

**MINUTES - TOWN COUNCIL MEETING
TOWN OF BELVIDERE
WARREN COUNTY, NEW JERSEY
691 Water Street
MARCH 16, 2015**

Mayor Stettler opened the regular meeting of the Belvidere Town Council with the Pledge of Allegiance and 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 the Belvidere Town Hall, 691 Water Street, Belvidere NJ.

Roll Call:

Present - Mayor Stettler, Councilman Kennedy, Councilman Makatura, Councilwoman Miers, Councilwoman Napolitani, Councilman Sebold

Council Vacancy:

Councilwoman Napolitani, on behalf of the Republican County Committee, submitted the following names to fill the vacancy left by the resignation of William Murphy:

John Clemmer, Timothy Petre, Jordon Schreffler

A motion was made by Councilwoman Miers and seconded by Councilwoman Napolitani nominating Timothy Petre to fill the Council vacancy.

A motion was made by Councilman Sebold and seconded by Mayor Stettler nominating John Clemmer to fill the Council vacancy.

Roll call for Timothy Petre:

Ayes - Councilman Kennedy, Councilman Makatura, Councilwoman Miers, Councilwoman Napolitani

Nays - Councilman Sebold, Mayor Stettler

Abstentions - None

Absent - None

Roll call for John Clemmer:

Ayes - Councilman Sebold, Mayor Stettler

Nays - Councilman Kennedy, Councilman Makatura, Councilwoman Miers, Councilwoman Napolitani

Abstentions - None

Absent - None

Teresa Yeisley administered the Oath of Office to Timothy Petre.

Proclamation:

***Town of Belvidere Proclamation
Recognizing April as Parkinson's Awareness Month***

Whereas, more than seven million people worldwide are living with Parkinson's disease - a chronic, degenerative neurological disorder; and

Whereas, there are currently no known ways to prevent or accurately predict who will develop Parkinson's disease, but scientists believe that , of all the brain disorders, Parkinson's is the one closest to a cure; and

Whereas, in the United States, an estimated 60,000 new cases will be diagnosed this year alone; and

Whereas, there is no objective test for Parkinson's disease and the rate of mis-diagnosis can be high; and

Whereas, there is no cure, therapy, or drug to slow or halt the progression of Parkinson's disease; and

Whereas, increased education and research are needed to help find more effective treatments with fewer side effects and, ultimately, an effective treatment or cure for Parkinson's disease;

Now, Therefore, Be it Proclaimed that the Belvidere Town Council hereby proclaims April as Parkinson's Awareness Month in the Town of Belvidere and April 11, 2015 as Belvidere Fox Trot Day.

Harold Halvorsen accepted the proclamation and thanked the Council for their support of Parkinson's Awareness and the Fox Trot.

2015 Municipal Budget Introduction:

A **motion** was made by Councilman Sebold and seconded by Councilwoman Miers to introduce Ordinance No. O2015x01.

ORDINANCE NO. O2015x01

TOWN OF BELVIDERE

WARREN COUNTY, NEW JERSEY

CALENDAR YEAR 2015

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 2.0% 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 2015 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 1.5% increase in the budget for said year, amounting to \$36,258 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 2015 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 \$84,603 and that the CY 2015 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 16, 2015 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 April 20, 2015 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.

Roll call:

Ayes - Councilman Kennedy, Councilman Makatura, Councilwoman Miers, Councilwoman Napolitani, Councilman Petre, Councilman Sebold, Mayor Stettler

Nays - None

Abstentions - None

Absent - None

A **motion** was made by Councilwoman Napolitani and seconded by Councilman Kennedy to adopt Resolution No. R2015x34.

RESOLUTION NO. R2015x34

TOWN OF BELVIDERE

WARREN COUNTY, NEW JERSEY

A RESOLUTION AUTHORIZING SELF-EXAMINATION OF THE 2015 MUNICIPAL BUDGET

WHEREAS, N.J.S.A. 40A:4-78b has authorized the Local Finance Board to adopt rules that permit municipalities in sound fiscal condition to assume the responsibility, normally granted to the Director of the Division of Local Government Services, of conducting the annual budget examination; and

WHEREAS, N.J.A.C. 5:30-7 was adopted by the Local Finance Board on February 11, 1997; and

WHEREAS, pursuant to N.J.A.C. 5:30-7.2 through 7.5, the Town of Belvidere has been declared eligible to participate in the program by the Division of Local Government Services, and the Chief Financial Officer has determined that the local government meets the necessary conditions to participate in the program for the 2013 budget year.

NOW, THEREFORE, BE IT RESOLVED by the governing body of the Town of Belvidere that in accordance with N.J.A.C. 5:30-7.6a & 7.6b and based upon the Chief Financial Officer's certification, the governing body has found the budget has met the following requirements:

1. The with reference to the following items, the amounts have been calculated pursuant to law and appropriated as such in the budget:
 - a. Payment of interest and debt redemption charges
 - b. Deferred charges and statutory expenditures
 - c. Cash deficit of preceding year
 - d. Reserve for uncollected taxes
 - e. Other reserves and non-disbursement items
 - f. Any inclusions of amounts required for school purposes
2. That the provisions relating to limitations on increases of appropriations pursuant to N.J.S.A. 40A:4-45.2 and appropriations for exceptions to limits on appropriations found at N.J.S.A. 40A:4-45.3 et seq., are fully met (complies with CAP law).
3. That the budget is in such form, arrangement, and content as required by the Local Budget Law and N.J.A.C. 5:30-4 and 5:30-5.
4. That pursuant to the Local Budget Law:
 - a. All estimates of revenue are reasonable, accurate and correctly stated
 - b. Items of appropriation are properly set forth
 - c. In itemization, form, arrangement and content, the budget will permit the exercise

of the comptroller function within the municipality

5. The budget and associated amendments have been introduced and publicly advertised in accordance with the relevant provisions of the Local Budget Law, except that failure to meet the deadlines of N.J.S.A. 40A:4-5 shall not prevent such certification.
6. That all other statutory requirements have been fulfilled.

BE IT FURTHER RESOLVED that a copy of this resolution will be forwarded to the Director of the Division of Local Government Services upon adoption.

Roll call:

Ayes - Councilman Kennedy, Councilman Makatura, Councilwoman Miers, Councilwoman Napolitani, Councilman Petre, Councilman Sebold, Mayor Stettler

Nays - None

Abstentions - None

Absent - None

A motion was made by Councilman Kennedy and seconded by Councilman Makatura to introduce the 2015 Municipal Budget as submitted.

Roll call:

Ayes - Councilman Kennedy, Councilman Makatura, Councilwoman Miers, Councilwoman Napolitani, Councilman Petre, Councilman Sebold, Mayor Stettler

Nays - None

Abstentions - None

Absent - None

Public Comment:

There was no public comment at this time.

Committee Reports:

Councilman Makatura - reviewed the activities of the Police Department. Patrolman Pappalardo is completing his training and will be on full duty soon.

Councilwoman Napolitani - reviewed DPW activities. John Snyder is moving forward with researching the out-sourcing of the mowing, leaves and street sweeping. Repaired sink hole at Second and Depue Streets.

Councilman Sebold - met with Historic Commission representatives and discussed a sign ordinance, new home owner packets, Commission membership and meeting attendance. Met with DPW regarding snow ordinance and reviewed alternative off-street parking during snow emergencies.

Councilwoman Miers - pool utility budget has been established and they will be hiring a manager with a CPO. Mayor Stettler attended the Recreation Committee meeting on March 4th to review the Christmas Tree Lighting and the Town-Wide Yard Sales. The Committee declined handling the Town-Wide Yard Sales but will handle the Christmas Tree Lighting. The Committee had their reorganization meeting and Heather Stokes and Laura Kennedy will be co-chairs. The Harvest Festival has been scheduled for October 11th with a rain date of October 18th. The BOE will meet on March 18th to present their budget with a possible 2% increase.

Councilman Kennedy - reviewed S/W and O/E budgets of PD and DPW with liaisons.

Councilman Petre - no report at this time.

Mayor Stettler - met with Stan Prater from JCP&L to review critical facilities and will meet with Red Cross to review changes that will affect Town.

Correspondence:

A letter was received regarding parking on Second Street. Discussion ensued. Council declined to take action.

A motion was made by Councilman Kennedy, seconded by Councilwoman Miers and carried authorizing a street closure for the Belvidere High School Swim Team 5K on June 6th.

A letter was received regarding the extension of closing hours for liquor establishments. Councilman Makatura stated that the Police Department was opposed to this extension for a number of reasons. Council declined to take action.

Previous Business:

There was discussion of agenda procedures. Katrina Campbell advised that Robert’s Rules of Order is used as the default when no other procedure is in place.

A motion was made by Councilman Kennedy, seconded by Councilwoman Miers and carried to table this matter to a future meeting after review.

The snow emergency parking matter will be tabled to a future meeting after review.

Katrina Campbell advised that she reviewed the firing range use agreement with Chief Scott and they can now move forward allowing other departments to use the range.

New Business:

There was no new business discussed at this time.

Resolutions:

A motion was made by Councilman Kennedy and seconded by Councilwoman Miers to adopt Resolution No. R2015x30.

**RESOLUTION NO. R2015x30
TOWN OF BELVIDERE
WARREN COUNTY, NEW JERSEY
A RESOLUTION TO TRANSFER FUNDS**

BE IT RESOLVED by the Town Council of the Town of Belvidere that there are insufficient funds to meet the demands necessary for the 2014 balances in the Current Fund Budget. WHEREAS the following accounts have sufficient excess funds to meet such demands: BE IT RESOLVED that in accordance with the provisions of R.S. 40A:4-58 the Chief Financial Officer is hereby authorized to make the following transfers:

TO:	Administrative O/E	1,300.00
	Telephone O/E	1,350.00
	Finance-Audit Expenses	16.00
	Tax Assessor O/E	150.00
	Public Buildings and Grounds	1,250.00
	Planning Board O/E	380.00
	Police Expenses O/E	7,300.00
	Streets and Roads O/E	730.00
	Bulk Purchases O/E	525.00
	Electricity O/E	3,250.00
	Uniform Construction Code O/E	<u>850.00</u>
		\$17,101.00
FROM:	Finance O/E	201.00
	Finance S/W	1,350.00
	Group Insurance	1,700.00
	Road Department S/W	<u>13,850.00</u>

\$17,101.00

Date: March 16, 2015
Teresa A. Yeisley, RMC/CPM
Municipal Clerk/Administrator

Roll call:

**Ayes - Councilman Kennedy, Councilman Makatura, Councilwoman Miers,
Councilwoman Napolitani, Councilman Petre, Councilman Sebold, Mayor Stettler**

Nays - None

Abstentions - None

Absent - None

A motion was made by Councilman Kennedy and seconded by Councilwoman Miers to adopt the following resolutions: R2015x31 and R2015x32.

RESOLUTION NO. R2015x31

TOWN OF BELVIDERE

WARREN COUNTY, NEW JERSEY

A RESOLUTION AUTHORIZING REFUND OF PREMIUM MONEYS (block 33, lot 14)

WHEREAS, Tax Sale Certificate 2014-035 dated October 20, 2014 on block 33, lot 14 was redeemed on February 28, 2015; and

WHEREAS, the premium paid at the sale in the amount of \$900.00 needs to be returned to US BANK CUST FOR PC5 STERLING NATL, 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 \$900.00 representing said refund.

US BANK CUST FOR PC5 STERLING NATL
50 S 16TH ST STE 2050
PHILADELPHIA, PA 19102

Date: March 2, 2015
Teresa A. Yeisley, RMC/CPM
Municipal Clerk/Administrator

RESOLUTION NO. R2015x32

TOWN OF BELVIDERE

WARREN COUNTY, NEW JERSEY

A RESOLUTION AUTHORIZING REFUND OF PREMIUM MONEYS (block 38, lot 15)

WHEREAS, Tax Sale Certificate 2014-044 dated October 20, 2014 on block 38, lot 15 was redeemed on February 28, 2015; and

WHEREAS, the premium paid at the sale in the amount of \$1,400.00 needs to be returned to US BANK CUST FORFNA JERSEY BOI 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 \$1,400.00 representing said refund.

US BANK CUST FOR FNA JERSEY BOI LLC
50 S 16TH ST STE 2050
PHILADELPHIA, PA 19102

Date: March 2, 2015
Teresa A. Yeisley, RMC/CPM
Municipal Clerk/Administrator

Roll call:

Ayes - Councilman Kennedy, Councilman Makatura, Councilwoman Miers, Councilwoman Napolitani, Councilman Petre, Councilman Sebold, Mayor Stettler

Nays - None

Abstentions - None

Absent - None

Appointments:

There were no appointments at this time.

Approval of Purchase Orders:

A motion was made by Councilman Makatura and seconded by Councilman Sebold to authorize the payment of the purchase orders in the amount of \$32,902.66.

Roll call:

Ayes - Councilman Kennedy, Councilman Makatura, Councilwoman Miers, Councilwoman Napolitani, Councilman Petre, Councilman Sebold, Mayor Stettler

Nays - None

Abstentions - None

Absent - None

Public Comment:

Rheva Smickle - route for swim team 5K

Susan Beale - Historic Commission meetings only needed when there is business before the Commission

Adrienne Cullen - sidewalk at 3 Greenwich and South Water needed repairs

Howard Thompson - range fees and transfer resolution

Richard Neumann - foreclosed properties, needed repairs to Pahaquarry Street, mowing RFP

Mayor Stettler asked for a moment of silence in memory of Gerald Metzgar.

A motion was made by Councilman Kennedy, seconded by Councilman Sebold and carried to recess the Council meeting.

A motion was made by Councilwoman Napolitani, seconded by Councilman Sebold and carried to return to regular session.

Executive Session:

A motion was made by Councilman Kennedy, seconded by Councilman Sebold and carried to adopt Resolution No. R2015x33.

RESOLUTION NO. R2015x33

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: Contract Negotiations - PBA
Anticipated Litigation

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

When Resolved.

Dated: March 16, 2015
Teresa A. Yeisley, R.M.C./C.P.M.
Municipal Clerk/Administrator

A motion was made by Councilwoman Miers, seconded by Councilman Sebold and carried to return to regular session.

Katrina Campbell advised the public that Council discussed the PBA contract and Howell Street in executive session.

A motion was made by Councilwoman Napolitani, seconded by Councilman Kennedy and carried to adjourn the meeting of the Belvidere Town Council at 9:38 PM.

Respectfully submitted,

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