 for said services in the amount of \$12,948.82 annually as described more fully in the attached contract (“Contract”) which is incorporated herein by reference and made a part hereof; and

**WHEREAS**, the term of the Contract shall be two (2) years commencing October 1, 2026, and ending September 30, 2028 (“Termination Date”); and

**WHEREAS**, if either party does not terminate this Contract in writing ninety (90) days prior to the Termination Date, then the Contract shall renew for an additional one (1) year term, ending September 30, 2029; and

**WHEREAS**, ADS has completed and submitted a Business Entity Disclosure Certification which certifies that ADS has not made any reportable contributions to a political or candidate committee in the Borough in the previous one year, and that the Contract will prohibit ADS from making any reportable contributions through the term of the Contract; and

**WHEREAS**, the Chief Financial Officer has certified as to the availability of funds pursuant to N.J.A.C. 5:30-5.4; and

**REGULAR MEETING MINUTES OF THE MAYOR AND COUNCIL  
OF THE BOROUGH OF OGDENSBURG  
14 HIGHLAND AVE. OGDENSBURG AT 7:00PM  
February 23, 2026**

**WHEREAS**, the Local Public Contracts Law, N.J.S.A. 40A:11-1, et seq. requires that the resolution authorizing the award of contracts for professional services without competitive bids and the contract itself be available for public inspection.

**NOW, THEREFORE, BE IT RESOLVED** that the Mayor and Council of the Borough of Ogdensburg, County of Sussex, and State of New Jersey authorize the Mayor and Municipal Clerk to enter into a contract with Action Data Services as described herein and in the form attached hereto; and

**BE IT FURTHER RESOLVED** that this Contract and Resolution shall remain on file and be available for public inspection in the office of the Municipal Clerk; and

**BE IT FURTHER RESOLVED** that a notice of this action shall be printed once in the Borough's legal newspaper in accordance with law.

Resolution 36-2026

WHEREAS, on January 13, 2026, the Veterans Administration assigned a 100% Disable Veteran rating to Joel Gonzalez, who took title and physically resides at Block 3.05 lot 2

1 Washington Road, Ogdensburg., New Jersey, and

WHEREAS, the Borough Council approved the determination effective day February 23, 2026, on which Joel Gonzalez is fully exempt from paying property taxes, thus the Tax Collector entered it onto the tax records for the year 2026 effective January 13, 2026

BE IT FURTHERE RESOLVED that a certified copy of the resolution be forwarded to the Tax Collector and the Chief Financial Officer for their records.

**Maria Mascuch**  
TAX COLLECTOR  
February 23, 2026

**ADOPTION ORDINANCE 01-2026**

Councilman DeMeo made a motion to adopt ordinance 01-2026 "AN ORDINANCE AMENDING AND SUPPLEMENTING CHAPTER 3 OF THE CODE OF THE BOROUGH OF OGDENSBURG ENTITLED "POLICE REGULATIONS" SECTION 3-6 LITTERING".  
Seconded by Councilwoman Lame.

**Prior to final roll call, Mayor Hutnick opened the meeting to the public for any comments regarding ordinance 01-2026.**

No one in the public had any comments.

**Mayor Hutnick closed the meeting to the public for any comments regarding ordinance 01-2026.**

**Upon Roll call Vote:**

Yeas: Ciasullo, Cowdrick, DeMeo, Gandarinho, Gordon, Lame  
Nays: None Absent: None Abstain None

**ADOPTION ORDINANCE 02-2026**

Councilman DeMeo made a motion to adopt ordinance 02-2026 "AN ORDINANCE AMENDING AND SUPPLEMENTING CHAPTER 7 OF THE CODE OF THE BOROUGH OF OGDENSBURG ENTITLED "TRAFFIC" SECTION 7-10 TEMPORARY PARKING PROHIBITAION FOR SNOW PLOWING AND REMOVAL. Seconded by Councilwoman Lame.

**Prior to final roll call, Mayor Hutnick opened the meeting to the public for any comments regarding ordinance 02-2026.**

**REGULAR MEETING MINUTES OF THE MAYOR AND COUNCIL  
OF THE BOROUGH OF OGDENSBURG  
14 HIGHLAND AVE. OGDENSBURG AT 7:00PM  
February 23, 2026**

No one from the public had any comments.

**Mayor Hutnick closed the meeting to the public for any comments regarding ordinance 02-2026.**

**Upon Roll call Vote:**

Yeas: Ciasullo, Cowdrick, DeMeo, Gandarinho, Gordon, Lame

Nays: None Absent: None Abstain None

**MUNICIPAL FACILITIES AND RECREATION AREA APPLICATION**

Councilwoman Cowdrick made a motion to approve the Facility Use Application submitted by Alyssa Allen, President of the Ogdensburg PTO to use the Ogdensburg Memorial Field for an Easter Egg Hunt to be held on March 29, 2026, from 11:00am to 4:00pm and to waive the fee. Seconded by Councilman DeMeo.

**Upon Roll call Vote:**

Yeas: Ciasullo, Cowdrick, DeMeo, Gandarinho, Gordon, Lame

Nays: None Absent: None Abstain None

**LIAISON REPORTS**

Councilman Ciasullo reported there is nothing new on water except trying to get everything put together for budget and capital.

Councilman Gordon reported on buildings and grounds. Councilman Gordon commented he believes now with the new thermostats we have in the building and the finding of a bad relay for the circulator pump we have the heating issue addressed. He is waiting on quotes for the split units.

Councilman DeMeo reported on the fire department. He spoke to the Chief of the Fire Department who wanted to remind the Council the one engine still needs to be fixed. They will have the quote for the budget.

Councilman DeMeo asked Sgt. Sanfilippo if there was anything to report for the police department.

Sgt. Sanfilippo reported that the live scan came in the system is up and running. The acutest is up and running now. Those are two pieces of equipment that we need. The officer in the academy is doing well. Ptl. McWilliam's we just hired is now in his own car; he is doing very well. We are on the right track.

Councilman DeMeo commented the fire department has had a bunch of call outs in the last two weeks.

Councilwoman Cowdrick commented she had a company reach out regarding garbage; she ment with them with Councilwoman Lame and Councilman Gordon. We just received some information, and she is trying to find out other information on the dumping and tipping rates how much we have been using. To get this ready for the budget season.

Councilwoman Lame reported on Ogdensburg Day. We are meeting, the forms are ready for any vendors and donations. We are looking for vendors and donations. The fireworks have been confirmed for that Saturday, and the rain date is Sunday. The Sterling Hill Mine is sponsoring the fireworks.

Councilman Gandarinho reported on the Municipal Drug Alliance. Mr. Astor decided we are going to go with a dance for May 15, it is a Friday night at the school between 7 and 9 for the middle school students. He has to complete the facility form for the school but what about

**REGULAR MEETING MINUTES OF THE MAYOR AND COUNCIL  
OF THE BOROUGH OF OGDENSBURG  
14 HIGHLAND AVE. OGDENSBURG AT 7:00PM  
February 23, 2026**

insurance. The Board of Education has its own form but with insurance do we go through the town or them.

Ms. Hough commented she will look into this.

Ms. Hough commented she is almost done with the spring newsletter and just needs additional information about Ogdensburg Day.

Councilman Gandarinho reported on DPW. We just had another snowstorm; they worked all night into the day. They did a good job; it was hard to handle but they got the streets clean. They were tired.

Mayor Hutnick explained the salt situation; we are down to about 50 tons; we have been borrowing some from Lafayette. They have been getting all their deliveries on time. Mayor Hutnick explained he had spent more time on the phone than he cares to mention with Mortan Salt and explained progress he made today and a situation when the delivery driver didn't wait because no one was at DPW to sign for the delivery and the driver never called anyone to let DPW know they were coming or there.

**OLD BUSINESS**

Auction properties on Willis Ave. – Councilman Ciasullo commented he wanted to see if we came up with a date yet for the engineer to be here and answer questions about the property.

Ms. Hough explained she talked to Mike on Friday, he doesn't have his schedule yet for March.

Parks and Playground – Councilwoman Cowdrick commented we can take this off the agenda for now.

Quarry update – This can be removed for now.

Shoveling Sidewalks – Sgt. Sanfilippo explained the sidewalks were done today, they are not ADA compliant and school starts tomorrow. It is up the Council what you want to do regarding changing the ordinance.

Mayor Hutnick explained he will reach out to the property owners with sidewalks.

Sgt. Sanfilippo commented at the last meeting he was getting a lot of complaints because kids were walking on Rte. 517 because the sidewalks were not shoveled. His concern is one of them getting hit by a car and he had suggested that you might want to revise the ordinance and have our DPW to actually do our sidewalks because they need to know we are going to do it and they will be cleared and cleaned. Issue is with fines they would rather pay the fines.

Ms. Hough explained she sent a draft ordinance to the attorney for review. [Based on the conversation of the last meeting].

Mayor Hutnick commented it would be a two-hour minimum at \$100.00 per hour.

Sgt. Sanfilippo commented his only concern is it has to be done before school starts the next morning. That is our issue.

There was a discussion on whether or not to have DPW shovel the sidewalks, liability if the Borough starts shoveling the sidewalks, hiring someone just to shovel sidewalks, one of the houses on Main Street is in an LLC. and the law is changing with an LLC an owner's name has to be listed.

Mayor Hutnick explained to have an ordinance with a time frame, if you don't have the sidewalk shoveled you are talking a fine then a minimum two hours at \$100.00 an hour to do it. We would only be doing this in an emergent case the Borough is not saying we are going to do it.

**REGULAR MEETING MINUTES OF THE MAYOR AND COUNCIL  
OF THE BOROUGH OF OGDENSBURG  
14 HIGHLAND AVE. OGDENSBURG AT 7:00PM  
February 23, 2026**

Chief of Police contract – Councilman DeMeo commented we need to have a discussion in executive session on this.

**NEW BUSINESS**

2026 Municipal Budget –

Mr. Marceau had given budget handouts to the Council. Mr. Marceau explained to review them and let him know if you have any questions. He will probably be sending out additional information this week where he takes a chain saw to the budget. The way it sits with everyone's wish list in there we are at 12% increase which believe it or not fits in the Governors 2% cap. He will add a column, so everyone knows what he cuts and why. The big killer is the health insurance, we are still waiting on added assessment from the assessor, some numbers that will come out on the Financial Statement so it will change regardless.

Mayor Hutnick asked when do you feel we can start?

Mr. Marceau commented we can add the budget to the next meeting, or we can have a special meeting. By the end of this week, he should have something that is a little more reasonable. Mr. Marceau commented he would like to figure out raises for the employees as well, so it doesn't involve retro stuff to the State of New Jersey. So, if we can get that done by the end of March. There is information on salaries the Council received. It is at two percent now, but the spread sheet has options.

Councilman Ciasullo asked if that medical number is a hard number or an estimate.

Mr. Marceau commented no, that is rock solid. What is hurting the Borough is the retirees. The State went up this year 36%, we are only in the State for two months. Then we went to NJ Solutions which is going up 25% plus two months at 36%. He is paying approximately one thousand dollars a month less than the four retirees through NJ State Health Benefits then he is for all the active employees. We have one retired for 11 months last year, two we had for six months and one we had for three months. Now we have a full 12 months on all of them. The health care went up by about 65%, two hundred thousand dollars.

There was a discussion on budget meeting options.

The budget will be discussed at the regular meetings on March 9<sup>th</sup> and March 23<sup>rd</sup>. A special meeting will be scheduled for March 30, 2026, at 7:00pm. The budget has to be introduced by April 13, 2026.

Plant Street Soccer Field – Mayor Hutnick explained NJ DEP isn't ready again for a long-term lease agreement. Therefore, we have to submit a special use permit to DEP for use of the soccer field this year.

Ms. Hough asked when is soccer starting?

Councilman DeMeo commented April 1<sup>st</sup> to November 30<sup>th</sup>.

DPW Building –

Councilman Gordon commented the DPW building on the side with the office, breakroom and bathroom; he noticed there is a slab settlement of about two inches below the molding on the side of the wall. Then there is a gap in the office door that leads outside to the man door the guys use to go in and out and you have cracking in the slab in the first bay. He isn't sure what is going on; it appears to be some sort of settlement issue that we are going to need to have looked at to see if we can possibly address it and explained what could possibly be done to fix it. Something has to be done because that is the side where all the plumbing is for the bathroom and the kitchen.

**REGULAR MEETING MINUTES OF THE MAYOR AND COUNCIL  
OF THE BOROUGH OF OGDENSBURG  
14 HIGHLAND AVE. OGDENSBURG AT 7:00PM  
February 23, 2026**

There was a discussion on these issues, it was suggested we should create a list of issues in the Borough that need to be fixed and we need to get the fuel tanks out of the ground this year.

**PUBLIC SESSION**

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

No one from the public had any comments.

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**

Councilman DeMeo made a motion to go into executive session for Personal/contract negotiation, Councilwoman Lane seconded motion to adopt the following resolution.

**Upon Roll call Vote:**

Yeas: Ciasullo, Cowdrick, DeMeo, Gandarinho, Gordon, Lane

Nays: None Absent: None 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

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;

Personal/contract negotiation.

At this time Councilwoman Cowdrick and Councilman Gordon recused themselves from executive session.

At 7:37pm the Mayor and Council went into executive session.

At 8:01pm the Mayor and Council returned from 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, DeMeo, Gandarinho, Lane

Nays: None Absent: Cowdrick, Gordon Abstain: None

**CURRENT**

DATE	CHECK #	PAID TO	AMOUNT
02/23/2026	6	36327 Action Data Services, Inc.	181.74
02/23/2026	6	36328 Amazon	711.64
02/23/2026	6	36329 Aurora Electrical Supply	26.36
02/23/2026	6	36330 Bullseye Calibration of NJ	312.95
02/23/2026	6	36331 Campbell Supply Company of Sussex C	2,522.75

**REGULAR MEETING MINUTES OF THE MAYOR AND COUNCIL  
OF THE BOROUGH OF OGDENSBURG  
14 HIGHLAND AVE. OGDENSBURG AT 7:00PM  
February 23, 2026**

02/23/2026	6	36332	Career Development Institute Inc.	449.00
02/23/2026	6	36333	Civil Solutions (ARH Associates)	1,200.00
02/23/2026	6	36334	Danforth's	168.00
02/23/2026	6	36335	Dover Brake & Clutch Co., Inc	132.27
02/23/2026	6	36336	Elizabethtown Gas	2,137.84
02/23/2026	6	36337	Elizabethtown Gas	504.19
02/23/2026	6	36338	Elizabethtown Gas	1,030.88
02/23/2026	6	36339	Elizabethtown Gas	545.39
02/23/2026	6	36340	Home Depot	267.93
02/23/2026	6	36341	JCP&L	127.87
02/23/2026	6	36342	JCP&L	2,434.95
02/23/2026	6	36343	JCP&L	40.08
02/23/2026	6	36344	JCP&L	301.84
02/23/2026	6	36345	JPMonzo Municipal Consulting, LLC	50.00
02/23/2026	6	36346	Lafayette Auto Parts	414.94
02/23/2026	6	36347	Lumen Technologies Group	125.61
02/23/2026	6	36348	My Corporate Hosting Solutions, LLC	329.25
02/23/2026	6	36349	Napa Auto Parts	17.98
02/23/2026	6	36350	Nicholas McWilliams	180.30
02/23/2026	6	36351	NJ League of Municipalities	393.00
02/23/2026	6	36352	NJ League of Municipalities	45.00
02/23/2026	6	36353	Northeast Communications, Inc.	1,257.07
02/23/2026	6	36354	Ogdensburg Fire Department	3,586.49
02/23/2026	6	36355	PowerSchool Group LLC	1,250.00
02/23/2026	6	36356	Robin Hough	50.00
02/23/2026	6	36357	Safe Kids Worldwide	95.00
02/23/2026	6	36358	Schenck Price Smith & King LLP	9,312.84
02/23/2026	6	36359	Staples Business Advantage	85.26
02/23/2026	6	36360	Sussex County Municipal Utility	5.00
02/23/2026	6	36361	Turn Out Uniforms, Inc.	4,223.46

**REGULAR MEETING MINUTES OF THE MAYOR AND COUNCIL  
OF THE BOROUGH OF OGDENSBURG  
14 HIGHLAND AVE. OGDENSBURG AT 7:00PM  
February 23, 2026**

02/23/202	6	36362	US Postal Service	185.00
				<b>34,701.8</b>
				<b>8</b>

**GENERAL CAPITAL**

DATE	CHECK #	PAID TO	AMOUNT
02/23/202	6	Idemia Identity & Security USA	26,906.0
	1249	LLC	0
			<b>26,906.0</b>
			<b>0</b>

**DEVELOPERS  
ESCROW**

DATE	CHECK #	PAID TO	AMOUNT
02/11/202	6	Dolan & Dolan Esqs.	30.71
			<b>30.71</b>

**GRANT FUND**

DATE	CHECK #	PAID TO	AMOUNT
02/23/202	6	Garden State Laboratories, Inc.	2,195.00
02/23/202	6	US Postal Service	185.00
			<b>2,380.00</b>

**PAYROLL**

DATE	CHECK #	PAID TO	AMOUNT
02/23/202	6	AFLAC	489.30
			<b>489.30</b>

**UNEMPLOYMENT TRUST**

DATE	CHECK #	PAID TO	AMOUNT
02/23/202	6	State of NJ Division of Employer Ac	16.06
02/23/202	6	State of NJ Division of Employer Ac	12.05
			<b>28.11</b>

**WATER OPERATING**

DATE	CHECK #	PAID TO	AMOUNT
02/23/202	6	Garden State Laboratories, Inc.	225.00

**REGULAR MEETING MINUTES OF THE MAYOR AND COUNCIL  
OF THE BOROUGH OF OGDENSBURG  
14 HIGHLAND AVE. OGDENSBURG AT 7:00PM  
February 23, 2026**

02/23/202			
6	5510	One Call Concepts, Inc.	10.10
02/23/202			
6	5511	Reliable Restoration Logistics	2,337.50
02/23/202			
6	5512	Staples Business Advantage	4.63
02/23/202			
6	5513	Treasurer, State of New Jersey	4,935.00
			<b>7,512.23</b>

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

Meeting adjourned at 8:02p.m.

\_\_\_\_\_  
Robin Hough, Borough Clerk

\_\_\_\_\_  
George P. Hutnick, Mayor