

**REGULAR MEETING MINUTES OF THE MAYOR AND COUNCIL
OF THE BOROUGH OF OGDENSBURG
14 HIGHLAND AVE. OGDENSBURG AT 7:00PM
February 12, 2024**

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

Mayor Hutnick led the Pledge of Allegiance.

ROLL CALL: Alvarez, Ciasullo, DeMeo, Poyer, Ruitenberg, Mayor Hutnick

Absent: Cowdrick

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 3, 2024.”

Councilman Alvarez made the motion to approve the consent agenda.

Councilwoman Ruitenberg asked before we [approve this] just an update on number 7; the liaison for the County Commissioners that is no longer Dawn Fantasia it is Earl Schick. The only reason she brings this up is because it is for Ogdensburg.

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

CONSENT AGENDA

1. Approval of regular meeting minutes from January 22, 2024.
2. Approval of Resolution 20-2024 authorizing the Discharge of Mortgage for property located at 28 Madison Drive, Ogdensburg, Block 3.05 Lot 21.
3. Approval of Resolution 22-2024 to redeem a third-party tax sale certificate #2019-003 for Block 11 Lot 1 Main Street payment has been received in the amount of \$7,835.68 to the Borough of Ogdensburg.
4. Approval of raffle application from the Ogdensburg Fire Department for a Tricky Tray to be held on March 23, 2024 at the Ogdensburg Fire House from 5:00pm to 10:00pm.
5. Approval of raffle application from the Ogdensburg Fire Department for a 50/50 Raffle to be held on March 23, 2024 at the Ogdensburg Fire House from 5:00pm to 10:00pm.
6. Accept for filing letter dated January 12, 2024 from the office of the Sussex County Clerk of the Board of County Commissioners Re: Reappointment of William Joseph as the official town crier for the County of Sussex for 2024.
7. Accept for filing letter dated January 12, 2024 from the office of the Sussex County Clerk of the Board of County Commissioners Re: 2024 Board of County Commissioners Municipal Liaisons.
8. Accept for filing letter received January 30, 2024 from Gemma’s Kitchen to Mayor Hutnick Re: water billings.

Upon Roll call Vote:

Yeas: Alvarez, Ciasullo, DeMeo, Poyer, Ruitenberg

Nays: None Absent: Cowdrick Abstain None

Resolution 20-2024

WHEREAS, the Borough of Ogdensburg (“Borough”) previously instituted a Home Improvement Program (“Program”) for the purpose of providing low cost home improvement financing to qualifying homeowners; and

WHEREAS, as part of this Program, the Borough granted a loan in the principal amount of \$16,000.00 to be used to rehabilitate property located at 28 Madison Drive, Ogdensburg, New Jersey, identified on the Official Tax Maps of the Borough as Block 3.05, Lot 21; and

**REGULAR MEETING MINUTES OF THE MAYOR AND COUNCIL
OF THE BOROUGH OF OGDENSBURG
14 HIGHLAND AVE. OGDENSBURG AT 7:00PM
February 12, 2024**

WHEREAS, said loan was secured by a mortgage in favor of the Borough dated June 30, 2005 which was recorded in the Sussex County Clerk's Office in Book 07033, at Pages 00089-00092; and

WHEREAS, the loan in the principal amount of \$16,000.00 was paid in full evidenced by check number 68338 issued to the Borough and endorsed by Eric A. Wood, Esq. Attorney Trust Account.

NOW, THEREFORE, BE IT RESOLVED by the Council of the Borough of Ogdensburg that the Mayor and Clerk are hereby authorized to execute a discharge of mortgage relative to the above-referenced property and take such further actions as are necessary to effectuate the purpose of this Resolution.

Resolution 22-2024

TO REDEEM THIRD PARTY TAX SALE CERTIFICATE# 2019-003

**BLOCK 11 lot 1
Main Street**

**WHEREAS, THE TAX COLLECTOR, REGINA FLAMMER HAS ADVISED THAT
PAYMENT HAS BEEN RECEIVED IN THE AMOUNT OF \$ 7835.68
TO REDEEM TAX SALE CERTIFICATE # 2019-003**

WHEREAS

BOROUGH OF OGDENSBURG

IS THE HOLDER OF TAX SALE CERTIFICATE # 2019-003.

**REGINA FLAMMER
TAX COLLECTOR
FEBRUARY 6, 2024**

ADOPTION OF ORDINANCE 01-2024

Councilman DeMeo made a motion adopt an ordinance 01-2024 entitled "AN ORDINANCE OF THE BOROUGH OF OGDENSBURG, COUNTY OF SUSSEX, AND STATE OF NEW JERSEY AUTHORIZING THE SALE OF CERTAIN PROPERTY OWNED BY THE BOROUGH AND NOT REQUIRED FOR PUBLIC PURPOSES, IDENTIFIED AS BLOCK 28 LOT 4.03; BLOCK 21 LOT 15; BLOCK 21, LOT 16; BLOCK 21, LOT 17, BLOCK 21 LOT 18; BLOCK 21 LOT 19 AND BLOCK 21 LOT 20 OF THE OFFICAL TAX MAPS OF THE BOROUGH. Seconded by Councilman Ciasullo.

Prior to final roll call, Mayor Hutnick opened the meeting to the public for any comments regarding Ordinance 01-2024.

There were no comments from the public.

Prior to final roll call, Mayor Hutnick closed the meeting to the public for any comments regarding Ordinance 01-2024.

Upon Roll call Vote:

Yeas: Alvarez, Ciasullo, DeMeo, Poyer, Ruitenberg

Nays: None Absent: Cowdrick Abstain None

ADOPTION OF ORDINANCE 02-2024

Councilman Ciasullo made a motion to adopt an ordinance 02-2024 entitled "AN ORDINANCE OF THE BOROUGH OF OGDENSBURG, COUNTY OF SUSSEX, AND STATE OF NEW JERSEY AMENDING CHAPTER 10 OF THE BOROUGH CODE ENTITLED "PERSONAL POLICES" TO ADD NEW SECTION 10.2 ENTITLED "ANTI-NEPOTISM POLICY". Seconded by Councilman DeMeo.

**REGULAR MEETING MINUTES OF THE MAYOR AND COUNCIL
OF THE BOROUGH OF OGDENSBURG
14 HIGHLAND AVE. OGDENSBURG AT 7:00PM
February 12, 2024**

Prior to final roll call, Mayor Hutnick opened the meeting to the public for any comments regarding Ordinance 02-2024.

There were no comments from the public.

Prior to final roll call, Mayor Hutnick closed the meeting to the public for any comments regarding Ordinance 02-2024.

Upon Roll call Vote:

Yeas: Ciasullo, DeMeo, Poyer, Ruitenberg

Nays: None Absent: Cowdrick Abstain: Alvarez

ADOPTION OF ORDINANCE 03-2024

Councilman DeMeo made a motion to adopt an ordinance 03-2024 entitled “AN ORDINANCE AMENDING AND SUPPLEMENTING CHAPTERS 2 AND 6 OF THE CODE OF THE BOROUGH OF OGDENSBURG ENTITLED “ADMINISTRATION AND PARKS AND RECREATION AREAS” RESPECTIVELY. Seconded by Councilman Poyer.

Prior to final roll call, Mayor Hutnick opened the meeting to the public for any comments regarding Ordinance 03-2024.

There were no comments from the public.

Prior to final roll call, Mayor Hutnick closed the meeting to the public for any comments regarding Ordinance 03-2024.

Upon Roll call Vote:

Yeas: Alvarez, Ciasullo, DeMeo, Poyer, Ruitenberg

Nays: None Absent: Cowdrick Abstain None

INTRODUCTION TO ORDINANCE 04-2024

Councilwoman Ruitenberg made a motion to introduce an ordinance 04-2024 entitled “AN ORDINANCE AMENDING AND SUPPLEMENTING CHAPTER 2 OF THE CODE OF THE BOROUGH OF OGDENSBURG ENTITLED “AMENDING AND SUPPLEMENTING CHAPTER 2 OF THE CODE OF THE BOROUGH OF OGDENSBURG ENTITLED “ADMINSTRATION” TO AUTHORIZE THE APPOINTMENT OF ENTRY-LEVEL LAW ENFORCEMENT OFFICERS PURSUANT TO THE STATE OF NEW JERSEY ALTERNATE ROUTE PROGRAM IN ACCORDANCE WITH N.J.S.A. 11 A4-1.3 AND N.J.S.A. 52:17B-69.1”. Seconded by Councilman Poyer.

Public hearing will be held on February 26, 2024.

Upon Roll call Vote:

Yeas: Alvarez, Ciasullo, DeMeo, Poyer, Ruitenberg

Nays: None Absent: Cowdrick Abstain None

INTRODUCTION TO ORDINANCE 05-2024

Councilman DeMeo made a motion to introduce an ordinance 05-2024 entitled “AN ORDINANCE AMENDING THE RATE OF SALARIES AND COMPENSATION OF THE OFFICES AND EMPLOYEES OF THE BOROUGH OF OGDENSBURG”. Seconded by Councilman Poyer

Public hearing will be held on February 26, 2024.

Councilman Ciasullo asked what the ordinance was about.

**REGULAR MEETING MINUTES OF THE MAYOR AND COUNCIL
OF THE BOROUGH OF OGDENSBURG
14 HIGHLAND AVE. OGDENSBURG AT 7:00PM
February 12, 2024**

Mr. Marceau explained this is just the salary ranges; it isn't setting the salaries it is setting the ranges. Then we do a separate resolution setting the salaries.

There was a brief decision on the ordinance and ranges.

Upon Roll call Vote:

Yeas: Alvarez, Ciasullo, DeMeo, Poyer, Ruitenberg

Nays: None Absent: Cowdrick Abstain None

RESOLUTION 19-2024

Councilman Ciasullo made a motion to adopt resolution authorizing award of Professional Service Agreement to Max Spann R.E. & Auction Co. as auctioneer for the sale of certain real property no longer needed for public use. Seconded by Councilman DeMeo.

Upon Roll call Vote:

Yeas: Alvarez, Ciasullo, DeMeo, Poyer, Ruitenberg

Nays: None Absent: Cowdrick Abstain None

WHEREAS, the Borough of Ogdensburg ("Borough") adopted **Ordinance 01-2024** authorizing the sale of certain real property no longer needed for public use at public auction to the highest bidder in accordance with N.J.S.A. 40A:12-13; and

WHEREAS, there exists a need for the Borough to procure the services of a licensed real estate broker and certified auctioneer to assist the Borough in listing, marketing, and auctioning said property; and

WHEREAS, Max Spann R.E. & Auction Co. ("Max Spann"), located in Clinton, New Jersey 08809 has offered to perform said services to the Borough, and the Borough seeks to retain Max Spann for the performance of said services under a non-fair and open contract pursuant to the provisions of N.J.S.A. 40A:11-5 and N.J.S.A. 19:44A-20.5; and

WHEREAS, the Borough intends to list the properties for sale through Max Spann and attempt to effectuate the sale of the property at a public auction to be conducted by Max Spann in accordance with N.J.S.A. 40A:12-13, and pursuant to all terms and conditions approved by the Borough; and

WHEREAS, in consideration for its services, Max Spann shall be paid a Buyer's Premium in the amount of 10% of the sales price, which shall be added to the sales price and paid by the successful purchaser at closing; and

WHEREAS, the value of the acquisition over the course of the contract may or may not exceed \$17,500.00 depending upon the number and amount of successful bids received and approved by the Borough; and

WHEREAS, the term of this contract is for six (6) months; and

WHEREAS, The New Jersey Local Public Contract Law, N.J.S.A. 40A:11-1 et seq. authorizes the award of this contract as "professional services" without competitive bidding; and

WHEREAS, the award of contract shall be contingent upon the completion and receipt of a valid New Jersey Business Registration Certificate and all statutorily mandated "Pay-to-Play" political contribution forms from Max Spann required by N.J.S.A. 19:44A-20.5 et seq.; and

NOW, THEREFORE, BE IT RESOLVED, by the Mayor and Council of the Borough of Ogdensburg, in the County of Sussex and State of New Jersey as follows:

**REGULAR MEETING MINUTES OF THE MAYOR AND COUNCIL
OF THE BOROUGH OF OGDENSBURG
14 HIGHLAND AVE. OGDENSBURG AT 7:00PM
February 12, 2024**

1. The Mayor and Clerk are hereby authorized and directed to enter into a Professional Services Agreement with Max Spann R.E. & Auction Co. (“Max Spann”) substantially in the form attached hereto as **Exhibit A** pursuant to and in accordance with the provisions of the New Jersey Public Contract law, N.J.S.A. 40A:11-1 et seq., Ordinance **01-2024**, and this Resolution.
2. In consideration for its services, Max Spann shall be paid a Buyer’s Premium in the amount of 10% of the sales price, which shall be added to the sales price and paid by the successful purchaser at closing.
3. The term of this contract is for **six (6) months**.
4. The Borough Clerk shall advertise notice of this action in a legal newspaper pursuant to N.J.S.A. 40A:11-1 et seq. and in compliance with the Local Public Contracts Law guidelines.
5. A copy of this Resolution and Professional Service Agreement shall be filed and made available for public inspection in the office of the Borough Clerk.

RESOLUTION 21-2024

Councilman Poyer made a motion to adopt resolution 21-2024 authorizing the submission to the New Jersey Department of Community Affairs grant application to rehabilitate the Ogdensburg Municipal Park. Seconded by Councilman DeMeo.

Upon Roll call Vote:

Yeas: Alvarez, Ciasullo, DeMeo, Poyer, Ruitenber

Nays: None Absent: Cowdrick Abstain None

RESOLUTION 23-2024

Councilman Poyer made a motion to adopt resolution 23-2024 approving and authorizing perfection of reverter clause contained in the deed from the Borough of Ogdensburg to the Ogdensburg First Aid Squad Recorded on October 13, 1966. Seconded by Councilman DeMeo.

Upon Roll call Vote:

Yeas: Alvarez, Ciasullo, DeMeo, Poyer, Ruitenber

Nays: None Absent: Cowdrick Abstain None

WHEREAS, on or about September 14, 1951, the Borough of Ogdensburg (“Borough”) in the County of Sussex and State of New Jersey took title to certain real property identified as Block 26.06, Lots 9 and 8 on the Official Tax Maps of the Borough, commonly known as 8 Willis Avenue and Willis Avenue respectively (collectively “Property”); and

WHEREAS, the Borough later transferred the Property to the Ogdensburg First Aid Squad (“First Aid Squad”), a corporation of the State of New Jersey, by Deed dated October 10, 1966, recorded October 13, 1966, in the Sussex County Clerk’s Office in Deed Book 811 at Page 85 (“Deed”); and

WHEREAS, the Deed contains a reverter clause which provides that title to the Property shall revert, in full, to the Borough, together with all buildings, structures, and improvements thereon, if the First Aid Squad: (1) becomes dissolved or inoperative as a legal corporation of the State of New Jersey, (2) substantially abandons its purpose, (3) fails to function as a First Aid Squad or serve the purpose for which it was organized, (4) fails to use the Property for a period of three consecutive years, or (5) fails to erect an appropriate building to house its ambulance and equipment within three years from the date of conveyance; and

WHEREAS, the First Aid Squad no longer operates within the Borough or anywhere else; and

**REGULAR MEETING MINUTES OF THE MAYOR AND COUNCIL
OF THE BOROUGH OF OGDENSBURG
14 HIGHLAND AVE. OGDENSBURG AT 7:00PM
February 12, 2024**

WHEREAS, authorized representatives of the First Aid Squad indicated to the Borough that the corporate charter is no longer desired, and advised it of its intention to formally dissolve the corporation and wind up its corporate affairs; and

WHEREAS, the Borough is appreciative and thankful for the many years the First Aid Squad operated within the Borough, providing emergency services to its residents; and

WHEREAS, the Borough and First Aid Squad agree that perfection of the reverter clause in the Deed is authorized and appropriate; and

WHEREAS, the Borough conducted a title search, including judgment and lien searches, and searched municipal building records, and is satisfied that there are no liens, judgments or open permits affecting the Property; and

WHEREAS, the Borough believes it to be in the public interest to acquire or otherwise accept title to the Property; and

WHEREAS, in furtherance thereof, the Borough desires to perfect the reverter clause in the Deed, take title to the Property, and use said Property for public purposes.

NOW, THEREFORE, BE IT RESOLVED that the Governing Body of the Borough of Ogdensburg Sussex County, New Jersey hereby approves and authorizes perfection of the reverter clause contained in the Deed from the Borough of Ogdensburg to the Ogdensburg First Aid Squad recorded in the Sussex County Clerk's Office on October 13, 1966 in Deed Book 811 at Page 85.

BE IT FURTHER RESOLVED that the Mayor, Clerk, and Municipal Attorney are hereby authorized to take all actions necessary to accept delivery of a deed transferring property identified as Block 26.06, Lots 9 and 8 on the Official Tax Maps of the Borough, commonly known as 8 Willis Avenue and Willis Avenue respectively, from the Ogdensburg First Aid Squad.

BE IT FURTHER RESOLVED that the Borough Clerk is hereby authorized to forward an original signed copy of said deed to the Sussex County Clerk's Office for recording.

OLD BUSINESS

Plan for lead line replacement report –

Councilman Ciasullo asked about the letters from the last meeting. Ms. Hough explained we had the one; two were given to her after that meeting.

Councilman Ciasullo commented we were lacking numbers [on the reports] we will get that done and have them submitted. Councilman Ciasullo explained he spoke to another town to try and get an idea of some of the things they are doing in this process. What he found out is he doesn't know if too many [towns] are past the survey's, we are still in the survey stage; other towns are the same as us. Councilman Ciasullo explained what additional things the Borough can do regarding the surveys.

Councilwoman Ruitenbergh commented as of now we have about 75 surveys that have been completed.

There was a discussion on the survey that was mailed out, put a picture of the letter or information on the Facebook page, at this time there is a problem with the QR code but this code was working when the letters went out, send out individual letters first class mail and errors being made by the post office,

Councilman Ciasullo explained we have to get this stage done which is the survey; then we will move onto the next step. He is also looking into what if any funding there is from the State to

**REGULAR MEETING MINUTES OF THE MAYOR AND COUNCIL
OF THE BOROUGH OF OGDENSBURG
14 HIGHLAND AVE. OGDENSBURG AT 7:00PM
February 12, 2024**

help out with this. It was told to him by another Mayor; under one thousand water hooks up in town there is funding specifically available for town of that size which he thinks we fall under. Councilman Ciasullo commented in talking with Robin she has everything on the calendar we will have this on the agenda the meeting before they are due. Councilman Ciasullo asked if the people that are here to spread the word. Councilman Ciasullo commented he doesn't think we need to keep this on the agenda unless something comes up.

Councilman Poyer agreed.

Mayor Hutnick commented he would like to jump down to number 5 First Aid Squad Building so they don't have to sit through everything.

First Aid Squad Building

Alan Arduini, Treasury and Stephanie DePinto, President from the First Aid Squad was present.

Ms. Hough explained they just signed the deed.

Mr. Maddonli asked that was all that was required for them to sign the deed, Mr. McBriar prepared everything; it was signed earlier. The resolution was passed so we are done.

Ms. Hough explained she will send it to the County to be recorded.

Mr. Arduini commented whenever someone wants to take a walk through the building he will go through it with them. There are a few things to go through. So, just reach out to him. There is a combination to get in; no keys.

Councilwoman Ruitenberg asked to go back to number on lead line replacement. The letter she sent out she will redue that letter with the code and put the regular URL and you can copy and paste that in a memo on Facebook.

Mayor Hutnick asked to send him the complete letter.

Hiring of Police Officers –

Councilman Ciasullo explained we did the ordinance this time [alternate route ordinance]. The Chief is here.

Chief Gordon explained at this time we have an active list by the end of the week we will have applications printed up for one, two and three get them out. Once the ordinance is done we will have to put the ad on Civil Service with an open and close date. What it will boil down to after that is what the CFO tells him he can do whatever the budget allows.

Councilwoman Ruitenberg asked if we would be looking at four or five [referring the active list from Civil Service].

Chief Gordon explained one, two and three are town residents we can go beyond that there are many different options.

Councilman Ciasullo recommended to keep this on the agenda.

Grant Writers –

Councilman DeMeo commented we are going to get a couple dates available then schedule.

Councilman Alvarez asked Chief Gordon the cost of the academy. Chief Gordon commented the academy is fifteen hundred dollars plus the cost of uniforms and equipment they would need.

Budget –

**REGULAR MEETING MINUTES OF THE MAYOR AND COUNCIL
OF THE BOROUGH OF OGDENSBURG
14 HIGHLAND AVE. OGDENSBURG AT 7:00PM
February 12, 2024**

Mr. Marceau commented he have not received any of our numbers from the State. There are some things to go over in new business that would be in the budget; so, he will be going through all that in new business.

Heaters Pond Dam – Storms and Pond water level – [These two items were combined].

Councilman Ciasullo commented he spoke to Chris about putting together some type of plan or policy [regarding the number of boards that should be pulled out to prepare for storms].

Mayor Hutnick explained he reached out to the engineer about this, the engineer said there is no formula there is no chart it goes by weather plans, the size of the pond, dam and environmental.

Councilman DeMeo explained that is consistent with what Chris told him; basically, over time sometimes you take out two board sometimes you take out three boards and explained other factors that are considered.

Mayor Hutnick commented the engineer said hopefully the weather forecast is accurate. Mayor Hutnick commented you can write down a plan but there is no formula to go by.

Councilman DeMeo commented we did speak to Chris about other employees being familiar with this and all the guys understand how this works.

Councilwoman Ruitenberg commented the reason she thought it should be documented; is this a collaborative discussion of what we are doing with the boards going forward so everybody knows or are we relying on the DPW for them to make those choices.

Mayor Hutnick explained we rely on the DPW to make those choices.

Councilwoman Ruitenberg commented that would be the only thing we have written somewhere.

Mayor Hutnick commented we can put that as part of the Supervisor and Assistant to be responsible for the boards at the dam.

Municipal Emergency Management Coordinator –

Mayor Hutnick explained we are looking for an Emergency Management Coordinator; in the mean time the current emergency management coordinator will stay on and train the next person.

Councilwoman Ruitenberg commented we just received a book; when does that have to be updated and what needs to be updated.

Ms. Hough explained she hasn't even had time to look at it.

There was a brief discussion on if the coordinator has to be a resident or if it can be a non-resident.

Councilman Ciasullo explained he reached out to the County regarding our storm drains; they may offer to give us a day to bring a truck over and one of their guys to work with our DPW to clean a couple of easy drains. Our DPW would get the feel for this; there are two different trucks at the County. One with suction and jet and one with just the jet without suction. Councilman Ciasullo explained maybe we can do a shared service. Another option is to rent one of these trucks. He just wanted to get the communication going with the County.

Mayor Hutnick commented he just had a conversation with the engineer because we will probably start at North Clark, the conversation was about the drain that was put in. It is to high for the road.

Councilman Ciasullo commented there was a stop work order up on Jim's property, did that get rectified or is he still waiting to work. Councilman Ciasullo commented he thinks that was two meeting ago; just so we are not holding him up.

**REGULAR MEETING MINUTES OF THE MAYOR AND COUNCIL
OF THE BOROUGH OF OGDENSBURG
14 HIGHLAND AVE. OGDENSBURG AT 7:00PM
February 12, 2024**

Councilman Ciasullo asked about the geese permit. Mayor Hutnick commented we just got 2022.

Local Recreation Improvement Grant 2024 – Mayor Hutnick explained we are in the process of submitting the application.

NEW BUSINESS

Employee Handbook discussion – Mr. Marceau commented everyone should have in their packet a memo he put together with parts of the employee handbook. The last time we revised it was April, 2020 the state asks us as part of the best practices questioner to review it at least every three years so we are due. Mr. Marceau explained [in the memo] are just a few areas that Robin and I have encountered issues since April of 2020. If you can look at those and what we would like to do is have the Mayor and Councilwoman Ruitenberg how are personal help go through it during the year. That would be a project for this year and if we do that it would be a yes on our best practices.

Finance/Tax Department Software – Mr. Marceau explained there are basically two companies that have all the accounting software it is Municipal Software or this company called Edmunds. Edmunds purchased Municipal Software; they are phasing out Municipal Software at least for now tax and water, they are allowing the finance portion to stay. Mr. Marceau explained he was in contact with Edmunds to handle that roll over; he explained the quote he received and the different options to consider. They have an option of using the cloud which would help with our IT.

Councilman DeMeo asked Mr. Marceau which programs would work best for [the borough].

Mr. Marceau continued to explain the different options and he isn't sure when they will be phasing out the finance.

There was a discussion on the different options, on line payments, using the cloud and what we are using currently.

IT services – Mr. Marceau commented currently we have been using MSI as our IT and now they are no longer. So, we are going to need IT people; with all the cyber security stuff this is something we really need to look at. They are still there for now but he guesses by the middle of summer [they might not be].

There was a discussion on going out for RFP and IT vendors on State contract.

Mayor Hutnick explained since we have members in the public present to jump to open to the public.

PUBLIC SESSION

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

Ashley Molinini and Avelino Jacinto from Plant Networks introduced themselves and explained what Plant Networks has to offer.

Ms. Molinini explained Plant Networks is a fiber internet provider based out of Newton.

Mr. Jacinto explained based on what you have been discussing they provide different services and spoke about the cloud and cyber security. We offer more then just internet.

Mayor Hutnick asked them to put together something for us with regards to upgrade and everything else as a package. So, we can get the upgraded speed the lines installed and have the option. Mayor Hutnick commented we would like a connection to the DPW building on Brooks Flat they will need a connection.

**REGULAR MEETING MINUTES OF THE MAYOR AND COUNCIL
OF THE BOROUGH OF OGDENSBURG
14 HIGHLAND AVE. OGDENSBURG AT 7:00PM
February 12, 2024**

There being no further business from the public, Councilman Demeo moved, Councilman Ciasullo seconded motion to close the public session of the meeting. All were in favor.

IT discussion continued

Mr. Marceau explained the other issue we are having is with our water meter reading software; we will no longer be supportive as of July and explained the quote, equipment we have now and what could change. We have no choice on this.

SLF Grant Discussion – Mr. Marceau explained the state is offering a grant for spotted lantern fly, this is something to consider putting in a application for this grant. Mr. Marceau asked the Council to review this information and let him or Robin know if you want us to start an application.

American Rescue Plan (ARP) discussion – Mr. Marceau commented if your recall the Borough received two payments about \$118,000.00 apiece. We used about \$130,000 last year to offset the Police Department and Fire Department SUV's. In theory we have until 2026 to spend it all but they want to have the funds committed by the end of this year. Given our needs for additional police staffing it would be best to use this as an offset of revenue against the new salaries to get us through this time. The other option would be if there is some water project that we desperately need that he doesn't know about that we need done. We can talk to the engineer about getting something together for that. He will put that in as a revenue so you will see that in the budget this year unless you would like to do something else.

Parks and Recreation – Councilman DeMeo explained Councilwoman Cowdrick asked him to bring up; the concert in the park needs to be rescheduled they are apparently asking to do it April 27, 2024. He isn't sure what the process is we already approved their facility form and the event was cancelled due to weather. Do we do another form or do we just approve it?

Mayor Hutnick commented we already approved the event; send an email to Robin.

Councilman DeMeo commented they want to do it April 27? Ms. Hough asked what time. Councilman DeMeo commented 3:00pm to 6:00pm at Heaters Pond.

Councilman DeMeo commented Councilwoman Cowdrick has been in touch with Hopatcong regarding to the weed management and next meeting she should have some proposals.

CDL Classes – Mayor Hutnick commented there are rules for getting a CDL and changes; you have to take a class you can't just study and take a test. We have a DPW employee who needs to have that; we discussed it he didn't realize it was a class and the cost of the class he thought he was going to jeopardize his position but as long as he is actively working on it. We are requiring it for his job. Mayor Hutnick commented he isn't sure if you can do this but can we create some sort of contract that we pay for education and the employee would remain with the Borough of an X amount of time.

Mr. Maddaloni commented you can actually have him on a sliding scale that each month he stays he earns a portion of it back and if he is here for however how many months it takes he satisfies his requirement.

Mayor Hutnick explained we will also need a CPWM.

Councilwoman Ruitenber commented we will need to look into that.

Mayor Hutnick commented we will need to put something in the budget to be prepared.

There was brief discussion on classes for CDL and CPWM.

Municipal Alliance – No update

**REGULAR MEETING MINUTES OF THE MAYOR AND COUNCIL
OF THE BOROUGH OF OGDENSBURG
14 HIGHLAND AVE. OGDENSBURG AT 7:00PM
February 12, 2024**

EXECUTIVE SESSION

Councilman DeMeo made a motion to go into executive session for legal, Councilman Ciasullo seconded motion to adopt the following resolution.

WHEREAS, Section 8 of the Open Public Meetings Act, Chapter 231, P.L., 1975 permits the exclusion of the public from a meeting in certain circumstances; and

WHEREAS, this public body is of the opinion that such circumstances presently exist.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Ogdensburg, County of Sussex, State of New Jersey, as follows;

Attorney Client Privilege

Upon Roll call Vote:

Yeas: Alvarez, Ciasullo, DeMeo, Poyer, Ruitenberg

Nays: None Absent: Cowdrick Abstain: None

At 8:25pm the Mayor and Council went into executive session.

At 8:50pm the Mayor and Council returned from executive session.

PAYMENT OF VOUCHERS

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

Upon Roll call Vote:

Yeas: Alvarez, Ciasullo, DeMeo, Poyer, Ruitenberg

Nays: None Absent: Cowdrick Abstain: None

CURRENT

DATE	CHECK #	PAID TO	AMOUNT
1/31/202	4	34280 Horizon BC/BS of NJ	2,666.00
2/12/202	4	34281 Action Data Services, Inc.	322.65
2/12/202	4	34282 Allied Oil	1,446.14
2/12/202	4	34283 April Oleksy	45.73
2/12/202	4	34284 Brightspeed	54.6
2/12/202	4	34285 Brightspeed	63.6
2/12/202	4	34286 Brightspeed	60.87
2/12/202	4	34287 Brightspeed	103.75
2/12/202	4	34288 Brightspeed	257.5
2/12/202	4	34289 Brightspeed	398.81
2/12/202	4	34290 BrightSpeed	764.41
2/12/202	4	34291 Brightspeed	19.9

**REGULAR MEETING MINUTES OF THE MAYOR AND COUNCIL
OF THE BOROUGH OF OGDENSBURG
14 HIGHLAND AVE. OGDENSBURG AT 7:00PM
February 12, 2024**

2/12/202	4	34292	Brightspeed	56.6
2/12/202	4	34293	Brightspeed	50.9
2/12/202	4	34294	Certified Speedometer Service, Inc	176
2/12/202	4	34295	Complete Security Systems, Inc.	29.2
2/12/202	4	34296	Danforth's	117.52
2/12/202	4	34297	Dolan & Dolan Esqs.	163.56
2/12/202	4	34298	Draeger, Inc.	156
2/12/202	4	34299	Elizabethtown Gas	329.33
2/12/202	4	34300	Elizabethtown Gas	334.39
2/12/202	4	34301	Elizabethtown Gas	248.9
2/12/202	4	34302	Elizabethtown Gas	1,010.08
2/12/202	4	34303	Finch Fuel Oil Co., Inc.	556.59
2/12/202	4	34304	Fred Yarosz Janitorial Services LLC	463
2/12/202	4	34305	Gemma's Country Kitchen	372
2/12/202	4	34306	Genserve, LLC	112.5
2/12/202	4	34307	Gordon, Stephen	772.42
2/12/202	4	34308	Home Depot	23.82
2/12/202	4	34309	Horizon BC/BS of NJ	2,667.02
2/12/202	4	34310	JCP&L	1,912.20
2/12/202	4	34311	JCP&L	113.31
2/12/202	4	34312	Lafayette Auto Parts	72
2/12/202	4	34313	LINA	229.5
2/12/202	4	34314	Lumen Technologies Group	125.62
2/12/202	4	34315	Michel Marceau	59.05
2/12/202	4	34316	MicroSystems-NJ.com, LLC	740.5
2/12/202	4	34317	Montague Tool & Supply Co.	96.14
2/12/202	4	34318	Municipal Capital	119
2/12/202	4	34319	Napa Auto Parts	712.87
2/12/202	4	34320	NJ League of Municipalities	25
2/12/202	4	34321	NJ League of Municipalities	377

**REGULAR MEETING MINUTES OF THE MAYOR AND COUNCIL
OF THE BOROUGH OF OGDENSBURG
14 HIGHLAND AVE. OGDENSBURG AT 7:00PM
February 12, 2024**

2/12/202	4	34322	NJ League of Municipalities	25
2/12/202	4	34323	North Church Gravel, Inc.	1,275.37
2/12/202	4	34324	Ogdensburg Board of Education	220,164.00
2/12/202	4	34325	Petty Cash Fund	100
2/12/202	4	34326	Public Works Assoc. of NJ	75
2/12/202	4	34327	Staples Business Advantage	341.54
2/12/202	4	34328	State Toxicology Laboratory	45
2/12/202	4	34329	Statewide Insurance Fund	13,300.25
2/12/202	4	34330	Statewide Insurance Fund	33,433.50
2/12/202	4	34331	Sussex County Municipal Clerk Assoc	75
2/12/202	4	34332	TCTASW	30
2/12/202	4	34333	Township of Sparta	10,000.00
2/12/202	4	34334	US Postal Service	320
2/12/202	4	34335	Verizon Wireless	121.52

				297,732.16
				=====
				297,732.16

WATER OP

DATE	CHEC K #	PAID TO	AMOUNT
2/12/202	4	5347 Genserve, LLC	112.5
2/12/202	4	5348 Hamburg Plumbing Supply Co.	32.4
2/12/202	4	5349 State of New Jersey-PWT	96.33
2/12/202	4	5350 Treasurer, State of New Jersey	4,670.00

			4,911.23
			=====
			=
			4,911.23

DOG FUND

DATE	CHECK #	PAID TO	AMOUNT
2/12/202	4	312 NJ Dept of Health & Senior Service Service	144.00

**REGULAR MEETING MINUTES OF THE MAYOR AND COUNCIL
OF THE BOROUGH OF OGDENSBURG
14 HIGHLAND AVE. OGDENSBURG AT 7:00PM
February 12, 2024**

144
=====

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

Meeting adjourned at 8:51p.m.

Robin Hough, Borough Clerk

George P. Hutnick, Mayor