

**REGULAR MEETING MINUTES OF THE MAYOR AND COUNCIL
OF THE BOROUGH OF OGDENSBURG
14 HIGHLAND AVE. OGDENSBURG AT 7:00PM
December 9, 2019**

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

Mayor Hutnick led the Pledge of Allegiance.

ROLL CALL: Alvarez, Nardini, Nasisi, O'Dell, Slater, Mayor Hutnick

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."

Mayor Hutnick commented first order of business is to appoint a new Council person to take the place of Councilman Opilla. We had three candidates that were submitted; we have one candidate to choose from. Mayor Hutnick asked Mr. Acosta to stand up, introduce himself and tell us something about him.

Juan Cruz, stepped forward. Mr. Cruz commented my name is Juan Cruz everyone calls me John, I have done law enforcement for 21 years, he lived in Kearney and moved to Ogdensburg seven years ago. Mr. Cruz commented he has a beautiful wife and three children. Mr. Cruz commented he wants to give back to the community, I love it here, it is a great town and wants to be a part of it somehow.

Ms. Hough asked if he could spell his last name. Mr. Cruz replied. Ms. Hough questioned it says [in the letter] John Acosta.

Mayor Hutnick commented that is the name we were given. Mr. Cruz commented really.

Mr. Cruz commented my wife is Jane Acosta Cruz. That got messed up. Mayor Hutnick commented they sure did.

Ms. Hough asked Mr. McBriar about the name difference. Mr. McBriar commented if that is indeed the individual that was identified in the letter from John Fierro.

Mayor Hutnick commented the individual in the letter from John Fierro was John Acosta; which was ment to be Juan Cruz.

Mr. McBriar commented so Mr. Fierro might have mistaken that surname; that is his understanding.

Councilman Nasisi asked what town do you work in. Mr. Cruz commented Hudson County. He is in the Sheriff's department underneath the prosecutor's office.

Mayor Hutnick called for a nomination for Juan Cruz to be appointed as our next Council person whose term shall run from today, the last meeting of 2019 through December 31, 2020.

Councilman Alvarez commented he would like to nominate Mr. Juan "John" Cruz to be a member of the committee. Seconded by Councilman Nardini

Upon Roll call Vote:

Yeas: Alvarez, Nardini, Nasisi, O'Dell, Slater

Nays: None Absent: None Abstain: None

At this time the Borough Clerk administered the oath of office for the interim Council Member Juan "John" Cruz.

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Councilman Nardini moved Councilwoman O'Dell seconded motion for approval of items on the consent agenda.

CONSENT AGENDA

1. Approval of regular meeting minutes and executive session minutes from November 25, 2019.
2. Approval of Resolution 95-2019 approving payment for temporary additional hours worked by the tax collector.
3. Approval of Resolution 97-2019 authorizing award of contract to Journey Contracting company, Inc. for Municipal Building Roof Replacement Project.
4. Approval of Resolution 98-2019 approving the 2020 holiday schedule.
5. Approval of Resolution 99-2019 transfer resolution 2019 budget.
6. Accept for filing letter dated November 21, 2019 from NJDOT to Mayor Hutnick Re: Ogdensburg to receive funding from NJDOT Fiscal Year 2020 Municipal Aid Program for Passaic Ave Improvement Project in the amount of \$135,000.
7. Accept for filing letter received December 2, 2019 from Passaic River Coalition at Willow Hall to Mayor and Council.
8. Accept for filing November, 2019 Grant Report from Bruno Associates, Inc.
9. Accept for filing letter dated December 1, 2019 from Sussex County Municipal Utilities Authority Re: FY 2020 Rate schedule effective December 1, 2019.

Upon Roll call Vote:

Yeas: Alvarez, Nardini, Nasisi, O'Dell, Slater

Nays: None Absent: None Abstain Cruz

Resolution 95-2019

WHEREAS, Regina Flammer, CTC is employed part-time by the Borough of Ogdensburg ("Borough") as the Borough Tax Collector, earning an annual salary based on the completion of two (2) hours of work performed each week; and

WHEREAS, the Borough Tax and Water Department ("Department") recently experienced an unexpected personnel shortage requiring that Ms. Flammer temporarily assist in performing additional duties required by the Department; and

WHEREAS, the Borough desires to compensate Ms. Flammer for the additional hours worked for the Department at an hourly rate of \$35.00 per hour.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Ogdensburg, County of Sussex and State of New Jersey that Ms. Flammer shall be compensated for the additional hours worked in temporarily assisting the Borough Tax and Water Department at the rate of \$35.00 per hour.

Resolution 97-2019

WHEREAS, pursuant to authorization by the Mayor and Council of the Borough of Ogdensburg ("Borough"), the Borough received sealed bids for the municipal building roof replacement project ("Project") in accordance with bid specifications prepared by the Borough engineer; and

WHEREAS, the bids were due, received, and opened on December 4, 2019 at 10:00AM; and

WHEREAS, the Borough received three (3) bids for the Project; and

WHEREAS, Journey Contracting Company, Inc., having a business address at 395B Millstone Rd., Millstone, NJ 08510 submitted the lowest bid for the Project in the amount of \$19,248.00; and

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WHEREAS, the Borough engineer has reviewed the proposal submitted by Journey Contracting Company, Inc. and checked the history and credentials of the contractor; and

WHEREAS, the Chief Financial Officer has certified that sufficient funds are available for the Project; and

WHEREAS, the Borough engineer recommends the award of the contract to Journey Contracting Company, Inc.

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

1. The contract for the performance of the municipal building roof replacement project is hereby awarded to Journey Contracting Company, Inc., 395B Millstone Rd., Millstone, NJ 08510 in the total amount of \$19,248.00 for the Project as specified in the bid specifications issued by the Borough engineer.
2. The Mayor and Borough Clerk are hereby authorized and directed to execute a contract with Journey Contracting Company, Inc. in accordance with its bid for performance of the municipal building roof replacement project.
3. The Borough’s Chief Financial Officer has certified the availability of funds for this contract.
4. This resolution and contract shall be available for public inspection in the office of the Borough Clerk.

Resolution 98-2019

BE IT HEREBY RESOLVED to amend the holiday schedule and that the following holidays will be observed in the Borough of Ogdensburg in 2020 and no Borough business will be transacted on these days:

January 1st -----	New Year’s Day
February 17th -----	President’s Day
April 10th-----	Good Friday
May 25th -----	Memorial Day
July 3 rd *-----	Independence Day
September 7 th -----	Labor Day
October 12th -----	Columbus Day
November 11th-----	Veterans’ Day
November 26 th & 27 th -----	Thanksgiving Holiday
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.

Resolution 99-2019

BE IT RESOLVED by the Mayor and Council of the Borough of Ogdensburg, County of Sussex, New Jersey, that the following transfer of Appropriations (2019 Municipal Budget) in accordance with N.J.S.A. 40A:4-58 be and is hereby approved:

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Account Description		From:	To:
Financial Administration S&W	01-201-21-180-165	\$ 2,525.00	
Land Use O/E	01-201-21-180-165	500.00	
Land Use O/E	01-201-21-180-183	750.00	
Group Insurance	01-201-23-220-092	2,500.00	
Parks & Playgrounds O/E	01-201-28-370-022	1,000.00	
Mayor & Council O/E	01-201-20-140-120		\$ 1,000.00
Computer Services O/E	01-201-20-140-120		2,525.00
Engineering O/E	01-201-20-165-099		500.00
Fire Dept O/E	01-201-25-255-046		750.00
Streets & Roads	01-201-26-290-099		2,500.00
TOTALS		\$ 7,275.00	\$ 7,275.00

OLD BUSINESS

Borough Hall Roof– Councilman Nasisi commented we had some packets go out. Ms. Hough commented we had the bid opening; three bids were submitted the resolution is on the agenda. Ms. Hough explained the lowest bid. Mr. Vreeland was here to open the bids and Ms. Hough records them. Ms. Hough explained Mr. Vreeland called today and said there is going to be a pre construction meeting and asked Councilman Nasisi if he would like to be present at that meeting. Councilman Nasisi commented yes. There was a brief discussion on the bids. Ms. Hough commented in the packets there is the bid the Council is awarding. Councilman Nasisi commented this automatically ran itself.

Steam Boiler for Historical Building – Councilman Nasisi commented the boiler is in; so that is good news. The next item is next year we are going to remove the underground oil tanks that are over there [at the Historical Building] get those out and make sure there are properly abandoned. We can pull this off the agenda for now.

Building/Grounds Differentiations – Councilman Nasisi commented there is no update on this.

Salt Shed Roof – Councilman Nasisi commented he has one quote so far for the salt shed roof for seventy five hundred.

Councilman Nardini commented with the water getting in the salt this is a priority.

Councilman Nasisi commented now it is covered; when we had this guys come out to give us a quote he had sheets of plywood to put over the wholes for now.

Employee Handbook- Councilwoman Slater commented Mr. McBriar needs a little more time to get some stuff done; we also want to include health insurance stuff that we are going to be doing with the dental and the vision so that will go in there. Hopefully by the reorg meeting we will have it.

Water/DPW duties/Projects – Councilman Nardini commented water and DPW has been a very busy couple of weeks. We actually didn't do any improvement with the delays; the guys are on top of everything the best they could. We had an issue with one of the pumps on the plow on one of the smaller trucks so we have to bring that in for service. Jim was working on it actively and getting it to work for a short period of time. It was working for the majority of the time because they were barely keeping up. Rob was on top with the generator, we lost power everywhere; Rob and Chris were down there Wednesday morning putting diesel in the generator; that never stopped working. DPW had garage door failure so the motor brook on the doors so that have to get that fixed; the chain saw broke doing some extra clean up.

Police – Mayor Hutnick asked if the new hire started yet. Councilwoman Slater commented he was finishing up the last part of what the process was. Mayor Hutnick commented we have a new officer he will start the academy in January after the Chief is doing all he has to do.

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Surplus Property – Mayor Hutnick commented this is old there is nothing new. Councilman Nardini commented we have a couple of days left for the auction. The one truck had a lot of going back and forth and explained. There was a brief discussion on the surplus property being auctioned.

Subordination of Housing Rehabilitation Loan – Mr. McBriar commented this was done at the last meeting; we can remove this.

Speed Bumps on Passaic Ave and Plant Street – Mayor Hutnick commented we will table this until we figure it out. Ms. Hough asked should I remove this. Mayor Hutnick commented yes until we get the right answers.

NEW BUSINESS

Storm Overview – Mayor Hutnick commented we are one of the few towns that were 100 percent without power for as long as we did. Which is unacceptable due to the fact our DPW guys did the bulk of the clean up to make sure the roads were open so the crews could come in. Mayor Hutnick commented he wanted to give kudos to the DPW for going above and beyond making sure they were out with chain saws, trackers, pulling and moving and doing everything they need to do to keep this town flowing and safe.

Mayor Hutnick commented he had a meeting Sunday it was kind of a quick think which he didn't think was going to happen with Congresswoman Mikie Sherrill and Senator Stephen Oroho. We discussed problems and what we need for the future. We took a quick drive around town so they could look at things to see what was what. Mayor Hutnick commented he has no idea what will come out of it. Mayor Hutnick commented he is looking for money to help us clean up, he is also looking for generators for the fire department and the first aid squad not home generators full building generators. The money is there we just have to figure out how to get it because the Governor didn't declare a state of emergency for us.

Councilwoman Slater asked if our OEM coordinator did anything reported anything. Mayor Hutnick commented he hadn't heard anything; he hadn't declared for OEM to take over. Mayor Hutnick commented he knows he gave out our generators to the medically needed. Surprisingly there were more people in town that need generators than he would have thought. We covered as much as we could; the Police did what they could.

Mayor Hutnick commented the Ogdensburg Fire Department responded to 12 calls during the week during the storm. That was part of the County break down.

Ogdensburg Fire Department as a Shelter – Mayor Hutnick commented everyone around us has a shelter but we don't. Franklin and Sparta does but Ogdensburg has none; he has spoken to the Fire Department and they [agree] to make the fire department an official shelter and get a full natural gas generator there. Mayor Hutnick commented it is ridiculous having Vo Tech as a shelter but you have to travel through the storm to get there. Mayor Hutnick commented he has a meeting tomorrow night with the First Aid Squad to discuss with them making the First Aid Squad a shelter as well that way we will have one on each side of town in case the center gets blocked.

Councilwoman O'Dell commented she spoke to Mr. Astor about the school and he is under the impression there is a hold up if there are no showers that work; but he doesn't know if they work because they don't use them.

Councilman Nasisi commented that comes under the definition of what type of a shelter.

Councilwoman Slater commented to have an actual shelter you have to have running water so you can shower.

Councilman Nasisi asked about having it as a warming station.

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There was a discussion on a shelter and having a warming station.

Councilwoman O'Dell commented it was suggested we get a master list of the sick and the elderly who require medical [needs].

Mayor Hutnick commented the individuals are supposed to report that to the police and fire. So if you are sick and have medical equipment and special needs you are supposed to notify the police department so if something happened [they know].

Councilwoman Slater commented OEM Coordinators are supposed to follow up with them.

Councilwoman O'Dell commented is there something we can do on top of that to ask residents [again].

Mayor Hutnick commented we can put out there as a reminder [something] if you have special needs, medical needs whatever to get on the list.

Councilwoman Slater commented to contact the police department first, let them do the list since they will be first ones to respond anyway. They create the list provide it to Robin then Robin can provide it to the OEM coordinator and the Chief of the Fire Department. The last time there was a storm the fire department went around door to door asking everybody.

There was a discussion on the next flyer and to update this information. Councilwoman Slater commented the residents have to realize if it is an emergency they have to call 911 she doesn't want people thinking the power is out so we are coming to get them if it is an emergency they need to call 911 and they will come to get them or if they have to be evacuated we will do it that way but she doesn't want them to assume the fire department is coming to get them. Mayor Hutnick commented once the emergency generators were given out there was nothing we could have done afterwards for the extra phone calls.

There was a discussion on Elizabethtown Gas and running the gas lines to the first aid squad and other areas of town.

Brush Clean Up Tree Removal – Mayor Hutnick commented with regards to brush and tree removal we are getting a lot of phone calls from residents asking if we are going to pick up the brush. When trees are on your property technically it is not the town's problem however we are looking into something or we will be looking into something that isn't going to happen right away to put together a plan to see what we can do as far as tree services or us. It depends if we have the money. This isn't brush and pick up time this is a mass clean up.

Mayor Hutnick commented he was told that we have a chipper but it is out on a loan. Does anyone know anything about that? The Borough owns a chipper but it is in Lafayette.

Councilwoman Slater commented do we own it or did we borrow it from them; this is a problem we had in the past when we had a shared service agreement but we actually never really had a shared service agreement.

There was a discussion the chipper and equipment that has been shared with Lafayette and turning power back on to houses with wires down from individual houses and if permits are needed.

Plant Street/Passaic Ave Grant scope of work – Councilwoman Slater commented in all of your packets are the applications for the two grants that we received. At the one meeting it was discussed what we are going to do with the money; it is not what we are going to do with the money we can only do what is in the application and what it is approved for. There are no speed bumps being done with this money, no sidewalks being done with this money. If you look at both of the applications you will see that there are different things that have to be checked off

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with what we are applying for and both were check for roadway preservation. Councilwoman Slater referenced the second page there is a scope of work for each of them and that is what the approval of the money is for. Councilwoman Slater read the scope of work for Plant Street that is in the application. That is what the money is going to be used for. Councilwoman Slater commented she did ask Robin cause there is a sheet in there with the engineers estimate she asked Robin to have the engineer to go back through this and see what we can get done with what we got approved for, asked for some clarifications on different items in the estimate and explained.

Mayor Hutnick commented it is not just open money it is specifically for this.

Councilwoman Slater commented she did ask Robin when they fill out these applications before they submit them the Council should be copied on them so we know what options they are checking and what to apply for.

Mayor Hutnick commented that will be changing this year.

There was discussion on the grants and the grant for the storm drains.

Councilwoman Slater asked if Van Cleef is going to apply for the storm drain grant. Councilman Nardini commented right now Steve [from Bruno Associates] has it. Van Cleef is almost done with the map, Chris plotted on the map Van Cleef is finalizing it and then it is going back to Steve to put it through.

Councilwoman Slater commented just have Van Cleef do it.

There was a discussion on the catch basins.

Councilman Nardini commented as far as he know they have the application done and are waiting on the supporting documentation so catch basins is in and done once we get Van Cleef stuff; but I will clarify this tomorrow.

Mayor Hutnick commented in front of you everyone has a packet that says the State of New Jersey 218th Legislation which is a bill Senator Oroho is working on right now. It is vegetation management and explained the legislation to the Council. Mayor Hutnick commented to take this home and look at it.

PUBLIC SESSION

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

Vicki Schroder 60 Center Street, commented she is proud to be from Ogdensburg this week, you guys did an amazing job, DPW, Police Department, Fire Department, everyone on Facebook was saying they wished they lived in Ogdensburg and wished their elected officials kept them as update as we did. Mrs. Schroder thanked everyone for everything that was done.

There being no further business from the public, Councilman Cruz 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 to review payment of voucher and departmental finance reports. Seconded by Councilman Nardini.

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Upon Roll call Vote:

Yeas: Alvarez, Cruz, Nardini, Nasisi, O'Dell, Slater

Nays: None Absent: None Abstain: None

Current

<u>DATE</u>	<u>CHECK #</u>	<u>PAID TO</u>	<u>AMOUNT</u>
12/10/2019	30953	145 Media	240.00
12/10/2019	30954	AGT Battery	82.70
12/10/2019	30955	American Fire Services	5,558.26
12/10/2019	30956	Blue Diamond Disposal, Inc.	17,775.00
12/10/2019	30957	Bruno Associates, Inc.	6,000.00
12/10/2019	30958	Chelbus Cleaning Company, Inc.	225.00
12/10/2019	30959	Fedex	36.08
12/10/2019	30960	Kuiken Brothers	118.06
12/10/2019	30961	Laddey, Clark & Ryan	625.00
12/10/2019	30962	Leppert Group, LLC	361.88
12/10/2019	30963	Michel Marceau	150.03
12/10/2019	30964	Municipal Capital Finance	119.00
12/10/2019	30965	New Jersey Herald	53.40
12/10/2019	30966	Ogdensburg Board of Education	208,562.83
12/10/2019	30967	ReadyRefresh	35.00
12/10/2019	30968	Rutgers, The State University of NJ	831.00
12/10/2019	30969	Smith, Ken	724.14
12/10/2019	30970	Township of Sparta, Police Dept.	14,177.50
12/10/2019	30971	Township of Wantage	3,204.00
12/10/2019	30972	Mr. John	311.80
12/10/2019	30973	Van Cleef Engineering Assoc. LLC	1,062.50
12/10/2019	30974	Varcadipane Jr, William J.	1,423.50
12/10/2019	30975	Verizon Business	108.19
12/10/2019	30976	Verizon Wireless	121.93
12/10/2019	30977	Wallkill Valley Regional H.S.	102,172.00
			=====
			364,078.80

Developers Escrow

<u>DATE</u>	<u>CHECK #</u>	<u>PAID TO</u>	<u>AMOUNT</u>
12/10/2019	2083	Dolan & Dolan Esqs.	698.54
			=====
			698.54

General Capital

<u>DATE</u>	<u>CHECK #</u>	<u>PAID TO</u>	<u>AMOUNT</u>
12/10/2019	1117	Van Cleef Engineering Assoc. LLC	1,354.50
			=====
			1,354.50

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Grant Fund**

<u>DATE</u>	<u>CHECK #</u>	<u>PAID TO</u>	<u>AMOUNT</u>
12/10/2019	30978	Girls on the Run New Jersey North	500.00
12/10/2019	30979	Newton Screen Printing Co. Inc.	3,600.00
			=====
			4,100.00

Water Op

<u>DATE</u>	<u>CHECK #</u>	<u>PAID TO</u>	<u>AMOUNT</u>
12/10/2019	4955	Agra Environmental Services	60.00
12/10/2019	4956	Dave Heiner Assoc., Inc.	1,354.00
12/10/2019	4957	Harper Haines Fluid Control Inc.	2,254.73
12/10/2019	4958	MGL Printing Solutions	523.00
12/10/2019	4959	One Call Concepts, Inc.	8.16
			=====
			4,199.89

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

Meeting adjourned at 8:03p.m.

Robin Hough, Borough Clerk

George P. Hutnick, Mayor