

**REGULAR MEETING MINUTES OF THE MAYOR AND COUNCIL
OF THE BOROUGH OF OGDENSBURG
14 HIGHLAND AVE. OGDENSBURG AT 7:00PM
November 12, 2019**

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

Mayor Hutnick led the Pledge of Allegiance.

ROLL CALL: Nardini, Nasisi (via phone), O'Dell, Slater (via phone), Mayor Hutnick

Absent: Alvarez

Also in attendance was Robert McBriar, Borough Attorney.

STATEMENT BY MAYOR: "Notice requirements of P.L. 1975, Open Public Meeting Act, N.J.S.A.10:4- 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 Nardini moved (abstaining from #1) Councilwoman O'Dell seconded motion for approval of items on the consent agenda.

CONSENT AGENDA

1. Approval of regular meeting minutes from October 28, 2019.
2. Approval of Resolution 84-2019 Chapter 159 resolution 2019 Budget.
3. Approval of Resolution 86-2019 services for Animal Control Officer with the Township of Wantage.
4. Approval of Resolution 87-2019 approving Bid Specifications prepared by Municipal Engineer for the Roof Replacement of the Municipal Building and authorizing public advertisement for receipt of sealed bids.
5. Approval of Resolution 88-2019 authorizing professional service agreement with Darren Raymond for Appraisal Services Related to Commercial Tax Assessments and Tax Court Appeals
6. Approval of New Jersey ABC Social Affair Permit for the Holy Name Society of St. Thomas of Aquin R.C. Church on January 25, 2020 from 7:00PM to 11:00PM.
7. Accept for filing Township of Montague Resolution 2019-95.
8. Accept for filing letter dated November 1, 2019 to Mayor and Council from Bond Council re: issuance of a \$731,716 Bond Anticipation Note.
9. Accept for filing Bruno Associations reports for October 2019.
10. Accept for filing letter dated November 1, 2019 from Elizabethtown Gas regarding BPU Docket No. GR19040486.

Upon Roll call Vote:

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

Nays: None Absent: Alvarez Abstain None

Resolution 84-2019

WHEREAS, N.J.S. 40A:87 provides that the Director of the Division of Local Government Services may approve the insertion of any special item of revenue in the budget of any county or municipality when such item shall have been made available by law and the amount thereof was not determined at the time of the adoption of the budget, and

WHEREAS, said Director may also approve the insertion of an item of appropriation for an equal amount, and

NOW, THEREFORE, BE IT RESOLVED that the Mayor and Council of the Borough of Ogdensburg, in the County of Sussex, New Jersey, hereby requests the Director of the Division of Local Government Services to approve the insertion of an item of revenue in the budget of the year 2019 in the sum of \$3,493.00 which is now available as a revenue from:

Miscellaneous Revenues -

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Special Items of General Revenue Anticipated with Prior Written

Consent of the Director of Local Government Services -

Public and Private Revenues Off-set with Appropriations:

Municipal Alliance on Alcoholism and Drug Abuse \$3,493.00

BE IT FURTHER RESOLVED that a like sum of \$3,493.00 be and the same is hereby appropriated under the caption of:

(A) Operations – Excluded from “CAPS”

Public and Private Programs Offset By Revenues:

Municipal Alliance on Alcoholism and Drug Abuse \$3,493.00

Resolution 86-2019

WHEREAS, the Borough of Ogdensburg (“Borough”) has a need for animal control services; and

WHEREAS, the Township of Wantage (“Township”) is willing and able to provide such qualified services; and

WHEREAS, pursuant to the Uniform Shared Service and Consolidation Act, N.J.S.A. 40A:65-1 etseq., the Borough and Township wish to enter into a shared service agreement for animal control services for the calendar year 2020 with an annual payment of \$13,073.00 being made to the Township for the services rendered.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Ogdensburg in the County of Sussex, State of New Jersey that the Mayor and Clerk are hereby authorized and directed to execute the Shared Services Agreement attached hereto and made a part hereof with the Township of Wantage pursuant to the terms and conditions contained therein for the calendar year 2020 with an annual payment of \$13,073.00 being made to the Township for the services rendered.

BE IT FURTHER RESOLVED that certified copies of this Resolution be forwarded together with executed copies of the Agreement to the Township of Wantage and Chief Financial Officer.

BE IT FURTHER RESOLVED that pursuant to N.J.S.A. 40A:65-4(b), a certified copy of this Resolution and Agreement shall be filed with the Department of Community Affairs Division of Local Government Services.

Resolution 87-2019

WHEREAS, the Borough of Ogdensburg’s Municipal Engineer, Michael Vreeland, PE, PP, CME, of the engineering firm, Van Cleef Engineering Associates, LLC prepared bid specifications, as authorized by the Borough Council, for replacing the existing shingle roof on the municipal building (“Project”); and

WHEREAS, the Borough now seeks to approve the bid specifications for the Project and advertise for the receipt of sealed bids.

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

1. The Bid Specifications prepared by Michael Vreeland, PE, PP, CME for replacing the existing shingle roof on the municipal building are hereby approved.

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2. Michael Vreeland, PE, PP, CME and the Borough Clerk are hereby authorized to prepare and advertise a Notice to Bidders for the purpose of receiving sealed bids for the above-described Project.

3. Bids must be submitted on the Bid Form contained in the Contract Documents and must be enclosed in a sealed envelope plainly marked on the outside with the name of project and the name and address of the Bidder. The Bid must be delivered to the Borough Clerk, Borough of Ogdensburg Municipal Building, 14 Highland Avenue, Ogdensburg, NJ 07439 prior to bid opening presently scheduled for December 4, 2019 at 10:00AM.

Resolution 88-2019

WHEREAS, the Borough of Ogdensburg (“Borough”) requires professional appraisal services related to tax assessments and appeals pending in the State Tax Court of New Jersey for two (2) commercial properties situated within the Borough; and

WHEREAS, the Borough Tax Assessor received a fee proposal from Darren Raymond, MAI, SCGREA of Associated Appraisal Group, a copy of which is attached hereto and made a part hereof, offering such services, including negotiation, preliminary analysis, conferences, preparation of appraisal reports, expert testimony and preparation of trial exhibits; and

WHEREAS, the services to be provided are professional services exempt from public bidding pursuant to Local Public Contracts Law (“LPCL”), N.J.S.A. 40A:11-1 etseq.; and

WHEREAS, the LPCL requires that the resolution authorizing the award for professional services without competitive bidding and the contract itself be available for public inspection.

WHEREAS, the Chief Financial Officer has determined that sufficient funds are available for this purpose.

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

1. The Borough of Ogdensburg hereby approves a professional services agreement with Darren Raymond, Associated Appraisal Group, for appraisal services as outlined in the attached fee proposal.

2. A notice of this Resolution shall be printed once in the official newspaper of the Borough of Ogdensburg.

RESOLUTION 85-2019

Councilman Nardini made a motion to adopt resolution 85-2019 authorizing appointment of a Borough Police Officer to the Police Department pursuant to the certified list promulgated by the New Jersey Civil Service Commission. Seconded by Councilman Nasisi.

Upon Roll call Vote:

Yeas: Nardini, Nasisi, O’Dell, Slater

Nays: None Absent: Alvarez Abstain None

WHEREAS, the Borough of Ogdensburg (“Borough”) is a New Jersey Civil Service jurisdiction subject to the New Jersey Civil Service Act, N.J.S.A. 11A:1-1 etseq. (the “Act”); and

WHEREAS, the Borough desires to appoint one (1) additional police officer to the Borough Police Department; and

WHEREAS, the New Jersey Civil Service Commission promulgated a list of eligible candidates (“Certified List”) who have qualified by competitive examination for appointment to the position of Police Officer; and

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WHEREAS, after reviewing applications received by the Borough from eligible candidates, the Borough Chief of Police recommends that a conditional offer of employment be made to Richard J. Luthcke, appearing first on the Certification List, effective November 12, 2019, subject to satisfactory completion of all other tests and examinations authorized or otherwise required by law; and

WHEREAS, Mr. Richard J. Luthcke will be paid \$30,000 per year in accordance with the Collective Bargaining Agreement; and

WHEREAS, the Borough's Chief Financial Officer has certified that funding is available to hire the above named candidates.

NOW, THEREFORE, BE IT RESOVLED by the Borough Council of the Borough of Ogdensburg, County of Sussex and State of New Jersey that Mr. Richard J. Luthcke is hereby appointed as Police Officers in the Police Department of the Borough of Ogdensburg, effective November 12, 2019, subject to satisfactory completion of all other tests and examinations authorized or otherwise required by law, and subject to final approval by the New Jersey Civil Service Commission.

CERTIFICATION OF FUNDS

I, Michel 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.

Michel Marceau, CFO

Resignation Councilman Opilla

Mr. McBriar commented this morning Councilman Opilla filed a letter of resignation effective today with the Borough Clerk; it would be appropriate at this time to entertain a motion formally accepting Councilman Opilla letter of resignation.

Councilman Nardini made a motion to formally accept the letter of resignation for Councilman Opilla. Seconded by Councilwoman O'Dell.

Upon Roll call Vote:

Yeas: Nardini, Nasisi, O'Dell, Slater

Nays: None Absent: Alvarez Abstain None

Mr. McBriar commented the old business and new business sections will be tabled and adjourned to the next meeting. It would be appropriate to make a motion for those amendments to the agenda.

Councilman Nasisi commented we don't [want to] move forward on any of these (items); he thinks as far as the Borough Hall Roof we have the bid spec paper work all ready for the advertisement. Are we not set; we can just move forward.

Mr. McBriar commented the consent agenda had a resolution that approved the bid specs and authorized the public advertisement for receiving sealed bids, item number 4 (on the consent agenda).

Ms. Hough explained she sent the notice to the paper today and the bid packages are coming tomorrow from Vancleef, (the Borough Engineering Firm).

Mayor Hutnick commented everything is in motion already.

Mr. McBriar commented it would be appropriate to table the old business and new business items until the next regular meeting.

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Councilman Nardini made a motion to table our current old business and new business discussion to the next meeting to discuss November 25. Seconded by Councilman Nasisi.

Upon Roll call Vote:

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

OLD BUSINESS

The following discussion items were tabled to the next meeting.

1. Borough Hall Roof– A. Nasisi
2. Steam Boiler for Historical Building – A. Nasisi
3. Employee Handbook- R. Slater
4. Water/DPW duties/Projects – M. Nardini
5. Health Insurance – P. Opilla
6. Building/Grounds Differentiations – A. Nasisi
7. Police – Mayor
8. Surplus Property - Mayor

NEW BUSINESS

The following discussion item was tabled to the next meeting.

1. Sterling Hill Mine – Mayor

PUBLIC SESSION

Mayor Hutnick commented at this point we are open to the public.

Councilman Nardini moved, Councilwoman O'Dell seconded motion to open the public session of the meeting. All were in favor.

There was no one from the public present.

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 Nasisi made a motion review payment of vouchers and departmental finance reports. Seconded by Councilman Nardini.

Upon Roll call Vote:

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

Current

<u>DATE</u>	<u>CHECK #</u>	<u>PAID TO</u>	<u>AMOUNT</u>
11/13/2019	30904	Aurora Electrical Supply	124.31
11/13/2019	30905	Dave's Towne Service	300.23
11/13/2019	30906	Dover Brake & Clutch Co., Inc	753.20
11/13/2019	30907	Elizabethtown Gas	430.98
11/13/2019	30908	Emergency Equipment Sales & Service	

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		LLC	222.85
11/13/2019	30909	Ferraioli, Wielkocz, Cerullo & Cuva	252.00
11/13/2019	30910	Fire Fighters Equipment Company Inc	180.00
11/13/2019	30911	Home Depot	41.86
11/13/2019	30912	JCP&L	1,283.22
11/13/2019	30913	Kuiken Brothers	82.36
11/13/2019	30914	Laddey, Clark & Ryan	625.00
11/13/2019	30915	Ogdensburg Board of Education	208,562.83
11/13/2019	30916	ReadyRefresh	1.99
11/13/2019	30917	Smith Tractor & Equipment, Inc.	166.95
11/13/2019	30918	Tony Sanchez Ltd.	864.02
11/13/2019	30919	Van Cleef Engineering Assoc. LLC	125.00
11/13/2019	30920	Walkkill Valley Regional H.S.	102,172.00
11/13/2019	30921	Witmer Public Safety Group, Inc.	475.62
			=====
			316,664.42

Developers Escrow

<u>DATE</u>	<u>CHECK #</u>	<u>PAID TO</u>	<u>AMOUNT</u>
11/13/2019	2081	CNC Innotech LLC	136.06
		Van Cleef Engineering Assoc.	
11/13/2019	2082	LLC	156.25
			=====
			292.31

Dog Fund

<u>DATE</u>	<u>CHECK #</u>	<u>PAID TO</u>	<u>AMOUNT</u>
11/13/2019	231	NJ Dept of Health & Senior Service	8.40
			=====
			8.40

Water Op

<u>DATE</u>	<u>CHECK #</u>	<u>PAID TO</u>	<u>AMOUNT</u>
11/13/2019	4947	Braen Aggregates, LLC	1,338.76

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11/13/2019	4948	DPS Pump Service. LLC Ferraioli, Wielkocz, Cerullo &	1,559.00
11/13/2019	4949	Cuva	168.00
11/13/2019	4950	One Call Concepts, Inc.	21.76
11/13/2019	4951	USA Blue Book	499.18
11/13/2019	4952	USA Blue Book	200.00
			=====
			3,786.70

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

Meeting adjourned at 7:06p.m.

Robin Hough, Borough Clerk

George P. Hutnick, Mayor