

**BOROUGH OF BERLIN**  
**COUNCIL MEETING AGENDA**  
**THURSDAY, JUNE 11, 2015**  
**BOROUGH OF BERLIN MUNICIPAL BUILDING**  
**59 SO. WHITE HORSE PIKE**  
**BERLIN NJ**  
**7:00 PM**

**MEETING CALLED TO ORDER:**

**FLAG SALUTE:**

**SUNSHINE NOTICE:** Adequate notice of this meeting has been given in accordance with the Open Public Meeting Act, Pursuant to Public Law 1975, Chapter 231. Said notice has been advertised in the Courier Post and posted on the bulletin board in the municipal clerk's office located at 41 So. White Horse Pike showing the date, place and time of said meeting.

**ROLL CALL:** Mayor John Armano, Council President Lynn Kupchik, Council members Bilella, Pearce, Knight, Miller and Badolato

**PRESENT ALSO:** Solicitor Howard Long, Administrator Charleen Santora, Construction/Zoning Official Michael DePalma and Police Chief Michael DeLorenzo

• **APPROVAL OF MINUTES:**

Council meeting of May 14, 2015  
Caucus meeting of June 2, 2015  
Closed session minutes of June 2, 2015

Motion; \_\_\_\_\_, Sec.; \_\_\_\_\_, RCV \_\_\_\_\_.

• **DEPARTMENT HEAD REPORTS FOR THE MONTH OF MAY, 2015.**

Tax collectors report	\$2,894,321.31
Utility report	93,713.78
Municipal clerks report	5,577.50
Animal report	1,206.20
Construction permit fees	2,410.00
Community Center fees	1,325.00
Resale inspections	600.00
Rental inspections	50.00

Motion to approve; \_\_\_\_\_, Sec.; \_\_\_\_\_, RCV \_\_\_\_\_.

**PRIVILEGE OF FLOOR INCLUDING RESOLUTIONS:**

**COUNCIL/DEPARTMENT HEAD REPORTS:**

- **CONSTRUCTION/ZONING OFFICIAL** Michael DePalma
- **POLICE CHIEF** Michael DeLorenzo
- **BUILDINGS & GROUNDS**, Chairman Len Badolato
- **STREETS & ROADS**, Chairman Gary Knight
- **WATER & SEWER**, Chairman Lynn Kupchik
- **HEALTH & RECREATION**, Chairman Rick Miller
- **PUBLIC SAFETY**, Chairman Jim Pearce
- **FINANCE**, Chairman Jim Bilella
- **MAYOR ARMANO**  
**Ordinance for parking on grass in the Borough of Berlin for possible introduction**  
**Discussion on the purchasing of trash cans for the center of town and funding**
- **SOLICITOR**, Howard Long
- **ADMINISTRATOR**, Charleen Santora

**ORDINANCES**

**2<sup>ND</sup> READING:**

**ORDINANCE NO. 2015-10, AN ORDINANCE OF THE BOROUGH OF BERLIN IN THE COUNTY OF CAMDEN, NEW JERSEY PROVIDING FOR VARIOUS CAPITAL IMPROVEMENTS AND RELATED EXPENSES IN AND ; AUTHORIZING THE ISSUANCE OF \$2,075,000 PRINCIPAL AMOUNT OF OBLIGATIONS OF THE BOROUGH TO FINANCE SAID PURPOSES AND PROVIDING FOR OTHER MATTERS RELATING THERETO**

Meeting open to the public on Ordinance 2015-10.

Meeting closed to the public.

Motion to adopt Ordinance No. 2015-10\_\_\_\_, Sec.; \_\_\_\_\_, RCV\_\_\_\_\_.

**ORDINANCE NO. 2015-11, AN ORDINANCE AMENDING THE CODE OF THE BOROUGH OF BERLIN ESTABLISHING A FINE AND COURT FEES VIOLATION SCHEDULE FOR FAILURE TO LICENSE DOGS AND CATS**

Meeting open to the public on Ordinance 2015-11.

Meeting closed to the public.

Motion to adopt Ordinance No. 2015-11\_\_\_\_, Sec.; \_\_\_\_\_, RCV\_\_\_\_\_.

**ORDINANCE NO. 2015-12, AN ORDINANCE AMENDING THE CODE OF THE BOROUGH OF BERLIN MODIFYING THE FEES OF HE BERLIN COMMUNITY CENTER**

Meeting open to the public on Ordinance 2015-12.

Meeting closed to the public.

Motion to adopt Ordinance No. 2015-12\_\_\_\_, Sec.; \_\_\_\_\_, RCV\_\_\_\_\_.

**INTRODUCTION OF ORDINANCES:**

**ORDINANCE NO. 2015-13, NON-CONTRACTUAL SALARY ORDINANCE AMENDING SALARY ORDINANCE NO. 2014-04 SUPPLEMENTING CHAPTER 62 OF THE CODE OF THE BOROUGH OF BERLIN ENTITLED “SALARIES”**

Motion to introduce Salary Ordinance No. 2015-13\_\_\_\_\_Sec;\_\_\_\_\_RCV;\_\_\_\_\_

**ORDINANCE NO. 2015-14, AN ORDINANCE AMENDING CHAPTER 284 – STORM SEWERS OF THE CODE OF THE BOROUGH OF BERLIN.**

Motion to introduce;\_\_\_\_\_, Sec.;\_\_\_\_\_, RCV\_\_\_\_\_.

**RESOLUTIONS:**

**R6-1;2015, APPROVAL OF MERCANTILE LICENSE FOR LUCIEN EYEN AND JAIME POE T/A JLS GOURMET, LLC FOR A BAKERY SPECIALIZING IN BELGIUM WAFFLES LOCATED AT 105 S. WHITE HORSE PIKE**

**R6-2;2015, AUTHORIZATION FOR THE REFUND OF SECURITY DEPOSITS TOTALING \$594.60 FOR HYDRANT METER RENTAL BY ARCADIS**

**R6-3;2015, AUTHORIZATION FOR THE REFUND OF DEVELOPER ESCROW BALANCE IN THE AMOUNT OF \$37.50 TO JENNIFER ROACH, BLOCK 2303, LOT 25**

**R6-4;2015, AUTHORIZATION FOR THE REFUND OF DEVELOPER ESCROW BALANCE IN THE AMOUNT OF \$353.61 FOR VIRTUA WEST JERSEY HEALTH, BLOCK 1805, LOT 24**

**R6-5;2015**, AUTHORIZATION TO APPROVE BUDGET INSERTION PER NJSA 40A:4-87 FROM THE NJ DEPARTMENT OF ENVIRONMENTAL PROTECTION'S CLEAN COMMUNITIES PROGRAM IN THE AMOUNT OF \$16,335.45

**R6-6;2015**, AUTHORIZATION TO APPROVE BUDGET INSERTION PER NJSA 40A:4-87 FROM THE NJ DIVISION OF HIGHWAY TRAFFIC SAFETY'S CLICK-IT-OR-TICK-IT PROGRAM IN THE AMOUNT OF \$4,000

**R6-7;2015**, AUTHORIZATION TO APPROVE LIQUOR LICENSE RENEWALS FOR THE YEAR 2015-2016 FOR THE FOLLOWING ESTABLISHMENTS AS THEY HAVE MET ALL REQUIREMENTS NEEDED TO RENEW; VFW, RENAISSANCE BEVERAGES II LLC, TREA INC, EVINO'S CORP INC, LUCCH LLC, PARIS CATERER'S AND WOODBRIAR CORP

**R6-8;2015**, AUTHORIZATION TO AMEND RESOLUTION R11-4;2015 FOR CHANGE ORDER #1 A FOR DRISCOLL MECHANICAL OF MT EPHRAIM FOR THE DIFFERENCE OF \$1,549.82 WHICH INCLUDES THE 10% OVERHEAD AND 5% PROFIT BRINGING THE TOTAL COST OF THE CHANGE ORDER TO \$11,881.94 (CFO TO CERTIFY THE FUNDS) (BREAKDOWN IS AS FOLLOWS: DUCT SUBCONTRACTOR COST = \$10,332.12; 10% OVERHEAD COST = \$1,033.21; AND 5% PROFIT = \$516.61; TOTAL COST FOR CHANGE ORDER #1 = \$11,881.94)

**R6-9;2015**, AUTHORIZATION TO APPROVE CHANGE ORDER #2 FOR DRISCOLL MECHANICAL OF MT EPHRAIM, NJ IN THE AMOUNT OF \$4,355.53 FOR THE FURNISHING AND INSTALLATION OF 1 EXHAUST FAN WITH 2 WIRE MESH SCREENS ABOVE THE HOLDING CELLS AND DUCT UP THROUGH THE ROOF FOR THE POLICE STATION (CFO TO CERTIFY THE FUNDS)

**R6-10;2015**, AUTHORIZATION TO APPROVE CHANGE ORDER #3 FOR DRISCOLL MECHANICAL OF MT. EPHRAIM, NJ IN THE AMOUNT OF \$14,463.09 FOR THE FURNISHING AND INSTALLATION OF NEW HOT WATER MAINS FROM THE BASEMENT TO THE FIRST FLOOR CEILING SPACE OF THE MUNICIPAL BUILDING (CFO TO CERTIFY THE FUNDS)

**R6-11;2015**, A RESOLUTION ACCEPTING THE RESIGNATION OF BOB MONAHAN FROM THE POSITION OF PART-TIME DETECTIVE FROM THE BOROUGH OF BERLIN POLICE DEPARTMENT EFFECTIVE MAY 31, 2015

**R6-12;2015**, AUTHORIZATION TO APPROVE THE FOLLOWING CAMP COUNSELORS FOR CAMP LONG-A-COMING FOR THE YEAR 2015

Sara Browne (new hire)	\$20.00/hr
Beth Snyder (new hire)	\$20.00/hr
Marie Majuri (new hire)	\$20.00/hr
Jessica McGowan	\$20.00/hr
Kit Rose	\$9.50/hr

Rylee Jacobs	\$8.50/hr
Jake Caruso	\$8.00/hr
Sarah Chiumento	\$8.00/hr
Kevin Henley	\$8.00/hr
Haley Reese	\$8.00/hr
Armen Mardikian	\$7.50/hr
Sean Collins	\$7.50/hr
Brett Cooper	\$7.50/hr
Sophia Baldino (new hire)	\$6.00/hr
Kylie Easterday (new hire)	\$6.00/hr
Trevor Shannon (new hire)	\$6.00/hr
Kyle Henley (new hire)	\$7.00/hr
David Robinson (new hire)	\$6.00/hr
Julie Heaton (new hire)	\$8.00/hr
Megan Kalberer (new hire)	\$8.00/hr
Michelle Squillace	\$6.00/hr.

Sub List:

Jamie Brown  
Matt Jenkins  
Debbie Mansis  
Lillian Chen  
Taylor Pilla

**RESOLUTION R6-13;2015**, APPROVAL OF CHANGE ORDER NO. 4 FOR DRISCOLL MECHANICAL LLC OF MT EPHRAIM NJ IN THE AMOUNT OF \$3,061.53 FOR BASEBOARD HEAT IN ROOM # 41 CONNECTING TO EXISTING PIPING AND CONTROL VALVE LOCATED IN BASEMENT.

**RESOLUTION R6-14;2015**, AUTHORIZATION TO APPROVE CHANCE ORDER # 5 FOR DRISCOLL MECHANICAL LLC OF MT EPHRAIM NJ FOR A DEDUCTION OF \$122.85 FOR MATERIAL COST FOR SUPPLYING ROOF JACK.

**RESOLUTION R6-15;2015**, APPROVAL FROM BOROUGH COUNCIL TO AWARD THE ONE BID, AFTER COMPETITIVE BIDDING FOR A 2016 MODEL REAR LOADER REFUSE TRUCK TO MCNEILUS TRUCK AND MANUFACTURING OF DODGE CENTER, MN. IN THE AMOUNT OF \$207,996.00. (CFO HAS CERTIFIED THE FUNDS FROM )

**RESOLUTION R6-16 ;2015** APPROVAL FROM BOROUGH COUNCIL TO HIRE BRETT VETTERLY AS CLASS II OFFICER FOR THE BOROUGH OF BERLIN EFFECTIVE JUNE 15, 2015.

**RESOLUTION R6-17;2015**, CHANGE ORDER FROM FASOLINO CONTRACTING OF SEWELL, NJ FOR THE NEEDED ADDITIONAL CUSTOMER WINDOW WITH GLASS ENCLOSURE AT THE COST OF \$10,704.00. ( CFO HAS CERTIFIED FUNDS).

**RESOLUTION R6-18;2015**, APPROVAL FROM THE GOVERNING BODY AFFIRMING THAT \$0.015 WAS ADOPTED FOR THE 2015 OPEN SPACE BUDGET LINE.

**RESOLUTION R6-19;2015, AUTHORIZATION FOR APPROVE ADJUSTMENTS FOR 2<sup>ND</sup>. QUARTER, 2015 UTILITY BILL FOR THE FOLLOWING PROPERTIES;**

229 RT 73	BROKEN CURB STOP BORO SIDE	\$-1387.50
58 S. ROSE	ESTIMATED BILL DUE TO BROKEN WIRE	\$ -113.25
41 MONMOUTH	CANCEL DUE TO CANCELLING OF FIRE SURPRESSION SYSTEM C/O DATE	\$ -540.00
207 THACKARA	HYDRANT METER RENTAL	\$ + 249.50

Motion to adopt Resolutions R6-1;2015 through R6-19;2015 \_\_\_\_\_;Sec.: \_\_\_\_\_

Questions:

RCV \_\_\_\_\_

**PRIVILEGE OF FLOOR:**

- **PAYMENT OF THE BILLS FOR THE MONTH OF MAY, 2015 IN THE AMOUNT OF \$1,019,999.46. Motion; \_\_\_\_\_, Sec.; \_\_\_\_\_, RCV \_\_\_\_\_.**

**CLOSED SESSION:**

Motion to go into closed session to discuss personnel issues and to discuss any possible police negotiations.

Motion to go back into open session; \_\_\_\_\_, Sec.; \_\_\_\_\_, RCV \_\_\_\_\_.

Motion to adjourn \_\_\_\_\_ Sec; \_\_\_\_\_ All in favor.

Charleen Santora, RMC