

MINUTES - TOWN COUNCIL WORKSHOP MEETING
TOWN OF BELVIDERE
WARREN COUNTY, NEW JERSEY
691 Water Street
JUNE 12, 2017

Mayor Kennedy opened the workshop 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 the Belvidere Town Hall, 691 Water Street, Belvidere NJ.

Councilwoman Napolitani requested that DPW matters be added to the agenda.

Roll Call:

Present - Mayor Kennedy, Councilman Fitzgerald, Councilman Makatura, Councilman McAleer, Councilwoman Napolitani, Councilman Tutka

Absent - Councilwoman Miers

Approval of Minutes:

A **motion** was made by Councilwoman Napolitani, seconded by Councilman Fitzgerald and carried to adopt the May 22, 2017 regular meeting minutes of the Belvidere Town Council with corrections to page 1 (Councilman Tutka's report).

Public Comment:

There was no public comment at this time.

Matters to be Addressed:

Electric Supply Auction - Kevin Benbrook advised Council that Blairstown has had great success with going to auction for an electric supplier for Town owned buildings and uses. Mr. Benbrook and Councilman Fitzgerald will move forward investigating this matter.

A **motion** was made by Councilwoman Napolitani, seconded by Councilman Fitzgerald and carried authorizing Miller-Keystone Blood Center to coordinate a blood drive at Town Hall on a date to be determined.

A letter was received from NJDOT stating that the Town has been awarded an NJDOT grant for \$105,000 for improvements to Hardwick Street.

A **motion** was made by Councilman Makatura, seconded by Councilwoman Napolitani and carried to continue with the Howard Thompson Memorial Fireworks display on August 1, 2017 after the National Night Out event.

Councilwoman Napolitani asked that everyone complete a "work request form" for any jobs to be done by the DPW. The Oxford Street Phase III project will begin on June 19th, then move on to Fourth and Pahaquarry Streets. The projects will be completed by July 4th.

CCB - the following remarks were made regarding the CCB:

Matt Hoyte - gave an update and printed report and thanked Council for the opportunity

Mark Young - thanked the "steering committee", volunteers and youth ambassadors. Requesting use of 301 Second Street as the community center headquarters. Not requesting funding. Pledge to be good stewards of the building.

Councilman Makatura - status of non-profit? Still full of books with a lot of work to do. What is the financial position to make the space conducive to their needs?

Mark Young - preparing a plan for 501C3 but will need legal advice. Hope to access the space by July while remaining at the church. Will eventually need to be open more than one day. Will need to fund raise. Will not require a large amount of funding up front.

Councilwoman Napolitani - attended their meeting and was very impressed. Have you met with

the Council liaisons? Where do you go from this evening?

Mark Young - have not met with Council liaisons yet but conversation has been very limited.

The next step will be to meet with the steering committee and hit the ground running.

Councilman Tutka - definitely have the attendance numbers to continue. Concerned that there will not be enough room at 301 Second Street.

Councilwoman Miers joined the meeting at 8:15 PM.

Mark Young - events would be smaller and spread out through the week rather than having a big event on one day.

Councilman McAleer - concerned about the maintenance. Maybe look into who maintains other community centers in our area.

Councilman Fitzgerald - had a vision of seniors working with youth.

Mayor Kennedy - everything starts with a vision. Confident in the people involved and that the plan will be followed. DPW removed all the waste from the second floor and all historic volumes have been given to the Warren County Library. The school district removed a great deal of the books and we need to liquidate the remaining books. Plan to have a reading room with a plaque dedicated in honor of all that served the library over the years.

A motion was made by Councilman McAleer, seconded by Councilman Fitzgerald and carried authorizing the use of 301 Second Street by the CCB as a community center effective July 1, 2017.

Resolutions:

A motion was made by Councilman Makatura, seconded by Councilman Fitzgerald and carried to adopt Resolution No. R2017x40.

RESOLUTION NO. R2017x40

TOWN OF BELVIDERE

WARREN COUNTY, NEW JERSEY

A RESOLUTION TO HIRE AND PAY

EMPLOYEES FOR THE BELVIDERE POOL

BE IT RESOLVED by the Town Council of the Town of Belvidere, County of Warren, State of New Jersey, that the following be paid to Pool Utility employees of the Town of Belvidere, and that salaries/hourly wages be effective for the 2017 Pool Utility Season unless otherwise noted:

Section 6

<u>Name</u>	<u>Title</u>	<u>Salary/Hourly</u>
Keenan, Braden	Lifeguard	9.75
Martinez, Danielle	Lifeguard	9.75
Mikalunas, Danielle	Lifeguard	9.75
Beaney, Emma	Lifeguard	9.50
Torres, Ezra	Lifeguard	9.25
Pedraza, Izzy	Lifeguard	9.25
Kelley, Jenna	Lifeguard	9.50
DePinto, Josh	Lifeguard	9.25
Geier, James	Lifeguard	9.25
Sagan, Jennifer	Lifeguard	9.25
Walker, Zack	Lifeguard	9.25
Harrison, Ashley	Front Desk/Snack Bar	8.44
Serrano, Emma	Front Desk/Snack Bar	8.44
Orsini, Hannah	Front Desk/Snack Bar	8.65
Overko, Harley	Front Desk/Snack Bar	8.44
Elnagar, Heba	Front Desk/Snack Bar	8.44
Sturm, Kyleigh	Front Desk/Snack Bar	8.44
Yeisley, Kayli	Front Desk/Snack Bar	8.44
Keenan, Mallory	Front Desk/Snack Bar	8.65
Turker, Maria	Front Desk/Snack Bar	8.44
Anglum, Max	Front Desk/Snack Bar	8.44
Dultz, Rachael	Front Desk/Snack Bar	8.65
Harrison, Sara	Front Desk/Snack Bar	8.44
Padraza, Gabby	Front Desk/Snack Bar	8.65

Hubert, Peter	Certified Pool Operator	3,000 per season
Hubert, Peter	General Maintenance	*20.00
	*(not to exceed 100 hrs or \$2000)	
Rader, Blake	Manager	13.00

Dated: June 12, 2017
Teresa A. Yeisley, RMC./CPM
Municipal Clerk/Administrator

A motion was made by Councilwoman Miers, seconded by Councilman Makatura and carried to adopt Resolution No. R2017x41.

RESOLUTION NO. R2017x41
TOWN OF BELVIDERE
WARREN COUNTY, NEW JERSEY
A RESOLUTION AUTHORIZING REFUND OF PREMIUM MONEYS (block 43, lot 6)

WHEREAS, Tax Sale Certificate 2016-020 dated October 28, 2016 on block 43, lot 6 was redeemed on May 19, 2017; and

WHEREAS, the premium paid at the sale in the amount of \$1,200.00 needs to be returned to US BANK CUST FOR PRO CAP 4 & CRDTS, 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 \$1,200.00 representing said refund.

US BANK CUST FOR PRO CAP 4 & CRDTS
50 S 16TH ST STE 2050
PHILADELPHIA, PA 19102

Date: June 12, 2017
Teresa A. Yeisley, RMC/CPM
Municipal Clerk/Administrator

Ordinance:
ORDINANCE NO. O2017x05
TOWN OF BELVIDERE
WARREN COUNTY, NEW JERSEY
AN ORDINANCE APPROPRIATING THE SUM OF NOT MORE THAN \$55,000 FOR IMPROVEMENTS TO VARIOUS ROADS

WHEREAS, the Council of the Town of Belvidere has determined that it needs to appropriate the sum up to \$55,000.00 from the Capital Improvement Fund for Improvements to Various Roads;

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 Improvements to Various Roads.
2. There is hereby appropriated that sum of up to \$55,000.00 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 May 22, 2017 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 June 12, 2017 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.

NOTICE

Notice is hereby given that the forgoing ordinance was approved for final adoption by the Belvidere Town Council at a regular meeting held on June 12, 2017.

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

A motion was made by Councilwoman Napolitani, seconded by Councilwoman Miers and carried to open the public hearing on Ordinance No. O2017x05.

The ordinance brought no public comment.

A motion was made by Councilman Makatura, seconded by Councilwoman Napolitani and carried to close the public hearing on Ordinance No. O2017x05.

A motion was made by Councilwoman Miers and seconded by Councilwoman Napolitani to adopt Ordinance No. O2017x05.

Discussion ensued. It was advised that adoption of Capital ordinances provides funding. All expenditures charged to a Capital ordinance must be further approved by Council.

Roll call:

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

Nays - None

Abstentions - None

Absent - None

Appointments:

There were no appointments at this time.

Approval of Purchase Orders:

A motion was made by Councilwoman Miers, seconded by Councilman McAleer and carried to authorize the payment of the purchase orders in the amount of \$422,812.01.

There was discussion regarding classes being taken by DPW employees. This matter will be addressed during contract negotiations.

Public Comment:

Heather Stokes - Is there natural gas on Fourth Street? Yes.

Susan Beall - thank for the use of 301 Second Street for the CCB

Rheva Smickel - thank for the use of 301 Second Street for the CCB. All very excited.

Linda Stettler - should consider using Town Hall for CCB because building is under used.

National Night Out well under way. Will be working with the Recreation Committee on this event. Invite CCB to participate.

Councilman Fitzgerald stepped down from his Council seat to participate in public comment.

Desmond Fitzgerald - Ordinance No. O2017x05 for \$55,000 was taken from the Capital Fund.

Mayor Kennedy replied that no spending has been approved. There was some discussion regarding the purchase of the fire truck.

Executive Session:

A motion was made by Councilman McAleer, seconded by Councilman Makatura and carried to adopt Resolution No. R2017x42.

RESOLUTION NO. R2017x42

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

Dated: June 12, 2017

Teresa A. Yeisley, R.M.C./C.P.M.
Municipal Clerk/Administrator

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

Kevin Benbrook advised that Council discussed the following matters in executive session: Zoning Official position with the permission of Patrick Stefanelli, sub committee consisting of Councilwoman Miers and Councilman Makatura to meet with Mr. Stefanelli to discuss same, DPW employee education and the violations clerk position.

A motion was made by Councilwoman Miers, seconded by Councilwoman Napolitani and carried to adjourn the meeting of the Belvidere Town Council at 9:10 PM.

Respectfully submitted,

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