

**MINUTES - TOWN COUNCIL REORGANIZATION MEETING
TOWN OF BELVIDERE
WARREN COUNTY, NEW JERSEY
691 Water Street
JANUARY 1, 2016**

Teresa Yeisley called the reorganization meeting of the Belvidere Town Council to order at 12:00 P.M.

William Joseph, Town Crier asked all to bear witness to the democratic process.

Teresa Yeisley read the following and asked all to join in the Pledge of Allegiance: 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.

William Joseph, Town Crier asked those to be sworn into office to come forward.

Teresa Yeisley administered the "Oath of Office" to the following:

Joseph Kennedy
Laurel Napolitani
Desmond Fitzgerald
Louis Miller
Walter Tutka

Roll Call:

Present - Mayor Kennedy, Councilman Fitzgerald, Councilman Makatura, Councilwoman Miers, Councilman Miller, Councilwoman Napolitani, Councilman Tutka
Absent - None

Adoption of Orders of the Day:

A motion was made by Councilwoman Miers, seconded by Councilman Fitzgerald and carried to adopt "Robert's Rules of Order" as the orders of the day.

Public Comment:

There was no public comment at this time.

Election of Council President:

A motion was made by Councilwoman Miers and seconded by Councilman Makatura to nominate Laurel Napolitani to serve as Council President for 2016. There were no other nominations.

Roll call:

Ayes - Councilman Fitzgerald, Councilman Makatura, Councilwoman Miers, Councilman Miller, Councilwoman Napolitani, Councilman Tutka, Mayor Kennedy

Nays - None

Abstentions - None

Absent - None

Mayor Kennedy thanked everyone for coming and acknowledged the dignitaries present.

Appointments:

Professionals

A motion was made by Councilman Makatura, seconded by Councilwoman Napolitani and carried to appoint Kevin Benbrook as Municipal Attorney for a one-year term.

A motion was made by Councilman Makatura, seconded by Councilwoman Miers and carried to appoint Nisivoccia and Co. as Municipal Auditors for a one-year term.

A motion was made by Councilwoman Napolitani, seconded by Councilman Makatura and carried to appoint Maser Consulting, Inc. as Municipal Engineer for a three-year term ending 12/31/2018.

Court

A motion was made by Councilman Makatura, seconded by Councilwoman Miers and carried to appoint John Draikiwicz as Municipal Bond Counsel for a one-year term.

A motion was made by Councilwoman Napolitani, seconded by Councilman Makatura and carried to appoint Roger Skoog as Municipal Prosecutor for a one-year term.

A motion was made by Councilman Makatura, seconded by Councilwoman Napolitani and carried to appoint Brett Morrow as Municipal Prosecutor Alternate #1 and Christopher Troxell as Municipal Prosecutor Alternate #2 for a one-year term.

A motion was made by Councilwoman Napolitani, seconded by Councilman Makatura and carried to appoint Gayle Farrell as Court Clerk Typist for a one-year term.

A motion was made by Councilman Makatura, seconded by Councilwoman Miers and carried to appoint the following:

Police Department:

Special Police Officers (one year term) - **Larry Barnes, Tracy Marsh, Craig Metz**

Crossing Guards (one year term) - **Nancy Dietz, Paulina Haggerty, Helena Vasili,**

Dorothy Steele, James Patrick, James Hosterman (substitute), Lester Hoffman (substitute), Danelle Allen (substitute), Ted Cole (substitute)

Animal Control Officer (one year term) - **Robert Lagonera**

A motion was made by Councilwoman Miers, seconded by Councilwoman Napolitani and carried to appoint the following:

Planning Board

Alternate #1 term expires 12/31/2016 - **Patricia MacCallum**

A motion was made by Councilwoman Miers, seconded by Councilman Makatura and carried to appoint the following:

Environmental Commission

Chairperson term expires 12/31/2018 - **Jane Bullis**

A motion was made by Councilwoman Miers, seconded by Councilman Makatura and carried to appoint the following:

Historic Preservation Advisory Commission:

Class A member term expires 12/31/2018 - **Gary Greenwald**

Class C member term expires 12/31/2018 - **Patricia Butler**

Alternate #1 term expires 12/31/2016 - **Janet Raheb**

Alternate #2 term expires 12/31/2016 - **Sandra Beck**

A motion was made by Councilman Makatura, seconded by Councilwoman Napolitani and carried to appoint the following:

Shade Tree Commission:

Regular member term expires 12/31/2020 - **Dawn Piazza**

A motion was made by Councilwoman Miers, seconded by Councilman Miller and carried to appoint the following:

Pool Commission:

Regular member term expires 12/31/2018 - **Kim Beaney**

Regular member term expires 12/31/2018 - **Deborah Navarro**

Regular member term expires 12/31/2018 - **Adam Devine**

A motion was made by Councilwoman Miers, seconded by Councilwoman Napolitani and carried to appoint the following:

Library Board of Trustees:

Regular member term expires 12/31/2020 - **Nellie Rinehart**

A motion was made by Councilman Makatura, seconded by Councilman Fitzgerald and carried to appoint the following:

Sewer Appeals Committee

Chairperson (one year term) - **Kathleen Miers**

Member (one year term) - **Laurel Napolitani**

Member (one year term) - **Walter Tutka**

A motion was made by Councilman Makatura, seconded by Councilman Fitzgerald and carried to confirm the following appointments:

Council Member Committees

Police - **Charles Makatura, Chairperson and Laurel Napolitani, Vice Chairperson**

Finance - **Desmond Fitzgerald, Chairperson and Louis Miller, Vice Chairperson**

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

Recreation and Education - **Kathleen Miers, Chairperson and Walter Tutka, Vice Chairperson**

Historic, Land Use and Economic Development - **Louis Miller, Chairperson and Desmond Fitzgerald, Vice Chairperson**

Fire and Public Utilities - **Walter Tutka, Chairperson and Charles Makatura, Vice Chairperson**

A motion was made by Councilman Fitzgerald, seconded by Councilwoman Napolitani and carried to adopt the following resolutions:

RESOLUTION NO. R2016x01

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 2016, 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 2016
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.

2016 CHANGE OF COUNCIL MEETINGS DUE TO LEGAL HOLIDAY(S)

1. Due to the Presidents' Day legal holiday, Monday, February 15, 2016, 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 5, 2016, the scheduled meeting falling on this date will be held the following day, unless otherwise advertised.

Date: January 1, 2016
Teresa A. Yeisley, R.M.C./C.P.M.
Municipal Clerk/Administrator

**RESOLUTION NO. R2016x02
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 2016 that a fee of \$100.00 be instituted for the issuance of a duplicate tax sale certificate.

Dated: January 1, 2016
Teresa A. Yeisley, R.M.C./C.P.M.
Municipal Clerk/Administrator

**RESOLUTION NO. R2016x03
TOWN OF BELVIDERE
WARREN COUNTY, NEW JERSEY
A RESOLUTION TO AUTHORIZE THE TAX COLLECTOR
TO CANCEL BALANCES UNDER \$10.00 IN 2016**

WHEREAS, the Tax Collector has overpayments and underpayments of taxes for 2016 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, 2016
Teresa A. Yeisley, R.M.C./C.P.M.
Municipal Clerk/Administrator

**RESOLUTION NO. R2016x04
TOWN OF BELVIDERE
WARREN COUNTY, STATE OF NEW JERSEY
A RESOLUTION ESTABLISHING 2016 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, 2016
Teresa A. Yeisley, R.M.C./C.P.M.
Municipal Clerk/Administrator

**RESOLUTION NO. R2016x05
TOWN OF BELVIDERE
WARREN COUNTY, NEW JERSEY
RESOLUTION DESIGNATING DEPOSITORIES**

BE IT RESOLVED by The Town of Belvidere on January 1, 2016 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, 2016
Teresa A. Yeisley, R.M.C./C.P.M.
Municipal Clerk/Administrator

**RESOLUTION NO. R2016x06
TOWN OF BELVIDERE
WARREN COUNTY, NEW JERSEY
A RESOLUTION TO AUTHORIZE THE SEWER UTILITY CLERK
TO CANCEL BALANCES UNDER \$5.00 IN 2016**

WHEREAS, the Sewer Utility Clerk has overpayments and underpayments of sewer charges for 2016 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, 2016
Teresa A. Yeisley, RMC./CPM
Municipal Clerk/Administrator

**RESOLUTION NO. R2016x07
TOWN OF BELVIDERE
WARREN COUNTY, NEW JERSEY
A RESOLUTION FOR
TEMPORARY APPROPRIATIONS - 2016**

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 2016 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 2015 budget, less appropriations made for Capital Improvement Fund, Debt Service and Deferred Charges are as follows:

General Fund:	\$2,754,106.42	
Sewer Utility Fund:	\$730,554.00	
Pool Utility Fund:	\$66,500.00	and;

WHEREAS, 26.25% of the total appropriations in the 2015 budget less the appropriations made for Capital Improvement Fund, Debt Service and Deferred Charges are as follows:

General Fund:	\$722,952.94
Sewer Utility Fund:	\$191,770.43
Pool Utility Fund:	\$17,456.25

NOW, THEREFORE, BE IT RESOLVED by the Belvidere Town Council that the temporary appropriations be made in the amount of \$722,952.94 for the General Fund, \$191,770.43 for the Sewer Utility Fund and \$17,456.25 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, 2016.

A motion was made by Councilman Makatura, seconded by Councilman Fitzgerald and carried to adjourn the reorganization meeting of the Belvidere Town Council.

Respectfully submitted,

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