

**MINUTES - TOWN COUNCIL WORKSHOP MEETING
TOWN OF BELVIDERE
WARREN COUNTY, NEW JERSEY
JUNE 11, 2018**

Mayor Kennedy opened the workshop 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 Belvidere Town Hall, 691 Water Street, Belvidere NJ. Mayor Kennedy added a discussion of handicapped parking on Adams Street. Contracts will be discussed in Executive Session.

Roll Call:

Present - Mayor Kennedy, Councilwoman Napolitani, Councilman Roth, Councilman Tutka, Councilman Zmigrodski

Absent - Councilman Makatura, Councilwoman Miers

Public Comment:

Linda Stettler inquired about Council member absences, use of the conference call phone and the set up of the camera for video of the Council meetings.

Adoption of Minutes:

A **motion** was made by Councilwoman Napolitani, seconded by Councilman Roth and carried to adopt the following meeting minutes of the Belvidere Town Council with a correction to the regular meeting minutes:

May 29, 2018 regular and executive meeting

Resolutions:

A **motion** was made by Councilwoman Napolitani, seconded by Councilman Zmigrodski with Councilman Tutka abstaining and all others voting "yes" to adopt Resolution No. R2018x42.

RESOLUTION NO. R2018x42

TOWN OF BELVIDERE

WARREN COUNTY, NEW JERSEY

A RESOLUTION AUTHORIZING REFUND OF PREMIUM MONEYS (block 11, lot 3)

WHEREAS, Tax Sale Certificate 2014-016 dated October 20, 2014 on block 11, lot 3 was redeemed on June 6, 2018; and

WHEREAS, the premium paid at the sale in the amount of \$45,000.00 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 \$45,000.00 representing said refund.

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

Date: June 6, 2018

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

A **motion** was made by Councilman Roth, seconded by Councilman Zmigrodski and carried to adopt Resolution No. R2018x43.

RESOLUTION NO. R2018x43

TOWN OF BELVIDERE

WARREN COUNTY, NEW JERSEY

A RESOLUTION AUTHORIZING AN EXPENDITURE OF \$3,785 TO AUTOMATIC DOORS AND MORE NJ, LLC FOR REPLACEMENT OF FRONT DOORS AT BELVIDERE TOWN HALL

BE IT RESOLVED that the Belvidere Town Council hereby authorizes an expenditures of \$3,785 to Automatic Doors & More NJ, LLC for replacement of front doors at Belvidere Town Hall.

Date: June 11, 2018
Teresa A. Yeisley, RMC/CPM
Municipal Clerk/Administrator

Ordinance:

A **motion** was made by Councilwoman Napolitani and seconded by Councilman Roth to introduce Ordinance No. O2018x05.

ORDINANCE NO. O2018x05

TOWN OF BELVIDERE

WARREN COUNTY, NEW JERSEY

AN ORDINANCE TO AMEND CHAPTER 137 OF THE CODE OF THE TOWN OF BELVIDERE ENTITLED “STREETS AND SIDEWALKS” TO AMEND THE FEE REQUIREMENTS FOR ENTITIES SEEKING STREET OPENING PERMITS UNDER SECTION 137-8

WHEREAS, the Code of the Town of Belvidere contains procedures for entities seeking to open, excavate in, or disturb the surface or any part of the streets, roads, avenues, alleys, gutters, sidewalks, or pavement in the Town of Belvidere without having first obtained a street opening permit pursuant to the provisions in Section 137-8 of the Code; and

WHEREAS, Section 137-8I of the Code contains provisions for fees that must be posted by entities applying for street opening permits; and

WHEREAS, the fee provisions in the Code have not been updated since the 1990’s; and

WHEREAS, due to cost increases associated with the processing of such permits, the Town of Belvidere desires to amend the fee provisions for street opening permits in Section 137-8I;

NOW THEREFORE BE IT ORDAINED by the Town Council of the Town of Belvidere:

SECTION ONE

Section 137-8I(1) entitled “Review Fees” shall be replaced in its entirety with the following:

(1) Application Fees

- (a) The application fee for utility service installations for an individual home or business, the repair of broken or damaged utility mains and services where the overall disturbance is less than 100 square feet, sidewalk construction or alterations along the frontage of an individual property, and driveway construction or alterations along the frontage of an individual property shall be \$50.00.
- (b) The application fee for the construction of new water mains, gas mains, telephone conduits, electrical conduits, storm sewers, sanitary sewers, and other utility mains shall be \$1.00 per linear foot of main.

Separate checks shall be provided for the application fees.

SECTION 2

Section 137-8I(2) entitled “Inspection Fees” shall be replaced in its entirety with the following:

(2) Review and Inspection Fees

- (a) The review and inspection fees for utility service installations for an individual home or business, the repair of broken or damaged utility mains or services where the overall disturbance is less than 100 square feet, sidewalk construction or alterations along the frontage of an individual property, and driveway construction or alterations along the frontage of an individual property shall be \$150.00.
- (b) The review and inspection fees for the construction of new water mains, gas mains, telephone conduits, electrical conduits, storm sewers, sanitary sewers, and other utility mains shall be \$2.00 per linear foot of main.

Separate checks shall be provided for the review and inspection fees.

SECTION 3

Severability. The various parts, sections and clauses of this Ordinance are hereby declared to be servable. If any part, sentence, paragraph, section or clause is adjudged unconstitutional or invalid by a court of competent jurisdiction, the remainder of this Ordinance shall not be affected thereby.

SECTION 4

Repealer. Any ordinances or parts thereof in conflict with the provisions of this Ordinance are hereby repealed as to their inconsistencies only.

Any Ordinance, or portion thereof, not specifically amended, revised or supplemented by the foregoing shall remain in full force and effect.

Effective Date. This Ordinance shall take effect upon final passage and publication as provided by law.

NOTICE

The foregoing ordinance was introduced at a regular meeting of the Belvidere Town Council held on June 11, 2018 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 July 9, 2018 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 - Councilwoman Napolitani, Councilman Roth, Councilman Tutka, Councilman Zmigrodski, Mayor Kennedy

Nays - None

Abstentions - None

Absent - Councilman Makatura, Councilwoman Miers

A **motion** was made by Councilwoman Napolitani and seconded by Councilman Roth to introduce Ordinance No. O2018x06.

ORDINANCE NO. O2018x06

TOWN OF BELVIDERE

WARREN COUNTY, NEW JERSEY

AN ORDINANCE APPROPRIATING THE SUM OF NOT MORE THAN \$39,500 FOR VARIOUS REPAIRS TO TOWN HALL

WHEREAS, the Council of the Town of Belvidere has determined that it needs to appropriate the sum up to \$39,500.00 from the Capital Fund Balance for Various Repairs to Town Hall;

NOW, THEREFORE, BE IT ORDAINED, by the Belvidere Town Council that:

1. There are funds available in the Capital Fund Balance of the General Capital Fund for costs attributable to said Various Repairs to Town Hall.
2. There is hereby appropriated that sum of up to \$39,500.00 from the Capital Fund Balance of the General Capital Fund for the aforementioned purpose.
3. There is no debt authorized by this ordinance.
4. This ordinance shall take effect upon passage following a public hearing to be conducted thereon and publication of notice of final passage with the requirements of the law.

NOTICE

The foregoing ordinance was introduced at a regular meeting of the Belvidere Town Council held on June 11, 2018 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 July 09, 2018 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.

There was discussion about the contractor to perform the work at Town Hall. Teresa Yeisley advised that this ordinance only provides the funding for said work and that a contractor would be authorized at a later date.

Roll call:

Ayes - Councilwoman Napolitani, Councilman Roth, Councilman Zmigrodski, Mayor Kennedy

Nays - Councilman Tutka

Abstentions - None

Absent - Councilman Makatura, Councilwoman Miers

Councilman Makatura joined the meeting at 7:32 pm.

Matters to be Addressed:

A motion was made by Councilman Roth, seconded by Councilman Zmigrodski and carried approving a Good Will Fire Company membership application for Matthew Duckworth.

Councilman Tutka advised that the Shade Tree Commission is sponsoring a bicycle tour of the Town and its shade trees on June 29th at 10:00 am. The Commission is also looking for additional members.

Mayor Kennedy distributed a list of open items for discussion at the next Council meeting.

Appointments:

There were no appointments at this time.

Approval of Purchase Orders:

A motion was made by Councilman Zmigrodski, seconded by Councilman Roth with Councilman Tutka abstaining and all others voting "yes" to authorize the payment of the purchase orders in the amount of \$328,167.34.

Public Comment:

John Snyder - please call when you have questions or concerns about bills.

There was discussion about having the bill list prepared for Council the Monday prior to the meeting.

Beth Makatura - there will be a cost to taxpayers and vendors to prepare a bill list a week prior to the meeting and there will be added work for the staff.

Sue Beale - improvement costs for Town Hall not exorbitant.

Rheva Smickle - tell taxpayers to come to Council meetings or Town Hall to get their questions answered.

Executive Session:

A motion was made by Councilwoman Napolitani, seconded by Councilman Roth and carried to

adopt Resolution No. R2018x44.

RESOLUTION NO. R2018x44

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

Date: June 11, 2018

Teresa A. Yeisley, R.M.C./C.P.M.

Municipal Clerk/Administrator

A motion was made by Councilman Zmigrodski, seconded by Councilman Roth and carried to return to regular session.

Kevin Benbrook advised that Councilman Makatura updated the Council on the PBA contract negotiations in executive session.

A motion was made by Councilwoman Napolitani to adjourn the meeting of the Belvidere Town Council at 8:09 pm.

Respectfully submitted,

Teresa A. Yeisley, RMC/CPM

Municipal Clerk/Administrator