

REGULAR MEETING

DECEMBER 9, 2013

The twelfth regular meeting of the Mayor and Council of the Borough of Ogdensburg, Sussex County, New Jersey was held in the Council Chambers of the Borough Hall on December 9, 2013. Mayor Ciasullo called the meeting to order at 7:00 p.m.

Upon roll call, the following Council members appeared and answered the call: Amodeo, Andrews, Astor , McGuire. Absent: Opilla. Hutnick arrived at 7:10 p.m. Also in attendance was Borough Attorney, Michael Garofalo.

Notice requirements of the Open Public Meeting Act NJSA 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 on January 3, 2013.

Councilman McGuire moved, Councilman Andrews seconded motion to approve all items on the consent agenda.

1. Approval of Minutes from Regular Meeting of November 12, 2013.
2. Approval of Minutes from Work Session of November 25, 2013
3. Approval of Resolution for Holiday Schedule for 2014
4. Approval of Resolution for Tax Refund for Disabled Veteran
5. Approval of Resolution for Tax Refund for Bl. 24, Lot 14
6. Approval of Resolution for Tax Refund for Bl. 3.01, Lot 50
7. Approval of Resolution for Tax Lien refund for Bl. 26.05, Lot 4
8. Approval of Resolution for appointment of Fund Commissioner
9. Approval of Resolution for appointment of Risk Manager Consultant
10. Approval of Resolution for Transfer 2013 Budget

Yeas: Amodeo, Andrews Astor, McGuire.

Councilman McGuire moved, Councilman Astor seconded motion to adopt the following resolution.

BE IT HEREBY RESOLVED to amend the holiday schedule and that the following holidays will be observed in the Borough of Ogdensburg in 2014 and no Borough business will be transacted on these days:

January 1st -----	New Year's Day
February 17th -----	President's Day
April 18th-----	Good Friday
May 26th -----	Memorial Day
July 4th -----	Independence Day
September 1st -----	Labor Day
October 13th -----	Columbus Day
November 11th-----	Veterans' Day
November 27th -----	Thanksgiving Day
November 28th -----	Day after Thanksgiving
December 24 th & 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.

Yeas: Amodeo, Andrews, Astor, McGuire. Copy attached as Schedule 1.

Councilman McGuire moved, Councilman Astor seconded motion to adopt the following resolution.

BE IT HEREBY RESOLVED by the Mayor and Common Council of the Borough of Ogdensburg that the Tax Collector refund 2013 taxes for August 31st, the month of September and October for Block 24, Lot 14 for Romona Houghtaling, surviving spouse of Minard Houghtaling who became a 100% disabled veteran certified as of January 23, 2013.

Yeas: Amodeo, Andrews, Astor, McGuire. Copy attached as Schedule 2.

Councilman McGuire moved, Councilman Astor seconded motion to adopt the following resolution .

WHEREAS, Minard Houghtaling, 36 Bridge St., Ogdensburg, NJ 07439, Block 24 Lot 14, is now Permanently and Total Disabled as of August 30, 2013. Therefore, we must refund taxes paid after that date. Paid for first thru third (3) quarters of 2013 \$396.03.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Ogdensburg that the proper officials be authorized and hereby instructed to refund the amount of \$396.03 to Minard & Romona Houghtaling.

Yeas: Amodeo, Andrews, Astor, McGuire. Copy attached as Schedule 3.

Councilman McGuire moved, Councilman Astor seconded motion to adopt the following resolution.

WHEREAS, John P. Bell, 3 Short Ct., Ogdensburg, NJ 07439, Block 3.01 Lot 50, is now permanently and total disabled as of March 14, 2013; and

WHEREAS, we must refund taxes paid after that date. Paid for the first (1) quarter of 2013, \$784.97.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Ogdensburg that the proper officials be authorized and hereby instructed to refund the amount of \$784.97 to John P. Bell.

Yeas: Amodeo, Andrews, Astor, McGuire. Copy attached as Schedule 4.

Councilman McGuire moved, Councilman Astor seconded motion to adopt the following resolution.

WHEREAS, R. Rothman, 411 Grand Ave., Englewood, NJ 07631, has paid for a lien against Block 26.05 Lot 4, for the years 2004, 2005, 2006, 2009, 2010 in the amount of \$10,562.86 with interest and statutory fees of \$12,601.00, cost of sale \$20.55, totaling \$23,184.41.

WHEREAS the homeowner paid the lien on said block and lot.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Ogdensburg that the proper officials be authorized and hereby instructed to refund the amount of \$23,184.41 to R. Rothman.

Yeas: Amodeo, Andrews, Astor, McGuire. Copy attached as Schedule 5.

Councilman McGuire moved, Councilman Astor seconded motion to adopt the following resolution.

WHEREAS, the Borough of Ogdensburg (hereinafter "Local Unit") is a member of the Statewide Insurance Fund (hereinafter "Fund"), a joint insurance fund as defined in N.J.S.A. 40A:10-36 et seq.; and

WHEREAS, the Fund's Bylaws require participating members to appoint a Fund Commissioner:

NOW, THEREFORE, BE IT RESOLVED by the governing body of the Borough of Ogdensburg that Robert McGuire is hereby appointed as the Fund Commissioner for the Local Unit for the year 2014; and

BE IT FURTHER RESOLVED that the Local Units' Fund Commissioner is authorized and directed to execute all such documents as required by the Fund.

Yeas: Amodeo, Andrews, Astor, McGuire. Copy attached as Schedule 6

Councilman McGuire moved, Councilman Astor seconded motion to adopt the following resolution.

WHEREAS, the Borough of Ogdensburg (hereinafter "Local Unit") has joined the Statewide Insurance Fund (hereinafter "Fund"), a joint insurance fund as defined in N.J.S.A. 40A:10-36 *et seq.*; and

WHEREAS, the Bylaws require participating members to appoint a Risk Management Consultant, as those positions are defined in the Bylaws, if requested to do so by the "Fund"; and

WHEREAS, the Local Unit has complied with relevant law with regard to the appointment of a Risk management Consultant; and

WHEREAS, the "Fund" has requested its members to appoint individuals or entities to that position; and

NOW, THEREFORE, BE IT RESOLVED by the governing body of "Local Unit", in the County of Hunterdon and State of New Jersey, as follows:

1. The Governing Body of the Borough of Ogdensburg hereby appoints The Morville Agency a division of Gallagher Bollinger, Arthur J. Gallagher & Co. its local Risk Management Consultant.
2. The Mayor and Risk Management Consultant are hereby authorized to execute the Risk Management Consultant's Agreement for the year 2014 in the form attached hereto.

Yeas: Amodeo, Andrews, Astor, McGuire. Copy attached as Schedule 7.

Councilman McGuire informed Mayor and Council that Bond Anticipation Notes in the amount of \$816,000 dated December 6, 2013 with a maturity date of December 5, 2014 was awarded to Roosevelt & Cross. Interest rate per annum (payable at maturity) is 1.25%. Copy attached.

Councilman McGuire moved, Councilman Andrews seconded motion to open the public hearing on an ordinance entitled **AN ORDINANCE AMENDING CHAPTER 11, SECTION 11 FEE SCHEDULE**.

Yeas: Amodeo, Andrews, Astor, McGuire

There being no comments from the public, Councilman McGuire moved, Councilman Andrews seconded motion to close the public hearing. Yeas: Amodeo, Andrews, Astor, McGuire.

Councilman McGuire moved, Councilman Andrews seconded motion for adoption of said ordinance. Yeas: Amodeo, Andrews, Astor, McGuire. Copy attached as Schedule 8.

Councilman McGuire moved, Councilman Andrews seconded motion to open the public session of the meeting. Yeas: Amodeo, Andrews, Astor, Hutnick, McGuire.

Jacqueline Espinoza from JCP&L introduced herself as the new area representative for JCP&L and briefly spoke about new services that are now available. There being no further business from the public, Councilman McGuire moved, Councilman Hutnick seconded motion to close the public session of the meeting. Yeas: Amodeo, Andrews, Astor, Hutnick, McGuire.

OLD BUSINESS

There was a brief discussion on Chief Varcadipane health benefits. Mayor Ciasullo spoke with Mayor Gibbs of Sparta about the shared service for court and Sparta will be sending over a contract soon for Council's review. Councilman Astor spoke with Global regarding the

containers we have for the recycling area and will bring them over soon as they can get to them. The dates for recycling will be Friday, Saturday and Sunday.

NEW BUSINESS

Mayor Ciasullo spoke about having the head of each department attend the meetings and would like to start that in 2014. He would like attendance at the regular meeting and a notice will be sent out to notify each department. Mayor Ciasullo also mentioned that Council didn't get to look at RFP's for 2013, but would like to look into it in 2014. Council briefly spoke about the Fire Department reporting software. Spoke about going manually to fill out the forms. Councilman Hutnick informed Mayor and Council that the new court recorder will be coming in on Friday, December 13th. Mayor mentioned that the Borough will need to have the water valve rebuilt because the water is not making it up to the main water tank. Further discussion will be forth coming. Council discussed contract for the police car cameras. The cost is \$2,065.00 for two cameras and two microphones. It is not mandated as of yet, but the police would like to keep them because it does help with arrests.

Councilman Astor informed Mayor and Council about an easement issue with a resident from 26 Lincoln Ave. Councilman Astor spoke with the Zoning official and was told it is the home owners responsibility and there is nothing the Borough can do. Councilman Astor informed Mayor and Council that he had spoken to the Supervisor of the DPW and there are some items that they are in need of, one being a calcium pump. Councilman Astor also informed Mayor and Council that Christopher Ross had passed his State exam. Mayor mentioned that he spoke with the town of Jefferson regarding extra decorations that they have and would give to Ogdensburg. The Mayor will be looking into this further. Mayor Ciasullo mentioned that he will be going down to Trenton with the Borough Engineer for a meeting with the State about Heaters Pond. Councilman McGuire mentioned that he received information from the Historical Society regarding maintenance of the Historical building and will be reviewing it. Mayor Ciasullo mentioned that the Christmas Party went very well and everyone had a good time.

Councilman McGuire moved, Councilman Andrews 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:

The public shall be excluded from discussion of an action upon the hereinafter specified subject matter(s). The general nature of the subject matter to be discussed is as follows:

Police Contract

It is anticipated at this time that the above stated subject matter will be made public when settled. Action may be taken on the above listed matter/matters or on other matters discussed in closed session. This resolution shall take effect immediately. Yeas: Amodeo, Andrews, Astor, Hutnick, McGuire.

At 8:00 p.m. Councilman McGuire moved, Councilman Andrews seconded motion to go into executive session to discuss the Police contract. Yeas: Amodeo, Andrews, Astor, Hutnick, McGuire.

After returning from executive session at 8:47 p.m. Councilman McGuire moved, Councilman Hutnick seconded motion for review and payment of vouchers. Yeas: Amodeo, Andrews, Astor, Hutnick, McGuire.

Current Fund

DATE	CHECK #	PAID TO	AMOUNT
11/26/13	26540	Home Depot	323.76
11/27/13	26541	Aetna Inc	895.56
11/27/13	26542	LINA	189.00
11/27/13	26543	CenturyLink	1,380.93
11/27/13	26544	CenturyLink	39.10
11/27/13	26545	Certified Valuations, Inc	1,700.00
11/27/13	26546	Elizabethtown Gas	166.08
11/27/13	26547	Finch Fuel Oil Company, Inc	1,384.47
11/27/13	26548	Ford Motor Credit Company	829.98
11/27/13	26549	Horizon BC/BS of NJ	7,801.76
11/27/13	26550	JCP&L	1,737.48
11/27/13	26551	Verizon Wireless	40.01
12/02/13	26552	Home Depot	155.92
12/10/13	26553	Allied Oil LLC	1,576.39
12/10/13	26554	Aquatic Analysts, Inc.	440.00
12/10/13	26555	Aquatic Analysts, Inc.	440.00
12/10/13	26556	Atlantic Communications	223.70
12/10/13	26557	Comfort Tech	610.00
12/10/13	26558	D. Lovenberg's	195.00
12/10/13	26559	Dave's Towne Service	129.95
12/10/13	26560	Deer Park Direct	14.24
12/10/13	26561	Drouin, Phyllis	102.71
12/10/13	26562	FRA Technologies, Inc	600.00
12/10/13	26563	Falcon Cleaning	300.00
12/10/13	26564	Ferraioli, Wielkotz, Cerullo & Cuva	11,750.00
12/10/13	26565	Finch Fuel Oil Company, Inc	957.95
12/10/13	26566	Fire Fighter One LLC	

			1,069.32
12/10/13	26567	Goodyear Auto Service Center	978.64
12/10/13	26568	Gordon, Stephen	85.00
12/10/13	26569	Horizon BC/BS of NJ	2,429.41
12/10/13	26570	Horizon BC/BS of NJ	1,285.07
12/10/13	26571	Horizon BC/BS of NJ	745.72
12/10/13	26572	JLC Automotive Repair	128.40
12/10/13	26573	Jan-Mar Alarm Company	48.40
12/10/13	26574	Laddey, Clark & Ryan	2,010.00
12/10/13	26575	Lott, George O	856.80
12/10/13	26576	Municipal Capital Corporation	590.00
12/10/13	26577	NJ Planning Officials	315.00
12/10/13	26578	Neopost, Inc.	152.99
12/10/13	26579	Neopost, Inc.	50.00
12/10/13	26580	Neopost, Inc.	165.99
12/10/13	26581	Neopost, Inc.	316.00
12/10/13	26582	Neopost, Inc.	50.00
12/10/13	26583	Neopost Leasing	150.87
12/10/13	26584	New Jersey Herald	1,021.30
12/10/13	26585	Newton Trophy & Sport Center LLC	208.64
12/10/13	26586	HSBC Business Solutions	166.12
12/10/13	26587	Ogdensburg Fire Department	2,800.00
12/10/13	26588	Prism Maintenance, Inc.	4,406.25
12/10/13	26589	ProPay Inc	186.24
12/10/13	26590	TRI STATE PAPER & CLEANING SUPPLIES	32.16
12/10/13	26591	Township of West Milford	12,307.83
12/10/13	26592	US Postal Service	148.00
12/10/13	26593	Valley Vision Care, LLC	446.20
12/10/13	26594	Van Cleef Engineering Assoc. LLC	250.00
12/10/13	26595	Verizon Wireless	

			32.21
12/10/13	26596	William J. Mandara Assoc.	85.00
12/10/13	26597	Winters Auto Parts, Inc	851.30
12/10/13	26602	John P. Bell	784.97
12/10/13	26603	Robert E. Rothman	23,184.41
12/10/13	26604	Romona Houghtaling	<u>396.03</u>
			<u><u>92,718.26</u></u>

Payroll

DATE	CHECK #	PAID TO	AMOUNT
11/13/13	239	AFLAC	341.36
12/10/13	240	AFLAC	<u>465.51</u>
			<u><u>806.87</u></u>

Dog Fund

DATE	CHECK#	PAID TO	AMOUNT
11/13/13	143	J.P. Cooke Company	197.11
11/13/13	144	NJ Dept of Health & Senior Service	3.60
12/10/13	145	NJ Dept of Health & Senior Service	<u>2.40</u>
			<u><u>203.11</u></u>

Water Operating

DATE	CHECK #	PAID TO	AMOUNT
11/13/13	4336	Agra Environmental Services	45.00
11/13/13	4337	Philadelphia Business Forms Co.	485.26
11/13/13	4338	Staples Business Advantage	88.38
11/27/13	4339	JCP&L	1,360.34
12/10/13	4340	Advance Auto Parts	103.92
12/10/13	4341	Agra Environmental Services	675.00
12/10/13	4342	JCP&L	2,224.06
12/10/13	4343	Winters Auto Parts, Inc	<u>296.46</u>
			<u><u>5,278.42</u></u>

General Capital Fund

DATE	CHECK #	PAID TO	AMOUNT
11/13/13	1033	American Fire Services	14,155.00
11/13/13	1034	Frank Zimowski	1,150.00
11/13/13	1035	Van Cleef Engineering Assoc. LLC	13,000.00
12/10/13	1036	Hank Sanders Inc	11,100.00
12/10/13	1037	New Jersey Herald	91.20
12/10/13	1038	Van Cleef Engineering Assoc. LLC	552.00
			40,048.20
			40,048.20

Grant Fund

DATE	CHECK #	PAID TO	AMOUNT
11/13/13	26538	Goscicki, Monica	20.76
11/13/13	26539	Spooner, Jeanette	77.27
12/10/13	26598	A A Fence & Mason Co., Inc	6,010.00
12/10/13	26599	Center for Prevention & Counseling	450.00
12/10/13	26600	New Jersey Herald	13.80
12/10/13	26601	Sussex County Municipal Utility	281.20
			6,853.03
			6,853.03

Departmental finance reports were handed in for review.

There being no further business, Councilman Astor moved, Councilman Hutnick seconded motion to adjourn the meeting. Yeas: Amodeo, Andrews, Astor, Hutnick, McGuire.

Meeting adjourned at 8:50 p.m.

Borough Clerk

Mayor