

**MINUTES - TOWN COUNCIL REORGANIZATION MEETING
TOWN OF BELVIDERE
WARREN COUNTY, NEW JERSEY
691 Water Street
JANUARY 1, 2024**

William Joseph, Town Crier

Teresa Yeisley opened the reorganization 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 and posted in the Belvidere Town Hall, 691 Water Street, Belvidere NJ and on the municipal website, belviderenj.net.

William Joseph, Town Crier called forth those to be sworn into office.

Oath of Office:

Teresa Yeisley administered the following Oaths of Office:

Kathleen Miers, Mayor

Tammy Koop, Councilwoman

Senator Douglas Steinhardt administered the following Oath of Office:

Christopher Allen, Councilman

Roll Call:

Present - Mayor Miers, Councilman Allen, Councilwoman Koop, Councilman Matlock, Councilman Mitchell, Councilman Roth, Councilman Zmigrodski

Absent - None

Adoption of Orders of the Day:

A motion was made by Councilman Allen, seconded by Councilman Mitchell and carried to adopt Robert's Rules of Order as the Council's Orders of the Day.

Election of Council President:

A motion nominating Joseph Roth to serve as Council President was made by Councilwoman Koop and seconded by Councilman Zmigrodski. No other nominations were made.

Roll call:

Ayes - Councilwoman Koop, Councilman Allen, Councilman Matlock, Councilman Mitchell, Councilman Zmigrodski, Mayor Miers

Nays - None

Abstentions - Councilman Roth

Recusal - None

Absent - None

Mayor's Comments:

Honored to be elected as Mayor of the Town of Belvidere. Looking forward to working with the staff, professionals and all the boards, committees, commissions and volunteer organization to make 2024 a successful year.

Appointments:

A motion was made by Councilman Roth, seconded by Councilwoman Koop and carried confirming the following appointments:

Professionals:

Municipal Attorney (one year term). - **Kevin Benbrook**

Registered Municipal Accountant (one year term) - **Nisivoccia & Co.**

Bond Counsel (one year term) - **John Draikiwicz**

Public Defender (one year term) - **Scott Wilhelm**

Sewer Utility Clerk (one year term) - **Rebecca Schneck**

Municipal Prosecutor (one year term) - **Steven Siegel**

A motion was made by Councilwoman Koop, seconded by Councilman Matlock and carried confirming the following appointments:

Police Department:

Special Police Officers (one year term) - **Craig Metz, Tracy Marsh, John Mahieu**

Crossing Guards (one year term) - **Nancy Dietz, Helena Vasili, James Patrick, Lester Hoffman, Cori Stout (substitute)**

Mayor Miers appointed Councilman Roth as liaison to NPP.

A motion was made by Councilman Allen, seconded by Councilman Mitchell and carried confirming the following appointments:

Sewer Appeals Committee:

Chairperson (one year term) - **Tammy Koop**

Member (one year term) - **Glen Matlock**

A motion was made by Councilman Zmigrodski, seconded by Councilman Allen and carried to confirm the following appointments:

Environmental Commission:

Member term expires 2026 - **Patricia Butler**

Member term expires 2026 - **Andreas Eisenberger**

Member term expires 2026 - **Lauren Walters**

Member term expires 2026 - **Eileen D'Angelo**

Member (Alternate #1) term expires 2024 - **Carolyn Cerbone**

A motion was made by Councilwoman Koop, seconded by Councilman Matlock and carried to confirm the following appointment:

Shade Tree Commission

Member term expires 2028 - **Mike Bullis**

A motion was made by Councilman Roth, seconded by Councilman Mitchell and carried confirming the following appointments:

Council Member Committees

Police - **Adam Zmigrodski, Chairperson and Joseph Roth, Vice Chairperson**

Finance - **Tammy Koop, Chairperson and Glen Matlock, Vice Chairperson**

Department of Public Works - **Glen Matlock, Chairperson and Tammy Koop, Vice Chairperson**

Recreation and Education - **Joseph Roth, Chairperson and Adam Zmigrodski, Vice Chairperson**

Historic, Land Use and Environmental - **Christopher Allen, Chairperson and Donald Mitchell, Vice Chairperson**

Fire, Rescue and Public Utilities - **Donald Mitchell, Chairperson and Christopher Allen, Vice Chairperson**

Resolutions:

A motion was made by Councilwoman Koop, seconded by Councilman Roth and carried to adopt Resolutions R2024x01 through R2024x07.

RESOLUTION NO. R2024x01

TOWN OF BELVIDERE

WARREN COUNTY, NEW JERSEY

A RESOLUTION DESIGNATING THE OFFICIAL NEWSPAPER AND THE 2024 MEETING SCHEDULES AS REQUIRED BY THE OPEN PUBLIC MEETINGS ACT

WHEREAS, Section 3D of the Open Public Meetings Act, Chapter 231. P.L. 1975 requires that certain notices of meetings be submitted to one (1) newspaper, which shall be the Express Times NJ Zone, the official newspaper, with the Express Times and the Newark Star Ledger as the secondary official newspapers; and

WHEREAS Section 13 of the Open Public Meetings Act, Chapter 231, P.L. 1975, requires that at least once a year, not later than January 10th of such year, this public body shall post and mail to

newspapers designated by said body, a schedule of the location, time and date of such work sessions and regular meetings of said body during the succeeding year;
NOW, THEREFORE, BE IT RESOLVED by the Town Council of the Town of Belvidere, County of Warren and State of New Jersey, as follows:

When available, you can also join the Town Council meeting by Zoom VIDEO when available.
To join the meeting AUTOMATICALLY via VIDEO through this link:
<https://us02web.zoom.us/j/5856542415>
To join the meeting MANUALLY via VIDEO enter this meeting ID: 585 654 2415
How to UNMUTE yourself on video:
Windows: Press the Alt + A keyboard keys
Mac: Press the Shift + Command + A keyboard keys
How to Raise your Hand on VIDEO:
Windows: Press the Alt + Y keyboard keys to raise or lower your hand.
Mac: Press the Option + Y keyboard keys to raise and lower your hand.

Please be advised that upon entering the meeting you will be muted and will be in "listen only" mode. When the meeting is open for public comment, you may raise your hand by pressing *9 (for phone users) and you will be recognized by the host. At that time you will be heard by the Council.

If you would rather not use this technology, you may email your questions or comments in advance of the meeting to Teresa Yeisley, Municipal Clerk at clerk@belvidere-nj.org. Please send your email by 11:00 AM the day of the meeting and include your name and address and your questions or comments will be addressed.

You can also join the Town Council Zoom meeting through **Audio Conference Only** by dialing one of the toll free numbers below and when prompted, enter the meeting ID 585 654 2415.

888-788-0099 877-853-5247

Please be advised that upon entering the meeting you will be muted and will be in "listen only" mode. When the meeting is open for questions or comments, you may raise your hand by pressing *9 and you will be recognized by the host. At that time you will be able to be heard by the Council.

If you would rather not use this technology, you may email your questions or comments by 12:00 PM the day of the meeting to Teresa Yeisley, Municipal Clerk at clerk@belvidere-nj.org and your questions or comments will be addressed. Please include your name and address in the email.

TOWN OF BELVIDERE
MEETINGS OPEN TO THE PUBLIC
Year 2024

TOWN COUNCIL

The Belvidere Town Council will meet on the second and fourth Mondays of each month at 7:00 PM at Belvidere Town Hall, 691 Water St., Belvidere NJ. Any additional meetings, meeting date changes or meeting cancellations deemed necessary by the Belvidere Town Council will be noticed accordingly. The public is invited to attend all meetings. Action may be taken.

ENVIRONMENTAL COMMISSION

Fourth Thursday of each month at 7:00 P.M. in the Belvidere Town Hall, 691 Water Street, Belvidere, N.J.

HISTORICAL PRESERVATION COMMISSION

Second Thursday of each month at 7:00 P.M. in the Belvidere Town Hall, 691 Water Street, Belvidere, NJ.

PLANNING BOARD

First Tuesday of each month at 7:00 p.m. when there is business before the board, in the Belvidere Town Hall, 691 Water Street, Belvidere, NJ.

SHADE TREE COMMISSION

Fourth Thursday of each month at 7:00 p.m. in the Belvidere Town Hall, 691 Water Street, Belvidere, NJ.

NEIGHBORHOOD WATCH COMMITTEE

Third Tuesday of each month at 7:00 P.M. at Belvidere Town Hall, 691 Water Street, Belvidere, N.J.

All meetings will be held as indicated, unless otherwise noticed.

RESOLUTION NO. R2024x02

TOWN OF BELVIDERE

WARREN COUNTY, NEW JERSEY

**A RESOLUTION TO INSTITUTE A FEE FOR DUPLICATE
TAX SALE CERTIFICATE**

WHEREAS, P.L. 1990.c90 was amended and signed into law that allows municipalities to issue duplicate tax sale certificates at a fee not to exceed \$100.00

THEREFORE, BE IT RESOLVED by the Mayor and Town Council of the Town of Belvidere on this 1st day of January 2024 that a fee of \$100.00 be instituted for the issuance of a duplicate tax sale certificate.

Dated: January 1, 2024

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

Municipal Clerk/Administrator

RESOLUTION NO. R2024x03

TOWN OF BELVIDERE

WARREN COUNTY, NEW JERSEY

**A RESOLUTION TO AUTHORIZE THE TAX COLLECTOR
TO CANCEL BALANCES UNDER \$10.00 IN 2024**

WHEREAS, the Tax Collector has overpayments and underpayments of taxes for 2024 in the amount of \$10.00, and that they be canceled; and

NOW, THEREFORE, BE IT RESOLVED by the mayor and Town Council of the Town of Belvidere that all overpayments of \$10.00 and under be cancelled to surplus, and balances of \$10.00 and under be cancelled.

Dated: January 1, 2024

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

Municipal Clerk/Administrator

RESOLUTION NO. R2024x04

TOWN OF BELVIDERE

WARREN COUNTY, STATE OF NEW JERSEY

**A RESOLUTION ESTABLISHING 2024 RATE OF INTEREST
FOR NON-PAYMENT OF TAXES AND ASSESSMENTS**

BE IT RESOLVED that the rate of interest to be charged for the nonpayment of taxes and assessments shall be 8% per annum on the first \$1,500.00 due and 18% per annum on any amount over \$1,500.00; however, no interest shall be charged if payment of any installment is made within ten (10) days after the date upon which the same becomes payable.

ALSO BE IT RESOLVED that a penalty of 6% shall be charged to the taxpayer with a delinquency in excess of \$10,000.00 who fails to pay that delinquency prior to the end of the calendar year.

Dated: January 1, 2024

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

Municipal Clerk/Administrator

**RESOLUTION NO. R2024x05
TOWN OF BELVIDERE
WARREN COUNTY, NEW JERSEY
RESOLUTION DESIGNATING DEPOSITORIES**

BE IT RESOLVED by The Town of Belvidere on January 1, 2024 that the following banks be and are hereby designated as depositories for the above mentioned Town of Belvidere's public monies as herein set forth:

New Jersey Cash Management Fund
TD Bank North
PNC Bank
Valley National Bank
Bank of America

BE IT FURTHER RESOLVED by the Mayor and Town Council of the Town of Belvidere that the Chief Financial Officer of the Town of Belvidere is hereby authorized and directed to deposit the public monies of the Town of Belvidere in such institutions.

Dated: January 1, 2024
Teresa A. Yeisley, R.M.C./C.P.M.
Municipal Clerk/Administrator

**RESOLUTION NO. R2024x06
TOWN OF BELVIDERE
WARREN COUNTY, NEW JERSEY
A RESOLUTION TO AUTHORIZE THE SEWER UTILITY CLERK
TO CANCEL BALANCES UNDER \$5.00 IN 2024**

WHEREAS, the Sewer Utility Clerk has overpayments and underpayments of sewer charges for 2024 in the amount of \$5.00, and that they be canceled; and

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Town Council of the Town of Belvidere that all overpayments of \$5.00 and under be canceled to surplus, and balances of \$5.00 and under be canceled.

Dated: January 1, 2024
Teresa A. Yeisley, RMC./CPM
Municipal Clerk/Administrator

**RESOLUTION NO. R2024x07
TOWN OF BELVIDERE
WARREN COUNTY, NEW JERSEY
A RESOLUTION FOR TEMPORARY APPROPRIATIONS - 2024**

WHEREAS, Title 40A:4-19 known as the Local Budget Law provides that where any contracts, commitments or payments are to be made prior to the final adoption of the 2024 budget, temporary appropriations be made for the purpose and amounts required in the manner and time therein provided, and;

WHEREAS, the total appropriations in the 2023 budget, less appropriations made for Capital Improvement Fund, Debt Service and Deferred Charges are as follows:

General Fund:	\$3,611,264.67	
Sewer Utility Fund:	\$661,000.00	
Pool Utility Fund:	\$153,700.00	and;

WHEREAS, 26.25% of the total appropriations in the 2023 budget less the appropriations made for

Capital Improvement Fund, Debt Service and Deferred Charges are as follows:

General Fund:	\$947,956.98
Sewer Utility Fund:	\$173,512.50
Pool Utility Fund:	\$40,346.25

NOW, THEREFORE, BE IT RESOLVED by the Belvidere Town Council that the temporary appropriations be made in the amount of \$947,956.98 for the General Fund, \$173,512.50 for the Sewer Utility Fund and \$40,346.25 for the Pool Utility Fund and that a certified copy of this resolution be transmitted to the Chief Financial Officer for record keeping.

Public Comment:

William Joseph proud to be living in the beautiful Town of Belvidere.

A **motion** was made by Councilman Zmigrodski to adjourn the reorganization meeting of the Belvidere Town Council at 10:15 AM.

William Joseph, Town Crier

Teresa A. Yeisley, RMC/CPM
Municipal Clerk/Administrator