

**MINUTES - TOWN COUNCIL MEETING  
TOWN OF BELVIDERE  
WARREN COUNTY, NEW JERSEY  
691 Water Street  
APRIL 25, 2022**

Mayor Kennedy 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 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.

**Roll Call:**

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

**Adoption of Minutes:**

A **motion** was made by Councilman Mitchell, seconded by Councilwoman Miers and carried to adopt the April 11, 2022 regular and executive meeting minutes of the Belvidere Town Council.

**Presentation:**

Jake Briggs of Bruno Associates reviewed the grants that are being applied for. This includes: several grants for the Police Department, Good Will Fire and the Belvidere Ambulance Corps, recreation equipment for the pool, tennis court restoration, lights for Hrizcak Field, AARP, Warren County Municipal and Charitable for the Scout Home, local aid infrastructure and Shade Tree.

Paul Sterbenz reviewed the network of alleys stating that most are approximately twelve feet wide and not suited for larger vehicles. The alleys are meant for property owner ingress and egress. The pavements are not thick and in a state of deterioration. Prudent upon the municipality to find an alternative to allowing large trash vehicles to use the alleys.

**2022 Municipal Budget:**

**ORDINANCE NO. O2022x01**

**TOWN OF BELVIDERE**

**WARREN COUNTY, NEW JERSEY**

**CALENDAR YEAR 2022**

**AN ORDINANCE TO EXCEED THE MUNICIPAL BUDGET APPROPRIATION LIMITS AND TO ESTABLISH A CAP BANK (N.J.S.A. 40A:4-45.14)**

WHEREAS, the Local Government Cap Law, N.J.S.A. 40A:4-45.14 et seq., provides that in the preparation of its annual budget, a municipality shall limit any increase in said budget to 2.5% unless authorized by ordinance to increase it to 3.5% over the previous year's final appropriations, subject to certain exceptions; and

WHEREAS, N.J.S.A. 40A:4-45.15a provides that a municipality may, when authorized by ordinance, appropriate the difference between the amount of its actual final appropriation and the 3.5% percentage rate as an exception to its final appropriations in either of the next two succeeding years; and

WHEREAS, the Town Council of the Town of Belvidere in the County of Warren finds it advisable and necessary to increase its CY 2022 budget by up to 3.5% over the previous year's final appropriations, in the interest of promoting the health, safety and welfare of the citizens; and

WHEREAS, the Town Council hereby determines that a 3.5% increase in the budget for said year, amounting to \$94,894.91 in excess of the increase in final appropriations otherwise permitted by the Local Government Cap Law, is advisable and necessary; and

WHEREAS, the Town Council hereby determines that any amount authorized herein above that is not appropriated, as part of the final budget shall be retained as an exception to final appropriation in either of the next two succeeding years;  
NOW, THEREFORE, BE IT RESOLVED by the Town Council of the Town of Belvidere, in the County of Warren, a majority of the full authorized membership of this governing body affirmatively concurring, that, in the CY 2022 budget year, the final appropriations of the Town of Belvidere shall, in accordance with this ordinance and N.J.S.A.40A:4-45.14, be increased by 3.5%, amounting to \$94,894.91 and that the CY 2022 municipal budget for the Town of Belvidere be approved and adopted in accordance with this ordinance; and  
BE IT FURTHER ORDAINED that any amount authorized herein above that is not appropriated as part of the final budget shall be retained as an exception to final appropriation in either of the next two succeeding years; and  
BE IT FURTHER ORDAINED that a certified copy of this ordinance as introduced be filed with the Director of the Division of Local Government Services within 5 days of introduction; and  
BE IT FURTHER ORDAINED that a certified copy of this ordinance upon adoption, with the recorded vote included thereon, be filed with the said Director within 5 days after such adoption.

#### NOTICE

The foregoing ordinance was introduced at a regular meeting of the Belvidere Town Council held on March 28, 2022 and was read for the first time. This ordinance will be further considered for final adoption by the Belvidere Town Council on April 25, 2022 via a regular meeting and virtual meeting held on the Zoom platform at 7:00 PM. or at any time and place to which said meeting may be adjourned. Instructions for attendance and comment can be viewed on the municipal website, [belviderenj.net](http://belviderenj.net) prior to the meeting. All interested persons will be given the opportunity to be heard concerning said ordinance at that time. If you choose not to use this technology, you can mail your comments to the Municipal Clerk at the address below or email your comments to [clerk@belvidere-nj.org](mailto:clerk@belvidere-nj.org) by 12:00 PM the day of the meeting. 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, NJ 07823, Monday through Friday from 9:00 A.M. to 4:30 P.M. The ordinance is also available on the municipal website, [belviderenj.net](http://belviderenj.net).

**A motion** was made by Councilman Roth, seconded by Councilwoman Miers and carried to open the public hearing on Ordinance No. O2022x01.

**The ordinance brought no public comment.**

**A motion** was made by Councilwoman Miers and seconded by Councilman Mitchell to close the public hearing and adopt Ordinance No. O2022x01.

**Roll call:**

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

**Nays - None**

**Abstentions - None**

**Recusal - None**

**Absent - Councilman Zmigrodski**

Andrew Kucinski, Municipal Auditor advised that the municipal budget is well under the levy cap and the expenditure cap. This year's budget has a 2.89% increase over 2021 which equates to an average \$56 property tax increase. \$400,000 in fund balance was used which is a \$25,000 increase over 2021. Tax collection rates were higher during COVID than anticipated but we may see some decrease with inflation.

**A motion** was made by Councilman Mitchell, seconded by Councilwoman Miers and carried to open the public hearing on the 2022 Municipal Budget.

**Chris Hussey - revaluation and senior citizens? Kevin Benbrook - explanation of the revaluation process. No statutory provisions for a tax reduction for senior citizens.**

**Virginia Walton - increases in Mayor and Council O/E, Holidays and Celebrations and deferred charges. Mayor Kennedy - Mayor and Council O/E increase for the cost of the grant writer, anticipate some additional expenditures in Holidays and Celebrations, increase in debt payment in deferred charges.**

**Adam Sadlon - fund balance? Andrew Kucinski - additional monies were used from fund balance to balance this year's budget but expected to be regenerated this year.**

**A motion** was made by Councilman Roth and seconded by Councilwoman Miers to close the

public hearing and adopt the 2022 Municipal Budget.

**Roll call:**

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

**Nays - None**

**Abstentions - None**

**Recusal - None**

**Absent - Councilman Zmigrodski**

**Public Comment:**

There was no public comment at this time.

**Committee Reports:**

Councilman Mitchell - Good Will Fire had 18 calls in March. They have installed their new message board and are looking for new members.

Belvidere Ambulance Corps had no report at this time. They are concerned about the costs and process in taking down the building to the rear of their facility. Their 75<sup>th</sup> anniversary parade is scheduled for May 21<sup>st</sup>.

Councilman Roth - met with Congressman Gottheimer and will be scheduling a call to discuss our grant submissions. The CC@B has been very active with over 800 visitors to the facility so far this year. They had their first bus trip and held the annual bird house competition. The BOE had their first hearing on the school budget. The pool is moving ahead for the opening of the season. DSM has completed the work on the pumps saving the municipality thousands of dollars. Need for additional members on the Pool Committee.

**A motion** was made by Councilwoman Miers, seconded by Councilman Mitchell and carried to waive the residency requirement and appoint Jim Smith to the Pool Committee.

Council agreed to allow Councilman Roth to be a voting member of the Pool Committee.

Councilwoman Miers - working with the CFO on budget and audit matters.

Councilwoman Napolitani - Court Administrator training the Deputy Court Administrator in anticipation of her retirement. New officers are now in the rotation. Judged the birdhouse competition.

Councilman Matlock - Environmental Commission has the following activities scheduled: Earth Day April 23<sup>rd</sup>, Go Green in Hope April 30<sup>th</sup> and Roadside Clean-Up May 14<sup>th</sup>.

**Correspondence:**

**A motion** was made by Councilman Roth, seconded by Councilman Matlock and carried approving the appropriate street closures for the Belvidere American Legion Memorial Day Parade on May 30<sup>th</sup>.

**Previous Business:**

Kevin Benbrook advised that the great Northern property now belongs to the Town through foreclosure and the Town is working on the clean up.

**A motion** was made by Councilman Mitchell, seconded by Councilwoman Miers and carried authorizing Paul Sterbenz to perform a preliminary environmental assessment of the Great Northern property.

**Resolutions:**

**A motion** was made by Councilwoman Napolitani, seconded by Councilman Matlock and carried to adopt Resolution No. R2022x44.

**RESOLUTION NO. R2022x44**

**TOWN OF BELVIDERE**

**WARREN COUNTY, NEW JERSEY**

**A RESOLUTION TO HIRE AND PAY POLICE OFFICERS**

BE IT RESOLVED that the Belvidere Town Council hereby authorizes to hire the following as

an officer of the Belvidere Police Department:

<u>Name</u>	<u>Position</u>	<u>Salary</u>
Michael O'Mealy	Officer in Training	\$39,685 eff. 4/25/22
	Patrolman Step 1	\$55,564 eff. 6/13/22

Date: April 25, 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. R2022x45.

**RESOLUTION NO. R2022x45  
TOWN OF BELVIDERE  
WARREN COUNTY, NEW JERSEY  
AWARD ROAD IMPROVEMENT CONTRACTS**

WHEREAS, The Town of Belvidere is a member of the Morris County Cooperative Pricing System and wishes to utilize various contracts for Road Resurfacing and Curbing; and

WHEREAS, South State, Inc. of Bridgeton, New Jersey has been awarded Contract # 6. This has been awarded through the Morris County Cooperative Pricing Council of which the Town of Belvidere is an active participant; and

WHEREAS, Reivax Contracting Corporation of Flemington, New Jersey has also been awarded Contract #6 through the Morris County Cooperative Pricing Council of which the Town of Belvidere is an active participant

WHEREAS, the Chief Financial Officer has certified that funds are available thru Capital Ordinance 2021-04

NOW, THEREFORE, BE IT RESOLVED that the Town Council of the Town of Belvidere in the County of Warren, New Jersey that the Road Resurfacing Contract be awarded to South State, Inc. 202 Reeves Road Bridgeton, New Jersey 08302 not to exceed \$650,000 and the Curbing Contract be awarded to Reivax Contracting Corporation 165 River Road, Flemington, New Jersey 08822 not to exceed \$50,000.00

Date: April 25, 2022  
Teresa A. Yeisley, RMC/CPM  
Municipal Clerk/Administrator

**A motion** was made by Councilman Mitchell, seconded by Councilman Roth and carried to adopt Resolution No. R2022x46.

**RESOLUTION NO. R2022x46  
TOWN OF BELVIDERE  
WARREN COUNTY, NEW JERSEY  
A RESOLUTION ESTABLISHING AN EVENT ADVISORY COMMITTEE**

WHEREAS, the Town of Belvidere is desirous of establishing an Event Advisory Committee for the purpose of assisting third parties in the preparation and submission of a complete Event Application and making the recommendation to the Mayor and Council with respect thereto.

NOW, THEREFORE, BE IT RESOLVED, by the Town Council of Belvidere, in the County of Warren, State of New Jersey, that an Event Advisory Committee by and hereby is established as follows:

- A. The Committee shall be comprised of not fewer than five or more than eleven members.

B. Members shall be appointed by the Mayor with the advice and consent of the Council.

C. The members first appointed shall hold office for two and three years, respectively, in such a manner that the term of at least one member and not more than four members shall expire in each year according to the number appointed. Thereafter, all appointments shall be for terms of three years, and all vacancies shall be filled for the unexpired term only.

D. One member of the Town Council shall be appointed annually by the Mayor, with advise and consent of the Town Council, to serve as an ex officio member of the Event Advisory Committee, but said member shall have no vote unless he/she or she is also formally appointed as a member of said Committee. Additional ex officio members (liaisons) may be appointed annually by the Town Council.

E. The Committee shall be advisory in nature, shall not be authorized to expend any municipal funds and shall not be required to comply with the Open Public Meetings (Sunshine Law) in the conduct of its meetings.

F. The purpose of the Committee shall be to assist third parties with the preparation and submission of Event Applications to the Mayor and Council, to formulate and develop application forms for this purpose, to advise the Council with respect to a recommendation on applications as submitted, and to perform any other duties that may be delegated to the Committee by the Mayor and Council.

**BE IT FURTHER RESOLVED**, that the initial members of the Committee are as follows:

Nicole Connelly – two-year term  
Anne Dumschat – two-year term  
Sam McDonald – two-year term  
Mike Moyer – three-year term  
Rheva Smickle – three-year term  
Virginia Walton – three-year term  
Ken Zinchiak – three-year term

(A two-year term shall run for the balance of calendar year 2022 through December 31, 2023. A three-year term shall run for the balance of calendar year 2022 through December 31, 2024).

**Ordinances:**

No ordinance 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 Matlock and carried to authorize payment of the purchase orders as submitted in the amount \$498,565.43.

**Public Comment:**

Chris Hussey - LMR is the only trash collector that has agreed to use a small vehicle for alley pick-up. This is at a significant price increase and could be a burden to senior citizens.

Sandra Bartel - pavement of Parker Street

Sharon Cooper - regarding the Great Northern property, underground storage contamination is not covered under our policy. Kevin Benbrook advised that the Town should have no environmental liability for this property. Will be working with the State to obtain clean-up funding.

Mark Young - Warren County Municipal and Charitable grants

Mayor Kennedy advised that Ray Smickle has resigned from the Historic Commission. The Mayor thanked Mr. Smickle for his years of service.

**A motion** was made by Councilman Mitchell and seconded by Councilman Roth to allow garbage pick-up in the alleys to remain until a permanent solution can be found.

**Roll call:**

**Ayes - Councilman Mitchell, Councilman Roth**

**Nays - Councilman Matlock, Councilwoman Miers, Councilwoman Napolitani, Mayor Kennedy**  
**Abstentions - None**  
**Recusal - None**  
**Absent - Councilman Zmigrodski**  
**Motion Failed.**

A **motion** was made by Councilwoman Napolitani to adjourn the meeting of the Belvidere Town Council at 8:34 PM.

Respectfully submitted,

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