

**MINUTES - TOWN COUNCIL WORKSHOP MEETING
TOWN OF BELVIDERE
WARREN COUNTY, NEW JERSEY
691 Water Street
FEBRUARY 17, 2022**

Mayor Kennedy opened the workshop meeting of the Belvidere Town Council with the Pledge of Allegiance and 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 Express Times Warren County 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. This meeting was also advertised in accordance with the law as a virtual ZOOM meeting with instructions to the public for attendance and comment.

Councilwoman Napolitani requested that discussion of a Police Department staffing matter be added to the agenda and Mayor Kennedy advised that additionally Council will discuss Heritage Day and the St. Patrick's Day Parade.

Roll Call:

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

Adoption of Minutes:

A **motion** was made by Councilman Mitchell, seconded by Councilwoman Napolitani and carried to adopt the January 24, 2022 regular and executive meeting minutes of the Belvidere Town Council.

Public Comment:

There was no public comment at this time.

Matters to be Addressed:

Mayor Kennedy recognized Virginia Walton and thanked her for the event application she submitted on behalf of Heritage Days.

A **motion** was made by Councilman Matlock, seconded by Councilman Mitchell and carried to sponsor Heritage Days and budget \$1,500 for the event and also to sponsor the St. Patrick's Day Parade.

Sharon Cooper, Insurance Risk Manager advised that the Town must sponsor an event in order to provide insurance coverage.

Council discussed establishing a recreation committee. Kevin Benbrook will provide an ordinance establishing same.

A **motion** was made by Councilwoman Miers, seconded by Councilman Matlock and carried to approve Raffle License applications RL2022-04 for the Belvidere American Legion and RL2022-05 for the Good Will Fire Company.

Mayor Kennedy advised that inspections have been done at the Scout Home by our fire official and our insurance carrier and that both have cited several safety issues that must be addressed. The Mayor requested that Kevin Benbrook write a letter to the Scout Home Association explaining our findings.

Councilwoman Napolitani advised on a recommendation from Chief Scott to hire Frank Tootle as a Class 2 Special Law Enforcement Officer.

A **motion** was made by Councilwoman Napolitani, seconded by Councilman Roth and carried to bring on Frank Tootle as a Class 2 Special Law Enforcement Officer.

Resolutions:

A motion was made by Councilman Zmigrodski, seconded by Councilwoman Miers and carried to adopt Resolution No. R2022x20.

RESOLUTION NO. R2022x20

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 2022 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	Colliers Engineering
Planning Board Attorney	Steven Gruenberg
Municipal Engineer	Colliers Engineering

Date: February 17, 2022
Teresa A. Yeisley, RMC/CPM
Municipal Clerk/Administrator

A motion was made by Councilman Zmigrodski, seconded by Councilwoman Miers and carried to adopt Resolution No. R2022x21.

RESOLUTION NO. R2022x21

TOWN OF BELVIDERE

WARREN COUNTY, NEW JERSEY

A RESOLUTION TO HIRE AND PAY PART-TIME SNOW PLOW DRIVERS AS NEEDED

BE IT RESOLVED that the Belvidere Town Council hereby authorizes that the following be hired and paid for part-time work as needed:

<u>Name</u>	<u>Title</u>	<u>Amount</u>
Ed Maxwell	Driver	25.00 per hr
Bruce Hildebrant	Driver	25.00 per hr
Lester Hoffman	Driver	25.00 per hr
Keith Wolfinger	Driver	25.00 per hr
Michael Hosterman	Driver	25.00 per hr

Date: February 17, 2022
Teresa A. Yeisley, RMC/CPM
Municipal Clerk/Administrator

A motion was made by Councilwoman Miers, seconded by Councilman Matlock and carried to adopt Resolution No. R2022x22.

RESOLUTION NO. R2022x22

TOWN OF BELVIDERE

WARREN COUNTY, NEW JERSEY

A RESOLUTION AUTHORIZING REFUND OF PREMIUM MONEYS (block 36, lot 12)

WHEREAS, Tax Sale Certificate 2021-014 dated October 27, 2021 on block 36, lot 12 was redeemed on January 28, 2022; and

WHEREAS, the premium paid at the sale in the amount of \$600.00 needs to be returned to US BANK CUST/PRO CAP 8FIRSTTRUST BANK, 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 \$600.00 representing said refund.

US BANK CUST PRO CAP 8FIRSTTRUST BANK
50 SOUTH 16TH STREET - SUITE 2050
PHILADELPHIA, PA 19102

Date: February 17, 2022
Teresa A. Yeisley, RMC/CPM
Municipal Clerk/Administrator

A motion was made by Councilwoman Napolitani, seconded by Councilman Matlock and carried to adopt Resolution No. R2022x23.

RESOLUTION NO. R2022x23

TOWN OF BELVIDERE

WARREN COUNTY, NEW JERSEY

A RESOLUTION TO PAY THE MUNICIPAL COURT JUDGE

BE IT RESOLVED by the Belvidere Town Council that the following salary shall be paid to the Municipal Court Judge effective 1/1/2022:

<u>Name</u>	<u>Position</u>	<u>Salary</u>
Nicole Lenar	Municipal Court Judge	\$32,000 per annum

Date: February 17, 2022
Teresa A. Yeisley, RMC/CPM
Municipal Clerk/Administrator

A motion was made by Councilwoman Napolitani, seconded by Councilman Zmigrodski and carried to adopt Resolution No. R2022x24.

RESOLUTION NO. R2022x24

TOWN OF BELVIDERE

WARREN COUNTY, NEW JERSEY

A RESOLUTION TO APPOINT A MUNICIPAL PROSECUTOR

BE IT RESOLVED by the Belvidere Town Council that the following individual is hereby appointed as Municipal Prosecutor for the Town of Belvidere effective 01/01/2022 through 12/31/2022:

<u>Name</u>	<u>Position</u>	<u>Salary</u>
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John J Caleca, III

Municipal Court Judge

\$30,000 per annum

Date: February 17, 2022
Teresa A. Yeisley, RMC/CPM
Municipal Clerk/Administrator

A **motion** was made by Councilwoman Napolitani and seconded by Councilman Matlock to adopt Resolution No. R2022x25.

RESOLUTION NO. R2022x25

TOWN OF BELVIDERE

WARREN COUNTY, NEW JERSEY

A RESOLUTION TO PROMOTE DAVID MARIANI TO CORPORAL

BE IT RESOLVED by the Belvidere Town Council that the following individual is hereby promoted to the rank of Corporal:

<u>Name</u>	<u>Position</u>	<u>Salary</u>
David Mariani	Corporal	\$97,496 per annum

Date: February 17, 2022
Teresa A. Yeisley, RMC/CPM
Municipal Clerk/Administrator

Roll call:

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

Nays - None

Abstentions - None

Recusal - None

Absent - None

A **motion** was made by Councilman Matlock, seconded by Councilman Mitchell and carried to adopt Resolution No. R2022x26.

RESOLUTION NO. R2022x26

TOWN OF BELVIDERE

WARREN COUNTY, NEW JERSEY

A RESOLUTION AUTHORIZING THE ESTABLISHMENT OF THE CC@B TRAVEL CLUB

BE IT RESOLVED that the Belvidere Town Council hereby authorizes the establishment of the CC@B Travel Club;

BE IT FURTHER RESOLVED that the CC@B Advisory Board will act as the regulating authority of the CC@B Travel Club.

Date: February 17, 2022
Teresa A. Yeisley, RMC/CPM
Municipal Clerk/Administrator

Ordinances:

No ordinances were addressed at this time.

Appointments:

No appointments were made at this time.

Authorization to Pay Purchase Orders:

A **motion** was made by Councilwoman Miers, seconded by Councilman Zmigrodski and carried authorizing the payment of the purchase orders as submitted in the amount of \$365,347.78.

Public Comment:

Mark Young - book club

Kevin Benbrook - code book project

Mayor Kennedy - Town has completed foreclosure on the Great Northern property, thank you to Councilman Zmigrodski for bringing in a contractor to evaluate the clean-up of the property

Councilman Roth - Smart911 up and running, NPP plan going to State, need conditional use ordinance to restrict retail cannabis sale

Executive Session:

A motion was made by Councilman Matlock, seconded by Councilwoman Miers and carried to adopt Resolution No. R2022x27.

RESOLUTION NO. R2022x27

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: Contracts
3. It is anticipated at this time that the above stated subject matter will be made public:
When Resolved.

Date: February 17, 2022

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

Municipal Clerk/Administrator

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

A motion was made by Councilman Roth to adjourn the meeting of the Belvidere Town Council at 9:21 PM.

Respectfully submitted,

Teresa A. Yeisley, RMC/CPM

Municipal Clerk/Administrator