

**MINUTES - TOWN COUNCIL REORGANIZATION MEETING
TOWN OF BELVIDERE
WARREN COUNTY, NEW JERSEY
JANUARY 1, 2020**

Teresa Yeisley called the reorganization meeting of the Belvidere Town Council to order at 10:00 AM.

Town Crier, William Joseph called on those to be sworn to come forward in this annual democratic process.

Teresa Yeisley read the following notice 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 Star Gazette and/or the Express-Times, filed in the Municipal Clerk's Office and posted in Belvidere Town Hall, 691 Water Street, Belvidere NJ.

Teresa Yeisley read a letter from Charles Makatura wherein he resigned his seat on the Belvidere Town Council. Mrs. Yeisley advised that the letter would be forwarded to the Chairperson of the Belvidere Republican Committee for their action.

Teresa Yeisley asked all to rise and join in the Pledge of Allegiance.

Reverend Pamela Szurek offered a prayer for the coming year.

Oath of Office:

Teresa Yeisley administered the Oath of Office to Joseph Kennedy and Donald Mitchell.

Roll Call:

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

Adoption of Orders of the Day:

A motion was made by Councilman Roth, seconded by Councilwoman Miers and carried to adopt Robert's Rules of Order as the Orders of the Day.

A motion was made by Councilman Zmigrodski, seconded by Councilman Roth and carried to approve the following Council meeting dates for 2020: January 13, January 27, February 10, February 24, March 9, March 23, April 13, April 27, May 11, May 26, June 15, July 13, August 10, September 14, October 12, October 26, November 9, November 23, December 21. Any other meetings deemed necessary by the Belvidere Town Council will be advertised accordingly.

Election of Council President:

A motion was made by Councilwoman Miers and seconded by Councilman Zmigrodski nominating Councilwoman Napolitani as Council President for 2020. There were no other nominations.

Roll call:

Ayes - Councilman Mitchell, Councilwoman Miers, Councilwoman Napolitani, Councilman Roth, Councilman Zmigrodski, Mayor Kennedy

Nays - None

Abstentions - None

Recusal - None

Absent - None

Mayor Kennedy - thanked everyone for attending the reorganization meeting. Looking forward to the coming year and to working with Councilman Mitchell. Regrets losing Charlie Makatura and thanks to Walt Tutka for his contributions.

Appointments:

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**
Chief Financial Officer (four year term) - **Christine Rolef**
Sewer Utility Clerk (one year term) - **Rebecca Schneck**

A motion was made by Councilwoman Miers, seconded by Councilman Roth and carried to approve the aforementioned appointments.

Police Department:

Special Police Officers (one year term) - **Craig Metz, Matthew Cooper, Tracy Marsh**
Crossing Guards (one year term) - **Nancy Dietz, Paulina Haggerty, Helena Vasili, James Patrick, Lester Hoffman, Amanda Vasili (substitute)**
Animal Control Officer (one year term) - **Robert Lagonera**

A motion was made by Councilwoman Napolitani, seconded by Councilman Zmigrodski and carried to approve the aforementioned appointments.

Planning Board:

Mayor Kennedy made the following appointments to the Belvidere Planning Board:

Class 4 member term expires 12/31/2022 - **David Dech**
Class 4 member term expires 12/31/2022 - **Patricia MacCallum**
Class 4 member term expires 12/31/2022 - **Claudia Howard**
Class 4 member term expires 12/31/2022 - **Lawrence Gregan**
Class 2 member term expires 12/31/2022 - **Andreas Eisenberger**

Sewer Appeals Committee:

Chairperson (one year term) - **Adam Zmigrodski**
Member (one year term) - **Laurel Napolitani**

A motion was made by Councilwoman Miers, seconded by Councilman Roth and carried to approve the aforementioned appointments.

Shared Court Committee:

Mayor Kennedy made the following appointment to the Shared Court Committee:
Member (one year term) - **Laurel Napolitani**

Council Member Committees

Police - **Laurel Napolitani, Chairperson**
Finance - **Kathleen Miers, Chairperson and Adam Zmigrodski, Vice Chairperson**
Department of Public Works - **Adam Zmigrodski, Chairperson and Kathleen Miers, Vice Chairperson**
Recreation and Education - **Donald Mitchell, Chairperson and Joseph Roth, Vice Chairperson**
Historic, Land Use and Environmental - **Laurel Napolitani, Vice Chairperson**
Fire, Rescue and Public Utilities - **Joseph Roth, Chairperson and Donald Mitchell, Vice Chairperson**

A motion was made by Councilman Zmigrodski, seconded by Councilwoman Miers and carried to approve the aforementioned appointments.

Resolutions:

A motion was made by Councilwoman Miers, seconded by Councilman Zmigrodski and carried to adopt Resolutions R2020x01 through R2020x08.

RESOLUTION NO. R2020x01

TOWN OF BELVIDERE

WARREN COUNTY, NEW JERSEY

A RESOLUTION DESIGNATING THE OFFICIAL

NEWSPAPER AND THE 2020 MEETINGS SCHEDULE

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 STAR GAZETTE, the official newspaper, with the EXPRESS TIMES as the secondary official newspaper; and

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

A copy of the above Resolution shall be mailed to The STAR GAZETTE by Certified Mail, return receipt requested, and the Municipal Clerk shall post copies of same in the Office of the Municipal Clerk and Town Hall, 691 Water Street, Belvidere NJ, announcing when and where such meetings shall be held.

A copy shall be kept on file at all times during the year of 2020, in the Office of the Municipal Clerk.

I hereby certify the above to be a true copy of a Resolution passed by the governing body of the Town of Belvidere.

**TOWN OF BELVIDERE
MEETINGS OPEN TO THE PUBLIC
Year 2020**

TOWN COUNCIL

The Belvidere Town Council will meet on the following dates in 2020 at 7:00 p.m. at Belvidere Town Hall, 691 Water Street, Belvidere, NJ: January 13, January 27, February 10, February 24, March 9, March 23, April 13, April 27, May 11, May 26, June 15, July 13, August 10, September 14, October 12, October 26, November 9, November 23, December 21. Any other meetings deemed necessary by the Belvidere Town Council will be advertised accordingly.

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.

MUNICIPAL COURT

The first and third Thursdays of each month at 1:30 p.m. at 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.

POOL COMMISSION

The last Tuesday of each month at 7:00 PM at Belvidere Town Hall, 691 Water Street, Belvidere.

SHADE TREE COMMISSION

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

NEIGHBORHOOD WATCH COMMITTEE

First and 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 advertised.

Date: January 1, 2020

Teresa A. Yeisley, RMC/CPM

Municipal Clerk/Administrator

**RESOLUTION NO. R2020x02
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 2020 that a fee of \$100.00 be instituted for the issuance of a duplicate tax sale certificate.

Dated: January 1, 2020
Teresa A. Yeisley, R.M.C./C.P.M.
Municipal Clerk/Administrator

**RESOLUTION NO. R2020x03
TOWN OF BELVIDERE
WARREN COUNTY, NEW JERSEY
A RESOLUTION TO AUTHORIZE THE TAX COLLECTOR
TO CANCEL BALANCES UNDER \$10.00 IN 2020**

WHEREAS, the Tax Collector has overpayments and underpayments of taxes for 2020 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, 2020
Teresa A. Yeisley, R.M.C./C.P.M.
Municipal Clerk/Administrator

**RESOLUTION NO. R2020x04
TOWN OF BELVIDERE
WARREN COUNTY, STATE OF NEW JERSEY
A RESOLUTION ESTABLISHING 2020 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, 2020
Teresa A. Yeisley, R.M.C./C.P.M.
Municipal Clerk/Administrator

**RESOLUTION NO. R2020x05
TOWN OF BELVIDERE
WARREN COUNTY, NEW JERSEY
RESOLUTION DESIGNATING DEPOSITORIES**

BE IT RESOLVED by The Town of Belvidere on January 1, 2020 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, 2020
Teresa A. Yeisley, R.M.C./C.P.M.
Municipal Clerk/Administrator

**RESOLUTION NO. R2020x06
TOWN OF BELVIDERE
WARREN COUNTY, NEW JERSEY
A RESOLUTION TO AUTHORIZE THE SEWER UTILITY CLERK
TO CANCEL BALANCES UNDER \$5.00 IN 2020**

WHEREAS, the Sewer Utility Clerk has overpayments and underpayments of sewer charges for 2020 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, 2020
Teresa A. Yeisley, RMC./CPM
Municipal Clerk/Administrator

**RESOLUTION NO. R2020x07
TOWN OF BELVIDERE
WARREN COUNTY, NEW JERSEY
A RESOLUTION FOR
TEMPORARY APPROPRIATIONS - 2020**

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 2020 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 2019 budget, less appropriations made for Capital Improvement Fund, Debt Service and Deferred Charges are as follows:

General Fund:	\$2,886,435.85	
Sewer Utility Fund:	\$672,722.00	
Pool Utility Fund:	\$99,194.00	and;

WHEREAS, 26.25% of the total appropriations in the 2019 budget less the appropriations made for Capital Improvement Fund, Debt Service and Deferred Charges are as follows:

General Fund:	\$757,689.41
Sewer Utility Fund:	\$176,589.53
Pool Utility Fund:	\$26,038.43

NOW, THEREFORE, BE IT RESOLVED by the Belvidere Town Council that the temporary appropriations be made in the amount of \$757,689.41 for the General Fund, \$176,589.53 for the Sewer Utility Fund and \$26,038.43 for the Pool Utility Fund and that a certified copy of this resolution be transmitted to the Chief Financial Officer for record keeping.

Certification

I, Teresa A. Yeisley, Municipal Clerk, Town of Belvidere, Warren County, New Jersey do hereby certify the foregoing resolution to be a true and correct copy of the resolution adopted by the Belvidere Town Council at a meeting held on January 1, 2020.

**RESOLUTION NO. R2020x08
TOWN OF BELVIDERE
WARREN COUNTY, NEW JERSEY
A RESOLUTION FOR AUTHORIZATION
AGREEMENT FOR PROFESSIONAL SERVICES
FOR THE TOWN OF BELVIDERE**

WHEREAS, there exists a need for a Municipal Attorney, Registered Municipal Accountant, Municipal Bond Counsel, Municipal Planner, Planning Board Attorney to conduct business of a qualitative nature for the Town of Belvidere, and;

WHEREAS, funds are available for this purpose, and;

WHEREAS, the Local Public Contracts Law (N.J.S.A. 40A:11-1) requires that the Resolution authorizing the awarding of contracts for "Professional Services" without competitive bids must be publicly advertised.

NOW, THEREFORE, BE IT RESOLVED by the Town Council of the Town of Belvidere as follows:

These contracts are awarded without competitive bidding as a "Professional Service" under the provisions of the Local Contracts Law because under 40A:11-2(b) it is established that the work is of such a qualitative nature as will not reasonably permit the drawing of specifications or the receipt of competitive bids and the Mayor or Department Heads have certified the reason why competitive bids, and the bidding was not possible.

BE IT FURTHER RESOLVED that the following appointments for the year 2020 have been made under the above mentioned Local Public Contracts Law:

Municipal Attorney:	Kevin Benbrook
Municipal Bond Counsel:	John Drakiewicz
Municipal Public Defender:	Scott Wilhelm
Registered Municipal Accountant:	Nisivoccia & Company
Municipal Planner	Maser Consulting
Planning Board Attorney	Steven Gruenberg

Public Comment:

There was no public comment at this time.

Mayor Kennedy welcomed Councilman Mitchell and thanked all Council members individually as well as professionals John Mooney, Kevin Benbrook and Teresa Yeisley for their efforts.

A motion was made by Councilwoman Miers to adjourn the meeting of the Belvidere Town Council at 10:27 AM.

Respectfully submitted,

Teresa A. Yeisley