

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

Also, in attendance: ---

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.”

PRESENTATION

At this time the Mayor and Council presented Mr. and Mrs. Patrick and Mary Fitzgibbons with a Proclamation for Seniors of the Year 2026.

Mayor Hutnick read the proclamation and thanked Patrick and Mary for their years of dedication to the Borough.

Mayor Hutnick welcomed Sussex County Commissioner, Jake DeGroot and Kristen Umansky, the Borough’s new part time tax assessor.

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

CONSENT AGENDA

1. Approval of regular meeting minutes from May 26, 2026.
2. Approval of Resolution 59-2026 authorizing the agreement between the Borough of Ogdensburg and Abate Fence Company LLC. for fence by Borough Hall and the Department of Public Works.
3. Approval of Resolution 60-2026 authorizing the Borough Clerk to renew liquor licenses 1916-32-004-006 Stew N Dolly’s and 1916-44-003-006 Tammie Mannion for the 2026-2027 licensing term.
4. Accept for filing Sparta Township Ordinance 26-07.

Upon Roll call Vote:

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

Nays: None Absent: None Abstain None

Resolution 59-2026

WHEREAS, the Borough of Ogdensburg “Borough” needs to replace a fence at Borough Hall and in the area by the Department of Public Works “DPW”; and

WHEREAS, to meet this need the Borough solicited quotes from three (3) prospective vendors experienced in fencing service in accordance with N.J.S.A. 40A:11-6.1; and

WHEREAS, after reviewing responsive quotes, the Borough determined that the proposal by Abate Fence Company, LLC. having the address of 3619 NJ-23, Hamburg, NJ 07439, dated April 16, 2026, incorporated herein by reference, is most advantageous price and other factors considered; and

WHEREAS, the total cost of the proposal is;

Municipal Building

166” of all Cedar wood 2-rail split rail fence

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2 posts to be mounted on cement wall with expansion bolts
Material and Labor \$3,700.00

DPW fence

131ft. of 4' high 9 gauge 2" mesh galvanized chain link fence

(1)25' open x 4' high cantilever slide gate

(4) nylon rollers with safety covers

4"gate posts, 1 1/2' terminals, 2"line posts 1 5/8" top rail

Material and Labor \$7,000.00

WHEREAS, the Borough Chief Finance Officer has certified funds are available for this service through funds available in Ordinance 06-2020 section D. Undertaking of various improvements to public buildings and facilities that have not been used.

NOW, THEREFORE, BE IT RESOLVED that the Mayor and Council of the Borough of Ogdensburg, County of Sussex, and State of New Jersey hereby authorizes an agreement with Abate Fence Company, LLC, 3619 NJ-23, Hamburg, NJ 07439 for fence replacement at the Borough Hall and DPW in the amount of \$10,700.00.

BE IT FURTHER RESOLVED that the Mayor, Borough Clerk, and Chief Financial Officer are hereby authorized and directed to take such ministerial actions as are necessary to enter and effectuate this agreement.

Resolution 60-2026

BE IT RESOLVED BY THE MAYOR AND COUNCIL OF THE BOROUGH OF OGDENSBURG, COUNTY OF SUSSEX, STATE OF NEW JERSEY, THAT THE FOLLOWING APPLICATIONS FOR THE RENEWAL OF LIQUOR LICENSES IN THE BOROUGH OF OGDENSBURG FOR THE 2026-2027 LICENSING YEAR, EFFECTIVE JULY 1, 2026, BE AND THE SAME HEREBY APPROVED:

PLENARY RETAIL CONSUMPTION – \$414.00

LICENSE #	LICENSEE	ESTABLISHMENT	ADDRESS
1916-32-004-006	Stew N Dollys Place LLC.		46 Main Street

PLENARY RETAIL DISTRIBUTION - \$302.00

1916-44-003-006	Tammie Mannion	ABC Pocket
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CLUB LICENSE - \$70.00

Mayor Hutnick asked Commission DeGroot if he would like to speak before we move forward with the rest of the meeting.

Mr. DeGroot commented he wanted to introduce himself; he is the Borough's liaison as County Commissioner. Mr. DeGroot explained he knows the County is working on the speed limit; we need some additional information and is willing to help coordinate anything. Mr. DeGroot thanked the Ogdensburg VFW Post during the 250th celebration; we appreciated it, they did a wonderful job.

EXECUTIVE SESSION MINUTES

Councilman DeMeo made a motion to approve the executive session minutes from May 26, 2026. Seconded by Councilman Gordon.

Upon Roll call Vote:

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

Nays: None Absent: None Abstain None

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RESOLUTION 58-2026

Councilman DeMeo made a motion Kristen Umansky, CTA to the position of part-time tax assessor. Seconded by Councilwoman Lame.

Upon Roll call Vote:

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

Nays: None Absent: None Abstain None

Resolution 58-2026

WHEREAS, N.J.S.A. 40A:9-146 requires every municipality in the State of New Jersey to have a Tax Assessor who is to be appointed by the Governing Body; and

WHEREAS, the Borough of Ogdensburg (“Borough”) has an immediate need to appoint a Certified Tax Assessor due to a vacancy created by the recent resignation of the Borough’s current Tax Assessor; and

WHEREAS, the Borough publicly advertised for this position on the Borough’s website and received one resume; and

WHEREAS, Kristen Umansky, who is a State Certified Tax Assessor, has applied for this position and meets all the qualifications to hold the position and perform the duties of Tax Assessor; and

WHEREAS, this position, having State Title Code 04120, is an Unclassified Position according to the Local Title List provided by the New Jersey Civil Service Commission; and

WHEREAS, this position is a part-time position with an annual salary of \$20,000; and

WHEREAS, the Borough’s Chief Financial Officer has certified that funds are available to pay for the services required to be performed for this part-time position; and

WHEREAS, the Borough now desires to appoint Kristen Umansky, CTA to this position effective June 9, 2026, subject to receipt of a negative criminal history background check and fingerprinting within one (1) month of the effective date of hire.

NOW, THEREFORE, BE IT RESOLVED, by the Mayor and Council of the Borough of Ogdensburg, County of Sussex and State of New Jersey that Kristen Umansky, CTA is hereby appointed to the position of Part-Time Tax Assessor with an annual salary of \$20,000 effective June 9, 2026.

NOW, THEREFORE, BE IT FURTHER RESOLVED, this appointment is contingent and conditioned upon Ms. Umansky providing the Borough with proof of a negative criminal history background check and fingerprinting within one (1) month of the effective hire date.

LIAISON REPORTS

Councilman Ciasullo commented he will report when he gets to new business.

Councilman Gordon had nothing to report.

Councilman DeMeo reported there is nothing new on the police department; our last officer is finishing up with training. Councilman DeMeo reported on the fire department; he followed up with the Chief about the pallets at the pond. They took some out, there was more than they thought so they have to go back up to take some more loads out of the pond. According to the Chief they took three loads out.

Councilwoman Cowdrick commented she had a conversation with them and Eric asked if he could borrow a Borough truck to get everything in one shot.

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There was a discussion on the use of a Borough truck, risk management and DPW taking the truck up there to get the pallets.

Councilman DeMeo reported the other fire truck was repaired he signed the invoice tonight.

Councilwoman Cowdrick reported on parks and recreation; we are still looking for lifeguards we only have one and requested to put the ad back out on Facebook and the Borough website. There will be a cut off day by June 19th we need people to make a decision as to what we are going to do. Councilwoman Cowdrick explained she and Councilwoman Lane are looking into things to [clean] up the park. We will have the list at the next meeting. The chairs that were ordered came in.

Mayor Hutnick commented he has been receiving compliments this week about the pond especially the fishing.

Councilman Ciasullo commented he will update that. Councilman Ciasullo explained the fish are in the pond, the bass are in the pond he thinks 100 12”to 14”. All the bait fish have been put in the pond. Robin set it up so he could talk to the gentleman that was making the delivery he got delayed by time he got there but he took pictures for him, they spoke, everything was spread out. Councilman Ciasullo went up to the pond to test the waters to make sure they were hungry and they are biting and explained suggested maintenance with the fish in the pond.

There was a discussion on fish and cleaning treatments for the pond.

Councilwoman Lane reported on Ogdensburg day. They will need DPW to make sure the garbage cans are all cleaned out and ready to go on Friday the 19th. We are also going to need the gas cans filled and ready to go for the generators and the grass cut.

Councilwoman Lane updated the Council on the pavilion in exchange for the ambulances. Apparently, that is illegal to do; we are not allowed to barter. So that is off the table, and we need to put the ambulances on Municibid and the pavilion is not getting done.

Councilwoman Lane reminded the Council that this Friday is the retirement party at 6:00pm. We are going to be there Thursday night at 7:30pm to set up if anyone would like to join, we would appreciate it.

Councilman Gandarinho reported on DPW, they started street sweeping this morning. They started up in the Presidents; they have a few more streets up there then they are moving to work their way through town. We have two guys that came out of the OHS 30-15 class so anything that needs to be dug up we are prepared for that. They are keeping busy throughout the town.

OLD BUSINESS

Fuel Tanks by the Fire House – Councilman Gordon reports we are in a holding pattern with the tanks.

Mayor Hutnick commented this is a work in progress until we get the information we need.

NJDOT Grant application for Fiscal Year 2027 – Mayor Hutnick commented we did this already. It can come off the agenda.

Main Street Traffic Study – Councilman Ciasullo commented we got the County started, he received a call from their engineers. They went out already, what we are thinking about is tying it into the school zone and explained what the County is suggesting. They want to set up a meeting during the day with them and have the Chief at the meeting. If it is tied into the school zone would speed up the process and getting the county update police reports.

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Councilman Ciasullo and Councilwoman Cowdrick along with the Chief would set up and attend a meeting with the County.

IT professional services – Ms. Hough commented she received a second quote now we have two.

Administrative offices Part time help – Mayor Hutnick commented Mike and Robin are handling this.

NEW BUSINESS

Trees on Roosevelt Dr. – Councilwoman Cowdrick commented she met with Jake from Tree Works to look at the trees we have issues with on Roosevelt. They walked the entire length of the road and he found 18 [trees] that really need to come down. He would remove them and just drop them. He would make sure everything is off the roadway and he would take the two trees that have already come down and are hanging in the road and clean that up. The cost for all of that was six thousand. They can start anytime.

Councilwoman Cowdrick gave an update from Braen; she met with them and we were talking about the truck again. He really wants to know what size signs we need, what we want on them, what needs to be on it, he said the bigger the better and they would get this done for us. We also talked about taking their driveway and making it long gated and explained.

Ms. Hough commented with the cost six thousand which is over the quote threshold you would need to get three quotes.

Mayor Hutnick commented agreed, we have to discuss this anyway. We never budgeted for tree [removal].

There was a discussion on the trees, what trees have to come down out of those 18 trees, the cost and reducing the job due to the budget.

Discussion on Ogdensburg Water System future – Councilman Ciasullo explained he is looking into the possibility of leasing, sell our water system in the Borough. He received a lot of information from one town. Basically, this is something that is being done, most of the people that are doing this is for the same reason why we would even consider doing it. The Borough has a lot of issues with infrastructure and future things that maybe regulatory stuff from the State.

Councilman Ciasullo explained with capital items coming up and things in need of repair, it is probably the best time if we are going to do this would probably be before we fix everything. Councilman Ciasullo explained what the administrator from one town sent him. He found out it will always be the Borough's; we can word it such as the land is only leased for x amount of time and explained how we can adjust the water rates and gave examples. It isn't a locative sale, but you now don't have to worry about maintenance. The town that gave him the information was in the same situation as us and explained. We need to talk to the engineer and attorney to see if it is worth putting a bid spec together.

Councilman DeMeo asked if he had a copy of the signed contract?

Councilman Ciasullo replied he would email that to him.

Councilman Ciasullo commented he thinks it is worth finding out what the cost and if we think it is worth moving forward with this.

Mayor Hutnick commented he doesn't see any harm in doing a follow up. Does the Council have any thoughts on it? Council members agreed to follow up getting additional information.

Mayor Hutnick commented when you are talking with the engineers, see if you can find out information on Brooks Flat.

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Councilwoman Cowdrick commented she did get the ok from the County that we can open the lake. She forgot to report that before.

Councilman Gordon commented he did hear back from the DEP; they are reviewing the proposal for a new backhoe. It will be a grant. Councilman Gordon put in for the grant, and they are reviewing the proposal.

Councilman Gordon commented the part came in for the last mower today; so, when he gets time, he will get that back together. Councilman Gordon suggested looking at the trees down by the number three well house.

PUBLIC SESSION

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

Jeanie Ortiz, Ogdensburg commented she is here as a resident and a member of the Ogdensburg Historical Society. Mrs. Ortiz spoke about cones and a barricade set up on Richardsville and we haven't seen anything happening, then asked what is the story.

Councilman Gordon explained the situation on Richardsville and why there are cones there.

Mrs. Ortiz updated the Council on Historical Society information; our County Quilt went over very well, the Historical Society provided stuff for the time capsule, Ogdensburg Day is moving along well, we are back to having open houses and we are selling T-shirts and pint glasses. Mrs. Ortiz asked if the information can be placed on the Borough's website and Facebook page. They did receive donations from Braen, Ficor, ORA it is improving and explained items they are adding for the day.

Craig Taylor, Ogdensburg spoke about the problem with the trucks coming from the Quarry and explained what has been going on with the traffic situation from Main Street in the burg going to the traffic light in Franklin then back up on Rte. 23. As a result, a lot of tractor trailers are coming down Kennedy because it is a cut off. How can Council address this? Mr. Taylor explained issues he is having at his house.

There was a discussion on the trucks, how the police department is working on this situation and the truck violations.

Mr. Taylor spoke about Habitat for Humanity helping residents in town that can't afford repair work or updating an old building.

There being no further business from the public, Councilman DeMeo moved, Councilman Gordon 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 Councilwoman Cowdrick.

Upon Roll call Vote:

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

Nays: None Absent: None Abstain: None

CURRENT

DATE	CHECK #	PAID TO	AMOUNT
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06/08/202	6	36626	Action Data Services, Inc.	295.46
06/08/202	6	36627	Allied Oil	2,717.98
06/08/202	6	36628	Amazon	138.76
06/08/202	6	36629	Atlantic Communications	170.00
06/08/202	6	36630	B and R Uniform	1,405.90
06/08/202	6	36631	Bassani Power Equipment, LLC	108.95
06/08/202	6	36632	Blue Diamond Disposal, Inc.	21,893.62
06/08/202	6	36633	Brightspeed	19.09
06/08/202	6	36634	Brightspeed	58.74
06/08/202	6	36635	Brightspeed	49.97
06/08/202	6	36636	BrightSpeed	801.67
06/08/202	6	36637	Brightspeed	311.51
06/08/202	6	36638	Brightspeed	257.02
06/08/202	6	36639	Brightspeed	62.63
06/08/202	6	36640	Brightspeed	53.99
06/08/202	6	36641	Brightspeed	99.49
06/08/202	6	36642	Certified Speedometer Service, Inc	308.00
06/08/202	6	36643	Civil Solutions (ARH Associates)	240.00
06/08/202	6	36644	Complete Security Systems, Inc.	63.66
06/08/202	6	36645	County of Sussex	31.68
06/08/202	6	36646	Danziger & Markhoff, LLP	2,275.00
06/08/202	6	36647	Fred Yarosz Janitorial Services LLC	503.00
06/08/202	6	36648	Home Depot	749.17
06/08/202	6	36649	Horizon BC/BS of NJ	3,624.82
06/08/202	6	36650	JCP&L	2,374.76
06/08/202	6	36651	JCP&L	3,762.70
06/08/202	6	36652	KS State Bank	307.40
06/08/202	6	36653	Letting the Lead Fly LLC	950.00
06/08/202	6	36654	LINA	229.50
06/08/202	6	36655	Lumen Technologies Group	125.61

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06/08/2026	6	36656	Montague Tool & Supply Co	163.93
06/08/2026	6	36657	Musky Trout Hatcheries LLC	2,015.00
06/08/2026	6	36658	Napa Auto Parts	23.46
06/08/2026	6	36659	Nicholas McWilliams	135.98
06/08/2026	6	36660	NJ League of Municipalities	210.00
06/08/2026	6	36661	NJSACOP	475.00
06/08/2026	6	36662	Ogdensburg Board of Education	233,639.87
06/08/2026	6	36663	Peter Guarracino	681.10
06/08/2026	6	36664	Royal Buick GMC	531.37
06/08/2026	6	36665	Staples Business Advantage	62.36
06/08/2026	6	36666	Treasurer, State of New Jersey	1,050.00
06/08/2026	6	36667	USA Today Media Corp fka Gannett Media Corp	91.75
06/08/2026	6	36668	Van Cleef Engineering Assoc. LLC	1,139.00
06/08/2026	6	36669	Varcadipane Jr, William J.	2,275.00
06/08/2026	6	36670	Verizon Business	113.70
06/08/2026	6	36671	Verizon Wireless	80.02
06/08/2026	6	36672	Walkkill Valley Regional H.S.	102,169.17
				388,846.79

GENERAL CAPITAL

DATE	CHECK #	PAID TO	AMOUNT	
06/08/2026	6	1255	National Highway Products, Inc	102.51
06/08/2026	6	1256	Van Cleef Engineering Assoc. LLC	1,008.00
				1,110.51

DOG FUND

DATE	CHECK #	PAID TO	AMOUNT	
06/08/2026	6	340	NJ Dept of Health & Senior Service	28.20
				28.20

GRANT FUND

DATE	CHECK #	PAID TO	AMOUNT
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06/08/202	6	36673	County of Sussex	78.16
06/08/202	6	36674	Lake Management Sciences	5,386.50
06/08/202	6	36675	Van Cleef Engineering Assoc. LLC	598.00
				6,062.66

PAYROLL

DATE	CHECK #	PAID TO	AMOUNT
06/08/202	6	1363	American Family Life Assurance Company of Columbus
			148.92

WATER OPERATING

DATE	CHECK #	PAID TO	AMOUNT
06/03/202	6	5541	US Postal Service
06/08/202	6	5542	Genserve, LLC
06/08/202	6	5543	One Call Concepts, Inc.
06/08/202	6	5544	Rio Supply, Inc.
06/08/202	6	5545	Staples Business Advantage
			1,792.35

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

Meeting adjourned at 8:00p.m.

Robin Hough, Borough Clerk

George P. Hutnick, Mayor