

**REGULAR MEETING MINUTES OF THE MAYOR AND COUNCIL
OF THE BOROUGH OF OGDENSBURG
14 HIGHLAND AVE. OGDENSBURG AT 7:00PM
September 23, 2019**

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

Mayor Hutnick led the Pledge of Allegiance.

ROLL CALL: Nardini, Nasisi, O'Dell, Opilla, Slater

Absent: Alvarez

Also in attendance was Robert McBriar, Borough Attorney.

STATEMENT BY MAYOR: "Notice requirements of P.L. 1975, Open Public Meeting Act, NJS10:4- 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 4, 2019."

Councilman Opilla moved, Councilman Nardini seconded motion for approval of items on the consent agenda.

CONSENT AGENDA

1. Approval of regular meeting minutes and executive session minutes from September 9, 2019.
2. Approval of Resolution 74-2019 appointing Joseph Silerto as full time laborer for the Department of Public Works.
3. Approval of Resolution 75-2019 authorizing the award of Non-Fair and Open Contract for professional service; appointing Vanessa Henderson, Esq. the Borough's Public Defender.
4. Approval of Resolution 76-2019 authorizing the discharge of mortgage for Brenda Pennington, 15 Jefferson Terrace, Ogdensburg, NJ 07439 Block 3.03 Lot 16.
5. Approval of Resolution 77-2019 to submit a grant application and execute a grant contract with the New Jersey Department of Transportation for the storm drain repair project.
6. Approval of resolution 78-2019 in support of a complete streets policy.
7. Approval of resolution 79-2019 authorizing the maintenance contract between the Borough and Gramco Business Communications.
8. Accept for filing memorandum from the Public Alliance Insurance Coverage Fund dated September 16, 2019 to Clerk and Council re: Return of Surplus in the amount of \$655.00.

Upon Roll call Vote:

Yeas: Nardini, Nasisi (abstain #1), O'Dell, Opilla (abstain #1), Slater

Nays: None Absent: Alvarez Abstain None

Resolution 74-2019

WHEREAS, on June 3, 2019 the Borough of Ogdensburg ("Borough") hired Joseph Silerto as a Temporary Appointment to serve as Laborer 1 in the Borough of Ogdensburg Department of Public Works ("DPW"); and

WHEREAS, a permanent full-time position is available in the DPW as a result of a recent resignation within said department; and

WHEREAS, the Borough desires to hire Joseph Silerto full-time as Laborer 1 within the DPW.

**REGULAR MEETING MINUTES OF THE MAYOR AND COUNCIL
OF THE BOROUGH OF OGDENSBURG
14 HIGHLAND AVE. OGDENSBURG AT 7:00PM
September 23, 2019**

NOW THEREFORE, BE IT RESOLVED, by the Mayor and Council of the Borough of Ogdensburg that Joseph Silerto is hereby appointed as full-time Laborer 1 for the Department of Public Works, at an hourly rate of \$18.00, effective September 16, 2019.

Resolution 75-2019

WHEREAS, there exists a need for engagement of various professional services for the Borough of Ogdensburg as a non-fair and open contract to the provisions or N.J.S.A. 19:44A-20.5, and

WHEREAS, the anticipated term of the following contract are set forth below; and

WHEREAS, the following individuals and firms have submitted a proposal indicating they will provide the professional services described below for the stated price and said proposal; and

WHEREAS, the following individuals and firms have completed and submitted a Business Entity Disclosure Certification which certifies that the following individuals have not made any 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 awarded a contract for providing the professional services for the Borough of Ogdensburg, as indicated:

Vanessa Henderson, Esq. Nicosia, Emmons, Pavez & Henderson is awarded a contract for providing the services of Municipal Public Defender for the Borough of Ogdensburg for the remaining of the calendar year 2019 in the amount of \$150.00 per case.

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

CERTIFICATION OF FUNDS: I Mike Marceau, Chief Financial Officer do hereby certify that the appropriations specified within foregoing resolution have been provided for within the Municipal Budget and/or proceeding capital ordinance.

Mike Marceau, CFO

Resolution 76-2019

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

WHEREAS, as part of this Program, the Borough gave a loan in the amount of \$9,500.00 to be used to rehabilitate property located at 15 Jefferson Terrace, Ogdensburg, New Jersey, identified on the Official Tax Maps of the Borough as Block 3.03, Lot 16; and

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OF THE BOROUGH OF OGDENSBURG
14 HIGHLAND AVE. OGDENSBURG AT 7:00PM
September 23, 2019**

WHEREAS, said loan was secured by a mortgage in favor of the Borough dated May 14, 2003 which was recorded in the Sussex County Clerk's Office on January 22, 2004 in Book 5985, at Page 300; and

WHEREAS, pursuant to the Program policies and procedures, and terms and conditions set forth in the mortgage instrument and loan documents, the loan will be completely forgiven at the expiration of ten (10) years provided the property owner satisfies certain conditions; and

WHEREAS, the ten (10) year time period has expired and the conditions have been satisfied, specifically, the owner has completed the property improvements and has maintained continual residence at the property for the requisite period of time.

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 77-2019

See attached

Resolution 78-2019

WHEREAS, the Borough of Ogdensburg is committed to creating street corridors that safely accommodates all road users of all abilities; and

WHEREAS, the New Jersey Department of Transportation Complete Streets policy states "A Complete Street is defined as a means to provide safe access for all users by designing and operating a comprehensive, integrated, connected multi-modal network of transportation option."; and

WHEREAS, as part of this policy, the New Jersey Department of Transportation strongly encourages the adoption of similar policies by regional and local jurisdictions who apply for funding through Local Aid programs; and

WHEREAS, the Borough of Ogdensburg, County of Sussex, State of New Jersey supports to the extent practicable this "complete streets" initiative and wishes to reinforce its commitment to creating a comprehensive, integrated, connected street network that safely accommodates all road users of all abilities and disabilities and for all trips;

NOW, THEREFORE, BE IT RESOLVED by the Borough Council of the Borough of Ogdensburg that it hereby supports a Complete Streets policy for all public street projects, wherever possible and practicable, that are undertaken by the Borough of Ogdensburg, County of Sussex in order to ultimately achieve a network of roadways that may safely accommodate travel by pedestrians, bicyclists, public transit, motorized vehicles and their passengers, with special priority given to bicyclists and pedestrian safety

Resolution 79-2019

WHEREAS, Gramco Business Communications ("Gramco") currently provides professional sound and recording systems and services for the Borough of Ogdensburg ("Borough"); and

WHEREAS, the parties maintenance contract is set to expire at the end of September, 2019; and

WHEREAS, the Borough desires to renew its maintenance agreement with Gramco for a contract term of one (1) year beginning October 31, 2019 and continuing through October 30, 2020 ("Term"); and

WHEREAS, Gramco has submitted an offer of renewal for the recording system, and hardware and software support, for the Term in the total annual amount of \$1,045.00.

**REGULAR MEETING MINUTES OF THE MAYOR AND COUNCIL
OF THE BOROUGH OF OGDENSBURG
14 HIGHLAND AVE. OGDENSBURG AT 7:00PM
September 23, 2019**

NOW, THEREFORE, BE IT RESOLVED, that the Borough of Ogdensburg Mayor and Council hereby approve a one (1) year maintenance agreement with Gramco Business Solutions, having a business address at 1149 Bloomfield Avenue, Clifton, NJ 07012, beginning October 31, 2019 and continuing through October 30, 2020 for an amount not to exceed \$1,045.00

BE IT FURTHER RESOLVED, that the Mayor and Borough Clerk are hereby authorized to sign the agreement in the form attached hereto.

OLD BUSINESS

Borough Hall Roof– Councilman Nasisi commented there is nothing new; he still has to contact the engineer to make sure of all the particulars.

Steam Boiler for Historical Building – Councilman Nasisi commented we have two [quotes] and we are waiting for one more. Mr. Kibildis helped out. One company wants to just change the whole unit and explained. The third quote should be in by the next meeting.

Light Pole Removal – Councilman Nasisi commented we were going to talk to Jackie about that he had just mentioned this for the future. Councilman Nasisi has not reached out to her on this. Councilman Nasisi asked didn't we have another issue with a light pole?

Mayor Hutnick commented that was the one [pole by the firehouse].

Councilman Nasisi asked if that was handled.

Mayor Hutnick commented we have going around and around with the pole at the fire house; we put a light on the back of the firehouse to light up that area. They did fix all the lights and explained.

Councilman Nasisi commented to get in touch with the electrician to get a quote on putting the light on this one side of the building. There is one on the back in the center.

Employee Handbook- Councilwoman Slater commented there is no update we still have to get together.

Repair to Bettino Drive cul de sac curbing and storm drain – Councilman Opilla commented he left this on to say kudos to the DPW for the job they did there and explained what DPW had done to fix the issue. Councilman Opilla commented they did a fantastic job.

Predmore Road – Mayor Hutnick commented as you know I met with the engineer; we are also waiting for final numbers on that and explained grants we are working one. Councilman Nardini explained we need the grant to cover as many catch basins as we can and Predmore.

NEW BUSINESS

Water/DPW duties/Projects – Councilman Nardini commented he was working on this for a little while with Rob [referring to a chart they had done]. It is just basically trying to call out everything that needs get done, getting dates on it; we need two quotes for anything above \$2,500.00 or more. He wants to keep track of who is getting quotes and put target dates. Councilman Nardini explained the chart of work done and work that needs to be done. Councilman Nardini is work on getting DPW to get a similar list, beginning with day to day duties, doing what has to be fixed, what is the goal, who are we meeting with, how much it is going to cost and things that we might have to plan for the budget.

Fall Newsletter – Mayor Hutnick commented he will turn this over to our newsletter person. Ms. Hough explained the information in the newsletter.

**REGULAR MEETING MINUTES OF THE MAYOR AND COUNCIL
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14 HIGHLAND AVE. OGDENSBURG AT 7:00PM
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Health Insurance – Councilman Opilla commented as you all know we standardized with a State plan last year, which is coming up for renewal. Robin actually got an email saying that there are some new options that are going to be coming out. We will have a review that to see if we want to make any adjustments to the standard Borough Plan; October is actually open enrollment month.

Ms. Hough explained everyone seems happy with the plan.

Councilman Opilla commented we may end up making no changes at all.

Mayor Hutnick commented the only other new business is the police contract; it is time for that. Mayor Hutnick commented he is going to assign Councilman Alvarez as the police commissioner, Councilwoman Slater is still [the police commissioner] she can hand it off [when Councilman Alvarez is ready]. This is a good time for him to start with the upcoming police contract.

Mayor Hutnick commented he and Councilwoman O’Dell met Saturday with the first aid squad to start discussing needs, memberships, State requirements and why everybody is having such a hard time with calls. Actually, Saturday he believes there were three towns they couldn’t make calls all around the same time and we were one for them. It was no fault of anybody’s there was just no one available to do it.

Councilman Nasisi asked if Atlantic Health care was getting more trucks.

Mayor Hutnick commented Atlantic Health Care just opened a new facility in Newton; nobody has any information about that yet.

There was a discussion on the need for volunteers, strict State requirement for an EMT, shared services and looking into LOSAP as an incentive to get volunteers.

PUBLIC SESSION

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

No one from the public stepped forward.

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

EXECUTIVE SESSION

There was no executive session.

PAYMENT OF VOUCHERS

Councilman Opilla made a motion to review payment of vouchers and departmental finance reports. Seconded by Councilwoman Slater.

Upon Roll call Vote:

Yeas: Nardini, Nasisi, O’Dell, Opilla, Slater
Nays: None Absent: Alvarez Abstain: None

Current

<u>DATE</u>	<u>CHECK #</u>	<u>PAID TO</u>	<u>AMOUNT</u>	<u>REASON</u>
9/17/2019	30769	Party Perfect Rentals, LLC		

**REGULAR MEETING MINUTES OF THE MAYOR AND COUNCIL
OF THE BOROUGH OF OGDENSBURG
14 HIGHLAND AVE. OGDENSBURG AT 7:00PM
September 23, 2019**

			7,046.87
9/24/2019	30770	Allied Oil	528.95
9/24/2019	30771	Amazon	449.36
9/24/2019	30772	Blue Diamond Disposal, Inc.	334.80
9/24/2019	30773	Bruno Associates, Inc.	3,000.00
9/24/2019	30774	CenturyLink	1,695.80
9/24/2019	30775	Chelbus Cleaning Company, Inc.	225.00
9/24/2019	30776	LINA	216.80
9/24/2019	30777	Elizabethtown Gas	315.69
9/24/2019	30778	George Hutnick	64.92
9/24/2019	30779	Horizon BC/BS of NJ	895.00
9/24/2019	30780	Horizon BC/BS of NJ	344.00
9/24/2019	30781	Horizon BC/BS of NJ	1,603.55
9/24/2019	30782	JCP&L	2,032.48
9/24/2019	30783	Kenvil Power Mower	79.98
9/24/2019	30784	Kuiken Brothers	529.06
9/24/2019	30785	Lafayette Auto Parts	239.92
9/24/2019	30786	Lorraine J Spirito	90.00
9/24/2019	30787	Michael Nardini	126.66
9/24/2019	30788	Montague Tool & Supply Co	208.71
9/24/2019	30789	Municipal Software Inc	35.00
9/24/2019	30790	New Jersey Herald	189.83
9/24/2019	30791	Ogdensburg Board of Education	208,562.83
9/24/2019	30792	Ogdensburg General Capital Account	12,488.16
9/24/2019	30793	Sonia Barria	140.00
9/24/2019	30794	Sussex Co League of Municipalities	100.00
9/24/2019	30795	Tire King	480.00
9/24/2019	30796	US Postal Service	235.00
9/24/2019	30797	Varcadipane Jr, William J.	1,423.50
9/24/2019	30798	Wallkill Valley Regional H.S.	102,172.00

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OF THE BOROUGH OF OGDENSBURG
14 HIGHLAND AVE. OGDENSBURG AT 7:00PM
September 23, 2019**

9/24/2019	30801	Amazon	74.98	

				345,928.85

VOIDS

8/27/2019	30711	Elizabethtown Gas	(154.20)	9/19/2019	Lost
9/5/2019	30741	Party Perfect Rentals, LLC	(7,346.87)	9/16/2019	Vendor Lost Per Mayor
9/24/2019	30771	Amazon	(449.36)		Check Printed Incorrectly
9/24/2019	30792	Ogdensburg General Capital Account	(12,488.16)	9/24/2019	Printed in error.
					=====
					325,490.26

Admin Trust

<u>DATE</u>	<u>CHECK #</u>	<u>PAID TO</u>	<u>AMOUNT</u>
9/16/2019	2159	Police OS/Misc	2,622.00
			=====
			2,622.00

General Capital

<u>DATE</u>	<u>CHECK #</u>	<u>PAID TO</u>	<u>AMOUNT</u>
9/24/2019	1114	Weldon Asphalt	914.32
			=====
			914.32

Grant Fund

<u>DATE</u>	<u>CHECK #</u>	<u>PAID TO</u>	<u>AMOUNT</u>
9/24/2019	30799	Amazon	39.55
9/24/2019	30800	Van Cleef Engineering Assoc. LLC	865.75
			=====
			905.30

Payroll

<u>DATE</u>	<u>CHECK #</u>	<u>PAID TO</u>	<u>AMOUNT</u>
9/24/2019	1018	AFLAC	

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OF THE BOROUGH OF OGDENSBURG
14 HIGHLAND AVE. OGDENSBURG AT 7:00PM
September 23, 2019**

627.28

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627.28

Water Op

<u>DATE</u>	<u>CHECK #</u>	<u>PAID TO</u>	<u>AMOUNT</u>
9/24/2019	4932	JCP&L	377.56

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377.56

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

Meeting adjourned at 7:35p.m.

Robin Hough, Borough Clerk

George P. Hutnick, Mayor