

**REGULAR MEETING MINUTES OF THE MAYOR AND COUNCIL
OF THE BOROUGH OF OGDENSBURG
14 HIGHLAND AVE. OGDENSBURG AT 7:00PM
December 8, 2025**

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

Mayor Hutnick led the Pledge of Allegiance.

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

Absent:

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, 2025."

OATH OF OFFICE TO PATROLMAN PETER A. GUARRACINO JR. BY CHIEF STEPHEN GORDON

At this time Chief Stephen Gordon administered the Oath of Office to Patrolman Peter A. Guarracino Jr.

Chief Gordon introduced Mr. Guarracino and explained his background to the Council. Chief Gordon commented Pete comes from DOC out of Rahway, he worked with Ptl. Simone for several years and he comes highly recommended. He is going to be a great asset to the town and we are very happy to have him on board.

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

CONSENT AGENDA

1. Approval of regular meeting minutes from November 24, 2025.
2. Approval of Resolution 106-2025 approving the holiday schedule for 2026.
3. Approval of Resolution 107-2025 authorizing a one-time carryover into 2026 of accrued and unused vacation time by officers of the Ogdensburg Police Department.
4. Approval of Resolution 108-2025 transfer resolution from the 2025 budget in the amount of \$4,300.00.
5. Accept for filing Land Use Board resolution approved October 25, 2025, memorialized November 25, 2025, re: vacated member of the Land Use Board.
6. Accept for filing the Township of Hardyston Ordinance 2025-10.
7. Accept for filing letter dated November 26, 2025, from Sussex County Municipal Utilities Authority Re: FY 2026 Final Rate Schedule Effective December 1, 2025.

Upon Roll call Vote:

Yea: Ciasullo, Cowdrick, DeMeo, Gandarinho (abstain #1), Lame, Ruitenberg

Nay: None Absent: None Abstain: None

Resolution 106-2025

BE IT HEREBY RESOLVED to amend the holiday schedule and that the following holidays will be observed in the Borough of Ogdensburg in 2026 and no Borough business will be transacted on these days:

January 1 st	-----	New Year's Day
January 19 th	-----	Martin Luther King Day
February 16 th	-----	President's Day
April 3 rd	-----	Good Friday
May 25th	-----	Memorial Day

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July 3 rd	-----	Independence Day
September 7 th	-----	Labor Day
October 12th	-----	Columbus Day
November 11 th	-----	Veterans' Day
November 26 th & 27 th	-----	Thanksgiving Holiday
December 24 th and 25 th	-----	Christmas Recess

* If a scheduled holiday falls on a Saturday, the Friday before shall be observed as the holiday; if a scheduled holiday falls on a Sunday, the Monday after shall be observed as the holiday.

Resolution 107-2025

WHEREAS, officers of the Ogdensburg Police Department were unable to taking their allotted vacation time during the year 2025 due to pressures of work caused by the retirement of three officers, the transfer of an officer and the training the new officers; and

WHEREAS, Article IV of the current collective bargaining agreement (CBA) between the Borough and the Ogdensburg Unit Patrolmen's Benevolent Association provides that officers may carryover no more than five (5) days of unused vacation into the next calendar year; and

WHEREAS, the Chief of Police has verified that the pressures of work have prevented officers from taking their allotted vacation time during the current calendar year resulting in officers having accrued and unused vacation time in excess of five (5) days; and

WHEREAS, a request has been made to allow officers to carry over more than their allotted five (5) days of unused vacation time into 2026, which request has been approved by the Chief of Police;

NOW, THEREFORE, BE IT RESOLVED, the Borough of Ogdensburg, County of Sussex, and State of New Jersey Mayor and Council authorize police officers to carry over into 2026 their accrued and unused vacation days more than the maximum of five (5) days as permitted by the CBA; and

BE IT FURTHER RESOLVED, that this is a one-time exception that applies only for the calendar year 2026; and

BE IT FURTHER RESOLVED, that all accrued and unused vacation days carried over above the maximum of five (5) days must be used within the first quarter of 2026.

Resolution 108-2025

On file in the clerk's office

ADOPTION OF ORDINANCE 15-2025

Councilman DeMeo made a motion to adopt ordinance 15-2025 "AN ORDINANCE OF THE BOROUGH OF OGDENSBURG, COUNTY OF SUSSEX AND STATE OF NEW JERSEY AMENDING AND SUPPLEMENTING CHAPTER 30 OF THE BOROUGH CODE ENTITLED "LAND DEVELOPMENT" AMENDING CHAPTER 30 SECTION 30-302 "ZONING MAP". Seconded by Councilwoman Cowdrick.

Prior to final roll call Mayor Hutnick opened the meeting to the public for any comments regarding ordinance 15-2025.

No one from the public had any comments.

Councilman DeMeo made a motion to close to the public for any comments regarding ordinance 15-2025. Seconded by Councilwoman Cowdrick. All were in favor.

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Upon Roll call Vote:

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

Nays: None Absent: None Abstain: None

LIASON REPORTS

Councilman Ciasullo reported on water; he had mentioned before Rob was talking about replacing the chlorine pumps. He normally does the pumps himself, replaces them but he might have to call a company this time and explained.

Councilman Gandarinho read an email from Rob Lawler regarding the cyber insurance policy and a .gov account. There was a brief discussion on this, which needs to be done by December 31.

Ms. Hough commented the Borough has a cyber insurance policy.

There was a discussion on Council emails.

Councilwoman Ruitenberg reported on personnel; nothing to report we need executive session.

Councilman DeMeo reported on the fire department. He received an email today from the chief that engine #4 is having an issue; a fuel leak and a transmission pan leak. We have money left in the account for it per our CFO so we should get it fixed.

Mayor Hutnick reported police we will handle later on.

Councilwoman Cowdrick had nothing to report.

Councilwoman Lame reported on the emergency notifications system; the amount of contacts has dropped we are down to 190 from 245 and explained what happens if someone isn't active, they close that account, so they have to rejoin.

There was a discussion on the notification system and the new contract to be approved by resolution in January.

Councilman Gandarinho reported on DPW; they did a great job with the first snowstorm. We had a water main break in front of 19 Jefferson.

Mayor Hutnick commented make a note that in the springtime we have to go back and repair their lawn.

Councilman Gandarinho suggested in the Springtime to get a company to come out and look at some of the valves.

OLD BUSINESS

Auction properties on Willis Ave. – Councilman Ciasullo commented after the last meeting we talked about getting some additional information on what we may possibly do. Mike sent an email to the engineer and as of tonight we haven't gotten any answers back.

Mr. Marceau explained he emailed Mike Vreeland and Joe Vuich who is our planner, and asked them what the process is, what they thought we need to do, do we do redevelopment, do we just go out for an RFP and what that process looks like. He emailed them again today to remind them.

Wallkill Regional Study zoom meeting reminder – Councilman Gandarinho reminded everyone of the zoom meeting for the Wallkill Regional Study and the importance of attending this meeting.

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Councilwoman Cowdrick commented we had a resident that was wondering about trees on their property thinking that they belong to Braen. We have gone through the whole process of figuring out it is Braen and they are going to handle it when they can with a tree company.

Ms. Hough asked if it was the property on Arch Street.

Councilwoman Cowdrick replied yes. One of us can let her know.

Councilwoman Cowdrick commented there is still no update on the residents with damages; she is still working on that.

ADDENDUM

RESOLUTION 109-2025

Councilman DeMeo made a motion to adopt resolution 109-2025 transfer resolution in the 2025 budget in the amount of \$10,000.00. Seconded by Councilwoman Cowdrick.

Upon Roll call Vote:

Yea: Ciasullo, Cowdrick, DeMeo, Gendarinho, Lame, Ruitenberg

Nay: None Absent: None Abstain: None

Chief Gordon explained the reasons for the transfer of funds for the police department.

Resolution 109-2025 is on file in the clerk's office

NEW BUSINESS

2026 Reorganization Meeting – Mayor Hutnick commented we are scheduled for the 2026 reorganization meeting on January 2, 2026, Friday at 7:00pm.

PUBLIC SESSION

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

Cristian Zimpher, Ogdensburg spoke about the sign on Kennedy Ave. Mr. Zimpher asked for an update on the quarry lawsuit.

Mayor Hutnick explained it isn't a lawsuit zoning doesn't work like that it was a notice of violation.

Mayor Hutnick explained that the notice of violation is still in the court system.

Mr. Zimpher spoke about the length of time this takes and requested action to be taken.

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

EXECUTIVE SESSION

Councilman DeMeo made a motion to go into executive session for advice of Counsel and personnel, Councilwoman Ruitenberg 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;

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Advice of Counsel and personnel

Upon Roll call Vote:

Yea: Ciasullo, Cowdrick (left after roll call), DeMeo, Gandarinho, Lame, Ruitenberg

Nays: None Absent: None Abstain: None

At 7:31pm the Mayor and Council went into executive session.

At 8:46pm the Mayor and Council returned from executive session.

Councilman Demeo made a motion to amend the motion we passed earlier resolution 107-2025. Mr. Maddaloni commented [the section] the carryover vacation needs to be used within the first quarter of 2026.

Councilman DeMeo commented [they] can be used throughout the entire calendar year 2026.

Councilwoman Ruitenberg commented it has to be used by the end of 2026.

Seconded by Councilwoman Ruitenberg.

Upon Roll call Vote:

Yea: Ciasullo, DeMeo, Gandarinho, Lame, Ruitenberg

Nays: None Absent: Cowdrick None Abstain: None

PAYMENT OF VOUCHERS

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

Upon Roll call Vote:

Yea: Ciasullo, DeMeo, Gandarinho, Lame, Ruitenberg

Nays: None Absent: Cowdrick Abstain: None

CURRENT

DATE	CHECK #	PAID TO	AMOUNT
12/08/2022	5	36118 145 Media	500.00
12/08/2022	5	36119 Action Data Services, Inc.	312.92
12/08/2022	5	36120 Allied Oil	1,552.64
12/08/2022	5	36121 Amazon	114.00
12/08/2022	5	36122 Bassani Power Equipment, LLC	201.99
12/08/2022	5	36123 Blue Diamond Disposal, Inc.	21,848.39
12/08/2022	5	36124 Brightspeed	19.90
12/08/2022	5	36125 Brightspeed	59.70
12/08/2022	5	36126 Brightspeed	56.00
12/08/2022	5	36127 Brightspeed	51.45
12/08/2022	5	36128 BrightSpeed	819.50
12/08/2022	5	36129 Brightspeed	384.11
12/08/2022	5	36130 Brightspeed	260.99

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12/08/2025	36131	Brightspeed	64.10
12/08/2025	36132	Brightspeed	55.10
12/08/2025	36133	Brightspeed	101.41
12/08/2025	36134	Certified Speedometer Service, Inc	132.00
12/08/2025	36135	Complete Security Systems, Inc.	31.83
12/08/2025	36136	Dover Brake & Clutch Co., Inc	1,008.39
12/08/2025	36137	Fred Yarosz Janitorial Services LLC	1,033.00
12/08/2025	36138	Home Depot	323.60
12/08/2025	36139	JCP&L	2,350.45
12/08/2025	36140	JCP&L	2,543.62
12/08/2025	36141	JCP&L	66.97
12/08/2025	36142	KS State Bank	307.40
12/08/2025	36143	Lumen Technologies Group	125.61
12/08/2025	36144	New Jersey Herald	145.32
12/08/2025	36145	Ogdensburg Board of Education	233,639.83
12/08/2025	36146	Peter Guerracino	244.17
12/08/2025	36147	Sparta Discount Tire, Inc.	645.12
12/08/2025	36148	Sussex County Municipal Utility	256.95
12/08/2025	36149	Township of Sparta	10,612.00
12/08/2025	36150	Township of Sparta, Police Dept.	15,501.25
12/08/2025	36151	Van Cleef Engineering Assoc. LLC	1,746.00
12/08/2025	36152	Varcadipane Jr, William J.	2,210.00
12/08/2025	36153	Verizon Business	194.28
12/08/2025	36154	Verizon Business	113.70
12/08/2025	36155	Wallkill Valley Regional H.S.	102,169.17
			401,802.86

**ADMIN
TRUST**

DATE	CHEC K#	PAID TO	AMOUN T
12/08/2025	2216	Danforth's	1,753.94

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12/08/2025 2217 Morton Salt, Inc. 3,970.44

5,724.38

DEVELOPER'S ESCROW

DATE	CHECK #	PAID TO	AMOUNT
12/08/2025			
5	2131	Van Cleef Engineering Assoc. LLC	58.50
			58.50

GENERAL CAPITAL

DATE	CHECK #	PAID TO	AMOUNT
12/08/2025	1244	Van Cleef Engineering Assoc. LLC	5,445.50
			5,445.50

DOG FUND

DATE	CHECK #	PAID TO	AMOUNT
12/08/2025			
5	335	FRA Technologies, Inc	250.00
			250.00

GRANT FUND

DATE	CHEC K#	PAID TO	AMOUN
DATE	CHEC K#	PAID TO	AMOUN
12/08/2025	36156	Van Cleef Engineering Assoc.	139.00
		LLC	
			139.00

WATER OPERATING

DATE	CHECK #	PAID TO	AMOUNT
12/08/2025			
5	5486	One Call Concepts, Inc.	38.00
12/08/2025			
5	5487	Reliable Restoration Logistics	2,000.00
			2,038.00

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

Meeting adjourned at 8:49p.m.

Robin Hough, Borough Clerk

George P. Hutnick, Mayor

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