

**REGULAR MEETING MINUTES OF THE MAYOR AND COUNCIL  
OF THE BOROUGH OF OGDENSBURG  
14 HIGHLAND AVE. OGDENSBURG AT 7:00PM  
May 8, 2023**

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

Mayor Hutnick led the Pledge of Allegiance.

**ROLL CALL:** Ciasullo, Cowdrick, DeMeo, Poyer, Ruitenberg, Mayor Hutnick

Absent: Alvarez

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 4, 2023.”

Councilman DeMeo moved Councilwoman Cowdrick seconded motion for approval of items on the consent agenda.

**CONSENT AGENDA**

1. Approval of regular meeting minutes from April 24, 2023.
2. Accept for filing the Land Use Board Annual Report for 2022.
3. Accept for filing letter from Jersey Central Power & Light re: Petition to the New Jersey Board of Public Utilities BPU docket No. ER23020060.
4. Accept for filing letter from New Jersey Department of Transportation re: applications for fiscal year 2024 State Aid submissions.
5. Accept for filing letter to Mayor Hutnick from Chief George Lott (Ret), LT. Robert A. Madden Memorial Post 10152 Veterans of Foreign Wars, Re: Memorial Day Ceremony.

**Upon Roll call Vote:**

Yeas: Ciasullo, Cowdrick, DeMeo, Poyer, Ruitenberg

Nays: None Absent: Alvarez Abstain None

**EXECUTIVE SESSION MINUTES**

Councilman DeMeo made a motion to approve the executive session minutes from April 24, 2023.

Seconded by Councilwoman Ciasullo.

**Upon Roll call Vote:**

Yeas: Ciasullo, Cowdrick, DeMeo, Poyer, Ruitenberg

Nays: None Absent: Alvarez Abstain None

**ADOPTION ORDINANCE 03-2023**

Councilwoman Ruitenberg made a motion to adopt Ordinance 03-2023 “AN ORDINANCE OF THE BOROUGH OF OGDENSBURG, COUNTY OF SUSSEX, AND STATE OF NEW JERSEY ADDING CHAPTER 18 TO THE BOROUGH CODE ENTITLED “MUNICIPAL SEPARATE STORM SEWER SYSTEM (MS4), TIER A COMMUNITY – WIDE ORDINANCES” INCLUDING NEW SECTION 18-1 ENTITLED “PET WASTE”. Councilman DeMeo.

**Prior to final roll call, Mayor Hutnick opened the meeting to the public for any comments regarding ordinance 03-2023.**

No one was present in the public.

**Mayor Hutnick closed the meeting to the public for any comments regarding ordinance 03-2023.**

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**Upon Roll call Vote:**

Yeas: Ciasullo, Cowdrick, DeMeo, Poyer, Ruitenberg

Nays: None Absent: Alvarez Abstain None

**INTRODUCTION ORDINANCE 04-2023**

Councilman DeMeo made a motion to introduce an ordinance 04-2023 entitled “AN ORDINANCE OF THE BOROUGH OF OGDENSBURG, COUNTY OF SUSSEX, STATE OF NEW JERSEY AMENDING CHAPTER 18 TO THE BOROUGH CODE ENTITLED “MUNICIPAL SEPARATE STORM SEWER SYSTEM (MS4), TIER A COMMUNITY-WIDE ORDINANCES” TO ADD NEW SECTION 18-2 ENTITLED “WILDLIFE FEEDING”. Seconded by Councilwoman Cowdrick.

**Public hearing will be held on May 22, 2023.**

**Upon Roll call Vote:**

Yeas: Ciasullo, Cowdrick, DeMeo, Poyer, Ruitenberg

Nays: None Absent: Alvarez Abstain None

**OLD BUSINESS**

Local Planning Grant –

There was no update just emails going back and forth with Local Planning Services.

Property Maintenance Code from Land Use Board –

Mayor Hutnick asked Councilman Poyer to update the Council on what was done at the land use meeting regarding the property maintenance code.

Councilman Poyer commented nothing happened they are actually waiting for us to confirm it and send it back to them [for review then] to send it back up to [Council].

Councilman DeMeo commented isn't this one the same one we looked at months ago and we were ok with it.

Mayor Hutnick commented he doesn't know; because we didn't all go through it and we didn't pull it apart. Basically, all it does is give us a set of rules to follow that everybody else from the International Code is following. There is really nothing harmful it just gives us things to work with. Mayor Hutnick explained he can provide copies for everyone to look over. We are trying to tighten up ordinances with regards to that. His schedule is freeing up so he will work with the Land Use Board to discuss housing, rentals and property maintenance; to try and keep everything under control. If you see property maintenance issues let him know so the zoning officer can be informed.

Councilman Poyer asked is this the same for bank owned properties too.

Mayor Hutnick commented yes.

Mr. McBriar commented he recently did for several towns a foreclosure ordinance; there was a change in the law we would be prudent to put one in the Borough Code if that is part of this discussion.

Mayor Hutnick explained the lead base paint and the State doesn't have answers, but we have to have something that will fall under zoning it is just more State mandates.

There was a discussion on lead base paint ordinance.

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Mayor Hutnick commented we currently have an address in town 162 Main Street and explained a problem with parking, garbage issue and the possibility of creating an ordinance to resolve the parking issue.

Police Contract –  
There is no update.

First Aid Squad –  
Ms. Hough explained Alan Arduini called for the inspection. The building inspector will be doing the inspection on Thursday.

Ad for lifeguards –  
Councilwoman Cowdrick explained we put in the ad with a cut off day of May 15. Then make the decision if we were going to open the lake or not pending lifeguards. In the mean time she heard her one guard would return if needed and there is a second person with interest and wants to get in the lifeguard course at the YMCA. If he can prove he is in there and will graduate before June then we can probably move forward with two guards but it would be a shrunk season and explained.

Mayor Hutnick explained he has a call into Risk Management if there are any options available if the town doesn't open the lake for swimming that the swim team can still have a swim team season or do they need to find another lake. Mayor Hutnick is waiting for the response from Risk Management.

There was a discussion on opening Heaters Pond, lifeguard situation and needing two lifeguards at all times.

Councilwoman Cowdrick commented she is going to complete the County paperwork and have the County come and do the inspection.

Mayor Hutnick commented basically we are still moving forward and hoping we will be able to accomplish it.

Mr. Marceau asked do you want us to go ahead and order the badges.

Councilwoman Cowdrick commented we still need them for the boats and people fishing.

Mr. Marceau commented the boats we have stickers/decals that isn't a problem we would need them for the fishing but obviously a lot less. Mr. Marceau explained it would take approximately ten days to get the badges.

Mayor Hutnick commented why don't we wait until we figure out what we are doing after the fifteenth.

Councilwoman Cowdrick commented the lake will still be having the treatments.

Local Recreation Grant – Mayor Hutnick explained we are looking into seeing how far we can stretch the seventy-five thousand and at least get the tennis courts done.

There was a discussion on the grant, using a COOP and the engineer is looking into this.

Mayor Hutnick commented one more old business item, Senior of the Year we need to coordinate something. The School wants to do something nice for the individual; maybe we can coordinate the unveiling [of the sign]. There were suggestions on different options.

**NEW BUSINESS**

New Jersey Department of Transportation grant applications –

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Mr. Marceau explained the grant, TAP grant, and the State being more lenient as to the roads not connecting to other municipalities.

The Council discussed the conditions of the roads.

Ms. Hough reminded the Council the applications are due July 1; the application and resolution have to be passed prior to that.

The Council discussed the need for sidewalks and the children walking to school on Rte. 517, applying for safe routes to school grant and there are no buses taking the children to school.

**PUBLIC SESSION**

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

No one was present in the public.

There being no further business from the public, Councilwoman Cowdrick moved, Councilman DeMeo 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 approve payment of vouchers and departmental finance reports. Seconded by Councilman Ciasullo.

**Upon Roll call Vote:**

Yeas: Ciasullo, Cowdrick, DeMeo, Poyer, Ruitenberg

Nays: None Absent: Alvarez Abstain None

**CURRENT**

<b>DATE</b>	<b>CHECK #</b>	<b>PAID TO</b>	<b>AMOUNT</b>
5/8/2023	33562	Action Data Services, Inc.	711.56
5/8/2023	33563	Amazon	51.99
5/8/2023	33564	Atlantic Tomorrows Office	580.76
5/8/2023	33565	Bassani Power Equipment, LLC	33.8
5/8/2023	33566	Blue Diamond Disposal, Inc.	21,000.00
5/8/2023	33567	Brightspeed	50.44
5/8/2023	33568	Brightspeed	56.17
5/8/2023	33569	Bullseye Calibration of NJ	145
5/8/2023	33570	CEUnion	55
5/8/2023	33571	Complete Security Systems, Inc.	24.2
5/8/2023	33572	Dolan & Dolan Esqs.	449.72
5/8/2023	33573	Emergency Equipment Sales & Service LLC	4,073.95
5/8/2023	33574	Fred Yarosz Janitorial Services LLC	463
5/8/2023	33575	Home Depot	241.54
5/8/2023	33576	Kuiken Brothers	21.7
5/8/2023	33577	LINA	216
5/8/2023	33578	Lumen Technologies Group	125.62
5/8/2023	33579	Montague Tool & Supply Co	333.14

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5/8/2023	33580	Municipal Capital	119
5/8/2023	33581	North Jersey Garage Doors, LLC	364
5/8/2023	33582	Ogdensburg Board of Education	164
5/8/2023	33583	Quandient Leasing USA, Inc.	188
5/8/2023	33584	ReadyRefresh	3.98
5/8/2023	33585	Selective Insurance Company	20
5/8/2023	33586	Statewide Insurance Fund	12,606.88
5/8/2023	33587	Statewide Insurance Fund	31,690.40
5/8/2023	33588	Township of Sparta	10,000.00
5/8/2023	33589	Van Cleef Engineering Assoc. LLC	139
5/8/2023	33590	Verizon Business	227.02
5/8/2023	33591	Verizon Wireless	123.4
			-----
			304,279.27
			=====
			304,279.27

**GENERAL CAPITAL**

DATE	CHECK #	PAID TO	AMOUNT
5/8/2023	1183	Atlantic Communications	2,347.74
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			2,347.74
			=====
			2,347.74

ADMIN TRUST

DATE	CHECK #	PAID TO	AMOUNT
5/8/2023	2192	Pro Cap 8 FBO FirstTrust Bank	1,060.80
			-----
			1,060.80
			=====
			1,060.80

PAYROLL

DATE	CHECK #	PAID TO	AMOUNT
4/28/2023	1221	AFLAC	2,263.08
			-----
			2,263.08
			=====
			2,263.08

DEVELOPERS ESCROW

DATE	CHECK #	PAID TO	AMOUNT
5/8/2023	2104	Dolan & Dolan Esqs.	56.19
			-----
			56.19

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56.19

**WATER OPERATING**

DATE	CHECK #	PAID TO	AMOUNT	VOID
5/8/2023	5291	Agra Environmental Services	75	
5/8/2023	5292	Montague Tool & Supply Co	333.15	
5/8/2023	5293	New Jersey Water Association	465	
5/8/2023	5294	One Call Concepts, Inc.	12.87	
5/8/2023	5295	Reliable Restoration Logistics	1,684.00	
			-----	
			2,570.02	
			=====	
			=	
			2,570.02	

3/27/202		3	5284 Reliable Restoration Logistics	-1,684.00 **	Voided checks issued in an earlier period
				=====	
				=	
				886.02	

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

Meeting adjourned at 7:33p.m.

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Robin Hough, Borough Clerk

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George P. Hutnick, Mayor

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