

**MINUTES - TOWN COUNCIL MEETING
TOWN OF BELVIDERE
WARREN COUNTY, NEW JERSEY
691 Water Street
June 26, 2023**

Mayor Miers opened the regular 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.

Roll Call:

Present - Mayor Miers, Councilwoman Koop, Councilman Mitchell, Councilwoman Napolitani, Councilman Zmigrodski

Absent - Councilman Matlock, Councilman Roth

Adoption of Minutes:

A **motion** was made by Councilman Mitchell, seconded by Councilwoman Napolitani with Councilman Zmigrodski abstaining and all others voting "yes" to adopt the May 22, 2023 regular and executive meeting minutes of the Belvidere Town Council.

Public Comment:

There was no public comment at this time.

Correspondence:

A letter of thanks was received from Reverend Pam Szurek on behalf of the Youth Choir of the First Presbyterian Church of Vero Beach, Florida for allowing the organization to use the Municipal Pool.

Previous Business:

There was no previous business addressed at this time.

New Business:

A **motion** was made by Councilman Zmigrodski, seconded by Councilwoman Napolitani and carried approving a change order and final payment to Reivax for Parker Street as recommended by Paul Sterbenz.

A **motion** was made by Councilwoman Napolitani, seconded by Councilwoman Koop and carried approving a work proposal by Colliers for a Master Plan amendment for a cottage district with the expenditure to be charged to NPP.

A **motion** was made by Councilwoman Koop, seconded by Councilman Zmigrodski and carried approving raffle license application RL2023-06 for the Belvidere American Legion.

Councilwoman Napolitani advised that Chief Scott has received a conditional resignation from one of his officers. The Chief will be advertising the position.

Resolutions:

A **motion** was made by Councilwoman Napolitani, seconded by Councilman Mitchell and carried to adopt Resolution No. R2023x42.

RESOLUTION NO. R2023x42

TOWN OF BELVIDERE

WARREN COUNTY, NEW JERSEY

A RESOLUTION (SCHEDULE 1) TO AUTHORIZE THE APPLICATION OF A GRANT AND THE EXECUTION OF A GRANT AGREEMENT BETWEEN THE TOWN OF BELVIDERE AND THE NEW JERSEY DEPARTMENT OF COMMUNITY AFFAIRS FOR THE LRIG FY2023 GRANT

WHEREAS, the **Town of Belvidere** desires to obtain a grant from the New Jersey Department of Community Affairs for approximately **\$170,000.00** to carry out a project to:

The scope of work entails a series of transformative projects within the Neighborhood Preservation Program (NPP) district. These include the removal of dilapidate structures, creation of scenic river front spaces, installation of pedestrian-friendly infrastructure, upgrading of electrical systems, implementation of safety measures and enhancement of public amenities. These initiatives aim to enhance the districts visual appeal, foster community engagement, promote economic growth and create a vibrant and inclusive environment for residents and visitors alike.

THEREFORE, BE IT RESOLVED

- 1) that the **Town of Belvidere** does hereby authorize the application for such a grant; and
- 2) that the **Town of Belvidere** recognizes and accepts that the Department may offer a lesser or greater amount and therefore, upon receipt of the grant agreement for the New Jersey Department of Community affairs, does further authorize the execution of any such grant agreement, and also, upon receipt of the fully executed agreement for the Department, does further authorize the expenditure of funds pursuant to the terms of the agreement between the **Town of Belvidere** and the New Jersey Department of Community Affairs, including the provision of a local match share in the ratio of at least one local dollar for every five State dollars.

BE IT FURTHER RESOLVED that the persons whose names, titles and signatures appear below are authorized to sign the application and that they or their successors in said titles are authorized to sign the agreement and any other documents necessary in connection therewith:

A motion was made by Councilwoman Koop, seconded by Councilman Zmigrodski and carried to adopt Resolution No. R2023x43.

RESOLUTION NO. R2023x43

TOWN OF BELVIDERE

WARREN COUNTY, NEW JERSEY

A RESOLUTION TO HIRE AND PAY EMPLOYEES FOR THE BELVIDERE POOL

BE IT RESOLVED by the Belvidere Town Council that the following be paid to Pool Utility employees of the Town of Belvidere, and that salaries/hourly wages be effective for the 2023 Pool Utility Season unless otherwise noted:

<u>Name</u>	<u>Title</u>	<u>Section 6</u>	<u>Salary/Hourly</u>
Durr, Madeline	Lifeguard		14.13
Duryea, Katie	Lifeguard		14.13
Garzon, Kaela	Lifeguard		14.13
Garzon, Louis	Lifeguard		14.13
Horvath, Grace	Lifeguard		14.13
Johnson, Kenna	Lifeguard		14.13
Liszewski, Luke	Lifeguard		14.13
Morris, Shane	Lifeguard		14.13
Pollard, Nick	Lifeguard		14.13
Serrao, Gabe	Lifeguard		14.13
Stanski, Ella	Lifeguard		14.13
Tipton, Luke	Lifeguard		14.13
Varga, Blanka	Lifeguard		14.13
Young, Lillian	Lifeguard		14.13
Durr, Andrew	Lifeguard/Swim Instr.		14.13
Wilson, Hannah	Swim Instr.		13.13
Barkley, Jaelyn	Front Desk/Snack Bar		13.13

Bienes, Cole	Front Desk/Snack Bar	13.13
Cundiff, Nikolai	Front Desk/Snack Bar	13.13
DeYong, Sam	Front Desk/Snack Bar	13.13
Hajduk, Ben	Front Desk/Snack Bar	13.13
Hatten, Myles	Front Desk/Snack Bar	13.13
Horvath, Sarah	Front Desk/Snack Bar	13.13
Hummel, Justin	Front Desk/Snack Bar	13.13
Izzo, Michael	Front Desk/Snack Bar	13.13
Jennings, Madyson	Front Desk/Snack Bar	13.13
Losco, Ashley	Front Desk/Snack Bar	13.13
McGovern, Dylan	Front Desk/Snack Bar	13.13
Natal-Ramo, Leilany	Front Desk/Snack Bar	13.13
Ninic, Lucas	Front Desk/Snack Bar	13.13
Patterson, Camile	Front Desk/Snack Bar	13.13
Patterson, Simon	Front Desk/Snack Bar	13.13
Ravo, Kailyn	Front Desk/Snack Bar	13.13
Tingoli, Brianna	Front Desk/Snack Bar	13.13
Stout, Ava	Front Desk/Snack Bar	13.13
Zalewski, Madilyn	Front Desk/Snack Bar	13.13
Henry, Kara	Assist Manager/Front Desk	14.93
Hubert, Julia	Assist Manager/Lifeguard	14.93
Grullon, Anaisa	Assist Manager/Front Desk	14.93
Kaminski, Cody	Assist Manager/Snack Bar	14.93
Roberts, Elijah	Assist Manager/Snack Bar	14.93
Stanski, Chris	Assist Manager/Lifeguard	14.93
Hubert, Peter	Certified Pool Operator	6,500 per season
	Director/Building Maint.	20.00 per hr
Anglum, Max	Manager	15,000 per season

Dated: June 26, 2023
Teresa A. Yeisley, RMC./CPM
Municipal Clerk/Administrator

A motion was made by Councilman Zmigrodski, seconded by Councilwoman Koop and carried to adopt Resolution Nos. R2023x44 and R2023x45.

RESOLUTION NO. R2023x44

TOWN OF BELVIDERE

WARREN COUNTY, NEW JERSEY

A RESOLUTION AUTHORIZING REFUND OF PREMIUM MONEYS (block 50, lot 14.18)

WHEREAS, Tax Sale Certificate 2021-016 dated October 27, 2021 on block 50, lot 14.18 was redeemed on May 29, 2023; and

WHEREAS, the premium paid at the sale in the amount of \$1,500.00 needs to be returned to ARTHUR FRUSTACI, lienholder of the aforementioned certificate;

NOW, THEREFORE, BE IT RESOLVED that the Mayor and Town Council of the Town of Belvidere hereby authorizes the CFO to make payment in the amount of \$1,500.00 representing said refund.

ARTHUR FRUSTACI
712 RUGBY RD
PHILLIPSBURG, NJ 08865

Date: June 26, 2023
Teresa A. Yeisley, RMC/CPM

Municipal Clerk/Administrator

**RESOLUTION NO. R2023x45
TOWN OF BELVIDERE
WARREN COUNTY, NEW JERSEY
A RESOLUTION AUTHORIZING REFUND OF PREMIUM MONEYS (block 29, lot 18)**

WHEREAS, Tax Sale Certificate 2022-015 dated November 14, 2022 on block 29, lot 18 was redeemed on May 24, 2023; and

WHEREAS, the premium paid at the sale in the amount of \$2,200.00 needs to be returned to BALA PARTNERS LLC, lienholder of the aforementioned certificate;

NOW, THEREFORE, BE IT RESOLVED that the Mayor and Town Council of the Town of Belvidere hereby authorizes the CFO to make payment in the amount of \$2,200.00 representing said refund.

BALA PARTNERS LLC
PO BOX 303
POTTERSVILLE, NJ 07979

Date: June 26, 2023
Teresa A. Yeisley, RMC/CPM
Municipal Clerk/Administrator

A motion was made by Councilwoman Koop, seconded by Councilwoman Napolitani and carried to adopt Resolution Nos. R2023x46, R2023x47, R2023x48, R2023x49 and R2023x50.

**RESOLUTION NO. R2023x46
TOWN OF BELVIDERE
WARREN COUNTY, STATE OF NEW JERSEY
A RESOLUTION TO RENEW AN ALCOHOLIC BEVERAGE LICENSE
FOR YEAR 2023-2024**

WHEREAS, each of the following applicants has properly filed their renewal application with the Division of Alcoholic Beverage Control as reviewed by the Municipal Clerk;

NOW, THEREFORE BE IT RESOLVED, that the Belvidere Town Council hereby authorizes the renewal of the following liquor licenses for the 2023-2024 licensing term;

PLENARY RETAIL CONSUMPTION

No. 2103-33-004-004 GIOTA, INC.
t/a GEORGE'S PLACE \$1,998.00

I, Teresa A. Yeisley, Municipal Clerk/Administrator, Town of Belvidere do hereby certify that forgoing resolution was duly adopted by the Belvidere Town Council at a regular meeting held on June 26, 2023.

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

**RESOLUTION NO. R2023x47
TOWN OF BELVIDERE
WARREN COUNTY, STATE OF NEW JERSEY
A RESOLUTION TO RENEW AN ALCOHOLIC BEVERAGE LICENSE
FOR YEAR 2023-2024**

WHEREAS, each of the following applicants has properly filed their renewal application with the Division of Alcoholic Beverage Control as reviewed by the Municipal Clerk;

NOW, THEREFORE BE IT RESOLVED, that the Belvidere Town Council hereby authorizes the renewal of the following liquor licenses for the 2023-2024 licensing term;

PLENARY RETAIL CONSUMPTION

No. 2103-33-003-008 GOOD WILL FIRE COMPANY #1, INC.
t/a SAME \$1,998.00

I, Teresa A. Yeisley, do hereby certify that forgoing resolution was duly adopted by the Belvidere Town Council at a regular meeting held on June 26, 2023.

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

**RESOLUTION NO. R2023x48
TOWN OF BELVIDERE
WARREN COUNTY, STATE OF NEW JERSEY
A RESOLUTION TO RENEW AN ALCOHOLIC BEVERAGE LICENSE
FOR YEAR 2023-2024**

WHEREAS, each of the following applicants has properly filed their renewal application with the Division of Alcoholic Beverage Control as reviewed by the Municipal Clerk;

NOW, THEREFORE BE IT RESOLVED, that the Belvidere Town Council hereby authorizes the renewal of the following liquor licenses for the 2023-2024 licensing term;

PLENARY RETAIL CONSUMPTION

No. 2103-32-002-003 BELVIDERE COUNTY CORK, LLC
t/a SAME \$1,998.00

I, Teresa A. Yeisley, do hereby certify that forgoing resolution was duly adopted by the Belvidere Town Council at a regular meeting held on June 26, 2023.

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

**RESOLUTION NO. R2023x49
TOWN OF BELVIDERE
WARREN COUNTY, STATE OF NEW JERSEY
A RESOLUTION TO RENEW AN ALCOHOLIC BEVERAGE LICENSE
FOR YEAR 2023-2024**

WHEREAS, each of the following applicants has properly filed their renewal application with the Division of Alcoholic Beverage Control as reviewed by the Municipal Clerk;

NOW, THEREFORE BE IT RESOLVED, that the Belvidere Town Council hereby authorizes the renewal of the following liquor licenses for the 2023-2024 licensing term;

PLENARY RETAIL DISTRIBUTION

No. 2103-44-001-003 MATGINA, INC.
t/a NICK'S LIQUORS \$675.00

I, Teresa A. Yeisley, do hereby certify that forgoing resolution was duly adopted by the Belvidere Town Council at a regular meeting held on June 26, 2023.

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

**RESOLUTION NO. R2023x50
TOWN OF BELVIDERE
WARREN COUNTY, STATE OF NEW JERSEY
A RESOLUTION TO RENEW AN ALCOHOLIC BEVERAGE LICENSE
FOR YEAR 2023-2024**

WHEREAS, each of the following applicants has properly filed their renewal application with the Division of Alcoholic Beverage Control as reviewed by the Municipal Clerk;

NOW, THEREFORE BE IT RESOLVED, that the Belvidere Town Council hereby authorizes the renewal of the following liquor licenses for the 2023-2024 licensing term;

CLUB

No. 2103-31-005-001 AMERICAN LEGION MEMORIAL PARK ASSOCIATION, INC.
t/a SAME \$162.00

I, Teresa A. Yeisley, do hereby certify that the foregoing resolution was duly adopted by the Belvidere Town Council at a regular meeting held on June 26, 2023.

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

A motion was made by Councilwoman Koop, seconded by Councilman Zmigrodski with Councilwoman Koop and Councilman Zmigrodski amending their original motions to raise the court call-out to \$75 and adopt Resolution No. R2023x52.

**RESOLUTION NO. R2023x52
TOWN OF BELVIDERE
WARREN COUNTY, NEW JERSEY
A RESOLUTION TO PAY TOWN OFFICERS AND EMPLOYEES OF THE TOWN OF BELVIDERE**

BE IT RESOLVED by the Town Council of the Town of Belvidere that the following be paid to officers and employees of the Town of Belvidere in the year 2023:

<u>Name</u>	<u>Title</u>	<u>Salary/Hourly</u>
	<u>Section 1</u>	
Kathleen Miers	Mayor	\$ 5,000
Tammy Koop	Council Member	3,000
Donald Mitchell	Council Member	3,000
Glen Matlock	Council Member	3,000
Laurel Napolitani	Council Member	3,000
Joseph Roth	Council Member	3,000
Adam Zmigrodski	Council Member	3,000
Teresa Yeisley	Municipal Clerk/Administrator	76,500
Christine Rolef	Chief Financial Officer	22,452
Teresa Yeisley	Human Resources/Payroll	3,640
Coleen Hosterman	Human Resources/Payroll	3,640
Coleen Hosterman	Accounts Payable Clerk	4,500
Coleen Hosterman	Administrative Assistant	37,791
Jennifer Carabelli	Tax Assessor	25,000
Rebecca Schneck	Tax Collector	13,674
Teresa Yeisley	Planning Board Secretary	250 per month
Andrew Melendez	Zoning Official	35.00 per hr
Ralph Price	Construction Code Official	5,100
Ralph Price	Building Inspector	5,100
Ralph Price	Electrical Inspector	5,100
Ralph Price	Plumbing Subcode Inspector	5,100

Karl McAleer	Fire Subcode Inspector	4,080
Coleen Hosterman	Constr. Code Tech. Asst.	5,250
<u>Section 2</u>		
Jason Stout	Recycling Coordinator	1,500
Rebecca Schneck	Sewer Utility Clerk	11,736
<u>Section 3</u>		
Nicole Lenar	Municipal Court Judge	32,000
Tara Cafferelli	Court Administrator	60,000
Andrea Schnell	Violations Clerk	40,000
John Caleca	Municipal Prosecutor	30,000
Tara Caffarelli	Court Call-Outs	75/each
Laura Morre	Court Call-Outs	75/each
Ann Marie Tracy	Court Call-Outs	75/each
Walter Sevensky	Court Attendant	100/session
Coleen Hosterman	Court Assistant	25.00/hr
<u>Section 4</u>		
Matthew Scott	Chief of Police	133,657
Sharon Snyder	Police Secretary	23,695
John Mahieu	School Resource Officer	25.00/hr
Tracy Marsh	Special Police	25.00/hr
Craig Metz	Special Police	20.00/hr
James Patrick	Crossing Guard	13,519
Nancy Dietz	Crossing Guard	13,519
Lester Hoffman	Crossing Guard	13,519
Helena Vasile	Crossing Guard	13,519
Cori Stout	Crossing Guard	13,519
	Substitute Crossing Guard	15.49/hr
Susan Reeder	Emerg. Management Coor.	4,121
<u>Section 5</u>		
Delmont Cole	Fire Chief	855
Karl McAleer	Assistant Fire Chief	459
David Rowe	Assistant Fire Chief	459
John Mitchell	Captain	342
Garrett Sassman	1 st Lieutenant	261
Keith Wolfinger	2 nd Lieutenant	261
Ashley Wolfinger	3 rd Lieutenant	261

Date: June 26, 2023

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

A motion was made by Councilman Mitchell, seconded by Councilman Zmigrodski and carried to adopt Resolution No. R2023x53.

RESOLUTION NO. R2023x53

TOWN OF BELVIDERE

WARREN COUNTY, NEW JERSEY

A RESOLUTION APPROVING THE SUBMISSION OF A GRANT APPLICATION AND THE EXECUTION OF A GRANT CONTRACT WITH THE NEW JERSEY DEPARTMENT OF TRANSPORTATION FOR THE MANSFIELD STREET IMPROVEMENT PROJECT

NOW, THEREFORE, BE IT RESOLVED that the Belvidere Town Council formally approves the grant application for the above stated project;

BE IT FURTHER RESOLVED that the Mayor and Municipal Clerk are hereby authorized to

submit an electronic grant application identified as **MA-2024-Mansfield Street Improvement Project-00160** to the New Jersey Department of Transportation on behalf of the Town of Belvidere;

BE IT FURTHER RESOLVED that the Mayor and Municipal Clerk are hereby authorized to sign the grant agreement on behalf of the Town of Belvidere and that their signatures constitute acceptance of the terms and conditions of the grant agreement and approve the execution of the grant agreement.

Certification

I, Teresa A. Yeisley, Municipal Clerk/Administrator, Town of Belvidere do hereby certify that the foregoing resolution was duly adopted by the Belvidere Town Council at a regular meeting held on June 26, 2023.

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

A motion was made by Councilman Mitchell, seconded by Councilwoman Koop and carried to adopt Resolution No. R2023x54.

RESOLUTION NO. R2023x54

TOWN OF BELVIDERE

WARREN COUNTY, NEW JERSEY

A RESOLUTION TO REJECT ALL BIDS FOR RECLAMATION MILLING AND PAVING OF PARKER STREET

WHEREAS, bids were received by the Town of Belvidere on June 8, 2023 for the above referenced project from:

Capital Paving - Annandale, NJ
Reivax - Flemington, NJ

WHEREAS, both bids were well in excess of the estimated cost of this project;

NOW, THEREFORE, BE IT RESOLVED that the Belvidere Town Council rejects all bids for the Reclamation Milling and Paving of Parker Street.

Date: June 26, 2023

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

Ordinances:

A motion was made by Councilman Zmigrodski and seconded by Councilwoman Koop to introduce Ordinance No. O2023x06.

ORDINANCE NO. O2023x06

TOWN OF BELVIDERE

WARREN COUNTY, NEW JERSEY

AN ORDINANCE APPROPRIATING THE SUM OF NOT MORE THAN \$125,000 FOR RESURFACING OF PARKER STREET

WHEREAS, the Council of the Town of Belvidere wishes to appropriate the sum up to \$125,000 from the Capital Fund Balance for the Resurfacing of Parker Street; and

NOW, THEREFORE, BE IT ORDAINED, by the Belvidere Town Council that:

1. There are funds available in the Capital Improvement Fund of the General Capital.
2. There is hereby appropriated that sum of up to \$125,000 from the Capital Improvement Fund of the General Capital for the aforementioned purpose.

3. There is no debt authorized by this ordinance.
4. This ordinance shall take effect upon passage following a public hearing to be conducted thereon and publication of notice of final passage with the requirements of the law.

NOTICE

The foregoing ordinance was introduced at a regular meeting of the Belvidere Town Council held on June 26, 2023 and was read for the first time. This ordinance will be further considered for final adoption by the Belvidere Town Council at a meeting to be held on July 24, 2023 at Belvidere Town Hall, 691 Water Street, Belvidere, NJ at 7:00 P.M. or at any time and place to which said meeting may be adjourned. All interested persons will be given the opportunity to be heard concerning said ordinance at that time. Any member of the general public can obtain a copy of said ordinance at no cost at the Municipal Clerk's Office, 691 Water Street, Belvidere, Monday through Friday from 9:00 A.M. to 4:30 P.M. . The ordinance is also available on the municipal website, belviderenj.net

Roll call:

Ayes - Councilwoman Koop, Councilman Mitchell, Councilwoman Napolitani, Councilman Zmigrodski, Mayor Miers

Nays - None

Abstentions - None

Recusal - None

Absent - Councilman Matlock, Councilman Roth

Appointments:

There were no appointments at this time.

Authorization to Pay Purchase Orders:

A motion was made by Councilwoman Koop, seconded by Councilwoman Napolitani and carried to authorize the payment of the purchase orders, as submitted, in the amount of \$578,681.52.

Public Comment:

Sidney Duestch - transfer of liquor license and fees for same.

Rheva Smickle - thanks to Officer Boenig and Chief Scott.

Christopher Allen - Energy Tax Receipts additional funding.

Teresa Yeisley - New Jersey American Water response to high water pressure and procedures for damage reimbursement.

Linda Stettler - highlighted copy of salary resolution showing those who received adjustments.

Adjournment:

A motion was made by Councilwoman Napolitani to adjourn the meeting of the Belvidere Town Council at 7:30 PM.

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