

**MINUTES - TOWN COUNCIL REORGANIZATION MEETING
TOWN OF BELVIDERE
WARREN COUNTY, NEW JERSEY
691 Water Street
JANUARY 2, 2017**

Mayor Kennedy called the reorganization meeting of the Belvidere Town Council to order at 9:00 AM.

William Joseph, Town Crier asked all to bear witness to the democratic process.

Teresa Yeisley read the following: 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 the Belvidere Town Hall, 691 Water Street, Belvidere NJ.

All joined the Mayor in the Pledge of Allegiance and a prayer was offered Reverend Hussey.

Oaths of Office:

The Oath of Office was administered by Teresa Yeisley to Walter Tutka and Karl McAleer.

Roll Call:

Present: Mayor Kennedy, Councilman Fitzgerald, Councilman Makatura, Councilman McAleer, Councilwoman Miers, Councilwoman Napolitani, Councilman Tutka

Absent: None

Adoption of Orders of the Day:

A **motion** was made by Councilwoman Miers, seconded by Councilman Makatura and carried to adopt Robert's Rules of Orders as the orders of the day.

Public Comment:

There was no public comment at this time.

Election of Council President:

A **motion** was made by Councilwoman Napolitani and seconded by Councilman Makatura nominating Councilwoman Miers as Council President.

Roll call:

Ayes - Councilman Fitzgerald, Councilman Makatura, Councilman McAleer, Councilwoman Miers, Councilwoman Napolitani, Councilman Tutka, Mayor Kennedy

Nays - None

Abstentions - None

Absent - None

Mayor Kennedy wished all attending a Happy New Year and thanked the Council, professionals and staff for a successful 2016. The Mayor added that he has learned a great deal and has found the Mayor's job more tasking than he ever imagined. He encouraged everyone to continue with the positive work and progress in 2017.

Appointments:

A **motion** was made by Councilwoman Miers, seconded by Councilwoman Napolitani and carried confirming the following appointments:

Professionals:

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

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

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

A **motion** was made by Councilwoman Miers, seconded by Councilman McAleer and carried confirming the following appointments:

Court:

Municipal Prosecutor (one year term) - **Roger Skoog**
Municipal Prosecutor Alternate #1 (one year term) - **Brett Morrow**
Municipal Prosecutor Alternate #2 (one year term) - **Christopher Troxell**
Municipal Public Defender (one year term) - **Scott Wilhelm**
Violations Clerk (one year term) - **Coleen Hosterman**

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

Police Department:

Special Police Officers (one year term) - **George Duckworth, Tracy Marsh, Craig Metz**
Crossing Guards (one year term) - **Nancy Dietz, Paulina Haggerty, Helena Vasili, Dorothy Steele, James Patrick, Danelle Allen (substitute)**
Animal Control Officer (one year term) - **Robert Lagonera**

A motion was made by Councilwoman Miers, seconded by Councilwoman Napolitani and carried confirming the following appointments:

Planning Board

Class 4 term expires 12/31/2019 - **Michael Belby**
Class 4 term expires 12/31/2019 - **David Dech**
Class 4 term expires 12/31/2019 - **Michael Luna**
Class 4 term expires 12/31/2019 - **Charlotte Warnick**
Class 4 term expires 12/31/2019 - **Lawrence Gregan**
Class 2 term expires 12/31/2019 - **Andreas Eisenberger**
Alternate #1 term expires 12/31/2017 - **Patricia MacCallum**
Alternate #2 term expires 12/31/2017 - **Claudia Howard**

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

Environmental Commission

Regular member term expires 12/31/2019 - **Andreas Eisenberger**

A motion was made by Councilman Makatura, seconded by Councilman McAleer and carried confirming the following appointments:

Historic Preservation Advisory Commission:

Class B member term expires 12/31/2019 - **Susan Beale**
Alternate #1 term expires 12/31/2017 - **Janet Raheb**
Alternate #2 term expires 12/31/2017 - **Sandra Beck**

A motion was made by Councilwoman Miers, seconded by Councilwoman Napolitani and carried confirming the following appointments:

Regular member to fill unexpired term of Kim Beaney term expires 12/31/2018 - **Claudia Howard**

A motion was made by Councilman McAleer, seconded by Councilman Makatura and carried confirming the following appointments:

Sewer Appeals Committee

Chairperson (one year term) - **Kathleen Miers**
Member (one year term) - **Laurel Napolitani**

A motion was made by Councilman Makatura, seconded by Councilwoman Miers with Councilman Fitzgerald abstaining and all others voting “yes” confirming the following appointments:

Council Member Committees

Police - **Charles Makatura, Chairperson and Laurel Napolitani, Vice Chairperson**
Finance - **Kathleen Miers, Chairperson and Karl McAleer, Vice Chairperson**
Department of Public Works - **Laurel Napolitani, Chairperson and Charles Makatura, Vice Chairperson**
Recreation and Education - **Walter Tutka Chairperson and Desmond Fitzgerald, Vice**

Chairperson

Historic, Land Use and Economic Development - **Desmond Fitzgerald, Chairperson and Walter Tutka, Vice Chairperson**

Fire and Public Utilities - **Karl McAleer, Chairperson and Kathleen Miers, Vice Chairperson**

Resolutions:

A **motion** was made by Councilwoman Miers, seconded by Councilman Makatura and carried to adopt Resolutions R2017x01 through R2017x07.

RESOLUTION NO. R2017x01

TOWN OF BELVIDERE

WARREN COUNTY, NEW JERSEY

**A RESOLUTION DESIGNATING THE OFFICIAL
NEWSPAPER AND THE 2017 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 2017, 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 2017**

TOWN COUNCIL

The second and fourth Monday of each month at 7:00 p.m. at Belvidere Town Hall, 691 Water Street, Belvidere, NJ. except where noted.

ENVIRONMENTAL COMMISSION

Fourth Monday 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 4th Monday 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 2, 2017
Teresa A. Yeisley, RMC/CPM
Municipal Clerk/Administrator

**RESOLUTION NO. R2017x02
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 2017 that a fee of \$100.00 be instituted for the issuance of a duplicate tax sale certificate.

Dated: January 2, 2017
Teresa A. Yeisley, R.M.C./C.P.M.
Municipal Clerk/Administrator

**RESOLUTION NO. R2017x03
TOWN OF BELVIDERE
WARREN COUNTY, NEW JERSEY
A RESOLUTION TO AUTHORIZE THE TAX COLLECTOR
TO CANCEL BALANCES UNDER \$10.00 IN 2017**

WHEREAS, the Tax Collector has overpayments and underpayments of taxes for 2017 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 2, 2017
Teresa A. Yeisley, R.M.C./C.P.M.
Municipal Clerk/Administrator

**RESOLUTION NO. R2017x04
TOWN OF BELVIDERE
WARREN COUNTY, STATE OF NEW JERSEY
A RESOLUTION ESTABLISHING 2017 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 2, 2017
Teresa A. Yeisley, R.M.C./C.P.M.
Municipal Clerk/Administrator

**RESOLUTION NO. R2017x05
TOWN OF BELVIDERE
WARREN COUNTY, NEW JERSEY
RESOLUTION DESIGNATING DEPOSITORIES**

BE IT RESOLVED by The Town of Belvidere on January 1, 2017 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 2, 2017
Teresa A. Yeisley, R.M.C./C.P.M.
Municipal Clerk/Administrator

**RESOLUTION NO. R2017x06
TOWN OF BELVIDERE
WARREN COUNTY, NEW JERSEY
A RESOLUTION TO AUTHORIZE THE SEWER UTILITY CLERK
TO CANCEL BALANCES UNDER \$5.00 IN 2017**

WHEREAS, the Sewer Utility Clerk has overpayments and underpayments of sewer charges for 2017 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 2, 2017
Teresa A. Yeisley, RMC./CPM
Municipal Clerk/Administrator

**RESOLUTION NO. R2017x07
TOWN OF BELVIDERE
WARREN COUNTY, NEW JERSEY
A RESOLUTION FOR
TEMPORARY APPROPRIATIONS - 2017**

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 2017 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 2016 budget, less appropriations made for Capital Improvement Fund, Debt Service and Deferred Charges are as follows:

General Fund: \$2,738,736.25

Sewer Utility Fund: \$732,100.00
Pool Utility Fund: \$80,500.00 and;

WHEREAS, 26.25% of the total appropriations in the 2016 budget less the appropriations made for Capital Improvement Fund, Debt Service and Deferred Charges are as follows:

General Fund: \$718,918.26
Sewer Utility Fund: \$192,176.25
Pool Utility Fund: \$21,131.25

NOW, THEREFORE, BE IT RESOLVED by the Belvidere Town Council that the temporary appropriations be made in the amount of \$718,918.26 for the General Fund, \$192,176.25 for the Sewer Utility Fund and \$21,131.25 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 2, 2017.

A motion was made by Councilwoman Miers, seconded by Councilman Makatura and carried to offer a keepsake from the Library to any of the Library employees or trustees who would like something.

A motion was made by Councilwoman Miers, seconded by Councilman Makatura and carried to adjourn the reorganization meeting of the Belvidere Town Council at 9:24 AM.

Respectfully submitted,

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