

**MINUTES - TOWN COUNCIL REORGANIZATION MEETING
TOWN OF BELVIDERE
WARREN COUNTY, NEW JERSEY
691 Water Street
JANUARY 1, 2015**

Mayor Stettler called the meeting to order at 12:00 P.M.

William Joseph, Town Crier welcomed all to the reorganization meeting.

Mayor Stettler led 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.

Teresa Yeisley administered the Oath of Office to the following:

Kathleen Miers
Laurel Napolitani
William Murphy

Roll call:

Present - Councilman Kennedy, Councilman Makatura, Councilwoman Miers, Councilman Murphy, Councilwoman Napolitani, Councilman Sebold, Mayor Stettler
Absent - None

Public Comment:

Des Fitzgerald asked if appointments would be done with the advice and consent of Council.

Election of Council President:

A **motion** was made by Councilwoman Napolitani and seconded by Councilwoman Miers to nominate Joseph Kennedy for Council President.

Roll call:

Ayes - Councilman Kennedy, Councilman Makatura, Councilwoman Miers, Councilman Murphy, Councilwoman Napolitani, Councilman Sebold, Mayor Stettler

Nays - None

Abstentions - None

Absent - None

Administrative Appointments:

A **motion** was made by Councilman Sebold and seconded by Councilman Murphy to approve the appointments of professionals as submitted. **Motion and second withdrawn**

A **motion** was made by Councilman Sebold and seconded by Councilman Murphy to appoint Dominick Santini as municipal attorney for year 2015.

Roll call:

Ayes - Councilman Murphy, Councilman Sebold, Mayor Stettler

Nays - Councilman Kennedy, Councilwoman Miers, Councilwoman Napolitani

Abstentions - Councilman Makatura

Absent - None

A **motion** was made by Councilwoman Miers to appoint Dominick Santini as municipal attorney for a thirty-day term. **Mr. Santini declined. Motion withdrawn.**

A **motion** was made by Councilman Sebold and seconded by Councilwoman Miers to appoint Nisivoccia & Co. as registered municipal accountants for year 2015.

Roll call:

Ayes - Councilman Kennedy, Councilman Makatura, Councilwoman Miers, Councilman Murphy, Councilwoman Napolitani, Councilman Sebold, Mayor Stettler

Nays - None

Abstentions - None

Absent - None

A motion was made by Councilman Kennedy and seconded by Councilman Sebold to appoint Maser Consulting as municipal engineer for year 2015.

Roll call:

Ayes - Councilman Kennedy, Councilman Makatura, Councilwoman Miers, Councilman Murphy, Councilwoman Napolitani, Councilman Sebold, Mayor Stettler

Nays - None

Abstentions - None

Absent - None

A motion was made by Councilman Sebold and seconded by Councilman Makatura to appoint John Draikiwicz as Municipal Bond Counsel for year 2015.

Roll call:

Ayes - Councilman Kennedy, Councilman Makatura, Councilwoman Miers, Councilman Murphy, Councilwoman Napolitani, Councilman Sebold, Mayor Stettler

Nays - None

Abstentions - None

Absent - None

A motion was made by Councilman Sebold and seconded by Councilman Murphy making the following court appointments for a term of 90 days:

Municipal Court Judge - **J. Edward Palmer**

Municipal Prosecutor - **Roger Skoog**

Municipal Prosecutor Alternate #1 - **Brett Morrow**

Municipal Prosecutor Alternate #2 - **Christopher Troxell**

Public Defender - **Scott Wilhelm**

Violations Clerk - **Wendy Riley**

Court Attendant - **James Hardy**

Court Attendant Alternate - **Steven Zwarych**

Roll call:

Ayes - Councilman Sebold, Mayor Stettler

Nays - Councilman Kennedy, Councilman Makatura, Councilwoman Miers, Councilwoman Napolitani

Abstentions - Councilman Murphy

Absent - None

Motion failed.

A motion was made by Councilman Makatura and seconded by Councilwoman Napolitani making the following court appointments for year 2015:

Municipal Court Judge - **J. Edward Palmer**

Municipal Prosecutor - **Roger Skoog**

Municipal Prosecutor Alternate #1 - **Brett Morrow**

Municipal Prosecutor Alternate #2 - **Christopher Troxell**

Public Defender - **Scott Wilhelm**

Violations Clerk - **Wendy Riley**

Court Attendant - **James Hardy**

Court Attendant Alternate - **Steven Zwarych**

Roll call:

Ayes - Councilman Kennedy, Councilman Makatura, Councilwoman Miers, Councilman Murphy, Councilwoman Napolitani, Councilman Sebold, Mayor Stettler

Nays - None

Abstentions - None

Absent - None

A motion was made by Councilman Makatura and seconded by Councilwoman Miers making the following appointments to the Police Department for year 2015:
Special Police Officers (one year term) - **Larry Barnes, Tracy Marsh**
Crossing Guards (one year term) - **Lynn Cole, Paulina Haggerty, Helena Vasili, Dorothy Steele, James Patrick, James Hosterman (substitute), Lester Hoffman (substitute)**
Animal Control Officers (one year term) - **Robert Lagonera**

Roll call:

Ayes - Councilman Kennedy, Councilman Makatura, Councilwoman Miers, Councilman Murphy, Councilwoman Napolitani, Councilman Sebold, Mayor Stettler

Nays - None

Abstentions - None

Absent - None

A motion was made by Councilman Kennedy and seconded by Councilman Sebold making the following appointments to the Belvidere Planning Board.

Class 4 Member term expires 12/31/2017 - **Harold Halvorsen**

Class 2 Member term expires 12/31/2016 - **Andreas Eisenberger**

Alternate #1 term expires 12/31/2015 - **Patricia MacCallum**

Roll call:

Ayes - Councilman Kennedy, Councilman Makatura, Councilwoman Miers, Councilman Murphy, Councilwoman Napolitani, Councilman Sebold, Mayor Stettler

Nays - None

Abstentions - None

Absent - None

A motion was made by Councilwoman Miers and seconded by Councilman Sebold making the following appointments to the Belvidere Environmental Commission:

Chairperson - **Jane Bullis**

Regular member term expires 12/31/2017 - **Nancy Mason**

Roll call:

Ayes - Councilman Kennedy, Councilman Makatura, Councilwoman Miers, Councilman Murphy, Councilwoman Napolitani, Councilman Sebold, Mayor Stettler

Nays - None

Abstentions - None

Absent - None

A motion was made by Councilman Sebold and seconded by Councilwoman Miers making the following Council Committee appointments for 2015:

Police - **Charles Makatura, Chairperson and Joseph Kennedy, Vice Chairperson**

Finance - **Joseph Kennedy, Chairperson and Charles Makatura, Vice Chairperson**

Department of Public Works - **Laurel Napolitani, Chairperson and Kathleen Miers, Vice Chairperson**

Recreation and Education - **Kathleen Miers, Chairperson and Laurel Napolitani, Vice Chairperson**

Historic, Land Use and Economic Development - **William Murphy, Chairperson and Michael Sebold, Vice Chairperson**

Fire and Public Utilities - **Michael Sebold, Chairperson and William Murphy, Vice Chairperson**

Roll call:

Ayes - Councilman Kennedy, Councilman Makatura, Councilwoman Miers, Councilman Murphy, Councilwoman Napolitani, Councilman Sebold, Mayor Stettler

Nays - None

Abstentions - None

Absent - None

A motion was made by Councilman Kennedy and seconded by Councilman Makatura making the following appointments to the Sewer Appeals Committee for 2015:

Chairperson - **Kathleen Miers**

Member - **Laurel Napolitani**

Member - **Michael Sebold**

Adoption of Orders of the Day:

A motion was made by Councilman Makatura and seconded by Councilman Sebold adopting Robert's Rules of Order as the Orders of the Day.

Roll call:

Ayes - Councilman Kennedy, Councilman Makatura, Councilwoman Miers, Councilman Murphy, Councilwoman Napolitani, Councilman Sebold, Mayor Stettler

Nays - None

Abstentions - None

Absent - None

Town Council Meeting Dates for 2015:

A motion was made by Councilwoman Napolitani and seconded by Councilwoman Miers setting the meeting dates for 2015 for the first and third Mondays at 7:00 PM unless there is a holiday at which time the Council meeting will be conducted the following day.

Roll call:

Ayes - Councilman Kennedy, Councilman Makatura, Councilwoman Miers, Councilman Murphy, Councilwoman Napolitani, Councilman Sebold, Mayor Stettler

Nays - None

Abstentions - None

Absent - None

Resolutions:

A motion was made by Councilman Makatura and seconded by Councilman Sebold adopting Resolutions Nos R2015x01 through R2015x07:

RESOLUTION NO. R2015x01

TOWN OF BELVIDERE

WARREN COUNTY, NEW JERSEY

**A RESOLUTION DESIGNATING THE OFFICIAL
NEWSPAPER AND THE 2015 MEETINGS SCHEDULE
AS REQUIRED BY THE OPEN PUBLIC MEETINGS ACT**

WHEREAS, Section 3D of the Open Public Meetings Act, Chapter 231. P.L. 1975 requires that certain notices of meetings be submitted to one (1) newspaper, which shall be the STAR GAZETTE, the official newspaper, with the EXPRESS TIMES as the secondary official newspaper; and

NOW, THEREFORE, BE IT RESOLVED by the Town of Belvidere, County of Warren and State of New Jersey as follows:

A copy of the above Resolution shall be mailed to The STAR GAZETTE by Certified Mail, return receipt requested, and the Municipal Clerk shall post copies of same in the Office of the Municipal Clerk and Town Hall, 691 Water Street, Belvidere NJ, announcing when and where such meetings shall be held.

A copy shall be kept on file at all times during the year of 2015, in the Office of the Municipal Clerk.

I hereby certify the above to be a true copy of a Resolution passed by the governing body of the Town of Belvidere.

TOWN OF BELVIDERE
MEETINGS OPEN TO THE PUBLIC
Year 2015

TOWN COUNCIL

The first and third Monday of each month at 7:00 p.m. at Belvidere Town Hall, 691 Water Street, Belvidere, NJ. except where noted.

ENVIRONMENTAL COMMISSION

Fourth Monday of each month at 7:00 P.M. in the Belvidere Town Hall, 691 Water Street, Belvidere, N.J.

FREE PUBLIC LIBRARY BOARD

Last Wednesday of each month at 11:00 a.m. in the Belvidere Town Hall, 691 Water Street, Belvidere NJ.

HISTORICAL PRESERVATION COMMISSION

Second Thursday of each month at 7:00 P.M. in the Belvidere Town Hall, 691 Water Street, Belvidere, NJ.

MUNICIPAL COURT

The first and third Thursdays of each month at 1:30 p.m. at the Belvidere Town Hall, 691 Water Street, Belvidere, NJ.

PLANNING BOARD

First Tuesday of each month at 7:00 p.m. when there is business before the board, in the Belvidere Town Hall, 691 Water Street, Belvidere, NJ.

POOL COMMISSION

The 4th Monday of each month at 7:00 PM at Belvidere Town Hall, 691 Water Street, Belvidere.

SHADE TREE COMMISSION

First Thursday of each month at 7:00 p.m. in the Belvidere Town Hall, 691 Water Street, Belvidere, NJ.

NEIGHBORHOOD WATCH COMMITTEE

First and third Tuesday of each month at 7:00 P.M. at Belvidere Town Hall, 691 Water Street, Belvidere, N.J.

All meetings will be held as indicated, unless otherwise advertised.

2015 CHANGE OF COUNCIL MEETINGS DUE TO LEGAL HOLIDAY(S)

1. Due to the Presidents' Day legal holiday, Monday, February 16, 2015, the scheduled meeting falling on this date will be held the following day, unless otherwise advertised.
2. Due to the Labor Day legal holiday, Monday, September 7, 2014, the scheduled meeting falling on this date will be held the following day, unless otherwise advertised.
3. There will be no meeting held on January 5, 2015.

Date: January 1, 2015

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

Municipal Clerk/Administrator

RESOLUTION NO. R2015x02

TOWN OF BELVIDERE

WARREN COUNTY, NEW JERSEY

A RESOLUTION TO INSTITUTE A FEE FOR DUPLICATE

TAX SALE CERTIFICATE

WHEREAS, P.L. 1990.c90 was amended and signed into law that allows municipalities to issue duplicate tax sale certificates at a fee not to exceed \$100.00

THEREFORE, BE IT RESOLVED by the Mayor and Town Council of the Town of Belvidere on this 1st day of January 2015 that a fee of \$100.00 be instituted for the issuance of a duplicate tax sale certificate.

Dated: January 1, 2015

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

Municipal Clerk/Administrator

**RESOLUTION NO. R2015x03
TOWN OF BELVIDERE
WARREN COUNTY, NEW JERSEY
A RESOLUTION TO AUTHORIZE THE TAX COLLECTOR
TO CANCEL BALANCES UNDER \$10.00 IN 2015**

WHEREAS, the Tax Collector has overpayments and underpayments of taxes for 2015 in the amount of \$10.00, and that they be canceled; and

NOW, THEREFORE, BE IT RESOLVED by the mayor and Town Council of the Town of Belvidere that all overpayments of \$10.00 and under be cancelled to surplus, and balances of \$10.00 and under be cancelled.

Dated: January 1, 2015
Teresa A. Yeisley, R.M.C./C.P.M.
Municipal Clerk/Administrator

**RESOLUTION NO. R2015x04
TOWN OF BELVIDERE
WARREN COUNTY, STATE OF NEW JERSEY
A RESOLUTION ESTABLISHING 2015 RATE OF INTEREST
FOR NON-PAYMENT OF TAXES AND ASSESSMENTS**

BE IT RESOLVED that the rate of interest to be charged for the nonpayment of taxes and assessments shall be 8% per annum on the first \$1,500.00 due and 18% per annum on any amount over \$1,500.00; however, no interest shall be charged if payment of any installment is made within ten (10) days after the date upon which the same becomes payable.

ALSO BE IT RESOLVED that a penalty of 6% shall be charged to the taxpayer with a delinquency in excess of \$10,000.00 who fails to pay that delinquency prior to the end of the calendar year.

Dated: January 1, 2015
Teresa A. Yeisley, R.M.C./C.P.M.
Municipal Clerk/Administrator

**RESOLUTION NO. R2015x05
TOWN OF BELVIDERE
WARREN COUNTY, NEW JERSEY
RESOLUTION DESIGNATING DEPOSITORIES**

BE IT RESOLVED by The Town of Belvidere on January 1, 2015 that the following banks be and are hereby designated as depositories for the above mentioned Town of Belvidere's public monies as herein set forth:

New Jersey Cash Management Fund
TD Bank North
PNC Bank
Valley National Bank
Bank of America

BE IT FURTHER RESOLVED by the Mayor and Town Council of the Town of Belvidere that the Chief Financial Officer of the Town of Belvidere is hereby authorized and directed to deposit the public monies of the Town of Belvidere in such institutions.

Dated: January 1, 2015
Teresa A. Yeisley, R.M.C./C.P.M.
Municipal Clerk/Administrator

**RESOLUTION NO. R2015x06
TOWN OF BELVIDERE
WARREN COUNTY, NEW JERSEY**

A RESOLUTION TO AUTHORIZE THE SEWER UTILITY CLERK TO CANCEL BALANCES UNDER \$5.00 IN 2015

WHEREAS, the Sewer Utility Clerk has overpayments and underpayments of sewer charges for 2014 in the amount of \$5.00, and that they be canceled; and

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Town Council of the Town of Belvidere that all overpayments of \$5.00 and under be canceled to surplus, and balances of \$5.00 and under be canceled.

Dated: January 1, 2015
Teresa A. Yeisley, RMC./CPM
Municipal Clerk/Administrator

**RESOLUTION NO. R2015x07
TOWN OF BELVIDERE
WARREN COUNTY, NEW JERSEY
A RESOLUTION FOR
TEMPORARY APPROPRIATIONS - 2015**

WHEREAS, Title 40A:4-19 known as the Local Budget Law provides that where any contracts, commitments or payments are to be made prior to the final adoption of the 2015 budget, temporary appropriations be made for the purpose and amounts required in the manner and time therein provided, and;

WHEREAS, the total appropriations in the 2014 budget, less appropriations made for Capital Improvement Fund, Debt Service and Deferred Charges are as follows:

General Fund:	\$2,673,898.30	
Sewer Utility Fund:	\$704,283.00	
Pool Utility Fund:	\$74,700.00	and;

WHEREAS, 26.25% of the total appropriations in the 2014 budget less the appropriations made for Capital Improvement Fund, Debt Service and Deferred Charges are as follows:

General Fund:	\$701,898.30
Sewer Utility Fund:	\$184,874.29
Pool Utility Fund:	\$19,608.75

NOW, THEREFORE, BE IT RESOLVED by the Belvidere Town Council that the temporary appropriations be made in the amount of \$701,898.30 for the General Fund, \$184,874.29 for the Sewer Utility Fund and \$19,608.75 for the Pool Utility Fund and that a certified copy of this resolution be transmitted to the Chief Financial Officer for record keeping.

Certification

I, Teresa A. Yeisley, Municipal Clerk, Town of Belvidere, Warren County, New Jersey do hereby certify the foregoing resolution to be a true and correct copy of the resolution adopted by the Belvidere Town Council at a meeting held on January 1, 2015.

Roll call:

Ayes - Councilman Kennedy, Councilman Makatura, Councilwoman Miers, Councilman Murphy, Councilwoman Napolitani, Councilman Sebold, Mayor Stettler

Nays - None

Abstentions - None

Absent - None

Public Comment:

Des Fitzgerald requested that discussions regarding a shared court be done in open public session.

A **motion** was made by Councilman Kennedy and seconded by Councilwoman Miers to do a Request for Proposal for municipal attorney:

Roll call:

Ayes - Councilman Kennedy, Councilman Makatura, Councilwoman Miers, Councilman Murphy, Councilwoman Napolitani, Councilman Sebold, Mayor Stettler

Nays - None

Abstentions - None

Absent - None

A **motion** was made by Councilwoman Miers and seconded by Councilman Makatura to cancel the Council meeting scheduled for January 5, 2015 and have the first regular Council meeting for 2015 on January 19th.

Ayes - Councilman Kennedy, Councilman Makatura, Councilwoman Miers, Councilwoman Napolitani

Nays - Councilman Murphy, Councilman Sebold, Mayor Stettler

Abstentions - None

Absent - None

A **motion** was made by Councilman Sebold, seconded by Councilman Murphy and carried to adjourn the reorganization meeting of the Belvidere Town Council at 12:48 PM.

Respectfully submitted,

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