

**MINUTES - TOWN COUNCIL WORKSHOP MEETING
TOWN OF BELVIDERE
WARREN COUNTY, NEW JERSEY
691 Water Street
DECEMBER 11, 2023**

Mayor Miers opened the workshop meeting of the Belvidere Town Council with the Pledge of Allegiance and the following notice was read in compliance with the Open Public Meetings Act: In accordance with Chapter 231 of the Public Laws of 1975, notice of this meeting was given by way of notice filed with the Express Times NJ Zone and/or the Express-Times or Newark Star Ledger, filed in the Municipal Clerk's Office, posted in Belvidere Town Hall, 691 Water Street, Belvidere NJ and posted on the municipal website belviderenj.net.

Roll Call:

Present - Mayor Miers, Councilwoman Koop, Councilman Matlock, Councilman Mitchell, Councilwoman Napolitani, Councilman Roth, Councilman Zmigrodski
Absent - None

Council thanked Laurel Napolitani and Sharon Cooper for their years of service to the Town of Belvidere with a presentation of flowers.

Adoption of Minutes:

A **motion** was made by Councilman Roth, seconded by Councilwoman Koop with Councilman Zmigrodski abstaining and all others voting "yes" to adopt the November 27,, 2023 regular meeting minutes of the Belvidere Town Council.

Public Comment:

There was no public comment at this time.

Matters to be Addressed:

Mayor Miers initiated a discussion regarding the 2024 contract with Bruno for grant writing services. Council agreed to not contract with Bruno for 2024.

Resolutions:

A **motion** was made by Councilman Roth, seconded by Councilwoman Koop and carried to adopt Resolution No. R2023x95.

RESOLUTION NO. R2023x95

TOWN OF BELVIDERE

WARREN COUNTY, NEW JERSEY

**A RESOLUTION FOR RENEWAL OF MEMBERSHIP IN THE PUBLIC ALLIANCE
INSURANCE COVERAGE FUND**

WHEREAS, the Town of Belvidere, hereafter referred to as "Public Entity" is a member of the Public Alliance Insurance Coverage Fund, hereinafter referred to as "Fund"; and

WHEREAS, said renewal membership terminates as of January 1, 2023 at 12:01 a.m. eastern standard time, unless earlier renewed by agreement between the Public Entity and the Fund; and

WHEREAS, the Public Entity is afforded the following types of coverages:

- Workers' Compensation
- Package (property, boiler & Machinery, crime, auto & general liability, including Police Professional)
- Public Officials Liability
- Excess Liability
- Auto & General Liability (including Police Professional)
- Public Officials Liability
- Environmental Impairment Liability

WHEREAS, the Public Entity desires to renew said membership.

NOW, THEREFORE, BE IT RESOLVED as follows:

- 1. The Public Entity agrees to renew its membership in the Fund for a period of three years beginning January 1, 2024 and ending January 1, 2027 at 12:01 a.m. eastern standard time, and to be subject to the coverages, operating procedures, bylaws, and other organizational and operational documents of the Fund presently existing or as from time to time amended by the Fund and/or the Department of Banking and Insurance.
- 2. The Public Entity agrees that as a member of the Public Alliance Insurance Coverage Fund the Public Entity must purchase all types of coverages offered by the Fund which are applicable to the Public Entity.
- 3. The Public Entity hereby appoints Teresa A. Yeisley as the Public Entity’s Alternate Fund Commissioner and is authorized to execute the renewal Indemnity and Trust Agreement thereby evidencing annexed hereto and made a part hereof and to deliver same to the Fund the Public Entity’s renewal of its membership.

A **motion** was made by Councilman Zmigrodski, seconded by Councilwoman Koop and carried to adopt Resolution No. R2023x96.

RESOLUTION NO. R2023x96
TOWN OF BELVIDERE
WARREN COUNTY, NEW JERSEY
A RESOLUTION TO DESIGNATE A RISK MANAGEMENT CONSULTANT

WHEREAS, the Town of Belvidere has resolved to join the Public Alliance Insurance Coverage Fund (“PAIC”) following a detailed analysis; and

WHEREAS, the Bylaws of PAIC require that each entity designate a Risk Management Consultant to perform various professional services as detailed in the Bylaws and Risk Management Plan; and

WHEREAS, the Bylaws indicate that PAIC shall pay each Risk Management Consultant a fee to be established annually by the Executive Committee;

NOW, THEREFORE, BE IT RESOLVED that the Town of Belvidere hereby appoints **Public Entity Advocates** as its Risk Management Consultant in accordance with the Fund’s Bylaws.

A **motion** was made by Councilwoman Koop, seconded by Councilwoman Napolitani and carried to adopt Resolution No. R2023x97.

RESOLUTION NO. R2023x97
TOWN OF BELVIDERE
WARREN COUNTY, NEW JERSEY
A RESOLUTION TO TRANSFER FUNDS

BE IT RESOLVED by the Town Council of the Town of Belvidere that there are insufficient funds to meet the demands necessary for the 2023 balances in the Current Fund Budget; and WHEREAS the following accounts listed as “From” have sufficient excess funds to meet such demands;
BE IT RESOLVED that in accordance with the provisions of R.S. 40A:4-58 the Chief Financial Officer is hereby authorized to make the following transfers:

Current Fund

FROM:	Streets and Roads O/E	12,288.90
	Streets and Road S/W	<u>10,000.00</u>
		\$22,288.90
TO:	Mayor and Council O/E	916.70

Zoning S/W	2,966.76
General Insurance	2,623.00
Fire Hydrant Expense	4,349.20
Police O/E	10,000.00
Uniform Construction Code S/W	<u>2,600.00</u>
	\$22,288.90

2022 Appropriation Reserves

FROM:	Municipal Court O/E	<u>26,070.21</u>
		\$26,070.21
TO:	Mayor and Council S/W	4.36
	Administration O/E	2,966.76
	Telephone	591.42
	Administration S/W	3,838.88
	Legal	475.00
	Planning Board O/E	76.68
	General Insurance	6,471.97
	Fire Hydrant Expense	1,896.79
	Engineering	8,741.77
	Electricity	947.58
	Uniform Construction	<u>59.00</u>
		\$26,070.21

Date: December 11, 2023
Teresa A. Yeisley, RMC/CPM

Ordinances:
No ordinances were addressed at this time.

Appointments:
A motion was made by Councilman Zmigrodski, seconded by Councilman Matlock and carried to approve the following appointments to the Belvidere Planning Board:
Kathy Schettini (Class 4) term to expire 12/31/2026
Laurel Napolitani (Alternate #1) term to expire 12/31/2024

Authorization to Pay Purchase Orders:
A motion was made by Councilwoman Koop, seconded by Councilman Roth and carried authorizing the payment of the purchase orders, as submitted, in the amount of \$377,936.55.

Mayor Miers advised that the reorganization meeting of the Belvidere Town Council will be held on January 1, 2024 at 10:00 AM.

Public Comment:
Rheva Smickel - thank you to Laurel Napolitani for her years of service to the community and proud to say “that’s my Councilwoman”.
Nancy Mason - redevelopment agreement with BUR and PILOT program? Kevin Benbrook - everything that was in the original redevelopment agreement remained but the new agreement was expanded to include a commercial option. The developer must comply with all current standards.
Mary Perkins - Resolution No. R2022x64 regarding cannabis cultivation.
Rheva Smickle - Scout Home progress? Construction has begun and we are shooting for the first quarter of the New Year for completion.
Lauren Atkins - if approved by Planning Board, will the warehouse come back to Council for approval? Kevin Benbrook - no, Council will work with the Redevelopment Plan and negotiate

the PILOT.

Laura Kennedy - PILOT. Kevin Benbrook - in addition to PILOT Town will receive community impact fees, affordable housing fees and roll back taxes. The PILOT is a useful tool for the Town allowing flexibility with additional revenue.

Mary Perkins - tax abatements of warehouse? No tax abatements.

Nancy Mason - Town liability as the redevelopment entity? Kevin Benbrook - no protection in the agreement but developer must adhere to the Tier A Stormwater Management standards.

Rheva Smickle - everything has a silver lining

Linda Stettler - redevelopment plan/PILOT not in favor because school and County get cut out of the tax payments. Additional trucks on Market Street. Barrier should be installed at the warehouse exit to keep trucks from turning left.

Executive Session:

A motion by Councilman Zmigrodski, seconded by Councilwoman Koop and carried to adopt Resolution No. R2023x98.

RESOLUTION NO. R2023x98

TOWN OF BELVIDERE

WARREN COUNTY, STATE OF NEW JERSEY

A RESOLUTION FOR AN EXECUTIVE SESSION

WHEREAS, Section 8 of the Open Public Meetings act, Chapter 231,P.L. 1975, permits the exclusion of the public from a meeting in certain circumstances; and

WHEREAS, this public body is of the opinion that such circumstances presently exist,

NOW THEREFORE BE IT RESOLVED, by the Town Council of the Town of Belvidere, County of Warren and State of New Jersey, as follows:

1. The public shall be excluded from discussion of and action upon the hereinafter specified subject matter; and
2. The general nature of the subject matter to be discussed is:
Subject: Personnel
3. It is anticipated at this time that the above stated subject matter will be made public:
When Resolved.

Date: December 11, 2023

Teresa A. Yeisley, R.M.C./C.P.M.

Municipal Clerk/Administrator

A motion was made by Councilman Zmirodski, seconded by Councilman Matlock and carried to return to regular session.

Kevin Benbrook advised that Council discussed the Samia tax appeal but will take no action on this matter. Also Council discussed the Municipal Prosecutor position.

A motion was made by Councilwoman Napolitani, seconded by Councilman Roth and carried to send a letter to John Calecca thanking him for his service as Municipal Prosecutor.

A motion was made by Councilwoman Napolitani to adjourn the meeting of the Belvidere Town Council at 8:04 PM.

Teresa A. Yeisley, RMC/CPM

Municipal Clerk/Administrator