

**BOROUGH OF OGDENSBURG
COUNTY OF SUSSEX
RESOLUTION 35-2026**

**RESOLUTION OF THE BOROUGH OF OGDENSBURG, COUNTY OF
SUSSEX, AND STATE OF NEW JERSEY AUTHORIZING AWARD OF A
NON-FAIR AND OPEN PROFESSIONAL SERVICE CONTRACT TO
ACTION DATA SERVICES FOR PAYROLL AND ACCOUNTING
SERVICES**

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

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.

CERTIFICATION

I, Robin Hough, Municipal Clerk of the Borough of Ogdensburg, in the County of Sussex, State of New Jersey do hereby certify that the foregoing is true and correct copy of a Resolution adopted by the Governing Body of the Borough of Ogdensburg at a regular meeting held on February 23, 2024.

Robin Hough, RMC/CMR

RECORD OF COUNCIL VOTES				
COUNCIL MEMBER	AYES	NAYES	ABSTAIN	ABSENT
Councilman Ciasullo				
Councilwoman Cowdrick				
Councilman DeMeo				
Councilman Gandarinho				
Councilman Gordon				
Councilwoman Lane				
Mayor Hutnick (Tie Only)				