

**REGULAR MEETING MINUTES OF THE MAYOR AND COUNCIL
OF THE BOROUGH OF OGDENSBURG
14 HIGHLAND AVE. OGDENSBURG AT 7:00PM
August 24, 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 Robert McBriar, Borough Attorney and Mike Marceau, CFO

STATEMENT BY MAYOR: “Notice requirements of P.L. 1975, Open Public Meeting Act, NJSA10:4-6 et.seq. have been satisfied with a schedule of all meetings, together with the time, location and agenda of same being sent to the NEW JERSEY HERALD and NEW JERSEY SUNDAY HERALD and posted on the bulletin board in the Borough Hall on January 5, 2026.”

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

CONSENT AGENDA

1. Approval of regular meeting minutes from August 10, 2026.
2. Approval of Resolution 78-2026 hiring Corey Houghtaling as a part time, seasonal Labor 1 within the Department of Public Works.
3. Accept for filing letter dated August 6, 2026, from Linda Miller, Clerk of the Board of County Commissioner re; resolution requesting a full, independent, and transparent investigation into the improper registration of non-citizens to vote in New Jersey and calling for additional safeguards to protect election integrity.
4. Accept for filing Township of Fredon Ordinance 2026-06.
5. Accept for filing letter dated August 2026 from Alex Sauickie, Assemblyman, 12th Legislative District to Mayor and Governing Body re; support to pass a resolution supporting AR149.
6. Accept for filing letter dated August 17, 2026, from NJ Department of Transportation re: Safe Routes to School request for applications.

Upon Roll call Vote:

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

Nays: None Absent: None Abstain None

Resolution 78-2026

On file in the clerk’s office.

ADOPTION ORDINANCE 05-2026

Councilman DeMeo made a motion to adopt ordinance 05-2026 “AN ORDINANCE AMENDING THE SALARY OF ASSISTANT SUPERVISOR FOR THE DEPARTMENT OF PUBLIC WORKS TO THE ORDINANCE FIXING THE SALARIES OF THE OFFICES AND EMPLOYEES OF THE BOROUGH OF OGDENSBURG”. Seconded by Councilwoman Cowdrick.

Prior to final roll call Mayor Hutnick opened the meeting to the public for any comments regarding ordinance 05-2026.

No one from the public had any comments.

Prior to final roll call Mayor Hutnick closed the meeting to the public for any comments regarding ordinance 05-2026.

Upon Roll call Vote:

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

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Nays: None Absent: None Abstain None

ADOPTION ORDINANCE 06-2026

Councilman DeMeo made a motion to adopt ordinance 06-2026 “BOND ORDINANCE TO AUTHORIZE THE REMOVAL OF UNDERGROUND FUEL TANKS AT THE FIRE HOUSE AND THE INSTALLATION OF ABOVEGROUND FUEL TANKS AT THE DEPARTMENT OF PUBLIC WORKS YARD IN, BY AND FOR THE BOROUGH OF OGDENSBURG, IN THE COUNTY OF SUSSEX, NEW JERSEY, TO APPROPRIATE THE SUM OF \$320,000 TO PAY THE COST THEREOF, TO MAKE A DOWN PAYMENT, TO AUTHORIZE THE ISSUANCE OF BONDS TO FINANCE SUCH APPROPRIATION AND TO PROVIDE FOR THE ISSUANCE OF BOND ANTICIPATION NOTES IN ANTICIPATION OF THE ISSUANCE OF SUCH BONDS. Seconded by Councilman Gordon.

Prior to final roll call Mayor Hutnick opened the meeting to the public for any comments regarding ordinance 06-2026.

No one from the public had any comments.

Prior to final roll call Mayor Hutnick closed the meeting to the public for any comments regarding ordinance 06-2026.

Upon Roll call Vote:

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

Nays: None Absent: None Abstain None

INTRODUCTION ORDINANCE 07-2026

Councilman DeMeo made a motion to introduce an ordinance 07-2026 entitled “AN ORDINANCE APPROPRIATING THE SUM OF \$10,000 CURRENTLY LOCATED WITHIN GENERAL CAPITAL – CAPITAL IMPROVEMENT FUND. Seconded by Councilman Gordon.

Public hearing will be held September 14, 2026.

Upon Roll call Vote:

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

Nays: None Absent: None Abstain None

LIAISON REPORTS

Councilman Ciasullo reported on water. At the last meeting we discussed trying to set up a meeting with an attorney that does water sales; at no cost come and have a meeting with us. We talked about having a meeting during the day. We won’t have a quorum. Mike, himself, Councilman Gordon and Councilman Gandarinho. We have set up a meeting on September 2 at 11:30 at Borough Hall.

Councilman Ciasullo reported he spoke with Councilman Gordon regarding water loss in the Borough. Councilman Gordon had a good idea; we started the process already.

Councilman Gordon reported when we looked at our percentage of water loss; we were all looking at the biggest reasons and why. He brought up to Councilman Ciasullo how many meters do we have that are currently not reading; they are reading zero. So, people are getting billed at minimum use which could be well beyond that. In talking with Rob Lawler, if you put the numbers on an average, you can be losing 10 million gallons of water a year. That would be contributing to our percentage of loss not to mention the loss of revenue.

Mr. Marceau commented we just went through all the meter when we updated the software, and all the meters were working as of six months ago. The only meters that weren’t reading were our meters. We don’t charge ourselves.

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Councilman Gordon commented he got a printout from Maria last week, its ten thousand gallons and under.

Councilman Ciasullo asked Mr. Marceau if he had looked at the printout.

Mr. Marceau commented no, this is the first he has heard of it.

Councilman Gordon commented we found out that 48 meters are at zero readings per quarter. So, that being said what we really need to do in town is go through the entire town every house, do a meter inspection, then we need to put security wires and seals on all the meters so the head can't be taken off. Meters can't be taken out, and we need to implement some type of deterrent fund should we find a meter out, head off after we go through and put the security seals on them all. If someone is taking water, it affects everybody. There should be some type of fine if the meter seals are broken.

Councilman DeMeo commented there should be an ordinance on the books for that.

There was a discussion about the security wires, when the software company started in late 2025 and what to do to follow up on this matter.

Mr. McBriar commented to do an investigation, there should be a notice, he is looking through the ordinance and there is a section regarding water meters. He will take a look at this and see if there is a procedure for a damaged or malfunctioning meter. There might be something in there, but at the very least there would have to be notification to the owner outlining what the observations are giving them the opportunity to respond. Then check it for consistency with the existing ordinance.

There was a discussion on providing notification, going into each house to check the meters, every meter should have a security wire/seal and figure out a process.

Councilman Gordon reported on DPW; the guys got a couple of catch basins fixed, they are working on road signs, they took a few trees down at the pavilion, we are waiting for the wall block to come in and they started cleaning up the DPW.

Councilman DeMeo had nothing to report.

Councilwoman Cowdrick reported she did get a proposal back to get the park in better shape and explained the proposal and cost. Hopefully some of this can be done if we get a local recreation grant.

There was a discussion on the condition of the playground, getting mulch for that area, letting the area go to all grass, having grass could be an issue with risk management due to regulations and safety factors, the playground really needs to get cleaned up and the walking path.

Councilwoman Lane reported on the phone line at the pond. We are paying for that line; when we had lifeguards, we needed that; at the point can we have it turned off or put it on hold.

Councilwoman Cowdrick commented that phone has been off she has been trying to get it fixed. They came and looked at it because we are having issues.

Councilwoman Lane commented we really should just shut that phone off.

There was a discussion on the phone line at the pond.

Councilman Gandarinho reported Drug Alliance is having a meeting on Thursday; he will report more after that meeting. At DPW with everything going on with the backhoe; he made some phone calls and talked to Chris. Right now, the backhoe is down, there is a cost to get that back up, it needs new tires. We are spending money on a machine that is not worth spending money

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on. He made phone calls and got a price to rent a backhoe for a month it would be \$3,500 a month. They have options to rent to buy, the monthly rental cost would go towards buying the machine. Councilman Gandarinho explained the type of machine they are looking at and the cost.

There was a discussion on a backhoe the difference in cost with a rental, rent to buy and none of this has been budgeted for. We aren't going to rent a machine, that is not an option, we would buy a machine, lease payment, CFO will look into a national coop and purchasing programs for pricing and whether or not to put money into the current backhoe.

Chief Sanfilippo commented on the paving for Kennedy and Lincoln, he wasn't invited to the preconstruction meeting, he is trying to get in touch with them. That company is not authorized to start that work because they haven't told him any scope of the details, how they are doing it, where they are starting, what day they are starting, anything. How will he get the cars off the road? You have to give proper notice to the residents regarding parking and emergency access. He called Mike Vreeland who spoke with Ralph, they haven't heard anything. The company is Tilcon and he isn't getting any response from them.

Mr. McBriar commented this is first he is hearing of this issue; he would be happy to get involved.

There was a discussion on a preconstruction meeting and with getting communications moving on the matter.

Chief Sanfilippo asked about the truck ordinance and parking signs for Bridge Street.

Councilwoman Cowdrick comment the signs were ordered after the last meeting.

OLD BUSINESS

Trees on Roosevelt Dr. – Councilwoman Cowdrick explained she thought this was all done.

Mayor Hutnick commented there was confusion with the quotes and there is also a matter of finances. You are not going to be able to do everything you want.

There was a discussion on the quotes, getting quotes that are the same, funding and State purchasing law.

No truck signs – Councilwoman Cowdrick commented still in progress.

Capital items water items – No update

Parking Lot for Main Street – No update

Administrative Fees – No update

Security Cameras at the firehouse –

Councilwoman Lane commented the security cameras at the firehouse, who should have access to them. Right now, the police department has the only access to them. Some Council members prefer other people to have access to them.

Mayor Hutnick commented that the police are monitoring them and act accordingly.

Councilwoman Cowdrick commented we were thinking that it is Borough property why can't it be downloaded here on an app where Council can see what is going on at the firehouse.

Mayor Hutnick commented that the cameras are there for the police.

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Councilwoman Cowdrick commented the cameras were put up for our benefit; so, we know what is going on.

Mayor Hutnick commented the Council can vote on it; there is nothing secret there, it is just cameras.

Mr. McBriar asked who owns the property.

Councilman DeMeo commented we own the cameras; the fire department owns the building.

There was a discussion on access issues, laws related to it and what would Council members do with that information because of vandalism.

Councilman DeMeo commented he isn't saying anybody here now would do it; but if Council all has access and that footage starts showing up Facebook or Ogdensburg pages, would we have legal issues.

Mr. McBriar commented it would probably be a violation; he still doesn't know what the need is and why you would impose a layer of expectation that one, or some or all should be viewing it, maybe not viewing it. Does that create an obligation, is that within the scope of your charge?

Councilman DeMeo commented then it also becomes a chain of custody.

Mr. McBriar commented he would have to look into this, but he doesn't know what the justification would be.

Chief Sanfilippo commented if you guys have access to it; he will deactivate our [police department] access to it because he doesn't want to have any part of that. That is an issue, privacy. If Council members have it, he wants no part of it.

Ms. Hough added that would complicate OPRA.

Mr. McBriar commented this is within the scope of law enforcement and protecting private property. There would be an issue with discovery requests.

Councilman Gordon commented the only ones that should have access is the police department.

Mayor Hutnick commented the police department will have access to these cameras.

Employee handbook updates

Mr. McBriar commented he received the comments from Councilman Gordon at the last meeting. He is analyzing and cross-referencing other aspects of the manual. He is hopeful at the next meeting he can give you a draft of proposed changes. He will circulate to Councilman Gordon in advance.

NEW BUSINESS

Water meters – Already discussed.

Winterizing the First Aid Squad Building – Councilwoman Lane commented when she went down to take photos of the ambulances inside the first aid squad there is a very strong odor of urine in there. That is when she noticed there was water running. Shouldn't that be winterized so we don't have to worry about heating that building.

There was a brief discussion on the building and smell in the building.

Councilwoman Lane asked are we going to winterize this building and where are we in the process of redevelopment.

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Councilman DeMeo commented the Land Use Board has a meeting tomorrow; they have a draft report to discuss. Hopefully we should have something soon.

Councilwoman Lane asked there is stuff in there that say the Historical Society can have; some old first aid jackets and stuff.

Mr. McBriar commented you really need to inventory what it is. An inventory should be produced or generated detailing what those items are so at least we can have that for a discussion on the items and ensure they are being donated to a qualifying entity.

Councilwoman Lane commented the DPW saw lockers down there and they said they could really use them.

Mayor Hutnick commented that is fine just put them on the inventory and take them off.

Councilwoman Lane commented there are two amazing ambulances in there.

5K Race – Mayor Hutnick commented, Councilwoman Cowdrick, Chief Sanfilippo including the fire department we were in a meeting last week for a 403 Reasons to Run Foundation. Basically, it is bringing back the 5K race back to Ogdensburg. They are looking to bring it back again and try to make it a regular event starting next year in April. It would be a difficult time; right when Spring is starting. They are starting to plan it this year. We didn't see any reason why we shouldn't have this type of event. If you remember the 5K races from years ago we would have three, four, five hundred participants; the event should be about three hours. This would go through the mine, we provide the town, the police will provide security, the fire department with EMS and probably 90% of volunteers. We will get more information as we get closer.

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.

Councilman Ciasullo suggested since we are coming up to the 25th anniversary of 911 we might to do something special at the next meeting.

PAYMENT OF VOUCHERS

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

Upon Roll call Vote:

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

Nays: None Absent: None Abstain: None

CURRENT

DATE	CHECK #	PAID TO	AMOUNT
08/24/2026	6	36872 Action Data Services, Inc.	922.16

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08/24/202	6	36873	Allied Oil	3,497.69
08/24/202	6	36874	Amazon	1,142.82
08/24/202	6	36875	ARAE Network Solutions LLC	635.00
08/24/202	6	36876	Arthur J. Gallagher Risk Management	200.00
08/24/202	6	36877	Bassani Power Equipment, LLC	71.90
08/24/202	6	36878	Bullseye Calibration of NJ	155.00
08/24/202	6	36879	Certified Speedometer Service, Inc	176.00
08/24/202	6	36880	Dave's Towne Service	1,082.95
08/24/202	6	36881	Elizabethtown Gas	211.99
08/24/202	6	36882	Elizabethtown Gas	49.19
08/24/202	6	36883	Elizabethtown Gas	41.05
08/24/202	6	36884	Elizabethtown Gas	41.68
08/24/202	6	36885	Fred Yarosz Janitorial Services LLC	620.00
08/24/202	6	36886	Institute for Professional Development	50.00
08/24/202	6	36887	JCP&L	129.05
08/24/202	6	36888	JCP&L	2,212.92
08/24/202	6	36889	JCP&L	30.79
08/24/202	6	36890	JCP&L	22.85
08/24/202	6	36891	JCP&L	766.81
08/24/202	6	36892	JCP&L	2,163.05
08/24/202	6	36893	JPMonzo Municipal Consulting, LLC	100.00
08/24/202	6	36894	Lumen Technologies Group	125.61
08/24/202	6	36895	My Corporate Hosting Solutions, LLC	267.75
08/24/202	6	36896	Napa Auto Parts	34.86
08/24/202	6	36897	Nicholas McWilliams	242.00
08/24/202	6	36898	Quadient Leasing USA, Inc.	538.38
08/24/202	6	36899	Sanfilippo, Joseph	102.35
08/24/202	6	36900	Stand Out Sports and Apparel	68.00
08/24/202	6	36901	Staples Business Advantage	45.42
08/24/202	6	36902	Sussex County Municipal Clerk's Association	20.00

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08/24/202			
6	36903	Tire King	324.80
			16,092.0
			7

WATER OPERATING

DATE	CHECK #	PAID TO	AMOUNT
08/24/202		Garden State Laboratories,	
6	5560	Inc.	2,165.00
08/24/202			
6	5561	Reliable Restoration Logistics	2,000.00
08/24/202			
6	5562	Treasurer, State of New Jersey	720.00
08/24/202			
6	5563	Verizon Wireless	20.02
08/24/202			
6	5564	Weldon Asphalt	292.73
			5,197.75

**GENERAL
CAPITAL**

DATE	CHECK #	PAID TO	AMOUNT
08/24/202			10,700.0
6	1259	Abate Fence Inc	0
			10,700.0
			0

PAYROLL

DATE	CHECK #	PAID TO	AMOUNT
08/24/202			
6	1369	American Family Life Assurance Company of Columbus	148.92
			148.92

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

Meeting adjourned at 8:20p.m.

Robin Hough, Borough Clerk

George P. Hutnick, Mayor

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