

**MINUTES - TOWN COUNCIL MEETING
TOWN OF BELVIDERE
WARREN COUNTY, NEW JERSEY
691 Water Street
OCTOBER 20, 2014**

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 (via phone), Councilwoman Miers, Councilwoman Napolitani, Councilman Sebold, Councilman Viglianco
Absent - None

Approval of Minutes:

A **motion** was made by Councilwoman Napolitani, seconded by Councilwoman Miers and carried to adopt the October 6, 2014 regular and executive session minutes of the Belvidere Town Council.

Presentation:

Mayor Stettler read the Certificate of Appreciation for Naomi Stout. Mrs. Stout was unable to attend the Council meeting.

Public Comment:

There was no public comment at this time.

Committee Reports:

Councilman Viglianco had no report at this time.

Councilman Kennedy reported on the following:

Electrical work will begin at the pool on 10/22.

A **motion** was made by Councilman Kennedy, seconded by Councilwoman Miers and carried to authorize a change of work order for Wires Electric to increase the number of skimmer plates to be bonded to approximately 8 at \$450.00 per and to bond 2 ladder sockets at \$590.00 per.

Harvest Festival was a great success. Thanked Mayor for the "bull challenge: and Sharon Cooper for all her assistance with the event.

Ghouls Night Out and Silent Auction scheduled for 10/25.

Last week for Farmers Market 10/26.

Councilwoman Miers reported on the following:

Shade Tree Commission members will attend re-certification training.

Meeting scheduled with CFO and Administrator regarding budget transfers. All future purchases will require prior approval by CFO and/or Administrator.

Councilman Sebold reviewed the Police Department S/W budget.

Councilwoman Napolitani reported on the following:

DPW activity report review.

John Snyder would like Council to consider a brush drop at the pool parking lot, 4 times per year on a Saturday.

Mr. Snyder advised that a 2 year old leaf machine is available for purchase for \$24,000.

Councilman Makatura reported on the following:

The Town Portfolio Committee met and are a dynamic group with lots of ideas.

Historic Commission would like to begin meeting every month.

Met with developers of the website to work on some minor details.

Correspondence:

A motion was made by Councilman Makatura, seconded by Councilwoman Miers and carried to approve a request for a street closure on 11/2 for the Coalition to Save Warren Haven.

Mayor Stettler updated Council on the “Walking Ghost Tour of Belvidere”

Old Business:

Mayor Stettler requested that all Council review the ordinance regrading “Council Committees and Duties” and work on communicating with each other.

The Nutrition Center ad-hoc committee met on 10/16. Freeholder Ed Smith and Susan Lennon from the Division on Aging attended to answer questions about the program. The Committee is developing a survey for the seniors to determine their needs and priorities.

New Business:

Councilman Kennedy and Councilman Sebold will research and report to Council on the requirements and restrictions for open burning.

Resolutions:

A motion was made by Councilwoman Miers, seconded by Councilwoman Napolitani and carried to adopt Resolution No. R2014x91.

RESOLUTION NO. R2014x91

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 2014 and that salaries/hourly wages be retroactive to January 1, 2014 unless otherwise noted:

Section 1

<u>Name</u>	<u>Title</u>		<u>Salary/Hourly</u>
Linda Stettler	Mayor	\$	3,151.20
Kathleen Miers	Council Member		2,392
Charles Makatura	Council Member		2,392
Michael Viglianco	Council Member		2,392
Teresa DeMont	Municipal Clerk		51,471.62
Teresa DeMont	Administrator		7,500
Wendy Riley	Human Resources Coordinator		16.23/hr
Coleen Hosterman	Accounts Receivable Clerk		4,100
Kathleen Reinalda	Chief Financial Officer		27,725
Coleen Hosterman	Administrative Assistant		28,981.16
David Gill	Tax Assessor		19,755
David Gill	Variance Search Officer		604
Rebecca Schneck	Tax Collector		11,000
Charles Hoff	Zoning Official		5,761
Patrick Stefanelli	Construction Code Official		6,000
Patrick Stefanelli	Building Code Inspector		4,000
Richard O’Connor	Fire Code Inspector		3,232
Daniel Sullivan	Electrical Subcode Inspector		4,000
Dale Glynn	Plumbing Subcode Inspector		3,193
Coleen Hosterman	Constr. Code Tech. Asst.		5,125
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	68,816.54
David Berger	Asst. DPW Supervisor	52,000
John Snyder	Sewer Operator	4,500
Dawn Decker	Sewer Utility Clerk	20,642
Dawn Decker	Sewer Assessment Search Officer	1,131

Section 3

Edward Palmer	Municipal Court Judge	13,685
Dawn Decker	Court Administrator	33,641.14
Wendy Riley	Deputy Court Administrator	6,000
Roger Skoog	Municipal Prosecutor	8,000
Dawn Decker	Court Call-Outs	50/each
Wendy Riley	Court Call-Outs	50/each
Gayle Farrell	Court Call-Outs	50/each
Irene Brownell	Court Call-Outs	50/each
James Hardy	Court Attendant	54.59 per session
Steven Zwarych, Jr.	Court Attendant	54.59 per session

Section 4

Sharon Snyder	Police Secretary	33,735
Harold Abbott	Special Police	16.35/hr
Lawrence Barnes	Special Police	16.35/hr
Tracy Marsh	Special Police	16.35/hr
James Patrick	Crossing Guard	12,126.40
Paulina Haggerty	Crossing Guard	12,126.40
Lynn Cole	Crossing Guard	9,089.60
Dorothy Steele	Crossing Guard	12,126.40
Helena Vasile	Crossing Guard	12,126.40
James Hosterman	Substitute Crossing Guard	15.49/hr
Lester Hoffman	Substitute Crossing Guard	15.49/hr

Section 5

James Christine	Fire Chief	855
Michael Unangst	Assistant Fire Chief	459
Delmont Cole	Foreman	342
Travis Christine	First Asst. Foreman	261
Matt Yeager	Second Asst. Foreman	261
Brian Unangst	Third Asst. Foreman	261

Date: October 20, 2014
Teresa A. DeMont, RMC/CPM
Municipal Clerk/Administrator

A motion was made by Councilwoman Miers, seconded by Councilwoman Napolitani and carried to adopt Resolution No. R2014x92.

RESOLUTION NO. R2014x92

TOWN OF BELVIDERE

WARREN COUNTY, NEW JERSEY

A RESOLUTION ACKNOWLEDGING THE RESULTS AND SUBMISSION OF THE 2014 BEST PRACTICES INVENTORY OF THE TOWN OF BELVIDERE

WHEREAS, the 2014 Best Practices Inventory has been completed and submitted to the Division of Local Government Services; and

WHEREAS, the Best Practices Inventory has been certified by the Municipal Clerk/Administrator and the Chief Financial Officer;

NOW, THEREFORE, BE IT RESOLVED that the Governing Body of the Town of Belvidere acknowledges that they have been apprised of the 2014 Best Practices Inventory response as certified and submitted.

Date: October 20, 2014
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. R2014x93.

RESOLUTION NO. R2014x93

TOWN OF BELVIDERE

WARREN COUNTY, NEW JERSEY

A RESOLUTION TO AMEND THE PERSONNEL POLICIES AND PROCEDURES MANUAL OF THE TOWN OF BELVIDERE

BE IT RESOLVED that the Governing Body of the Town of Belvidere hereby authorizes an amendment to the Personnel Policies and Procedures Manual to include the "Donated Leave Policy".

Date: October 20, 2014
Teresa A. Yeisley, RMC/CPM
Municipal Clerk/Administrator

Appointments:

There were no appointments at this time.

Approval of Purchase Orders:

A motion was made by Councilwoman Miers, seconded by Councilman Sebold and carried to authorize the payment of the purchase orders in the amount of \$484,935.47.

Public Comment:

Robert Blum asked if the Town was compliant with the rules for mandating a revaluation. Dominick Santini advised that the Town was compliant and that our ratio has gone up not requiring a revaluation at this time.

Susan Beale stated that she visited the nutrition center in Knowlton Township and was disappointed with the facility.

Rheva Smickle commented on the work still needed from the downed tree near her home.

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

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

Executive Session:

A motion was made by Councilman Sebold, seconded by Councilwoman Miers and carried to adopt Resolution No. R2014x94.

RESOLUTION NO. R2014x94

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

Dated: October 20, 2014
Teresa A. Yeisley, R.M.C./C.P.M.
Municipal Clerk/Administrator

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

A motion was made by Councilwoman Napolitani, seconded by Councilwoman Miers and carried to adjourn the meeting of the Belvidere Town Council at 9:30 PM.

Respectfully submitted,

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