

REORGANIZATION MEETING

January 3, 2013

Pursuant to statutes, in such case, made and provided, the Mayor and Council of the Borough of Ogdensburg, Sussex County, New Jersey, met in the Council Chambers, Borough Hall, on January 3, 2013.

Mayor Ciasullo called the meeting to order at 7:08 P.M.

Mayor Ciasullo led the Pledge of Allegiance.

The following statement was read by the Mayor: "Notice requirements of 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 in the Borough Hall on January 3, 2013."

Statement of Determination of the Board of County Canvassers relative to the November 6, 2012 general election in the Borough of Ogdensburg for Councilman elect, David Astor and Councilman elect, George Hutnick was read by the Borough Clerk.

Oath of Office for Councilman elect George Hutnick was administered by the Borough Clerk.

Upon roll call the following council members appeared and answered the call. Amodeo, Andrews, Hutnick, McGuire, Opilla. Absent: Astor.

Mayor Ciasullo made a presentation to John Hann and Wayne Ingerto and thanked them for the years of team work and professionalism they gave to the Borough and that it was a great pleasure working with them. Mayor Ciasullo mentioned that the Borough is very lucky to have residents who have stepped up and served for it's a burden on the families and a strain on the individual but ultimately you are doing the right thing which Wayne and John showed. They got real satisfaction out of it and enjoyed it and the rest of the council also got satisfaction and enjoyed working with Wayne and John. The Mayor also mentioned how glad he was to work with all the Council members as a team to get the job done. John Hann thanked everyone and stated that he put in a lot of time over the years but a lot of good work came out of it and enjoyed it. Wayne Ingerto also thanked everyone and said that he enjoyed every minute of it.

Councilman Andrews moved, Councilman Opilla seconded motion to appoint Robert McGuire as Council President. Yeas: Amodeo, Andrews, Hutnick, Opilla. Abstained: McGuire.

Councilman McGuire moved, Councilman Opilla seconded motion to confirm the Borough Appointments for 2013. Yeas: Amodeo, Andrews, Hutnick, McGuire, Opilla. Copy attached as Schedule 1.

BOROUGH APPOINTMENTS FOR 2013

- Council President-----Councilman McGuire
- Borough Attorney-----Laddy, Clark & Ryan
- Borough Clerk-----Phyllis Drouin
- Assessment Search Officer-----Phyllis Drouin
- Registrar of Vital Statistics-----Phyllis Drouin
- Deputy Registrar of Vital Statistics-----Donna Paiva
- Chief Financial Officer-----Monica Goscicki
- Tax Search Officer-----
- Tax Collector -----

Water Cashier-----Ann Peters
 Clerk/Typist -----Susan Crum
 Tax Assessor-----Kathleen Kieb
 Insurance Agent of Record-----George Morville of The
 Morville Agency
 Borough Auditor-----Tom Ferry of Ferraioli,
 Weilcotz, Cerullo & Cuva
 Borough Engineer/ Water Consulting Engineer-----Van Cleef Assoc./Eugene Buczynski
 Borough Grantsman-----Steven J. Weinberg
 Borough Grantsman-----Van Cleef Associates
 Borough Bond Counsel-----Steve Rogut of Rogut McCarthy
 Water Plant Treatment Operator-----Rob Lawler
 Ass't Water Plant Treatment Operator-----William Storms
 Code Enforcement Officer//Zoning Officer-----Kevin Kervatt
 Building Inspector-----State of New Jersey
 Fire Marshall-----Kevin Kervatt (Officer)
 Fire Inspector-----Kevin Kervatt
 Borough Planner-----Van Cleef Associates/David Maski
 Municipal Court Judge-----John Mulhern
 Municipal Prosecutor-----Jonathan McMeen
 Municipal Public Defender-----Daniel Colfax
 Municipal Court Administrator-----Nancyann Kurzweil
 Deputy Court Administrator-----Kathleen Quinn
 Court Security Officer-----Rotating Basis
 Chief of Police/Constable-----William Varcadipane
 Sergeant -----Stephen Gordon
 Patrolmen-----Stephen Davis, Christopher Geene
 James Lame, Joseph Sanfilippo
 Public Works Superintendent-----Christopher Ross
 Certified Public Works Manager -----Christopher Ross
 Public Works Repairers-----Dennis Wottle, James Struble
 School Traffic Guard-----Martin Valdiviez
 Emergency Management Coordinator-----Kevin Kervatt
 Local Historian-----Wasco Hadowanetz
 Ass't. Historian-----Patricia Dolan
 Administrative Officer/Planning & Zoning Boards-----Blanche Stuckey

Secretary to Board of Health/Deputy Clerk-----Donna Paiva
 Recycling Coordinator-----Donna Paiva
 Emergency Snow Drivers-----Jamie Wottle, Ken Smith
 Doug Kruger, Cory Houghtaling

Eric Slater, Jeff Wottle, Eric Bodle
 Christopher Ross, Jr.

BOROUGH COUNCIL COMMITTEES (First name indicates Chair)

Police Commissioner----- Councilman Andrews
 First Aid Commissioner----- Councilman Hutnick
 Fire Commissioner----- Councilman Hutnick
 Road Commissioner-----Councilman Astor
 Water Commissioner-----Councilman Opilla
 Buildings & Grounds-----Councilmen Astor
 Recycling/Sanitation----- Councilman Astor
 Parks and Playgrounds-----Councilman Amodeo
 Personnel-----Councilman McGuire
 Planning and Development-----Councilman Andrews
 Finance & Taxes -----Councilman McGuire

Solid Waste Advisory Council-----Councilman Astor
 208 Water Quality Board-----Councilman Opilla
 Municipal Drug Alliance-----Councilman Hutnick
 Municipal Insurance Commissioner-----Councilman McGuire
 Residential Code Commissioner-----Councilman McGuire

BOARD OF HEALTH MEMBERS
 (Three-year terms)

Regina Rizzo -----12/31/13
 Mark McFadden-----12/31/13
 Robin Rojas -----12/31/13
 Lorraine Davis-----12/31/14
 Patricia Sabourin ----12/31/13

EMERGENCY MANAGEMENT COUNCIL
 (One-year term)

Robert Lawler
 Wm. Varcadipane
 Bill Amodeo
 Rick Keslo
 Anthony Nasisi
 Chris Ciasullo
 Steve Gordon

LAND USE BOARD

Class I – Mayor Ciasullo-- -----One-year term expires 12/31/13
 Class II – Patricia Dolan ----- One-year term expires 12/31/13
 Class III – Councilman Andrews-----One-year term expires 12/31/13
 Class IV – John Fierro-----Four year term expires 12/31/16
 Bob Armstrong----- Four year term expires 12/31/15
 Patrick Fitzgibbons----- Four year term expires 12/31/16
 John Kibildis ----- Four year term expires 12/31/16
 Elliott Honig----- Four year term expires 12/31/14
 Vito Telischak----- Four year term expires 12/31/14
 Alternates:
 Lenny Rizzo-----Two year term expires 12/31/14
 Anthony Nasisi-----Two year term expires 12/31/14
 Steve Sund-----One year term expires 12/31/13
 Tom Horuzy-----One year term expires 12/31/13

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

WHEREAS, NJSA 54:4-67 permits the governing body of each municipality to fix the rate of interest to be charged for non-payment of taxes or assessments subject to any abatement or discount for the late payment of taxes or water utilities as provided by law; and

WHEREAS, NJSA 54:4-67 has been amended to permit the fixing of said rate of 8% per annum on the first \$1,500 of the delinquency and 18% per annum on any amount in excess of \$1,500 and allows an additional penalty of 6% be collected against a delinquency in excess of \$10,000 on properties that fail to pay the 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 Tax Collector is hereby authorized and directed to charge 8% per annum on the first \$1,500 of taxes becoming delinquent after due date and 18% per annum on any amount of taxes in excess of \$1,500 becoming delinquent after due date and if a delinquency is in excess of \$10,000 and remains in arrears beyond December 31st, an additional penalty of 6% shall be charged against the delinquency.
2. Effective January 1, 2013 there will be a ten (10) day grace period of quarterly tax payments made by cash, check or money order.
3. Any payments not made in accordance with paragraph two of this resolution shall be charged interest from the due date as set forth in paragraph one of this resolut-

ion.

4. This resolution shall be published in its entirety once in an official newspaper of the Borough of Ogdensburg.
5. 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.

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

Councilman Amodeo moved, Councilman Andrews seconded motion to adopt the following resolution.

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 2013 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.

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

Councilman Opilla moved, Councilman Amodeo seconded motion to adopt the following resolution.

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

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 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.

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

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

BE IT HEREBY RESOLVED, by the Mayor and Council of the Borough of Ogdensburg, County of Sussex, New Jersey that for the year 2013, the following shall serve as the cash management plan of the Borough of Ogdensburg.

1. Cash Management and Investment Objectives

The Borough of Ogdensburg has the following objectives.

- A. Preservation of capital.
- B. Adequate safekeeping of assets.
- C. Maintenance of liquidity to meet operating needs.
- D. Investment of assets in accordance with State and Federal Laws and regulations.
- E. Maximize Yield.

2. Designation of Official Depositories

The following Government Unit Protection Act approved banks are authorized depositories for deposit of funds:

Sussex State Bank
Lakeland Bank

3. Cash Management

A. All funds shall be deposited within 48 hours of receipt in accordance with N.J.S.A. 40A:5-15

B. The Chief Financial Officer shall minimize the possibility of idle cash accumulating in accounts by assuring that any excess amounts not needed to cover expenses or in excess of negotiated compensating balances are kept in interest bearing accounts or promptly swept into the investment portfolio.

C. Investment decisions shall be guided by the cash flow projections prepared by the Chief Financial Officer.

D. Facsimile signatures for the Mayor, Chief Financial Officer, and Clerk, are approved for all checks issued by the Borough. One of the signatures must be a live signature.

4. Permissible Investments

- A. Certificates of Deposits.
- B. Savings and Loan Associations and Saving Bank Accounts.
- C. New Jersey Cash Management Plan

5. Authority for Investment Management

The Chief Financial Officer is authorized and directed to make investments on behalf of the Borough. All investment decisions shall be consistent with this plan and all appropriate regulatory constraints.

6. Reporting

The Chief Financial Officer shall report to the Borough Council investments in accordance with N.J.S.A. 40A: 5-15.2.

7. Audit

The Cash Management Plan shall be subject to annual audit conducted pursuant to N.J.S.A. 40A: 5-14.

8. Disposition of Abandoned Property

The Chief Financial Officer shall escheat to the State of New Jersey checks which remain outstanding for more than twelve months after the date of issuance.

BE IT FURTHER RESOLVED, that this resolution take effect immediately.

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

Councilman Hutnick moved, Councilman Amodeo seconded motion to accept the List of Officers, Members and Drivers of the Ogdensburg Fire Department for 2013.

Yeas: Amodeo, Andrews, Hutnick, McGuire, Opilla.

Councilman Andrews moved, Councilman Amodeo seconded motion to adopt the following resolution.

WHEREAS, the Borough of Ogdensburg is a municipal corporation of the State of New Jersey; and

WHEREAS, there exists a need for a Borough Auditor, Borough Bond Counsel, Borough Attorney, Borough Engineer, Borough Insurance Agent of Record, Borough Grantsman, Borough Planner, Borough Prosecutor, and Borough Public Defender; and

WHEREAS, funds are available for these purposes; and

WHEREAS, the Local Public Contracts Laws (N.J.S.A. 40A:11-1, et seq.), requires that the resolution authorizing the award of contracts for "Professional Services" without bids must be public advertised.

NOW, THEREFORE, BIT IT RESOLVED by the Mayor and Common Council of the Borough of Ogdensburg as follows:

1. The Borough of Ogdensburg hereby makes the following appointments for the calendar year 2013.

Borough Auditor:	Ferraioli, Wielkocz, Cerullo & Cuva, P.A., Thomas Ferry
Borough Bond Counsel:	Rogut, McCarthy, Troy/ Steven L. Rogut
Borough Attorney:	Laddey, Clark & Ryan
Borough Engineer:	Van Cleef Engineering Associates/Eugene Buczynski, PE
Borough Insurance Agent of Record:	George W. Morville, CIC The Morville Agency
Borough Grantsman:	Steve J. Weinberg, AICP
Borough Grantsman:	Van Cleef Engineering Associates
Borough Planner:	Van Cleef Engineering Associates/David Maski
Borough Prosecutor:	Jonathan McMeen, Esq.
Borough Public Defender:	Daniel Colfax, Esq.

2. These appointments are awarded without competitive bidding as "Professional Services" under the provisions of the Local Public Contract Laws because the

required services are performed by persons authorized by law to practice a recognized profession.

A copy of this Resolution shall be published in the NEW JERSEY HERALD as required by law.
Yeas: Amodeo, Andrews, Hutnick, McGuire, Opilla. Copy attached as Schedule 6.

Councilman Opilla moved, Councilman Andrews seconded motion to adopt the following resolution.

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.

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

Councilman Andrews moved, Councilman Amodeo seconded motion to adopt the following resolution.

BE IT HEREBY RESOLVED by the Mayor and Council of the Borough of Ogdensburg to appoint Chief of Police, William Varcadipane and Christopher Ross as the Safety and Loss Prevention Representatives for Statewide Insurance Fund for the year 2013.

Yeas: Amodeo, Andrews, Hutnick, McGuire, Opilla. Copy attached as Schedule 8.

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

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 Common Council of the Borough of Ogdensburg that the Borough Clerk be designated as the Public Agency Compliance Official.

Yeas: Amodeo, Andrews, Hutnick, McGuire, Opilla. Copy attached as Schedule 9.

Councilman Amodeo moved, Councilman McGuire seconded motion to hold regular monthly council meetings on the second Monday of each month at 7:00 p.m. with the following exceptions: Monday, October 14th, meeting to be held on October 16th and November 11th meeting to be held on November 12th and work sessions the fourth Mondays of each month at 7:00 p.m. at the Borough Hall, 14 Highland Avenue, Ogdensburg.

Yeas: Amodeo, Andrews, Hutnick, McGuire, Opilla.

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

WHEREAS, N.J.S. 40A:4-19 provides that where any contract, commitment or payments are to be made prior to the final adoption of the 2013 budget, temporary appropriations should be made for the purpose and amount required in the manner and time therein provided; and

WHEREAS, the date of this resolution is within the first thirty days of January, 2013; and

WHEREAS, the total appropriations in the 2012 budget, exclusive of any appropriations made for interest and debt redemption charges and capital improvement fund, is the sum of

\$2,552,253.14 for the Current Budget and \$172,550.00 for the Water Budget;

WHEREAS, twenty-six and twenty-five one hundredths of a percent of the total appropriations in the 2012 budget, exclusive of any appropriations made for interest and debt redemption charges and capital improvement fund in said 2012 budget is the sum of \$669,966.45 for Current and \$45,294.38 for Water;

NOW, THEREFORE, BE IT RESOLVED, that the following appropriations be made and that a certified copy of this resolution be transmitted to the Chief Financial Officer for the records:

<u>TEMPORARY APPROPRIATIONS - 2013</u>		
<u>CURRENT ACCOUNT</u>	<u>ACCOUNT NUMBER</u>	<u>AMOUNT</u>
Mayor and Council S&W	01-201-20-110-010	3,625.00
Mayor and Council OE	01-201-20-110-020	200.00
Clerk S&W	01-201-20-120-010	14,000.00
Clerk O/E	01-201-20-120-020	4,000.00
Financial Administration S&W	01-201-20-130-010	4,200.00
Financial Administration O/E	01-201-20-130-020	6,000.00
Garbage Removal O/E	01-201-26-305-020	52,600.00
Recycling O/E	01-201-26-306-020	500.00
Computer Services O/E	01-201-20-140-020	4,000.00
Tax Assessor S&W	01-201-20-150-010	4,900.00
Tax Assessor O/E	01-201-20-150-020	800.00
Tax Collector S&W	01-201-20-145-010	2,000.00
Tax Collector O/E	01-201-20-145-020	500.00
Legal O/E	01-201-20-155-020	10,000.00
Engineering O/E	01-201-20-165-020	2,000.00
Building & Grounds O/E	01-201-26-310-020	5,400.00
Land Use Board S&W	01-201-21-180-010	2,000.00
Land Use Board O/E	01-201-21-180-020	2,200.00
Liability Insurance O/E	01-201-23-210-020	37,000.00
Liability Insurance Surety Bond	01-201-23-210-090	1,000.00
Workers Compensation	01-201-23-215-020	20,000.00
Group Insurance	01-201-23-220-020	80,000.00
Fire Dept. O/E	01-201-25-255-021	8,000.00
Police S&W	01-201-25-240-010	155,000.00
Police O/E	01-201-25-240-020	12,000.00
UCC S&W	01-201-22-195-010	1,850.00
Fire Official S&W	01-201-25-265-010	1,000.00
Fire Official O/E	01-201-25-265-020	400.00
Streets & Roads S&W	01-201-26-290-010	36,000.00
Streets & Roads O/E	01-201-26-290-020	18,000.00
Snow S&W	01-201-26-290-194	20,000.00
Snow O/E	01-201-26-290-294	50,000.00
Emergency Management S&W	01-201-25-252-010	375.00
Emergency Management O/E	01-201-25-252-020	100.00
Board of Health S&W	01-201-27-330-010	3,300.00
Board of Health O/E	01-201-27-330-020	600.00
Parks/Playgrounds O/E	01-201-28-370-020	4,000.00
Historical Committee O/E	01-201-20-170-020	200.00
Electricity O/E	01-201-31-430-020	15,000.00
Telephone O/E	01-201-31-440-020	6,000.00

Fuel		
O/E	01-201-31-447-020	9,716.45
Natural Gas O/E	01-201-31-448-020	1,500.00
Gas/Diesel O/E	01-201-31-460-020	6,000.00
Social Security	01-201-36-472-020	21,000.00
Court S&W	01-201-43-490-010	11,000.00
Court		
O/E	01-201-43-490-020	3,000.00
Finance Interlocal Contract	01-201-42-342-020	13,000.00
911 Interlocal Contract	01-201-42-250-020	13,000.00
Dog Regulation Contract	01-201-42-340-020	3,000.00

Total Appropriations within the 26.25% of Prior Year Appropriations: \$669,966.45

DEBT SERVICE

Bond Principal	01-201-45-920-020	95,000.00
Bond Interest	01-201-45-930-020	8,500.00

Grand Total \$773,466.45

WATER BUDGET

Water S&W	05-201-55-500-510	16,000.00
Water O/E	05-201-55-500-520	23,294.38
Statutory Expenditures	05-201-55-580-000	6,000.00

Total Appropriations within the 26.25% of Prior Year Appropriations: \$45,294.38

DEBT SERVICE

USDA Loan #1 Principal	05-201-55-560-005	14,024.86
USDA Loan #1 Interest	05-201-55-560-006	41,829.14
USDA Loan #2 Principal	05-201-55-560-005	1,292.19
USDA Loan #2 Interest	05-201-55-560-006	5,227.81

Grand Total for Water \$107,668.38

Yeas: Amodeo, Andrews, Hutnick, McGuire, Opilla. Copy attached as Schedule 10.

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

There being no business from the public, Councilman McGuire moved, Councilman Amodeo seconded motion to close the public session of the meeting. Yeas: Amodeo, Andrews, Hutnick, McGuire, Opilla.

Councilman Andrews moved, Councilman McGuire seconded motion to discuss old business. Yeas: Amodeo, Andrews, Hutnick, McGuire, Opilla.

Councilman Andrews informed Mayor and Council about dates for the new patrolman candidate. On January 11th or before he will be going to get fitted for a uniform. The cost for a new uniform will run about \$1,000. On January 14th he will need to go for psychological evaluation, cost \$425.00, January 17th a medical examination, cost \$850.00, January 31st or before a check will be sent to the Academy, County of Passaic in the amount of \$1,245.00 and he will be appointed on January 14th and will give him the promise of employment no later than February 4th, 2013 with a hire date of February 4, 2013 as long as he passes his psychological evaluation and medical examine.

There was a brief discussion on getting a generator for the Borough. Mayor asked the Engineer for guidance. The Borough Engineer mentioned that the one quote that he received was for \$13,900, which expired over a year ago. He feels that since it has been over a year estimates will

be over the bid threshold and will have to go out to bid. The Engineer will be looking into it further.

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

Meeting adjourned at 7:40 p.m.

Borough Clerk

Mayor