

**MINUTES - TOWN COUNCIL WORKSHOP MEETING
TOWN OF BELVIDERE
WARREN COUNTY, NEW JERSEY
691 Water Street
AUGUST 14, 2017**

Mayor Kennedy opened the regular meeting of the Belvidere Town Council with the Pledge of Allegiance. 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 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 Kennedy, Councilman Fitzgerald, Councilman Makatura, Councilman McAleer, Councilwoman Miers, Councilwoman Napolitani, Councilman Tutka
Absent - None

Public Comment:

Esther Sweigert - concerned about the flags getting caught on the poles. Money available in the "flag project" fund to pay DPW employees to address this issue. Mayor Kennedy indicated that he addressed this matter in detail at the last Council meeting and requested that Councilman Fitzgerald and the DPW address and correct this problem.

Previous Business:

Mayor Kennedy initiated a discussion about "redevelopment zones" and the economic potential for the Town. Paul Sterbenz will address this matter at the August 28th Council meeting.

Councilman McAleer initiated a discussion about adopting an ordinance allowing the Good Will Fire Company to submit requests for reimbursement from individuals or their insurance companies for materials used in fighting fires and providing emergency services. This ordinance has been adopted by White Township and a copy was provided to Council. Kevin Benbrook advised that this may only be allowed for paid fire departments. Mr. Benbrook will research this matter and provide a draft ordinance if allowed.

New Business:

A motion was made by Councilman Makatura, seconded by Councilwoman Miers and carried approving raffle license applications RL2017-16 and RL2017-17 for the Belvidere Lions Club.

Kevin Benbrook advised Council that the owners of the property at 95 South Water Street were seeking an easement for a few feet of front porch that encroaches on municipal property.

A motion was made by Councilwoman Miers, seconded by Councilman Fitzgerald and carried authorizing Kevin Benbrook to prepare the above referenced easement and authorizing the Municipal Clerk and the Mayor to execute said easement.

Resolutions:

A motion was made by Councilwoman Miers, seconded by Councilman Fitzgerald and carried to adopt Resolution No. R2017x53.

RESOLUTION NO. R2017x53

TOWN OF BELVIDERE

WARREN COUNTY, NEW JERSEY

A RESOLUTION IN SUPPORT OF THE (F.O.P.) FIBRODYSPLASIA OSSIFICANS PROGRESSIVA AWARENESS INITIATIVE

WHEREAS, Fibrodysplasia Ossificans Progressiva (FOP) is a rare genetic condition in which the body makes additional bone in locations where bone should not form, such as within muscles, tendons, ligaments, and other connective tissues, which in time produces a 'second skeleton' that immobilizes the joints of the body; and

WHEREAS, one in every seven Americans suffer from musculoskeletal impairment causing physical disability and severe long-term pain; and

WHEREAS, the symptoms of FOP usually begin in the first or second decade of life, with the majority of patients diagnosed by the age of 10 depriving children of normal development; and

WHEREAS, FOP is considered an orphan disease whereby it affects so few people and there are less than 12 diagnosed cases in New Jersey and approximately 200 in the nation; and

WHEREAS, musculoskeletal research is close to achieving major breakthroughs that likely will change and simplify the way bone and joint disorders are treated and prevented throughout the world; and

WHEREAS, there is a need for greater awareness of this disorder, its symptoms and the obstacles faced by persons and families affected by this disorder.

NOW, THEREFORE, BE IT RESOLVED that the Belvidere Town Council, in the County of Warren and State of New Jersey, hereby applaud and recognize Gary W. Whyte as an outstanding individual for his tenacious drive to support FOP awareness and urge the medical community to continue researching for treatment and a cure for this rare genetic disorder.

Certification

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 14, 2017.

A motion was made by Councilwoman Miers and seconded by Councilman McAleer to adopt Resolution No. R2017x54

RESOLUTION NO. R2017x54

TOWN OF BELVIDERE

WARREN COUNTY, NEW JERSEY

A RESOLUTION TO PAY TOWN OFFICERS AND EMPLOYEES OF THE TOWN OF BELVIDERE

BE IT RESOLVED by the Town Council of the Town of Belvidere that the following be paid to officers and employees of the Town of Belvidere in the year 2017 and that salaries/hourly wages be retroactive to January 1, 2017 unless otherwise noted:

Section 1

<u>Name</u>	<u>Title</u>		<u>Salary/Hourly</u>
Joseph Kennedy	Mayor	\$	3,151.20
Kathleen Miers	Council Member		2,392
Charles Makatura	Council Member		2,392
Desmond Fitzgerald	Council Member		2,392
Walter Tutka	Council Member		2,392
Laurel Napolitani	Council Member		2,392
Karl McAleer	Council Member		2,392
Teresa Yeisley	Municipal Clerk		57,471.62
Teresa Yeisley	Administrator		7,500
Teresa Yeisley	Human Resources/Payroll		3,500
Coleen Hosterman	Human Resources/Payroll		3,500
Coleen Hosterman	Accounts Receivable Clerk		4,182
Coleen Hosterman	Administrative Assistant		31,600.78
David Gill	Tax Assessor		20,355
David Gill	Variance Search Officer		604
Rebecca Schneck	Tax Collector		11,350
Teresa Yeisley	Planning Board Secretary		250 per meeting
Joseph Rossi	Zoning Official		5,000 eff. 8/1

Patrick Stefanelli	Zoning Official	300 month thru 7/31
Patrick Stefanelli	Construction Code Official	6,300
Patrick Stefanelli	Building Code Inspector	4,000
Patrick Stefanelli	Fire Code Inspector	0
Daniel Sullivan	Electrical Subcode Inspector	4,000
Duane Cowley	Plumbing Subcode Inspector	3,500
Coleen Hosterman	Constr. Code Tech. Asst.	5,227.50
Susan Reeder	Emerg. Management Coor.	4,039.92
Jason Stout	Recycling Coordinator	1,500
Robert Langonera	Animal Control Officer	4,000

Section 2

John Snyder	Principal Publ. Wks. Manager	72,232.87
David Berger	Asst. DPW Supervisor	55,080
John Snyder	Sewer Operator	7,500
Dawn Decker	Sewer Utility Clerk	20,642
Dawn Decker	Sewer Assessment Search Officer	1,131

Section 3

Edward Palmer	Municipal Court Judge	14,685
Dawn Decker	Court Administrator	38,393.79
Coleen Hosterman	Violations Clerk	75/each
Roger Skoog	Municipal Prosecutor	9,000
Dawn Decker	Court Call-Outs	50/each
Gayle Farrell	Court Call-Outs	75/each
Irene Brownell	Court Call-Outs	75/each
George Duckworth	Court Attendant	75/each

Section 4

Matthew Scott	Chief of Police	105,000
Sharon Snyder	Police Secretary	20,841
George Duckworth	Special Police	16.35/hr
Tracy Marsh	Special Police	20.00/hr
Craig Metz	Special Police	20.00/hr
James Patrick	Crossing Guard	12,126.40
Paulina Haggerty	Crossing Guard	12,126.40
Nancy Dietz	Crossing Guard	12,126.40
Dorothy Steele	Crossing Guard	12,126.40
Helena Vasile	Crossing Guard	12,126.40
Danelle Allen	Substitute Crossing Guard	15.49/hr
Lester Hoffman	Substitute Crossing Guard	15.49/hr

Section 5

Delmont Cole	Fire Chief	855
Michael Unangst	Assistant Fire Chief	459
Brian Unangst	Foreman	342
Travis Christine	First Asst. Foreman	261
Brian Heater	Second Asst. Foreman	261
Kevin Hengst	Third Asst. Foreman	261

Date: August 14, 2017
Teresa A. Yeisley, RMC/CPM
Municipal Clerk/Administrator

Roll Call:

**Ayes - Councilman Fitzgerald, Councilman Makatura, Councilman McAleer,
Councilwoman Miers, Councilwoman Napolitani**

Nays - Councilman Tutka, Mayor Kennedy

Abstentions - None

Absent - None

A **motion** was made by Councilman Fitzgerald, seconded by Councilman Makatura and carried to adopt Resolution No. R2017x55.

**RESOLUTION NO. R2017x55
TOWN OF BELVIDERE
WARREN COUNTY, NEW JERSEY
A RESOLUTION TO HIRE AND PAY A ZONING OFFICIAL**

BE IT RESOLVED by the Belvidere Town Council that the following be hired and paid effective August 1, 2017:

<u>Name</u>	<u>Position</u>	<u>Salary</u>
Joseph Rossi	Zoning Official	\$ 5,000 per annum

Date: August 14, 2017
Teresa A. Yeisley, RMC/CPM
Municipal Clerk/Administrator

A **motion** was made by Councilwoman Miers, seconded by Councilman Makatura and carried to adopt Resolution No. R2017x56.

**RESOLUTION NO. R2017x56
TOWN OF BELVIDERE
WARREN COUNTY, NEW JERSEY
A RESOLUTION AUTHORIZING REFUND OF PREMIUM MONEYS (block 34, lot 10)**

WHEREAS, Tax Sale Certificate 2013-026 dated October 16, 2013 on block 34, lot 10 was redeemed on July 28, 2017; and

WHEREAS, the premium paid at the sale in the amount of \$19,100.00 needs to be returned to FWDSL & ASSOCIATES LP, 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 \$19,100.00 representing said refund.

FWDSL & ASSOCIATES LP
17 W CLIFF STREET
SOMERVILLE, NJ 08876

Date: August 14, 2017
Teresa A. Yeisley, RMC/CPM
Municipal Clerk/Administrator

**Ordinances:
TOWN OF BELVIDERE
WARREN COUNTY, NEW JERSEY
ORDINANCE NO. O2017x07
AN ORDINANCE ESTABLISHING A NEW CHAPTER 11
OF THE CODE OF THE TOWN OF BELVIDERE
ENTITLED "COMMUNITY CENTER ADVISORY COMMITTEE"**

BE IT ORDAINED by the Town Council of the Town of Belvidere that a new Chapter 11 of the Code of the Town of Belvidere, known as "Community Center Advisory Committee," is hereby established as follows:

Section I.

Chapter 11: COMMUNITY CENTER ADVISORY COMMITTEE

§11-1. Purpose: The provisions of this chapter are intended to establish an Advisory Committee for the purpose of making and implementing recommendations for the use by the residents of the Town of Belvidere for community activities of the former Belvidere Public Library building located at 301 Second Street, Belvidere, New Jersey (said building hereinafter referred to in this chapter as the “Community Center”).

§11-2. Community Center Advisory Committee Established.

- A. There is hereby created a Community Center Advisory Committee (“Committee”) in order to carry out the responsibilities set forth in this Ordinance. The Committee may adopt written bylaws and procedures for the transaction of its business. The Committee shall be governed by Robert's Rules of Order. At least four (4) members of the Committee shall constitute a quorum for the transaction of its business.

§11-3. Membership.

- A. The Committee shall consist of seven regular members and two alternates, all of whom shall be residents of the Town of Belvidere.
- B. All members of the Board shall be appointed by the Mayor, with the advice and consent of the Council.
- C. At the initial organization of the Committee, the Mayor shall designate at the time of appointment the regular members and the alternate members as alternate number 1 and number 2.
- D. The initial term of three regular members shall be 3 years, the initial term of two regular members shall be 2 years, and the initial term of the final two regular members of the Committee shall be 1 year. The Mayor and Council shall designate, upon appointment, the initial term of each member, as provided herein. Following the initial term of each member, the term for all regular members shall be 3 years. The term for alternate members shall be 1 year.
- E. A vacancy occurring other than by expiration of a term shall be filled for the unexpired term only.
- F. Members of the Committee may be members on one or more other Boards, Committees or Commissions of the Town.

§11-4. Organization of Committee; voting; removal of members.

- A. The Committee shall elect a Chairman and a Vice Chairman from its members and shall elect a Secretary who may or may not be a member of the Committee or a municipal employee.
- B. Alternate members may participate in discussions of the proceeding but may not vote except in the absence or disqualification of a regular member.
- C. A vote shall not be delayed in order that a regular member may vote instead of an alternate member.
- D. In the event that a choice must be made as to which alternate member is to vote, alternate number 1 shall vote.
- E. No member of the Committee shall be permitted to act in any matter in which the member has either directly or indirectly any personal or financial interest.

- F. A member of the Committee may be removed by the affirmative vote of a majority of the Town Council for any reason, in its sound discretion, subject to the rights of the Mayor, as provided in the Borough form of government.

§11-5. Staff and expenditures.

- A. The Town Council may provide for the Committee in its budget and shall appropriate such funds for the expenses of the Committee as the Town Council, in its sole discretion, shall determine. The Committee may employ, contract for and fix the compensation of experts and other staff and services as it shall deem necessary, except that the Committee shall obtain legal counsel from the Town Attorney at the rate of compensation determined by the Town Council. Expenditures pursuant to this subsection shall not exceed, exclusive of gifts or grants, the amount appropriated, if any, by the Town Council for the Committee's use.
- B. The Committee shall not maintain a separate bank account. All gifts, grants and funds appropriated by the Town Council shall be maintained by the Town's Chief Financial Officer and Auditor. All disbursements shall be vouchered.

§11-6. Responsibilities of Committee.

- A. Make recommendations to the Mayor and Town Council with respect to the maintenance, repair and renovation of the Community Center.
- B. Facilitate and coordinate the use of the Community Center by the residents of the Town of Belvidere, including, but not limited to, senior citizens, youth, and other community organizations and groups, subject to approval by the Mayor and Town Council.
- C. Make recommendations to the Mayor and Town Council concerning the purchase and/or installation of items for the use and enjoyment of the Community Center by residents, including, but not limited to, furniture, equipment, computers, televisions, electronics, books, newspapers and magazines, videos and games.
- D. Advising the Town Council on the relative merits of proposals for the Community Center, including the preparation of a long-range plan, thereby securing state, federal and other grants and aid to assist therein and monitoring such projects once underway.
- E. Any additional responsibilities not specifically set forth herein, as may be delegated from time to time by the Mayor and Town Council, through appropriate motion or Resolution.

§11-7. Effect on other provisions.

- A. No duties or powers of the Committee shall supersede or infringe on the powers of the Mayor and Town Council or any other Town Boards or Committees.

Section II.

- A. All other ordinance provisions which are inconsistent with the terms of this Ordinance are hereby declared null and void and repealed.
- B. If any section or provision hereof shall be adjudged invalid, such determination shall not affect the other provisions hereof, which shall remain in full force and effect to the extent severable from such determination.
- C. All ordinances and all provisions thereof inconsistent or conflicting with the provisions of this chapter are hereby repealed to the extent of such conflict or inconsistency.
- D. This chapter shall take effect upon final adoption after publication thereof in accordance

with the law.

Section III.

This Ordinance shall take effect immediately upon adoption and publication as required by law.

NOTICE

The foregoing ordinance was introduced at a meeting of the Belvidere Town Council held on July 24, 2017 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 August 14, 2017 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.

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

NOTICE

Notice is hereby given that the foregoing ordinance was approved for final adoption by the Belvidere Town Council at a regular meeting held on August 14, 2017.

A motion was made by Councilwoman Miers, seconded by Councilman Makatura and carried to open the public hearing on Ordinance No. O2017x07.

The ordinance brought no public comment.

A motion was made by Councilman Makatura, seconded by Councilman McAleer and carried to close the public hearing on Ordinance No. O2017x07

A motion was made by Councilman Makatura and seconded by Councilwoman Miers to adopt Ordinance No. O2017x07.

Roll Call:

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

Nays - None

Abstentions - Councilman Tutka

Absent - None

A motion was made by Councilwoman Miers and seconded by Councilman Fitzgerald to introduce Ordinance No. O2017x08.

There was discussion about the structured payment. Kevin Benbrook advised that this ordinance does not commit the Town to anything and the obligation can be cancelled all or in part. Mayor Kennedy was concerned about surety of the project and a responsible party. Kevin Benbrook advised that all the issues that have been raised concerning the construction of the building can be addressed moving forward.

ORDINANCE NO. O2017x08

TOWN OF BELVIDERE

WARREN COUNTY, NEW JERSEY

BOND ORDINANCE PROVIDING AN APPROPRIATION OF \$390,000 FOR CONSTRUCTION OF A NEW DEPARTMENT OF PUBLIC WORKS BUILDING IN AND BY THE TOWN OF BELVIDERE, IN THE COUNTY OF WARREN, NEW JERSEY AND AUTHORIZING THE ISSUANCE OF \$320,500 BONDS OR NOTES OF THE TOWN FOR FINANCING PART OF THE APPROPRIATION.

BE IT ORDAINED, BY THE TOWN COUNCIL OF THE TOWN OF BELVIDERE, IN THE COUNTY OF WARREN, NEW JERSEY (not less than two-thirds of all members thereof affirmatively concurring) AS FOLLOWS:

SECTION 1:

The improvement described in Section 3 of this Bond Ordinance (the "Improvement") is hereby authorized to be undertaken by the Town of Belvidere, in the County of Warren, New Jersey (the "Town") as a capital improvement. For the said Improvement there is hereby appropriated the amount of \$390,000, such sum includes the sum of (a) \$50,000 from the Reserve Fund for the Sale of Municipal Assets of the Town and (b) \$19,500 as the down payment (the "Down Payment") required by the Local Bond Law of the State of New Jersey, constituting Chapter 2 of Title 40A of the New Jersey Statutes, as amended and supplemented (the "Local Bond Law"). The Down Payment is now available by virtue of provision in one or more previously adopted budgets for down payments for capital improvement purposes.

SECTION 2:

In order to finance the additional cost of the Improvement not covered by application of the Down Payment, negotiable bonds of the Town are hereby authorized to be issued in the principal amount of \$320,500 pursuant to the provisions of the Local Bond Law (the "Bonds"). In anticipation of the issuance of the Bonds and to temporarily finance said Improvement or purposes, negotiable bond anticipation notes of the Town are hereby authorized to be issued in the principal amount not exceeding \$320,500 pursuant to the provisions of the Local Bond Law (the "Bond Anticipation Notes" or "Notes").

SECTION 3:

(a) The improvements hereby authorized and the purpose for the financing of which said obligations are to be issued is for construction of a new Department of Public Works building in the Town of Belvidere, including all work and materials necessary therefore and incidental thereto.

(b) The estimated maximum amount of Bonds or Notes to be issued for the purpose of financing a portion of the cost of the Improvement is \$320,500.

(c) The estimated cost of the Improvement is \$390,000 which amount represents the initial appropriation made by the Town.

SECTION 4.

All Bond Anticipation Notes issued hereunder shall mature at such times as may be determined by the municipal finance officer of the Town (the "Chief Financial Officer"); provided that no Note shall mature later than one year from its date. The Notes shall bear interest at such rate or rates and be in such form as may be determined by the Chief Financial Officer. The Chief Financial Officer shall determine all matters in connection with Notes issued pursuant to this ordinance, and the signature of the Chief Financial Officer upon the Notes shall be conclusive evidence as to all such determinations. All Notes issued hereunder may be renewed from time to time subject to the provisions of Section 8(a) of the Local Bond Law. The Chief Financial Officer is hereby authorized to sell part or all of the Notes from time to time at public or private sale and to deliver them to the purchasers thereof upon receipt of payment of the purchase price plus accrued interest from their dates to the date of delivery thereof. The Chief Financial Officer is directed to report in writing to the Town Council of the Town at the meeting next succeeding the date when any sale or delivery of the Notes pursuant to this ordinance is made. Such report must include the amount, the description, the interest rate and the maturity schedule of the Notes sold, the price obtained and the name of the purchaser.

SECTION 5:

The capital budget of the Town is hereby amended to conform with the provisions of this Ordinance to the extent of any inconsistency herewith. The resolution in the form promulgated by the Local Finance Board showing full detail of the amended capital budget and capital program as approved by the Director, Division of Local Government Services, Department of Community Affairs, State of New Jersey is on file with the Town Clerk and is available for public inspection.

SECTION 6:

The following additional matters are hereby determined, declared, recited and stated:

(a) The Improvement described in Section 3 of this Bond Ordinance is not a current expense, and is a capital improvement or property that the Town may lawfully make or acquire as general improvements, and no part of the cost thereof has been or shall be specially assessed on property specially benefited thereby.

(b) The period of usefulness of the Improvement, within the limitations of the Local Bond Law, taking into consideration the respective amounts of all obligations authorized for such purpose, according to the reasonable life thereof computed from the date of the Bonds authorized by this Bond Ordinance, is thirty (30) years.

(c) The Supplemental Debt Statement required by the Local Bond Law has been duly prepared and filed in the office of the Town Clerk and a complete executed duplicate thereof has been filed in the office of the Director, Division of Local Government Services, Department of Community Affairs, State of New Jersey. Such statement shows that the gross debt of the Town, as defined in the Local Bond Law, is increased by the authorization of the Bonds and Notes provided in this Bond Ordinance by \$320,500 and the obligations authorized herein will be within all debt limitations prescribed by the Local Bond Law.

(d) An aggregate amount not exceeding \$80,000 for items of expense listed in and permitted under Section 20 of the Local Bond Law is included in the estimated cost of the Improvements, as indicated herein.

SECTION 7:

Any funds received from time to time as contributions in aid of financing the purposes described in Section 3 of this Ordinance shall be used for financing said Improvement by application thereof either to direct payment of the cost of said Improvement or to the payment or reduction of the authorization of the obligations of the Town authorized therefor by this Bond Ordinance. Any such funds received may, and all such funds so received which are not required for direct payment of the cost of said Improvement shall, be held and applied by the Town as funds applicable only to the payment of obligations of the Town authorized by this Bond Ordinance.

SECTION 8:

The full faith and credit of the Town are hereby pledged to the punctual payment of the principal of and interest on the obligations authorized by this Bond Ordinance. The obligations shall be direct, unlimited obligations of the Town, and the Town shall be obligated to levy ad valorem taxes upon all the taxable property within the Town for the payment of the obligations and the interest thereon without limitation of rate or amount.

SECTION 9:

This Bond Ordinance constitutes a declaration of official intent under Treasury Regulation Section 1.150-2. The Town reasonably expects to pay expenditures with respect to the Improvement prior to the date that Town incurs debt obligations under this Bond Ordinance. The Town reasonably expects to reimburse such expenditures with the proceeds of debt to be incurred by the Town under this Bond Ordinance. The maximum principal amount of debt expected to be issued for payment of the cost of the Improvement is \$320,500.

SECTION 10.

This Bond Ordinance shall take effect 20 days after the first publication thereof after final adoption, as provided by the Local Bond Law.

Roll Call:

Ayes - Councilman Fitzgerald, Councilman Makatura, Councilman McAleer, Councilwoman

Miers, Councilwoman Napolitani, Councilman Tutka, Mayor Kennedy

Nays - None

Abstentions - None

Absent - None

Appointments:

A motion was made by Councilman McAleer, seconded by Councilwoman Miers and carried to appoint the following to the Community Center Advisory Committee:

Mark Young, Chairperson 3 year term expiring 12/31/2019

Ellen Faye, Secretary 3 year term expiring 12/31/2019

Matthew Hoyt, Treasurer 3 year term expiring 12/31/2019

Jenn Mills Howie 2 year term expiring 12/31/2018

Abby Rogers 2 year term expiring 12/31/2018

John Rusin 1 year term expiring 12/31/2017

Robert Shelton 1 year term expiring 12/31/2017

Mayor Kennedy read a letter sent to Rheva Smickle commending her on her work in the community.

Approval of Purchase Orders:

A motion was made by Councilwoman Miers, seconded by Councilman Makatura and carried authorizing the payment of the purchase orders in the amount of \$380,391.23.

Public Comment:

Desmond Fitzgerald stepped down from his Council seat to speak from the public. Mr. Fitzgerald wanted to hire laborers from the DPW during their “off” time to help him move. The laborers agreed to do the work but later told Mr. Fitzgerald that they could not do the work due to a “conflict of interest”. Kevin Benbrook stated that initially he had advised Mr. Fitzgerald that he saw no issue with this but reconsidered determining that this would be a “conflict of interest”. Teresa Yeisley advised that, pursuant to the Personnel Policy, any outside employment would need to be approved by the Administrator and that she was unaware of this matter.

A motion was made by Councilman Makatura to adjourn the workshop meeting of the Belvidere Town Council at 8:20 PM.

Respectfully submitted,

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