

**MINUTES - TOWN COUNCIL MEETING
TOWN OF BELVIDERE
WARREN COUNTY, NEW JERSEY
691 Water Street
JULY 27, 2020**

Mayor Kennedy opened the regular meeting of the Belvidere Town Council with the Pledge of Allegiance and 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. This meeting was also advertised on the municipal website as a virtual ZOOM meeting with instructions to the public for attendance and comment.

Roll Call:

Present - Mayor Kennedy, Councilman Matlock, Councilwoman Miers, Councilman Mitchell, Councilwoman Napolitani, Councilman Roth, Councilman Zmigrodski
Absent - None

Adoption of Minutes:

A **motion** was made by Councilman Mitchell, seconded by Councilwoman Napolitani with Mayor Kennedy abstaining and all others voting "yes" to adopt the June 29, 2020 regular meeting minutes of the Belvidere Town Council.

Public Comment:

There was no public comment at this time.

Committee Reports:

Councilman Mitchell - pool has been very busy. Manager resigned so we have a new manager that will start on July 24th. They are considering extending the season. The BOE has scheduled a special meeting to address the restart plan. Kevin Benbrook advised that some municipalities are requesting their school payments to be spaced out. Mayor Kennedy stated that there are some residents in opposition to opening the schools at this time.

Councilman Roth - The Belvidere Ambulance Corps had 103 calls in June and they are fully staffed. Their anniversary parade has been rescheduled for 2021. The State made their initial inspection for the paid squad and they scored in the 90's. There are some small items to be reinspected in September. The new ambulance is scheduled to arrive on July 29th. Elizabethtown Gas has contracted with Skoda to do the installation at the CC@B next week. They will then begin working on Adams, Parker and parts of Liberty. Mark Young was honored as a "Hometown Hero" by the State of New Jersey. He was nominated by Mayor Kennedy and was one of only twenty people in the State to receive this honor. Mayor Kennedy advised that Mr. Young has completed and submitted the grant application to the County for the boiler work at the CC@B.

Councilman Zmigrodski - DPW busy as usual. Lopatcong Street and parts of Liberty Street are scheduled to be resurfaced in August. ADA ramps will be added to Fifth Street.

Councilwoman Napolitani - review of PD calls for June. Shooting range trailer work has been completed. Met with contractor regarding court office renovations. Work not to exceed \$2,000. Kevin Benbrook advised that the shared services agreements with Franklin and Frelinghuysen have been sent back with requests for minor modifications. Mr. Benbrook spoke with the Mayors of both municipalities and they are satisfied with the costs. The requested changes will be made to the agreements and sent back to the Division. Councilwoman Napolitani requested that Councilman Zmigrodski take a look at the ponding that is occurring at the Water and Washington Streets intersection.

Councilwoman Miers - meeting weekly with the CFO. Pool is currently in the black. Working on a voucher clean-up for the fall with Jason Stout. Revaluation information has been posted to

the municipal website. Monthly expenditure reports were distributed.

Kevin Benbrook advised on the statutory process and is drafting the non-binding referendum question regarding the reinstatement of a separate school board election.

Councilman Matlock - the Warren County Shade Tree had the tree trimmed at the CC@B. They did report that the tree should probably be removed. Gordon Meyers is working with Jason Stout on trimming and take-down schedule. Members of the Historic Commission are keeping an eye on the work being done to the house on Second Street.

Mayor Kennedy - thank you to all, especially Councilwoman Napolitani, for covering during his recent absence. Some new flags have been put up honoring all first responders. Considering painting a blue line down Oxford Street in honor of the police. Great job to Kevin Benbrook and Councilwoman Napolitani on the shared court.

Correspondence:

There was no correspondence addressed at this time.

Previous Business:

Revaluation - information has been distributed to Council and posted on the municipal website.

New Business:

A motion was made by Councilman Zmigrodski, seconded by Councilman Mitchell and carried authorizing the use of the Town Hall meeting room on August 25th by the Belvidere Lions Club for their annual drawing.

A smaller version of Victorian Days will be held with all activities following social distancing guidelines and being reviewed with our insurance risk manager.

Resolutions:

A motion was made by Councilman Roth and seconded by Councilwoman Miers to adopt Resolution No. R2020x47.

RESOLUTION NO. R2020x47

TOWN OF BELVIDERE

WARREN COUNTY, NEW JERSEY

**A RESOLUTION CERTIFYING THAT THE
TOWN COUNCIL OF THE TOWN OF BELVIDERE
HAS REVIEWED THE ANNUAL REPORT OF AUDIT
FOR THE YEAR 2019 FOR THE TOWN OF BELVIDERE**

WHEREAS, N.J.S.A. 40A:5-4 requires the governing body of every local unit to have made an annual audit of its books, accounts and financial transactions; and

WHEREAS, The Annual Report of Audit for the year 2019 has been filed by a Registered Municipal Accountant with the Municipal Clerk as per the requirements of N.J.S.A. 40A:5-6, and a copy has been received by each member of the governing body; and

WHEREAS, the Local Finance Board of the State of New Jersey is authorized to prescribe reports pertaining to the local fiscal affairs, as per R.S. 52:27BB-34; and

WHEREAS, the Local Finance Board has promulgated a regulation requiring that the governing body of each municipality shall by resolution certify to the Local Finance Board of the State of New Jersey that all members of the governing body have reviewed , at a minimum, the sections of the entitled: “Comments and Recommendations”; and

WHEREAS, the members of the governing body have personally reviewed, at a minimum, the Annual Report of Audit, and specifically the sections of the Annual Audit entitled: “Comments and Recommendations”; as evidenced by the group affidavit form of the governing body attached hereto, and;

WHEREAS, such resolution of certification shall be adopted by the governing body no later than forty-five days after the receipt of the annual audit pursuant to N.J.A.C.5:30-6.5; and

WHEREAS, all members of the governing body have received and have familiarized themselves with, at least, the minimum requirements of the Local Finance Board of the State of New Jersey, as stated aforesaid and have subscribed to the affidavit, a provided by the Local Finance Board; and

WHEREAS, failure to comply with the regulations of the Local Finance Board of the State of New Jersey may subject the members of the local governing body to the penalty provisions of R.S. 52:27BB-52 - to wit:

R.S. 52:27BB-52 - "A local officer or member of a local governing body who, after a date fixed for compliance, fails or refuses to obey an order of the director (Director of Local Government Services), under the provisions of this Article, shall be guilty of a misdemeanor and, upon conviction, may be fined not more than one thousand dollars (\$1,000.00) or imprisoned for not more than one year, or both, in addition shall forfeit his office."

NOW, THEREFORE, BE IT RESOLVED that the Town Council of the Town of Belvidere, hereby states that it has complied with N.J.A.C.5:30-6.5 and does hereby submit a certified copy of this resolution and the required affidavit to said Board to show evidence of said compliance.

Certification

I, Teresa A. Yeisley, Municipal Clerk/Administrator, Town of Belvidere, Warren County, New Jersey do hereby certify the foregoing to be a true and correct copy of a resolution adopted by the Town Council of the Town of Belvidere on July 27, 2020.

Roll call:

Ayes - Councilman Matlock, Councilwoman Miers, Councilman Mitchell, Councilwoman Napolitani, Councilman Roth, Councilman Zmigrodski, Mayor Kennedy

Nays - None

Abstentions - None

Recusal - None

Absent - None

A **motion** was made by Councilman Mitchell, seconded by Councilman Roth and carried to adopt Resolution No. R2020x48.

RESOLUTION NO. R2020x48

TOWN OF BELVIDERE

WARREN COUNTY, NEW JERSEY

A RESOLUTION TO HIRE AND PAY EMPLOYEES FOR THE BELVIDERE POOL

BE IT RESOLVED by the Belvidere Town Council that the following be paid to Pool Utility employees of the Town of Belvidere, and that salaries/hourly wages be effective for the 2020 Pool Utility season:

<u>Name</u>	<u>Title</u>	<u>Section 6</u>	<u>Salary/Hourly</u>
Rosemarie Maquire	Manager	\$	7,360 eff 07/24/2020

Date: July 27, 2020

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

Ordinances:

ORDINANCE NO. O2020x04

TOWN OF BELVIDERE

WARREN COUNTY, NEW JERSEY

AN ORDINANCE ESTABLISHING A NEW CHAPTER 95 OF THE CODE OF THE

TOWN OF BELVIDERE ENTITLED “FACILITIES USE POLICY”

WHEREAS, the Town Council of the Town of Belvidere feels it is in the best interests of the residents of the Town to adopt a Facilities Use Policy to serve as a means in regulating the use of municipal facilities for public use.

BE IT ORDAINED by the Town Council of the Town of Belvidere in the County of Warren and State of New Jersey, that the Code of the Town of Belvidere is hereby mended by adding a new Chapter 95, as follows:

Section I: Facilities Use Policy.

§95-1. Purpose.

It is the purpose of this Chapter to regulate the use of the various recreational fields and parks of the Town of Belvidere in furtherance of their efficient use in a manner that advances the health, safety and enjoyment of the Town’s residents.

§95-2. Facilities Use Policies and Agreement Established.

The Town Council of the Town of Belvidere hereby adopts, and incorporates by reference herein, the Belvidere Town Facilities Use Policy and Facility Use Agreement, as a means to reserve use of Belvidere’s municipal parks, fields and other facilities, thereby improving the accessibility and scheduling of facilities and, at the same time, provide for their safe, constructive and prolonged use. The Policy and/or Facility Use Agreement may be amended from time to time by Resolution adopted by affirmative vote of a majority of the Mayor and Council.

Section II: All ordinances or parts of ordinances inconsistent with this ordinance are hereby repealed to the extent of such inconsistency only.

Section III: This Ordinance shall take effect 20 days following final passage, adoption and publication as provided by law.

NOTICE

The foregoing ordinance was introduced at a regular meeting of the Belvidere Town Council held on June 29, 2020 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 27, 2020 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, and Monday through Friday from 9:00 A.M. to 4:30 P.M.

NOTICE

Notice is hereby given that the foregoing ordinance was adopted by the Belvidere Town Council at a regular meeting held on July 27, 2020 and subsequently approved by the Mayor in accordance with the law.

A motion was made Councilwoman Napolitani, seconded by Councilwoman Miers and carried to open the public hearing on Ordinance No. O2020x04.

The ordinance brought no public comment.

A motion was made by Councilman Mitchell and seconded by Councilwoman Miers to close the public hearing and adopt Ordinance No. O2020x04.

Roll call:

Ayes - Councilman Matlock, Councilwoman Miers, Councilman Mitchell, Councilwoman Napolitani, Councilman Roth, Councilman Zmigrodski, Mayor Kennedy

Nays - None

Abstentions - None

Recusal - None

Absent - None

A **motion** was made by Councilman Zmigrodski and seconded by Councilwoman Miers to introduce Ordinance No. O2020x05.

ORDINANCE NO. O2020x05

TOWN OF BELVIDERE

WARREN COUNTY, NEW JERSEY

AN ORDINANCE APPROPRIATING THE SUM OF NOT MORE THAN \$30,000 FOR ENGINEERING FOR ROAD IMPROVEMENTS

WHEREAS, the Council of the Town of Belvidere has determined that it needs to appropriate the sum up to \$30,000.00 from the Capital Improvement Fund for Engineering for Road Improvements;

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

1. There are funds available in the Capital Improvement Fund of the General Capital Fund for costs attributable to said Engineering for Road Improvements.
2. There is hereby appropriated that sum of up to \$30,000.00 from the Capital Improvement Fund 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 July 27, 2020 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 September 14, 2020 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 Matlock, Councilwoman Miers, Councilman Mitchell, Councilwoman Napolitani, Councilman Roth, Councilman Zmigrodski, Mayor Kennedy

Abstentions - None

Recusal - None

Absent - None

Authorization to Pay Purchase Orders:

A **motion** was made by Councilwoman Miers, seconded by Councilman Zmigrodski and carried authorizing the payment of the purchase orders in the amount of \$558,309.29.

Appointments:

There were no appointments made at this time.

Public Comment:

There was no public comment at this time.

Executive Session:

No executive session was needed at this time.

A motion was made by Councilman Roth to adjourn the meeting of the Belvidere Town Council at 7:52 PM.

Respectfully submitted,

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