MINUTES - TOWN COUNCIL MEETING
TOWN OF BELVIDERE
WARREN COUNTY, NEW JERSEY
691 Water Street
AUGUST 3, 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 Petre, Councilman Sebold
Absent - None

Approval of Minutes:
A motion was made by Councilman Kennedy, seconded by Councilwoman Miers with Councilman Sebold abstaining and all others voting "yes" to adopt the July 6, 2015 regular and executive meeting minutes of the Belvidere Town Council.

Proclamation:
Members of the Belvidere Garden Club were present to accept the following proclamation from Mayor Stettler:

Town of Belvidere
Proclamation
Recognizing the Belvidere Garden Club

Whereas, The Belvidere Garden Club was organized in 2000 and became a member of the Garden Club of New Jersey and the National Garden Club, Inc.; and

Whereas, The purpose of the Belvidere Garden Club is to promote and develop community pride through civic beautification of the Town of Belvidere and its surrounding areas; and

Whereas, The Belvidere Garden Club has been recently recognized their work in the community with the following awards: East Orange Trophy, Wyckoff Garden Club Trophy, Medford Lakes Garden Club Trophy and the Hanover Garden Club Trophy; and

Now, Therefore, Be it Proclaimed, that the Mayor and Town Council of the Town of Belvidere hereby formally congratulates the Belvidere Garden Club and express our gratitude for their positive contributions to our community.

Dated this 3rd day of August 2015.

Public Comment:
Morris Scott and Carol Scott requested an update on the Howell Street issue. The Scotts were advised that a topographical map had been prepared by the engineer. Council has made no further decisions on Howell Street.

Committee Reports:
Councilman Makatura - review of Police Department activity report. New shotguns were purchased through a buy back program. Two heroin over dose saves with narcan. The proposed shared court with Liberty Township looks very favorable.

Councilwoman Napolitani - provided the DPW and Sewer activity report. The Councilwoman attended the Library Board meeting and reported on same.

Councilman Sebold - no report at this time.

Councilwoman Miers - the pool made $91,000 as of August 1st. Sewer Committee met with John Mooney to review the sewer ordinance. Board of Education meeting was canceled. Summer Recreation Program ended and the Committee will meet next week.
A motion was made by Councilwoman Miers, seconded by Councilman Makatura and carried to send a memo to department heads informing them that all time cards must be approved and signed by the appropriate authority before any pay check will be released.

Councilman Kennedy - provided budget trial balance through July 21st. Sent email reminding department heads to be mindful of spending. DPW and PD on track with budgets.

Councilman Petre - Historical Commission met but no actions were taken. Mayor Stettler spoke with downtown business owners regarding planters and all seemed amicable about Council's decision.

Mayor Stettler - reminder National Night Out scheduled August 4th. Request to put Cannonsville Dam information on website.

Teresa Yeisley - provided all Council with committee review of portfolio for recodification project and requested that all review for further discussion.

Correspondence:
A motion was made by Councilman Kennedy, seconded by Councilman Sebold and carried approving a request for closure of one block of Front Street for car rally.

A motion was made by Councilman Sebold, seconded by Councilwoman Napolitani and carried to accept with regret the resignation of Dale Glynn, Plumbing Inspector, effective October 1, 2015.
A motion was made by Councilman Makatura, seconded by Councilwoman Miers and carried to advertise the Plumbing Inspector position on the municipal website.

Previous Business:
Councilman Kennedy initiated a discussion about having workshop meetings. Council weighed various options.
A motion was made by Councilwoman Napolitani and seconded by Councilwoman Miers to schedule a workshop for the first meeting in September with the municipal attorney present.
Roll call:
Ayes - Councilman Kennedy, Councilman Makatura, Councilwoman Miers, Councilwoman Napolitani, Councilman Petre, Councilman Sebold
Nays - Mayor Stettler
Abstentions - None
Absent - None

Councilman Makatura reported that $363.75 was spent on the video camera to record Council meetings.

New Business:
A discussion was initiated about the sidewalks in Town and a memo from Paul Sterbenz regarding same. Councilman Makatura voiced his concerns about this issue. This matter will be discussed further at the workshop meeting.

Resolutions:
A motion was made by Councilwoman Miers, seconded by Councilman Petre and carried to adopt Resolution No. R2015x58.
RESOLUTION NO. R2015x58

TOWN OF BELVIDERE
WARREN COUNTY, NEW JERSEY
A RESOLUTION TO HIRE AND PAY
EMPLOYEES FOR THE BELVIDERE POOL

BE IT RESOLVED by the Town Council of the Town of Belvidere, County of Warren, State of New Jersey, that the following be paid to Pool Utility employees of the Town of Belvidere, and that salaries/hourly wages be effective for the 2015 Pool Utility Season unless otherwise noted:

Section 6

Name	Title	Salary/Hourly
Williams, Nicole	Lifeguard	9.25
Vonder Haar, Lynn	Lifeguard	9.25
Tatarian, Nick	Snack Bar	9.00

Dated: August 3, 2015
Teresa A. DeMont. R.M.C./C.P.M.
Municipal Clerk/Administrator

A motion was made by Councilwoman Napolitani, seconded by Councilman Makatura and carried to adopt Resolution No. R2015x59.

RESOLUTION NO. R2015x59
TOWN OF BELVIDERE
WARREN COUNTY, NEW JERSEY
A RESOLUTION EXTENDING THE GRACE PERIOD FOR PAYMENT OF THIRD QUARTER 2015 PROPERTY TAXES

WHEREAS, the annual tax bills were not mailed by the statutory date pursuant to N.J.S.A. 54:4-66 because the 2015 tax rate was not set by the Warren County Tax Administrator; and

WHEREAS, the mailing of the annual tax bills occurred on or before July 23, 2015; and

WHEREAS, pursuant to State Statute, no interest may be charged for 25 days after mailing;

NOW, THEREFORE, BE IT RESOLVED that the Belvidere Town Council hereby extends the grace period for payment of the 2015 third quarter property taxes to August 17, 2015. Any payments not received by that time will accrue interest back to August 1, 2015.

Date: August 6, 2015
Teresa A. Yeisley, RMC/CPM
Municipal Clerk/Administrator

A motion was made by Councilman Kennedy, seconded by Councilman Makatura and carried to adopt the following Resolutions: R2015x60, R2015x61, R2015x62, R2015x63, R2015x64

RESOLUTION NO. R2015x60
TOWN OF BELVIDERE
WARREN COUNTY, NEW JERSEY
A RESOLUTION AUTHORIZING REFUND OF PREMIUM MONEYS (block 24, lot 2)

WHEREAS, Tax Sale Certificate 2014-028 dated October 20, 2014 on block 24, lot 2 was redeemed on July 1, 2015; and

WHEREAS, the premium paid at the sale in the amount of $1,000.00 needs to be returned to FNA 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 $1,000.00 representing said refund.

FNA JERSEY BOI, LLC
575 ROUTE 70, 2ND FLOOR
BRICK, NJ 08723

Date: August 6, 2015
Teresa A. Yeisley, RMC/CPM
Municipal Clerk/Administrator

RESOLUTION NO. R2015x61
TOWN OF BELVIDERE
WARREN COUNTY, NEW JERSEY
A RESOLUTION AUTHORIZING REFUND OF PREMIUM MONEYS (block 28, lot 2)

WHEREAS, Tax Sale Certificate 2014-030 dated October 20, 2014 on block 28, lot 2 was redeemed on July 1, 2015; and

WHEREAS, the premium paid at the sale in the amount of $16,500.00 needs to be returned to FNA 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 $16,500.00 representing said refund.

FNA JERSEY BOI, LLC
575 ROUTE 70, 2ND FLOOR
BRICK, NJ 08723

Date: August 6, 2015
Teresa A. Yeisley, RMC/CPM
Municipal Clerk/Administrator

RESOLUTION NO. R2015x62
TOWN OF BELVIDERE
WARREN COUNTY, NEW JERSEY
A RESOLUTION AUTHORIZING REFUND OF PREMIUM MONEYS (block 51, lot 1.26)

WHEREAS, Tax Sale Certificate 2014-049 dated October 20, 2014 on block 51, lot 1.26 was redeemed on July 15, 2015; and

WHEREAS, the premium paid at the sale in the amount of $1,300.00 needs to be returned to FNA 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 $1,300.00 representing said refund.

FNA JERSEY BOI, LLC
575 ROUTE 70, 2ND FLOOR
BRICK, NJ 08723

Date: August 6, 2015
Teresa A. Yeisley, RMC/CPM
Municipal Clerk/Administrator

RESOLUTION NO. R2015x63
TOWN OF BELVIDERE
WARREN COUNTY, NEW JERSEY
A RESOLUTION AUTHORIZING REFUND OF PREMIUM MONEYS (block 23, lot 11)

WHEREAS, Tax Sale Certificate 2014-027 dated October 20, 2014 on block 23, lot 11 was redeemed on July 1, 2015; and

WHEREAS, the premium paid at the sale in the amount of $30,100.00 needs to be returned to US BANK CUST FOR BV001 TRUST, 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 $30,100.00 representing said refund.

US BANK CUST BV001 TRUST
50 S 16TH ST STE 2050
PHILADELPHIA, PA 19102-2513

Date: August 6, 2015
Teresa A. Yeisley, RMC/CPM
Municipal Clerk/Administrator

RESOLUTION NO. R2015x64
TOWN OF BELVIDERE
WARREN COUNTY, NEW JERSEY
A RESOLUTION AUTHORIZING REFUND OF PREMIUM MONEYS (block 42, lot 5)

WHEREAS, Tax Sale Certificate 2014-046 dated October 20, 2014 on block 46, lot 5 was redeemed on July 1, 2015; and

WHEREAS, the premium paid at the sale in the amount of $1,200.00 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 $1,200.00 representing said refund.

US BANK CUST FOR PC5STERLING NATIONAL
50 S 16TH ST STE 2050
PHILADELPHIA, PA 19102-2513

Date: August 6, 2015
Teresa A. Yeisley, RMC/CPM
Municipal Clerk/Administrator

A motion was made by Councilwoman Miers and seconded by Councilman Makatura, to adopt Resolution No. R2015x65.

RESOLUTION NO. R2015x65
TOWN OF BELVIDERE
WARREN COUNTY, NEW JERSEY
A RESOLUTION AUTHORIZING THE ISSUANCE OF TAX ANITICIPATION NOTES NOT TO EXCEED $400,000 FOR FISCAL YEAR 2015

BE IT RESOLVED BY THE BELVIDERE TOWN COUNCIL AS FOLLOWS:

Section 1. In anticipation of collection of taxes for the Fiscal Year 2015 levied or to be levied in such year or in anticipation of other revenue of such year, and for the purposes provided for in the budget or for which taxes are levied or to be levied for such year, Tax Anticipation Notes of 2015 of the Town of Belvidere are hereby authorized to be issued at one time or from one time to time in the aggregate principal amount not to exceed $400,000 (at any one time outstanding) pursuant to the local Budget Law of the State of New Jersey, constituting Chapter 169 of the Pamphlet Laws of 1960 of the State of New Jersey and codified at N.J.S.A. 40A:4-1 et seq (The “Local Budget Law”).

Section 2. The following matters in connection with said notes are hereby determined:

TITLE: Tax Anticipation Notes of Fiscal Year 2015 (each additional series, if any, shall be designated with a corresponding alphabetical letter)

DATE, NUMBER, DENOMINATION AND PLACE OF PAYMENT: As may be determined by the Chief Financial Officer

INTEREST RATE: As may be determined by the Chief Financial Officer

FORM: Substantially in the form attached hereto

Section 3. The borrowing power of the Town of Belvidere on Tax Anticipation Notes for the fiscal year 2015 is $2,326,149 as determined by a certificate of the Town's Chief Financial Officer filed in the Office of the Municipal Clerk, such certificate being as follows:

Certification

I, Christine Rolef, Chief Financial Officer of the Town of Belvidere hereby certify the following:

1. The grows borrowing power in respect of Tax Anticipation Notes of Fiscal Year 2015, being 30% of the tax levy of the next preceding fiscal year for all purposes, plus 30% of the amount of miscellaneous revenues realized in cash during the next preceding fiscal year is $2,326,149.
2. The amount of notes outstanding in anticipation fo the collection of taxes of the 2015 fiscal year, except such notes as will be renewed by or paid form the proceeds of the notes to be issued is $0
3. The net borrowing power being the excess of the first over the second of the two amounts is $2,326,149

IN WITNESS WHEREFOR, I have hereunder set my hand this 3rd day of August 2015

_____

Christine Rolef, Chief Financial Officer

Section 4. The Chief Financial Officer signing such notes is hereby authorized and directed to determine all matters in connection therewith not determined by this or a subsequent resolution and her signature upon said notes shall be conclusive evidence that all such matters have been so determined in manner and effect consistent with the form and substance of such notes. The Chief Financial Officer is hereby authorized to sell said Tax Anticipation Notes of 2015 at public or private sale or at not less than par and to deliver the same to the purchasers thereof upon receipt of the purchase price plus accrued interest from the dates of the notes to the date of delivery thereof and payment therefor.

Section 5. Said notes shall be general obligation of the Town and the full faith and credit of the Town are hereby pledged to the punctual payment of the principal of and interest on said obligations, and, unless otherwise paid or payment provided for, taxes shall be levi3ed in an amount sufficient to pay the principal of and interest on said obligations as the same shall become due and payable.

Section 6. The Chief Financial Officer is authorized and direc4ted to report in writing to this own Council at the meeting next succeeding the date when the sale of any of the said notes pursuant to this resolution is made, such report to include the amount, description, interest rate and maturity of the notes sold, the price obtained and the name of the purchaser, and such report shall be entered in full in the minutes of such meeting.

Section 7. This resolution shall take effect immediately.

Adoption by the following vote:
Ayes: Councilman Kennedy, Councilman Makatura, Councilwoman Miers, Councilwoman Napolitani, Councilman Petre, Councilman Sebold, Mayor Stettler
Nays: None
Abstentions: None
Absent: None

Certification

I, Teresa A. Yeisley, Municipal Clerk/Administrator, Town of Belvidere do hereby certify that the forgoing resolution was duly adopted by the Belvidere Town Council at a regular meeting held on August 3, 2015.

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

A motion was made by Councilman Kennedy, seconded by Councilwoman Miers and carried to adopt Resolution No. R2015x66.

RESOLUTION NO. R2015x66
TOWN OF BELVIDERE
WARREN COUNTY, NEW JERSEY
A RESOLUTION ACCEPTING THE CORRECTIVE ACTION PLAN FOR THE 2014 MUNICIPAL AUDIT

BE IT RESOLVED that the Belvidere Town Council hereby accepts the following Corrective Action Plan for recommendations in the 2014 municipal audit:

Corrective Action Plan
Audit 2014

Recommendation #1:

Description: All deposits should be deposited into designated depositories within Forty eight hours**.**
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Analysis: It was noted that receipts collected in the sewer utility operating fund were not always deposited within forty eight hours.

Corrective Action: All receipts will be deposited within forty eight hours.

Recommendation #2:

Description: A periodic reconciliation be performed to swimming pool tags issued And remaining to total purchased during the year.

Analysis: Tags were unable to be reconciled to the number of tags issued and the number of tags that were purchased.

Corrective Action: A reconciliation of swimming pool tags will be performed.

Recommendation #3:

Description: The Chief Financial Officer ensures the availability of fund for all grants prior to approval of payment.

Analysis: It was noted that there was an expenditure without reserve for the Municipal Court Alcohol Education and Rehabilitation – Local Share.

Corrective Action: The Chief Financial Officer will certify that funds are available for all Federal and State Grants prior to approval of payment.

Prepared by: Christine M. Rolef, CFO
Cert # N-0814

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 August 3, 2015.

Teresa A. Yeisley, RMC/CPM

Appointments:
There were no appointments at this time.

Approval of Purchase Orders:
A motion was made by Councilman Kennedy, seconded by Councilwoman Miers and carried to authorize the payment of the Purchase orders in the amount of $1,248,620.76.

Public Comment:
Des Fitzgerald - workshop meetings, executive session, sidewalks
Heather Stokes - Victorian Days, drug problems in Town
Walt Tutka - police stationed for road work

A motion was made by Councilwoman Miers, seconded by Councilman Sebold and carried to recess the Council meeting.
A motion was made by Councilwoman Miers, seconded by Councilman Kennedy and carried to return to regular session.

Executive Session:
John Snyder stated that he would waive his right to "Rice" notice to discuss his Sewer Operator salary in executive session and remain present for the discussion.
A motion was made by Councilman Petre, seconded by Councilman Sebold and carried to adopt Resolution No. R2015x67.
RESOLUTION NO. R2015x67
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, personnel, potential litigation

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

Dated: August 3, 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.

A motion was made by Councilwoman Napolitani and seconded by Councilwoman Miers to set the salary for Sewer Operator at $6,000 annually effective August 1, 2015.
Roll call:
Ayes - Councilman Makatura, Councilwoman Miers, Councilwoman Napolitani, Councilman Petre, Councilman Sebold, Mayor Stettler
Nays - Councilman Kennedy
Abstentions - None
Absent - None

A motion was made by Councilman Makatura and seconded by Councilman Sebold authorizing the execution of the PBA agreement after PBA attorney review.
Roll call:
Ayes - Councilman Kennedy, Councilman Makatura, Councilwoman Miers, Councilwoman Napolitani, Councilman Petre, Councilman Sebold, Mayor Stettler
Nays - None
Abstentions - None
Absent - None

Councilwoman Napolitani requested a moment of silence in memory of former Council President, Howard Thompson.

Katrina Campbell advised the public that Council was in executive session for approximately 1 hour and discussed the Sewer Operator salary and the PBA contract.

A motion was made by Councilwoman Miers, seconded by Councilman Kennedy and carried to adjourn the meeting of the Belvidere Town Council at 10:15 P.M.

Respectfully submitted,

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