

**REGULAR MEETING MINUTES OF THE MAYOR AND COUNCIL
OF THE BOROUGH OF OGDENSBURG
14 HIGHLAND AVE. OGDENSBURG AT 7:00PM
July 27, 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, Lane, Mayor Hutnick

Absent:

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

CONSENT AGENDA

1. Approval of regular meeting minutes from July 13, 2026.
2. Accept for filing letter dated July 9, 2026, to Robin Hough, Borough Clerk, from Melissa Rockwell, County Tax Administrator re: Civil Order for Reassessment.

Upon Roll call Vote:

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

Nays: None Absent: None Abstain: None

ORDINANCE 04-2026

Councilman DeMeo made a motion to table the adoption of ordinance 04-2026 "AN ORDINANCE AMENDING AND SUPPLEMENTING CHAPTER 7 OF THE CODE OF THE BOROUGH OF OGDENSBURG ENTITLED "TRAFFIC" TO PROHIBIT PARKING ON BOTH SIDES OF BRIDGE STREET FROM BRIDGE STREET TO PLANT STREET". Seconded by Councilwoman Lane.

Due to an error in publication the public hearing for Ordinance 04-2026 will be held on August 10, 2026.

Upon Roll call Vote:

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

Nays: None Absent: None Abstain: None

LIAISON REPORTS

Mayor Hutnick commented we are going to start the liaison reports with Chris Smith, Assistant DPW Supervisor.

Mr. Smith reported everything is going smoothly and there has been a lot of progress. As of right now the pipe on Richardsville issue was rectified the day he started on the 15th. Edison Road is about 85% done, trimmed, asphalt work around town, dropped trees, patched Borough Hall parking lot this week, we are working on making additional parking for the police department and we resolved the water issue on Ogden Way.

Mayor Hutnick commented we hear good things and see good things. Mayor Hutnick welcomed Chris Smith and thanked him.

There was a discussion on the backhoe, additional work that needs to be done and equipment at DPW.

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Councilman Gandarinho commented it is amazing when you get someone that wants to work it can change the whole department around; it is a pleasure to work with you.

Councilman Ciasullo reported on water and getting someone to come talk to the Council regarding the future of Ogdensburg Water System. Councilman Ciasullo asked about the resolution for Brooks Flat repair. The resolution was voted at the last meeting.

Councilman DeMeo commented yes, we are putting that repair in the bond.

Mayor Hutnick explained a water issue with 10 Ogden Way; there has been a water pressure issue since June, as of today that has been resolved. Mayor Hutnick explained a site visit he did with Rob Lawler to help solve the problem. The issue was between the curb box and the house.

Councilman Gordon reported on DPW; they are getting a lot done. He believes they have identified the issue with the backhoe and explained. The new fence was installed today at the DPW; we are waiting for the new [gate] to be installed and Monday they will be at Borough Hall to start to replace the fence here that has fallen. As far as everything else, Chris has a good handle on everything that needs to be done. Councilman Gordon commented he believed we are finally moving in the right direction.

Councilman Gordon commented the old railroad tie wall that runs between Brooks Flat and the parking lot is starting to fall into the parking lot; it's been there for thirty or forty years. He called around for quotes today for the mafia block and explained the repair they would do and the price of the block.

There was a discussion on the repair and price of mafia block.

Councilwoman Cowdrick reported on the pond; the area is looking good with weedwacking.

Mr. Smith explained the beaver issue with clogging the pipe; he and Councilman Gordon have an idea to solve the issue and explained.

Councilwoman Cowdrick commented she is still waiting on the quote to come back on the pavilion.

Councilwoman Lane asked what is the status with the trees?

Mayor Hutnick commented we are still working on the finances for all the trees.

Mr. Smith requested to get a chipper with a wrench, so they are not taking out truck after truck loads.

Councilwoman Cowdrick explained she is getting quotes for the playground to replace the mulch with foreign place rubber. They also have playground equipment; this is a work in progress.

Councilwoman Lane had nothing to report.

Councilman Gandarinho had nothing to report.

OLD BUSINESS

Main Street Traffic Study – Councilman Ciasullo reported on a meeting between Bill Koppenal and Matthew Sinke, himself and Robin was present for awhile. They sent us a nice follow-up email as to what we discussed and what they need. The main thing was all input; the Chief wasn't here but they would like to talk to him as well. They would like to try and formulate a little more of a plan than what we originally received. Then once everything is finally done, they will want the Council's final consent with all of this before they move forward. They needed additional information for the last five/six years. They are looking at the school zone and the possibility of sidewalks and possibly doing something on 517 to create some type of walking

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path and explained. Overall, for Main Street everything is just talk right now; they are saying possibly extending the school zone and dropping a portion of Main Street by five miles per hour. They also talked about where the lines are on the road if the lanes become slightly smaller without losing any roadway apparently that is the best way of slowing traffic down and controlling the speed. There is a sign missing by Brooks Flat. As far as the timeline goes, they are saying it is possible Spring but with the school zone it might be a little quicker.

Ms. Hough added the accident reports they requested were sent to them today. She went through the Safe Routes to School file and pulled out the section to send on the Main Street and she also sent them a copy of the most current Drug Free School Zone map.

Discussion on Ogdensburg Water System future – Already discussed. Councilman Ciasullo commented for now this can come off the agenda he can cover it in his liaison report.

Trees on Roosevelt Dr. – Councilwoman Cowdrick commented this is a work in progress.

No truck signs – Councilwoman Cowdrick explained the truck signs came in; handed off to DPW. They are looking for posts to put them up. With that being said she is working on contacting GPS people, Apple, etc. she needs the signs to be by the road so she can get the GPS changed.

Capital items water items, fuel tanks –

Mayor Hutnick commented we have compiled a list of capital items; the fuel tanks are already on there, the water repair by Brooks Flat.

Mr. Marceau commented the water repair we will do separately because the notes that we sell have very different rules when you deal with a utility versus general capital. So, that will be a separate ordinance. The Council wants to go with option 3 for the fuel tanks.

Mayor Hutnick commented that is correct.

Mr. Marceau commented the other items you need to discuss are the police items and if there is anything of DPW. Currently the Chief is requesting a patrol vehicle, chief's vehicle, some various equipment for inside the vehicle then the rifles. We are about nine thousand for the rifles. The chief gave him some quotes, for example a patrol explorer with all the outfitting and everything is about seventy-two thousand. For a chief explorer fully outfitted about fifty-two thousand, for a pursuit raided F150 is about fifty-six thousand. The Council has to decide what they want to approve of that to be put in the ordinance.

Mr. Marceau commented he doesn't know if DPW needs any piece of equipment, maybe a front loader.

There was a discussion on equipment for DPW, backhoe and to let Mike know what to look for and he can start looking into State contracts etc. There was also a discussion on the police vehicles having to be a pursuit vehicle.

Mayor Hutnick commented we should have all this resolved for the next meeting.

Parking Lot for Main Street –

Councilman DeMeo commented at the last meeting we were talking about if we should [make a parking lot on] Main Street or Orchard Street paper road.

Councilman Ciasullo referenced the ordinance and to look into the funds that was used to date.

Councilman DeMeo commented the figure left in the ordinance was about seventy-eight thousand; the question he had is if we didn't do a parking lot there [on Main Street] can we use that money to build a parking lot here [on the paper road Orchard Street].

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Mr. Marceau commented yes and no. So, because the ordinance is for the Main Street specifically, we would cancel the balance of that ordinance which would go into fund balance. Then you would use that fund balance to partially fund a new ordinance.

Councilman DeMeo commented so we would have to cancel the ordinance; this would be a two-step process. Councilman DeMeo commented Councilman Ciasullo has a good question; was there engineering done on that property.

Mr. Marceau commented if we end up cancelling it, it isn't an issue. The only way it would become an issue if we decided we would have Mr. Vreeland at least to the preliminary plan to see if we could get cart blanch from the County. If we are just going to cancel it and move the money for Orchard Street, we can cancel the old ordinance and right a new ordinance the is vague that doesn't matter whether the parking old would be on Main Street or Orchard Street.

There was a discussion on the process and which way to proceed with additional parking for Main Street, use the money to see if we could even do parking on Main Street, sell the Main Street lots and use that money for parking on Orchard Street.

Mayor Hutnick commented he thinks we should cancel what we have going, then reissue [an ordinance] that would be more flexible.

Councilman Ciasullo commented why we are looking at the parking we should look into why we lost the parking spots in front of Atlantic Manor. The County painted the line a solid line over the dotted line and we lost several spots.

Mayor Hutnick commented he thinks we should cancel what we have set up now.

Mr. Marceau commented he will have a resolution for the next meeting.

Mayor Hutnick asked if everyone was in agreeance with that. Everyone agreed.

Cameras and employee handbook –

Councilman Gordon commented we decided we are putting the fuel tanks down by DPW; we already have cameras in place.

Councilman Gordon explained changes he came up with to the handbook for Mike and the attorney to review.

NEW BUSINESS

Tax Rate update –

Councilman Ciasullo referred to the meeting with the County Tax Board; and the revaluation and options we have, how it would affect the budget. Maybe we can get this pushed back a little bit. As of now we are looking at a revaluation in 2028.

Mr. Marceau commented because the County is forcing us; we can have special financing rules where we can spread the cost over three or five years. We would have to get approval from the State. But because they are forcing us, we will get the approval. They try to get everyone to be within fifteen percent of market value and explained. The county has held off on forcing the Borough to do this, they feel they can't wait any longer. The Mayor, Mr. McBriar, and himself met with the County Tax Board, he voiced his concerns and explained his concerns about if the market drops and tax appeals. The County Tax Board volunteered to come to a few Council meetings to explain and give presentations to the residents. Which we should take them up on; and see if they have any flyers or information regarding a revaluation.

Councilman Ciasullo asked Mr. Marceau to elaborate a little on a five-year plan.

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Mr. Marceau explained we would call it a special emergency; we would sell notes one hundred and fifty to two hundred thousand dollars worth of notes. They would give us three to five years to pay it off as opposed to having to pay it at once.

Councilman Ciasullo asked what about an option to do twenty percent then next year twenty percent; there are towns that do that.

Mr. Marceau explained when he expressed his concerns to the County that if something should happen and prices drop then we have all these appeals and what is their responsibility. Basically their response was you should try doing these rolling twenty percent assessments. Reassess twenty percent of the town so every five years you have one hundred percent of the town. That is very expensive. He explained to the County we are one of the smallest towns in the County doing rolling assessments is something we can't afford. Mr. Marceau explained you have to do a reassessment no matter what; then it would do a rolling assessment and explained our ratio is at sixty-five percent.

Mr. Marceau commented have the County come to a meeting; maybe schedule a meeting at the fire house.

There was a discussion on having the County come to a meeting and hold that meeting at the fire house.

Mr. Marceau commented he knows it's not on the agenda, but we did our note sale last week. Our bond attorney negotiated with our bank, which is Provident Bank. He got an excellent rate for us. It cost us basically nothing it was fantastic. The Borough got four percent.

PUBLIC SESSION

Councilman DeMeo moved, Councilman Gordon 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, 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 Lame.

Upon Roll call Vote:

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

Nays: None Absent: None Abstain: None

CURRENT

DATE	CHECK #	PAID TO	AMOUN T
07/27/202			
6	36756	Action Data Services, Inc.	178.68
07/27/202			
6	36757	Airgas USA, LLC	416.63
07/27/202			
6	36758	Allied Oil	2,175.06

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07/27/202	6	36759	Amazon	39.03
07/27/202	6	36760	B and R Uniform	869.45
07/27/202	6	36761	Bassani Power Equipment, LLC	110.00
07/27/202	6	36762	BIS Digital, Inc.	1,152.11
07/27/202	6	36763	Brightspeed	21.22
07/27/202	6	36764	Brightspeed	65.88
07/27/202	6	36765	BrightSpeed	904.09
07/27/202	6	36766	Brightspeed	374.64
07/27/202	6	36767	Brightspeed	280.99
07/27/202	6	36768	Brightspeed	70.69
07/27/202	6	36769	Brightspeed	60.82
07/27/202	6	36770	Brightspeed	112.58
07/27/202	6	36771	Bullseye Calibration of NJ	155.00
07/27/202	6	36772	Dave's Towne Service	1,242.90
07/27/202	6	36773	Draeger, Inc.	210.00
07/27/202	6	36774	Elizabethtown Gas	227.44
07/27/202	6	36775	Elizabethtown Gas	43.59
07/27/202	6	36776	Elizabethtown Gas	48.55
07/27/202	6	36777	Elizabethtown Gas	41.88
07/27/202	6	36778	Fred Yarosz Janitorial Services LLC	503.00
07/27/202	6	36779	GTBM/INFO COP	525.00
07/27/202	6	36780	JCP&L	2,290.10
07/27/202	6	36781	JCP&L	129.05
07/27/202	6	36782	JCP&L	2,710.62
07/27/202	6	36783	JCP&L	30.41
07/27/202	6	36784	JCP&L	850.03
07/27/202	6	36785	Lumen Technologies Group	125.61
07/27/202	6	36786	Lumen Technologies Group	125.61
07/27/202	6	36787	Mascuch, Maria	156.00
07/27/202	6	36788	Sanfilippo, Joseph	616.88

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07/27/202			
6	36789	Schenck Price Smith & King LLP	8,964.38
07/27/202			
6	36790	Sig Sauer	345.00
07/27/202			
6	36791	Sussex County Board of Elections	326.65
07/27/202			
6	36792	Sussex County Clerk	1,167.13
07/27/202			
6	36793	Triton Training Group, LLC	450.00
07/27/202			
6	36794	Van Cleef Engineering Assoc. LLC	3,082.00
07/27/202			
6	36795	Verizon Business	112.57
			31,311.27

GRANT FUND

DATE	CHECK #	PAID TO	AMOUNT
07/27/202			
6	36837	Van Cleef Engineering Assoc. LLC	5,512.00
			5,512.00

UNEMPLOYMENT TRUST

DATE	CHECK #	PAID TO	AMOUNT
07/27/202			
6	139	State of NJ Division of Employer Ac	230.70
			230.70

PAYROLL

DATE	CHECK #	PAID TO	AMOUNT
07/27/202			
6	1367	American Family Life Assurance Company of Columbus	148.92
			148.92

WATER OPERATING

DATE	CHECK #	PAID TO	AMOUNT
07/27/202			
6	5553	One Call Concepts, Inc.	43.70
07/27/202			
6	5554	Van Cleef Engineering Assoc. LLC	320.00
			363.70

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

Meeting adjourned at 8:11p.m.

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Robin Hough, Borough Clerk

George P. Hutnick, Mayor