

**REGULAR MEETING MINUTES OF THE MAYOR AND COUNCIL  
OF THE BOROUGH OF OGDENSBURG  
14 HIGHLAND AVE. OGDENSBURG AT 7:00PM  
August 8, 2022**

Mayor Hutnick called the meeting to order at 7:05 PM.

Mayor Hutnick led the Pledge of Allegiance.

**ROLL CALL:** Alvarez, Cowdrick, DeMeo, Nasisi, Mayor Hutnick

Absent: Poyer

Also, in attendance was Robert McBriar, Borough Attorney and Mike Marceau, CFO

**STATEMENT BY MAYOR:** “Notice requirements of P.L. 1975, Open Public Meeting Act, NJSA10:4-6 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 4, 2022.”

Councilman DeMeo moved Councilwoman Cowdrick seconded motion for approval of items on the consent agenda.

**CONSENT AGENDA**

1. Approval of regular meeting minutes from July 25, 2022.
2. Accept for filing Sandyston Township resolution R-51-2022
- 3.

**Upon Roll call Vote:**

Yeas: Alvarez (abstain #1), Cowdrick, DeMeo, Nasisi (abstain #1)

Nays: None Absent: Poyer Abstain None

**ORDINANCE 04-2022**

Councilwoman Cowdrick made a motion to introduce an Ordinance 04-2022 entitled “AN ORDINANCE FIXING THE SALARIES OF THE OFFICES AND EMPLOYEES OF THE BOROUGH OF OGDENSBURG AND REPEALING PRIOR ORDINANCES THEREFORE”.

Seconded by Councilman DeMeo.

**Public hearing will be held August 25, 2022.**

Mr. McBriar commented he made a couple of minor edits to the form you may have seen previously. Those edits were basically to clarify that this is going to be effective based upon publication of this ordinance in accordance with law it will remain in effect until 2022 and each year after this year unless it is further amended or appealed. There was one other minor edit there was one position where we put the minimum wage description there because the stated amount was less than minimum wage which was clerk typist. This ordinance is like other prior [salary range] ordinance you have a minimum and maximum and then by resolution the Mayor and Council can adopt and pass resolutions setting that range.

**Upon Roll call Vote:**

Yeas: Alvarez, Cowdrick, DeMeo, Nasisi

Nays: None Absent: Poyer Abstain None

**OLD BUSINESS**

State Fire Marshal Notice of Violations –

Councilman Nasisi commented the doors are in, his is going to pick them up and bring them to the Borough. Tomorrow he will contact the installation contractor and explained.

Ms. Hough commented we have an extension with the State Fire Marshall until August 10.

Mr. McBriar asked if this was the last item on the list.

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Ms. Hough commented the last two items are the two doors but we will not have installed by August 10<sup>th</sup>.

Mr. McBriar commented he would ask for an extension.

There was a discussion on the amount of time to request the extension for.

Parks and recreation –

Councilwoman Cowdrick commented she has been in touch with Aquatics every week; they are waiting for the oxygen level to go up in the water so they treat otherwise it will kill all the fish. The rain should help or the little bit of rain we have had.

Councilman Nasisi asked if all the air radars are going too.

Councilwoman Cowdrick commented yes.

There was a brief discussion on the number of air radars.

DPW- no update

Mass notification system –

Mayor Hutnick commented he reached out to the company; they sent him all the log in information and training videos he just has to sit down and go over it so he can take over this project for now.

Councilman Demeo asked do you want to send me the training video and he will try and watch it.

Mayor Hutnick commented fine.

Downstairs Bathroom – Councilman Nasisi is trying to get a contractor. The funds for this project are in capital.

Borough owned properties sale – A. Nasisi

Councilman Nasisi commented he would like to get together with somebody that knows more about the procedure, maybe a small team.

Mayor Hutnick commented six from old business and one from new business are on the same topic so let's get through number one on new business since we are ready to go to auction on these and we will have more information moving in this direction.

Glenbrook Fire Hydrant –

Mayor Hutnick commented this isn't critical on the list we are either going to decommission it or move it down the road so it stops getting hit by cars.

Councilman DeMeo asked if we could move it or would we have to hire someone to do it. If we don't have the resources lets cap it an move on.

Mayor Hutnick commented right now it is still functional so we can leave it right there.

DPW/Personnel – Mayor Hutnick commented he and Councilwoman Cowdrick interviewed a candidate Friday night he looks like he is going to be a good fit he lives in town and is very eager to go to work and to work in the town he lives in. Mayor Hutnick commented he would like to move forward with offering him this position it could take us at least two to two and a half weeks to get him on board. The candidate has to give notice, go for a background check and civil service stuff.

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Mayor Hutnick commented if everyone is ok with this he comes in as a laborer the same as the previous laborer we had; we are just refilling that position. The money that is involved is the money we have left from the previous position that was vacated. So that is how we can support it for this year. Then it will get added as a normal budget item for next year.

Mayor Hutnick commented he will be salary, full time; he has his CDL knows how to plow and drive trucks.

Mr. McBriar commented if this is a consensus it would be appropriate to entertain a motion for the Mayor to extend the offer of employment to the individual for the labor 1 position.

Councilman DeMeo made a motion to extend the offer to the labor 1 by the Mayor. Seconded by Councilwoman Cowdrick.

**Upon Roll call Vote:**

Yeas: Alvarez, Cowdrick, DeMeo, Nasisi

Nays: None Absent: Poyer Abstain None

**NEW BUSINESS**

Auction Borough Owned Properties –

Mr. McBriar commented he informed the Mayor and the Clerk that we have completed the in-rem foreclosure process there were seven schedules in the in-rem complaint. We did receive a final judgement in rem which was filed with the Superior Court of New Jersey. We also received a certified of regularity which was issued by State Title and Abstract Company. The next step in this process is for the Borough to consider disposing of these properties; it is his understanding the borough has started to review the acreage amounts, what zones they are located in and whether they conform or don't conform with development standards and zoning ordinance. At this point we should discuss the fate of these properties. They vary in size between 0.3 acres and up to 18 acres. The process is essentially through advertising and notice and complying with those requirements; then conduct an auction. We can conduct the auction itself or we can contract with other entities that are experienced in marketing them and conducting a sale. We can also start to think about what a minimum bid price would be that would entail reviewing the assessment information consulting with our assessor and possibly consulting with an expert appraiser to give an opinion as to what these properties might be valued at and to get a better idea as to what the minimum threshold should be.

Councilman Nasisi commented it might be better to go with an auction house and weigh them out based on the percentage they would take.

Mr. McBriar commented he is familiar and has worked with some of them in the past usually there is no upfront cost but they capture a percentage of the sale price.

Councilman DeMeo commented don't they do that by buyer's premium. The buyer pays; we get the whole premium.

Councilman Nasisi commented it would be good exposure on this.

Mr. McBriar commented Max Span is experienced and have done this and you see their signs up with advertisements. Mr. McBriar commented some other considerations he is aware of is redevelopment plans being discussed and contemplated certain areas of the Borough in terms of were they are located to maximize their future potential and to achieve the greatest benefit for the Borough.

There was a discussion on properties to consider for redevelopment, undersized lots, lot adjacent to the paper road we shouldn't sell, paper road is an undeveloped road not a lot and block, don't know the answer if the paper road has been vacated, properties on Richardville are buildable, discussion on block 4 lot 1 being subdivided or not, adding additional properties to auction other

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than the in rem foreclosure properties, benefits of having a redevelopment plan, adjacent properties owners of Borough owned properties and properties can be developed on wetlands.

Ms. Hough asked when the person in charge of the Auction calls her what do you want her to say.

Mayor Hutnick commented find out the policies and procedures.

Mr. Marceau commented tell them we are working on the list of properties and we will be in touch with them.

Councilman DeMeo asked if we had to go out for bid for an auction company.

Mr. McBriar commented no, they do it under professional services.

Councilman DeMeo asked if we could get a sample contract from them.

Ms. Hough commented she did.

Municipal Vacancy – Mayor Hutnick commented we have a vacancy at the moment. We are going to leave that open, there have been no names given to the Council.

Ms. Hough explained the process. Councilman DeMeo explained the process.

Mike Nardini seat will remain vacant until the General Election in November.

Selling of vehicles (2) First Aid Squad and (1) Fire Department – Mayor Hutnick explained the fire department original vehicle that is parked at the First Aid Squad is up for auction; however, one of the ambulances will be donated or transferred to the Fire Department as their rescue vehicle.

Mayor Hutnick explained one vehicle will go to the fire department the other two will go to auction.

Mr. McBriar explained CSC/TKR LLC. formally know as Service Electric has applied to extend its franchise. There are some procedural things we need to accomplish with respect to that namely adopt an ordinance and also posting notices in the newspaper for public hearing. Mr. McBriar commented he is asking for your permission to work with Robin to get a notice in the paper hopefully by Friday so we can get the ball rolling on this. Mr. McBriar asked if there were any questions. Once we get the notice in he will get back to you with the form of an Ordinance.

**PUBLIC SESSION**

Councilman DeMeo moved, Councilwoman Cowdrick seconded motion to open the public session of the meeting. All were in favor.

There was no one in the public.

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

Mr. McBriar reminded the Mayor and Council we have a solid waste contract that is going to expire this year. We will need to provide bid specs and advertise them for a 60-day period. You want to just be mindful of that. The contract we are currently in calls for solid waste to be picked up once per week, recycling biweekly and bulk once per month. If anyone has anything

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they want to think about or any changes let him know we will incorporate that into the bid specs. Mr. McBriar commented he will work with Mike and Robin on this.

Mayor Hutnick commented Councilman DeMeo can work on this too.

Mr. McBriar commented he will revise it based on the services currently provided but we will propose maybe a three, four- and five-year option for terms with possibly an option for renewal.

Mayor Hutnick asked bulk pick up is one single item is there a way to figure something [out for additional bulk items].

There was a brief discussion on garbage pickup.

**EXECUTIVE SESSION**

There was no executive session.

**PAYMENT OF VOUCHERS**

Councilman Nasisi made a motion to review payment of vouchers and department reports. Seconded by Councilman DeMeo.

**Upon Roll call Vote:**

Yeas: Alvarez, Cowdrick, DeMeo, Nasisi

Nays: None Absent: Poyer Abstain None

<b>CURRENT</b>			
<b>DATE</b>	<b>CHECK #</b>	<b>PAID TO</b>	<b>AMOUNT</b>
8/8/2022	2	32890 Action Data Services, Inc.	834.83
8/8/2022	2	32891 Allied Oil	1,980.20
8/8/2022	2	32892 Atlantic Communications	1,697.10
8/8/2022	2	32893 Atlantic Tomorrows Office	334.18
8/8/2022	2	32894 Blue Diamond Disposal, Inc.	17,775.00
8/8/2022	2	32895 CenturyLink	983.63
8/8/2022	2	32896 CenturyLink	858.86
8/8/2022	2	32897 Fred Yarosz Janitorial Services LLC	570
8/8/2022	2	32898 Horizon BC/BS of NJ	549.8
8/8/2022	2	32899 JCP&L	1,643.14
8/8/2022	2	32900 Lumen Technologies Group	251.26
8/8/2022	2	32901 Michel Marceau	15.98
8/8/2022	2	32902 Noah's Ark Prot-a-Jon	425

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8/8/2022	2	32903	Ogdensburg Board of Education	220,164.00
8/8/2022	2	32904	Pubworks	3,450.00
8/8/2022	2	32905	Sonia Barria	70
8/8/2022	2	32906	Staples Business Advantage	91.56
8/8/2022	2	32907	State Toxicology Laboratory	90
8/8/2022	2	32908	TRI STATE PAPER & CLEANING SUPPLIES	107.85
8/8/2022	2	32909	Wallkill Valley Regional H.S.	86,607.83
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				338,500.22
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				338,500.22

**WATER OP**

DATE	CHECK #	PAID TO	AMOUNT
8/8/2022	2	5221 Agra Environmental Services	69
8/8/2022	2	5222 One Call Concepts, Inc.	52.91
8/8/2022	2	5223 Reliable Restoration Logistics	1,600.00
8/8/2022	2	5224 Staples Business Advantage	18.26
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			1,740.17
			=====
			=
			1,740.17

**GENERAL CAPITAL**

DATE	CHECK #	PAID TO	AMOUNT
8/8/2022	2	1163 Kuiken Brothers	380.29
8/8/2022	2	1164 Witmer Public Safety Group, Inc.	9,035.00
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			9,415.29

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

Meeting adjourned at 8:04p.m.

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Robin Hough, Borough Clerk

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George P. Hutnick, Mayor