

**MINUTES - TOWN COUNCIL MEETING
TOWN OF BELVIDERE
WARREN COUNTY, NEW JERSEY
691 Water Street
DECEMBER 21, 2015**

Mayor Stettler opened the regular meeting of the Belvidere Town Council with 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.

Roll Call:

Present - Councilman Kennedy, Councilman Makatura, Councilwoman Miers, Councilwoman Napolitani, Councilman Petre, Mayor Stettler

Absent - Councilman Sebold

Approval of Minutes:

A **motion** was made by Councilman Kennedy, seconded by Councilman Petre with Mayor Stettler abstaining and all others voting "yes" to adopt the December 7, 2015 workshop meeting minutes of the Belvidere Town Council.

Presentation:

Mayor Stettler thanked all the staff, professionals, Council members, non-profits and residents for all the assistance offered during her term as Mayor. The Mayor congratulated Mayor-elect Kennedy and the incoming Council members adding that they will have a challenging year ahead.

Mayor Stettler presented a certificate of appreciation to Councilman Petre and accepted a certificate on behalf of Councilman Sebold. Teresa Yeisley presented a plaque to Mayor Stettler for her service to the community.

Paul Sterbenz:

Provided stormwater training and a summary of the program.

Updated Council on COAH filing.

Delmont Cole:

Lease agreement for emergency snow parking in fire company overflow parking lot.

"Cash for Crash" update.

Fire truck request update.

Toy drive very successful.

Mayor Stettler complimented the fire company on their community outreach efforts.

Gary Greenwald:

Historic Preservation Advisory Commission request to initiate fund raising with funds being held in trust for Commission projects. Teresa Yeisley advised the Commission meets the State requirements for a "dedication by rider" trust account.

A **motion** was made by Councilman Kennedy, seconded by Councilwoman Napolitani and carried to establish a "dedication by rider" trust account for the Belvidere Historic Preservation Advisory Commission.

Public Comment:

Bill Joseph - served as Town Crier for 15 years and thanked to Mayor Stettler for her service

Sue Beale - thanks to Tim Petre for his service on the Historic Commission. DAR next project is plaque for Cummins house.

David Parmele - resides on Market Street and has no off-street parking.

John Snyder - when considering the purchase of a new fire truck, remember DPW needs new building and a new truck.

John Clemmer - commended Mayor Stettler for leading the Town through a difficult time.

Committee Reports:

Councilman Makatura - PD received \$6500 DWI enforcement grant. Migrating from CODY to Infoshare saw a \$2500 savings for 2015. Resignation of Patrolman Mike Castles. Will purchase the ballistic window for court office and have it installed by a contractor.

Councilwoman Napolitani - reviewed year-end reports for the DPW and Library. Reminded Council to complete work orders for the DPW.

Councilwoman Miers - the Pool came in within budget. Recreation looking forward to expanding their programs. Sewer Committee continuing to work on a more equitable billing system.

Councilman Kennedy - brief budget recap with good numbers coming in. PD and DPW did a great job. Chief Scott covered an additional 246 hours under his base salary.

Councilman Petre - Planning Board deemed the Selah Care Center application incomplete. Historic Commission approved two applications.

Mayor Stettler - requested a thank you letter be written to Cindy Randazzo for her assistance with the clean-up of the boat launch.

Correspondence:

A motion was made by Councilman Kennedy, seconded by Councilwoman Miers and carried to approve a request for street closures for the Belvidere Fox Trot 5K on April 9th.

A motion was made by Councilman Kennedy, seconded by Councilman Makatura and carried to approve a request for street closures for the Woman's Club of Belvidere, Belvidere in Bloom on June 11th.

Previous Business:

John Snyder will work with Shade Tree Commission on overgrown trees in Riverside Park and also work on getting the lights on the flag repaired.

The signs for the municipal parking lots will be installed once Council makes a determination on the lot rules.

2016 RFP's will be addressed by the incoming Council. Notification will be given by the Municipal Clerk to all professionals.

New Business:

A motion was made by Councilwoman Miers, seconded by Councilwoman Napolitani and carried to deny requests from Robert Blum and Sydney Deustch regarding sewer refunds per the recommendation of the Sewer Appeals Committee.

The reorganization meeting of the Belvidere Town Council will be held on January 1st at 12:00 PM.

Items for the January 4th workshop meeting will be Howell Street and budget.

Resolutions:

A motion was made by Councilwoman Miers, seconded by Councilman Makatura and carried to adopt Resolution Nos. R2015x90 through R2015x93.

RESOLUTION NO. R2015x90

TOWN OF BELVIDERE

WARREN COUNTY, NEW JERSEY

A RESOLUTION REQUESTING APPROVAL OF ITEMS OF REVENUE AND APPROPRIATION (NJSA 40A:4-87)

WHEREAS, NJSA 40A:4-87 provides that the Director of the Division of Local Government

Services may approve the insertion of any special item of revenue in the budget of any county or municipality when such item shall have been made available by law and the amount was not determined at the time of the adoption of the budget; and

WHEREAS, the Director may also approve the insertion of an item of appropriation for equal amount;

NOW, THEREFORE, BE IT RESOLVED that the Belvidere Town Council hereby requests the Director of the Division of Local Government Services to approve the insertion of an item of revenue in the budget of the year 2015 in the amount of \$6,561.54 which is available from the State of New Jersey, Department of Community Affairs.

BE IT FURTHER RESOLVED that the like sum of \$6,561.54 is hereby appropriated under the caption Drunk Driving Enforcement Fund 2015; and

BE IT FURTHER RESOLVED that the above is the result of funds from the State of New Jersey Department of Community Affairs in the amount of \$6,561.54

Date: December 21, 2015
Teresa A. Yeisley, RMC/CPM
Municipal Clerk/Administrator

**RESOLUTION NO. R2015x91
TOWN OF BELVIDERE
WARREN COUNTY, NEW JERSEY
A RESOLUTION REQUESTING APPROVAL OF ITEMS OF REVENUE AND
APPROPRIATION (NJSA 40A:4-87)**

WHEREAS, NJSA 40A:4-87 provides that the Director of the Division of Local Government Services may approve the insertion of any special item of revenue in the budget of any county or municipality when such item shall have been made available by law and the amount was not determined at the time of the adoption of the budget; and

WHEREAS, the Director may also approve the insertion of an item of appropriation for equal amount;

NOW, THEREFORE, BE IT RESOLVED that the Belvidere Town Council hereby requests the Director of the Division of Local Government Services to approve the insertion of an item of revenue in the budget of the year 2015 in the amount of \$7,164.09 which is available from the State of New Jersey, Department of Community Affairs.

BE IT FURTHER RESOLVED that the like sum of \$7,164.09 is hereby appropriated under the caption Clean Communities 2015; and

BE IT FURTHER RESOLVED that the above is the result of funds from the State of New Jersey Department of Community Affairs in the amount of \$7,164.09

Date: December 21, 2015
Teresa A. Yeisley, RMC/CPM
Municipal Clerk/Administrator

**RESOLUTION NO. R2015x92
TOWN OF BELVIDERE
WARREN COUNTY, NEW JERSEY
A RESOLUTION REQUESTING APPROVAL OF ITEMS OF REVENUE AND
APPROPRIATION (NJSA 40A:4-87)**

WHEREAS, NJSA 40A:4-87 provides that the Director of the Division of Local Government Services may approve the insertion of any special item of revenue in the budget of any county or

municipality when such item shall have been made available by law and the amount was not determined at the time of the adoption of the budget; and

WHEREAS, the Director may also approve the insertion of an item of appropriation for equal amount;

NOW, THEREFORE, BE IT RESOLVED that the Belvidere Town Council hereby requests the Director of the Division of Local Government Services to approve the insertion of an item of revenue in the budget of the year 2015 in the amount of \$7,694.00 which is available from the Warren County Municipal Alliance for the Prevention of Alcoholism and Drug Abuse with a local match of \$2,308.00.

BE IT FURTHER RESOLVED that the like sum of \$10,002.00 is hereby appropriated under the caption Municipal Alliance for the Prevention of Alcoholism and Drug Abuse 2015; and

BE IT FURTHER RESOLVED that the above is the result of funds from the County of Warren in the amount of \$7,694.00 and a local match of \$2,308.00

Date: December 21, 2015
Teresa A. Yeisley, RMC/CPM
Municipal Clerk/Administrator

**RESOLUTION NO. R2015x93
TOWN OF BELVIDERE
WARREN COUNTY, NEW JERSEY
A RESOLUTION REQUESTING APPROVAL OF ITEMS OF REVENUE AND
APPROPRIATION (NJSA 40A:4-87)**

WHEREAS, NJSA 40A:4-87 provides that the Director of the Division of Local Government Services may approve the insertion of any special item of revenue in the budget of any county or municipality when such item shall have been made available by law and the amount was not determined at the time of the adoption of the budget; and

WHEREAS, the Director may also approve the insertion of an item of appropriation for equal amount;

NOW, THEREFORE, BE IT RESOLVED that the Belvidere Town Council hereby requests the Director of the Division of Local Government Services to approve the insertion of an item of revenue in the budget of the year 2015 in the amount of \$3,000.00 which is available from the State of New Jersey Green Communities Grant, Community Forestry Management Plan.

BE IT FURTHER RESOLVED that the like sum of \$3,000.00 is hereby appropriated under the caption Green Communities 2015; and

BE IT FURTHER RESOLVED that the above is the result of funds from the State of New Jersey-Green Communities in the amount of \$3,000.00

Date: December 21, 2015
Teresa A. Yeisley, RMC/CPM
Municipal Clerk/Administrator

A motion was made by Councilman Kennedy, seconded by Councilwoman Napolitani and carried to adopt Resolution No. R2015x94.

**RESOLUTION NO. R2015x94
TOWN OF BELVIDERE
WARREN COUNTY, NEW JERSEY
A RESOLUTION TO TRANSFER FUNDS**

BE IT RESOLVED by the Town Council of the Town of Belvidere that there are insufficient

funds to meet the demands necessary for the 2015 balances in the Current Fund Budget, Pool Utility Operating Fund and Sewer Utility Operating Fund

WHEREAS the following accounts listed as "From" have sufficient excess funds to meet such demands:

BE IT RESOLVED that in accordance with the provisions of R.S. 40A:4-58 the Chief Financial Officer is hereby authorized to make the following transfers:

Current Fund

TO:	Tax Collector O/E	1,005.00
	Scout Home Maint O/E	351.00
	Legal Expenses O/E	3,000.00
	Planning Board O/E	2,000.00
	General Insurance	580.00
	Police S/W	12,100.00
	Road Department S/W	6,350.00
	Engineer O/E	7,500.00
	Garbage and Trash	500.00
	Uniform Const. Code O/E	1,000.00
	Municipal Court O/E	<u>500.00</u>
		\$34,886.00

FROM:	Social Security (fica)	10,000.00
	Bulk Purchase O/E	12,000.00
	Electricity	4,000.00
	Uniform Const Code S/W	2,000.00
	Administrative S/W	4,750.00
	Finance S/W	875.00
	Public Build Main.	<u>1,261.00</u>
		\$34,886.00

Pool Utility Operating Fund

TO:	Pool Expense O/E	5,000.00
	Pool Expense S/W	<u>3,810.00</u>
		8,810.00

FROM:	Capital Outlay	5,000.00
	Pool O/E Garbage	500.00
	Pool Expense O/E	2,660.00
	Social Security	<u>650.00</u>
		8,810.00

Sewer Utility Operating Fund

TO:	Sewer O/E	<u>6,500.00</u>
		6,500.00

FROM:	Social Security	2,100.00
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Sewer S/W

4,400.00

6,500.00

Date: December 21, 2015
Teresa A. Yeisley, RMC/CPM
Municipal Clerk/Administrator

Appointments:

There were no appointments at this time.

Approval of Purchase Orders:

A motion was made by Councilman Makatura, seconded by Councilman Kennedy and carried to authorize the payment of the purchase orders in the amount of \$43,661.46.

Public Comment:

There was no public comment at this time.

A motion was made by Councilman Kennedy, seconded by Councilwoman Napolitani and carried to adjourn the meeting of the Belvidere Town Council.

Respectfully submitted,

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