

**MEETING MINTUES FOR THE MAYOR AND COUNCIL  
REORGANIZATIONAL MEETING  
OF THE BOROUGH OF OGDENSBURG  
14 HIGHLAND AVE, OGDENSBURG AT 7:00pm  
January 2, 2025**

**CALL TO ORDER:**

**PLEDGE OF ALLEGIANCE:** Mayor Hutnick

**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 December 2, 2024.”

**STATEMENT OF DETERMINATION** was read by the Borough Clerk for Lynn D. Lame, Common Council and Richard Gandarinho, Common Council.

**OATH OF OFFICE TO COUNCILMAN RICHARD GANDARINHO** by Borough Clerk.

**OATH OF OFFICE TO COUNCILWOMAN LYNN LAME** by the Borough clerk.

**ROLL CALL:** Ciasullo, Gandarinho, Lame, DeMeo, Ruitenberg, Mayor Hutnick

Absent: Cowdrick (arrived late 7:10pm)

Also present: Robert McBriar, Borough Attorney

**MAYOR HUTNICK’S** Address.

Mayor Hutnick commented Happy New Year everyone; we have had another successful year, we have all served our community well. As we look forward into 2025; we have accomplished a lot over the past year but there is still a lot of work to be done. He is confident as always that this Council will put its best foot forward and do what is best for our community with the upmost professionalism. With the addition of two new Council members brings a fresh set of eyes and a new prospective to helping us to continue moving forward.

Mayor Hutnick commented he does have several items that we can prepare to discuss for our next meeting and a couple of projects that we need to attend to this year. Projects for 2025 is our emergency notification system, we plan on having that on line by the end of the first quarter. Road projects – we did receive grants for Glenbrook and Plant Street; we are getting those paved; the set-up project start dates have not been established yet but when they are updates will follow. He would like the DPW liaison to work with your department for budgetary reasons try to get some black top, oil and chip quotes to do our roads.

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Mayor Hutnick referenced the water mains; last year we discussed having a company come out and possibly map out our water system for what we can't identify on paper work and maps we have of the town. Storm Drains- with the States new regulations with regards to storm water run off and how strict they are, means we are going to have to start street sweeping the town several times a year as all the other towns. The problem is there isn't enough street sweepers in the County to be able to accomplish this. He would like to start looking for a street sweeper because we are going to have to do this about every quarter now as well as cleaning the storm drains.

Mayor Hutnick commented as part of emergency preparedness he would like to look into any grants that might be available to try and get a generator hooked up at the fire department. The fire department does a great job of us opening up their doors when people are in need when we have storms, outages, they really need a generator to be fully 100% functional in keeping everybody going.

Mayor Hutnick referenced the fuel tanks; we still have the two in ground tanks at the DPW garage, they have to come out of the ground this year. We are going to work on that. The first aid squad building we still need to map out the old septic. These are just a few of the projects we were talking about last year; he would like to see these accomplished with the help of the Council.

Mayor Hutnick explained with the appointments; commissioner is no longer a word in our books it will be changed to Governing Body Liaison. Mayor Hutnick commented at each meeting the Liaison will give us a departmental update for their departments.

Councilwoman Ruitenber commented that is a great idea.

Mayor Hutnick commented at the end of tonight everyone will have their assignments so please reach out to your departments, introduce yourselves and get used to what their procedures are.

Mayor Hutnick asked the liaisons to the water department to set up some time with Mr. Lawler to see what projects he sees that need to be done.

Mayor Hutnick commented our newest members of the police department have graduated the academy they are both on the road in their training period; another two months and they will be out and on their own. The next group will be going into the academy sometime in January and be done with the academy sometime in June and be on the road and ready to go sometime in October. As you see we have a lot to do and we are making progress.

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

**Upon Roll call Vote:**

Yeas: Ciasullo, DeMeo, Gandarinho, Lame, Ruitenberg

Nays: None Absent: Cowdrick (arrived late) Abstain None

**CONSENT AGENDA**

- **Resolution 01-2025** re 8% and 18% interest on delinquent taxes.
- **Resolution 02-2025** to name **NEW JERSEY HERALD** and **NEW JERSEY SUNDAY HERALD** as official newspapers for the calendar year 2025.
- **Resolution 03-2025** authorizing a fee to be charged for individual meeting notices upon request.
- **Resolution 04-2025** to adopt a Cash Management Fund as official depositories for Borough funds.
- **Resolution 05-2025** Petty Cash Fund
- **Resolution 06-2025** Professional Services
- **Resolution 07-2025** authorizing Tax Assessor and Borough Attorney to defend contested tax appeals.
- **Resolution 08-2025** appointing Safety and Loss Prevention Reps
- **Resolution 09-2025** appointing Borough Clerk as P.A.C.O.
- **Resolution 10-2025** to establish a Current Fund Surplus Policy
- **Resolution 11-2025** to establish a Water Operating Fund Surplus Policy
- **Resolution 13-2025** to accept the 2025 Temporary Budget.
- **Resolution 14-2025** authorizing change funds
- **Resolution 15-2025** appointing prosecutor and public defender for the Ogdensburg Municipal Court.

**MOTIONS**

**Motion** for appointment of Council President.

Councilman Ciasullo made a motion to appointment Councilwoman Ruitenberg as Council President for 2025. Seconded by Councilman Gandarinho.

**Upon Roll call Vote:**

Yeas: Ciasullo, DeMeo, Gandarinho, Lame, Ruitenberg

Nays: None Absent: Cowdrick (arrived late) Abstain None

**Motion** for Council Representative to Land Use Board.

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Mayor Hutnick commented let's go through the list of everything. Going through the appoints you will see he did not assign or request anybody for this position, I'm assuming you have somebody in mind.

Councilman Ciasullo commented he doesn't; it will have to be somebody that can make another meeting a month.

Mayor Hutnick explained what we need is someone to sit on the Land Use Board [as a class III member] we can only have two council people. He wasn't going to appoint anybody because this is an extra meeting a month and Land Use has been fairly busy the last six months.

There was a discussion on the Council position to the Land Use Board.

Councilwoman Ruitenberg commented she would volunteer.

Mr. McBriar commented this needs a Council vote; if there is such a motion now would be the appropriate time for said motion.

Councilman Ciasullo made the motion to appoint Councilwoman Ruitenberg representative to the Land Use Board. Seconded by Councilman DeMeo.

**Upon Roll call Vote:**

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

Nays: None Absent: None Abstain None

**Motion** to confirm Borough Appointments for 2025.

Mayor Hutnick explained he had a conversation with Councilman DeMeo and Councilman Ciasullo who had a conversation with others to discuss where everyone should be. He took his list and the list they requested and feels that we have a good combination here and he thinks combining both lists with the exception of the last line emergency notification he missed you [Councilman Ciasullo] pulled yourself of that list.

Mayor Hutnick commented the way it is set up he has Police Department himself, Fire Department Councilman DeMeo, Department of public works Councilwoman Cowdrick and Councilman Gandarinho, Water Department Councilman Ciasullo and Councilman Gandarinho, Buildings and Grounds Councilwoman Lame, Recycling and solid waste Councilwoman Cowdrick, Parks and Playgrounds Councilwoman Cowdrick, Personnel Mayor and Councilwoman Ruitenberg, Land Use Board is now Councilwoman Ruitenberg, Finance and Taxes is council as a whole, Municipal Drug Alliance program is Councilman Gandarinho, Insurance and Risk Management is the Mayor and Emergency notification system is the Mayor and Councilwoman Lame.

Mr. McBriar explained this was updated because these are no standing committees for it to be a standing committee it would have had to be established by code via ordinance we

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only have three standing committees right now in the code book. In his view these are really reporting functions; assignments if you will, where individuals who agree to service that roll and come back and report to the Governing Body as you do to review and discuss the issues as a whole. The Statues are very clear; if this legislative body wanted standing committees it would have to do so via ordinance, it would have to prescribe the duties, appointment mechanisms the rolls and responsibilities. Under the statue the legislative body is certainly able within its powers to create such things. In part of our review of this list to update it and recognize the statues and what is really at work here.

Mr. McBriar explained we have two categories on these two pages; one which he would refer to liaisons, that is not subject to the advice and consent for Council. Those are more informal reporting positions, points of contacts with the respective department. It doesn't serve as a department head or the head of the committee because they don't exist in your code book. They were not created by statue. So, he would suggest you have an appointment lists which are terms; you have page one which includes a number of statutory officers, professionals and the like. On page two you have Board of Health and Land Use Board reappointments. Mr. McBriar commented he thinks that can be voted on separately and if there is further discussion on the liaisons we can certainly do that.

Councilman Ciasullo commented then we could pull out the 13 Council Liaisons.

Mr. McBriar commented I think there may be a discussion on those 13 items.

Councilman DeMeo asked what you are saying is the liaisons don't get voted on, so they really shouldn't be part of this document; this should be just a list of what is getting voted on.

Mr. McBriar commented correct.

Councilman DeMeo commented then the liaisons are a none voted position.

Mr. McBriar commented for purposes of efficiency these were all contained in two pages on the agenda. But to be clear absent those 13 liaisons assignments, you have the appointment list which would be appropriate at this time to vote; a motion and a second and have any discussion on those items and deal with that separately.

Councilman DeMeo asked are the appointment of liaisons at the discretion for the Mayor?

Mr. McBriar commented correct, but having said that if it is a topic of discussion that this body wants they can have a discussion. It is not a separate vote to confirm those assignments.

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The discussion continued on liaisons.

Councilman Ciasullo made a motion to approve all the appointments except for the 13 Governing Body Liaisons. Seconded by Councilman DeMeo.

Councilwoman asked is there a reason we don't have the two newest patrolmen on the list? Ms. Hough explained they haven't passed the academy yet. Chief Gordon explained they are hired but technically civilians. It will be formalized once they are done with the academy.

**Upon Roll call Vote:**

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

Nays: None Absent: None Abstain None

At this time there was another discussion on Governing Body Liaisons.

**Motion** to accept List of Officers, Members and Drivers of Ogdensburg Fire Department for 2025.

Councilman DeMeo made a motion to approve the list of officers, members and drivers of the Ogdensburg Fire Department for 2025. Seconded by Councilman Ciasullo.

**Upon Roll call Vote:**

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

Nays: None Absent: None Abstain None

Councilwoman Ruitenberg made a motion to approve Resolution 12-2025 to hold regular monthly council meetings on the second and four Monday of each month at 7:00 P.M. with the following exception: Tuesday, May 27, 2025 and Wednesday, October 15, 2025 at 7:00 P.M. at the Borough Hall, 14 Highland Avenue, Ogdensburg, NJ. Seconded by Councilman DeMeo.

**Upon Roll call Vote:**

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

Nays: None Absent: None Abstain None

**PUBLIC SESSION**

Councilwoman Ruitenberg made a motion to open the meeting to the public. Seconded by Councilman Ciasullo. All were in favor.

Alan Henderson, addressed the Council commenting he is the ex-Mayor of Lafayette Township, he just gave up his seat as Mayor and was appointed yesterday as the newest

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Sussex County Commissioner. He is the liaison for the Borough, he will be here at some of the meetings. Mr. Henderson gave background information on the history of his employment.

Councilwoman Ruitenberg made a motion to close the meeting to the public. Seconded by Councilman DeMeo. All were in favor.

**ADJOURNMENT**

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

Meeting adjourned at 7:40p.m.

\_\_\_\_\_  
Robin Hough, Borough Clerk

\_\_\_\_\_  
George P. Hutnick, Mayor

Resolutions approved January 2, 2025

**Resolution 01-2025**

**WHEREAS**, N.J.S.A. 54:4-67 authorizes the governing body of each municipality to fix the rate of interest to be charged for non-payment of taxes, utility and other municipal assessments subject to any abatement or discount for late payment as provided by law; and

**WHEREAS**, N.J.S.A. 54:4-67 permits the fixing of said rate of eight percent (8%) per annum on the first \$1,500 of the delinquency and eighteen percent (18%) per annum on any amount in excess of \$1,500; and

**WHEREAS**, N.J.S.A. 54:4-67 further permits an additional penalty of six percent (6%) to be charged to a taxpayer with a delinquency in excess of \$10,000 who fails to pay that delinquency prior to the end of the calendar year.

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

1. The rate of interest to be charged for non-payment of taxes and Water Utility on or before the date that they would become delinquent shall be set at the rate of eight percent (8%) per annum on the first \$1,500 of the delinquency, and eighteen percent (18%) per annum on any amount in excess of \$1,500.
2. In accordance with the provisions of N.J.S.A. 54:4-67, a six percent (6%) penalty shall be charged to a taxpayer with a delinquency in excess of \$10,000 who fails to pay that delinquency prior to the end of the calendar year. Delinquency in this

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instance shall mean the sum of all taxes and municipal charges due on a specific parcel of property covering any number of quarters or tax years.

3. Effective January 1, 2025 there shall be a ten (10) day grace period of quarterly tax payments.
4. Any payments not made in accordance with paragraph 2 of this resolution shall be charged interest from the due date as set forth in paragraph 1 of this resolution.
5. This resolution shall be published in its entirety once in an official newspaper of the Borough of Ogdensburg.
6. A certified copy of this resolution shall be provided by the Borough Clerk to the Tax Collector, Borough Attorney and Borough Auditor for the Borough of Ogdensburg.

**Resolution 02-2025**

**WHEREAS**, Section 3d of the Open Public Meetings Act, Chapter 231, P.L. 1975 requires that certain notices of meetings be submitted to two (2) newspapers, one of which shall be the official newspaper; and

**WHEREAS**, the second newspaper designated by this body must be one, which has the greatest likelihood of informing the public with the jurisdictional boundaries of this body of such meeting.

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

1. The NEW JERSEY HERALD and the NEW JERSEY SUNDAY HERALD, 2 Spring Street, Newton, New Jersey, are hereby designated as the official newspapers of the Borough of Ogdensburg for 2025 and shall receive all notices of meetings as required under the Open Public Meetings act.

2. It is the opinion of this body that the said newspapers have the greatest likelihood of informing the public within the jurisdictional area of this body of such meeting.

3. This Resolution shall take effect immediately.

**Resolution 03-2025**

**WHEREAS**, Section 14 of the Open Public Meetings Act, Chapter 231, P.L. 1975 permits the public body to fix a reasonable sum to be charged to persons who request that notice of meetings as required under the Act be mailed to them individually; and

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**WHEREAS**, said sum is to cover the cost of providing such notice.

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

1. Each person who requests that individual notice as required under the Act be mailed to him shall pay \$.05 per page plus postage to cover the costs thereof.
2. The sum here in designated is subject to change upon the adoption of a superseding resolution by this public body.
3. This resolution shall take effect immediately.

**Resolution 04-2025**

See attached.

**Resolution 05-2025**

**WHEREAS**, N.J.S.A. 40A:5-21 authorizes the establishment of a petty cash fund; and

**WHEREAS**, it is necessary from time to time to allow the availability of a petty cash fund for immediate unforeseen minor cash expenditures each as follows:

- |                       |          |
|-----------------------|----------|
| 1. Finance Petty Cash | \$100.00 |
|-----------------------|----------|

**NOW, THEREFORE, BE IT RESOLVED**, by the Mayor and Council of the Borough of Ogdensburg, that a reimbursable aforementioned impress funds aggregate of \$100.00 be re-established for 2025; and

**BE IT FURTHER RESOLVED** that said amounts for petty cash are to be returned to the Borough's General Fund no later than December 31<sup>st</sup> each year.

**Resolution 06-2025**

**WHEREAS**, there exists a need for engaging various professional services for the Borough of Ogdensburg as non-fair and open contracts, pursuant to and in accordance with, the provisions or N.J.S.A. 19:44A-20.5; and

**WHEREAS**, the anticipated terms for each professional service contract are set forth below; and

**WHEREAS**, the following individuals and firms have submitted proposals indicating that they will provide the professional services described below for the prices stated their proposal; and

**WHEREAS**, the following individuals and firms have completed and submitted a Business Entity Disclosure Certification which certifies that they have not made any

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reportable contributions to a political or candidate committee in the Borough of Ogdensburg in the previous year, and that the contract will prohibit the following individuals and firms from making any reportable contributions through the terms of the contract; and

**WHEREAS**, the Chief Financial Officer of the Borough of Ogdensburg certifies that the appropriations specified with this resolution have been provided for within the Municipal Budget and/or proceeding capital ordinances; and

**NOW, THEREFORE, BE IT RESOLVED** that the Mayor and Council of the Borough of Ogdensburg, authorizes the Mayor to enter into a contract with the following individuals and firms as described herein; and

**BE IT FURTHER RESOLVED** that the Business Disclosure Entity Certification and Determination of Value for the following individuals and firms be placed on file with this resolution; and

**BE IF FURTHER RESOLVED** that the following individuals and firms are hereby awarded a contract for providing professional services for the Borough of Ogdensburg, as indicated below:

Van Cleef Engineering Associates, is awarded a contract for providing engineering and planning services for the Borough of Ogdensburg for the year 2025 dated January 1, 2025 in the amount of \$152.00 per hour with Michael G. Vreeland, PE, PP, CME, as principal engineer and planner.

Schenck, Price, Smith & King, LLP, is awarded a contract for providing legal services for the Borough of Ogdensburg for the year 2025 dated January 1, 2025 with Robert B. McBriar, as the principal attorney, in the amount of \$3,450.00 monthly retainer to include attending all meetings, drafting and reviewing resolutions and ordinances, legal research regarding non-litigation legal matters, drafting legal opinion and memos regarding the same, reviewing contracts, agreements and other business documents to which the Borough is a party, reviewing OPRA requests and assisting the clerk with responses, drafting and reviewing bid documents in connection with requests for Proposals/Information and communications with the Mayor, Council and staff. All matters outside the retainer will be charged at the rate of \$180.00 per hour; the rate for paralegals will be \$100.00 per hour.

Wielkottz & Company LLC, is awarded a contract for providing services in the capacity of Municipal Auditor for the year 2025 dated January 1, 2025 for the annual fee of \$31,250.00

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Community Action Services, Steven J. Weinberg is awarded an appointment as Borough Grantsman for the Borough of Ogdensburg Housing Rehabilitation program for the year 2025 at the amount of \$3,300.00 for each completed unit \$400.00 loans subordination \$400.00 loan payout discharge of mortgage and recorded.

Arthur J. Gallagher Risk Management Services Inc. is awarded an appointment as the Borough of Ogdensburg Risk Management Consultant for the year 2025.

Rogut McCarthy LLC. is awarded a contract for providing general Bond Counsel legal services to the Borough of Ogdensburg for the year 2025 dated January 1, 2025. Fee schedule of bond counsel services are included in their contract Exhibit A, base fee's depend on the amount of the bond.

Reliable Restoration Logistics LLC. is awarded an appointment as Water Treatment Plant Operator for the Borough of Ogdensburg for the year 2025 dated January 1, 2025 with an annual fee of \$24,000.00 for additional services the labor rate is \$75.00 per hour 7:00am to 5:00pm, Saturday, Sunday and Holiday rate is \$115.00 per hour.

**BE IT FURTHER RESOLVED**, a notice of the action shall be published at least once in the New Jersey Herald.

**CERTIFICATION OF FUNDS**

I, Michel Marceau, Chief Financial Officer does hereby certify that the appropriations specified within foregoing resolution have been provided for within the Municipal Budget and/or proceeding capital ordinance.

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Michel Marceau, CFO

**Resolution 07-2025**

**BE IT RESOLVED** by the Mayor and Council of the Borough of Ogdensburg that the Municipal Assessor and Municipal Attorney be, and they are hereby, authorized to defend before the Sussex County Board of Taxation and Tax Court of the State of New Jersey all contested appeals and to initiate municipal appeals to correct the Borough of Ogdensburg tax list including, but not limited to, rollback complaints, added and omitted assessment complaints, and such other appeals as are necessary to correct the assessments for the Borough of Ogdensburg; and

**BE IT FURTHER RESOLVED** that the Municipal Assessor and Municipal Attorney be and are hereby designated as the agents of the Borough of Ogdensburg for the purpose of signing settlements of the foregoing matters by stipulation.

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**Resolution 08-2025**

**BE IT HEREBY RESOLVED** by the Mayor and Council of the Borough of Ogdensburg to appoint Chief of Police, Stephen Gordon and Department of Public Work Assistant Supervisor, Jacob Kinney as the Safety and Loss Prevention Representatives for Statewide Insurance Fund for the year 2025.

**Resolution 09-2025**

**WHEREAS**, in accordance with N.J.A.C. 17:27-3.5, designation of Public Agency Compliance Official (P.A.C.O.).

**BE IT HEREBY RESOLVED** by the Mayor and Council of the Borough of Ogdensburg that the Borough Clerk be designated as the Public Agency Compliance Official.

**Resolution 10-2025**

**WHEREAS**, in 2011 the State of New Jersey instituted a best practices checklist in an effort to “make government operate more efficiently, strengthen its accountability, and better manage scarce taxpayers’ resources”; and; and

**WHEREAS**, since the inception of the best practices checklist, the Borough of Ogdensburg has made every effort to comply with the standards established by the State resulting in high ratings each year for compliance; and

**WHEREAS**, the best practices checklist recommends the adoption of a surplus policy to serve as a basis for decisions regarding future solvency; and

**WHEREAS**, the Borough Auditor and Chief Financial Officer have evaluated the historic budget and financial records and recommended a surplus policy to the Governing Body; and

**WHEREAS**, said surplus policy shall establish a goal in the annual budgeting process whereby the Governing Body shall strive to consistently maintain a \$650,000.00 surplus on hand annually to retain a consistent year-end surplus.

**NOW, THEREFORE, BE IT RESOLVED** that the Borough Council of the Borough of Ogdensburg that the Borough Council does hereby concur with the surplus policy recommended by the Borough Auditor and Chief Financial Officer; and

**BE IT FURTHER RESOLVED** that the Borough Council shall strive to achieve that goal annually during the budget process.

**Resolution 11-2025**

**WHEREAS**, in 2011 the State of New Jersey instituted a best practices checklist in an effort to “make government operate more efficiently, strengthen its accountability and better manage scarce taxpayers’ resources”; and

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**WHEREAS**, since the inception of the best practices checklist, the Borough of Ogdensburg has made every effort to comply with the standards established by the State resulting in high ratings each year for compliance; and

**WHEREAS**, the best practices checklist recommends the adoption of a surplus policy to serve as a basis for decisions regarding future solvency; and

**WHEREAS**, the Borough Auditor and Chief Financial Officer have evaluated the historic budget and financial records and recommended a surplus policy to the Governing body; and

**WHEREAS**, said surplus policy shall establish a goal in the annual budgeting process whereby the governing Body shall strive to consistently maintain a \$250,000 surplus on hand annually to retain a consistent year-end surplus.

**NOW, THEREFORE, BE IT RESOLVED** that the Borough Council of the Borough of Ogdensburg does hereby concur with the surplus policy recommended by the Borough Auditor and Chief financial Officer; and

**BE IT FURTHER RESOLVED** that the Borough Council shall strive to achieve that goal annually during the budget process.

**Resolution 13-2025**

See attached

**Resolution 14-2025**

**WHEREAS**, it is necessary from time to time to allow the availability of a change fund for day to day operations in the following departments:

- |                                |          |
|--------------------------------|----------|
| 1. Board of Health Change Fund | \$100.00 |
|--------------------------------|----------|

**NOW, THEREFORE, BE IT RESOLVED**, by the Mayor and Council of the Borough of Ogdensburg, that a reimbursable aforementioned impress funds aggregate of \$100.00 be re-established for 2025; and

**BE IT FURTHER RESOLVED** that said amounts for petty cash are to be returned to the Borough's General Fund no later than December 31<sup>st</sup> each year.

**Resolution 15-2025**

**WHEREAS**, on July 1, 2022, the Borough of Ogdensburg ("Ogdensburg") and the Township of Sparta ("Sparta") (collectively the "Parties") entered an interlocal services agreement for the consolidation of their municipal courts pursuant to N.J.S.A. 2B:12-1(c) ("Agreement") without establishing a joint municipal court; and

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**WHEREAS**, Section IV(B) of the Agreement provides that one Prosecutor shall prosecute for both Parties, and shall be appointed by Sparta after consultation with Ogdensburg; and

**WHEREAS**, Section IV(C) of the Agreement provides that one Public Defender shall provide public defense services for both Parties, and shall be appointed by Sparta after consultation with Ogdensburg; and

**WHEREAS**, Sparta has expressed its intent to Timothy J. Profeta, Esq. as Prosecutor and John C. Grey, Esq. as Public Defender for the Sparta Municipal Court for 2025; and

**WHEREAS**, in accordance with the Agreement, Ogdensburg seeks to acknowledge and approve the appointments made by Sparta for the positions of Prosecutor and Public Defender for the Ogdensburg Municipal Court for 2025; and

**WHEREAS**, the salaries, benefits, and fees for these positions are fully covered under the annual payment that Ogdensburg pays to Sparta for Sparta's operation of the Ogdensburg Municipal Court in Sparta's facilities.

**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 that Timothy J. Profeta, Esq. and John C. Grey, Esq. are hereby appointed as Prosecutor and Public Defender, respectively, for the Borough of Ogdensburg Municipal Court for 2025 subject to each completing and filing with the Clerk all items included in the Borough of Ogdensburg Checklist for Professional Services.

**Resolution 12-2025**

**WHEREAS**, all of the meetings listed below will be held at the Ogdensburg Municipal Building, 14 Highland Avenue, Ogdensburg, New Jersey, at 7:00 P.M. prevailing time; and

**NOW THEREFORE BE IT RESOLVED**, by the Mayor and Council of the Borough of Ogdensburg will hold their 2025 regularly scheduled meeting on the second and fourth Monday of the month except for Tuesday, May 27, 2025, Wednesday and October 15, 2025.

2025 Regular meeting dates:

January 13 and 27

February 10 and 24

March 10 and 24

April 14 and 28

May 12 and (Tuesday) May 27

**MEETING MINTUES FOR THE MAYOR AND COUNCIL  
REORGANIZATIONAL MEETING  
OF THE BOROUGH OF OGDENSBURG  
14 HIGHLAND AVE, OGDENSBURG AT 7:00pm  
January 2, 2025**

June 9 and 23  
July 14 and 28  
August 11 and 25  
September 8 and 22  
(Wednesday) October 15 and October 27  
November 10 and November 24  
December 8

The following agenda will be adhered to by the Council at these meetings:

1. Roll Call.
2. Statement by Mayor or other presiding officer as to compliance with Provision of P.L. 1975, Open Public Meeting Act, N.J.S.A. 10:4-6
3. Consent Agenda
4. Action on Minutes of previous meetings
5. Liaison reports
6. Opening of bids (if any).
7. Ordinances (if any).
8. Bond Ordinances (if any).
9. Preparation/Action on Budget (if necessary).
10. Public Session.
11. Old or Unfinished Business.
12. New Business.
13. Discussion.
14. Reading of correspondence.
15. Action on bills and vouchers.
16. Adjournment.

A copy of this resolution shall be posted on the Borough of Ogdensburg Municipal Bulletin Board and copies of this resolution shall be forwarded to the Official Newspapers, namely the New Jersey Herald and the New Jersey Sunday Herald located in Newton, NJ, and is on file in the office of the Municipal Clerks of the Borough of Ogdensburg. This resolution shall take effect immediately.