

BOROUGH OF BERLIN
COUNCIL MEETING MINUTES
THURSDAY, DECEMBER 10, 2015
MUNICIPAL BUILDING
59 SO. WHITE HORSE PIKE
BERLIN NJ
7:00 PM

MEETING CALLED TO ORDER BY MAYOR ARMANO.

FLAG SALUTE LED BY MAYOR ARMANO.

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 Borough Hall Bulletin Board showing the date, place and time of said meeting.

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

PRESENT ALSO: Solicitor Howard Long and Administrator Charleen Santora

PRIVILEGE OF FLOOR:

Cynthia Jennings - 26 Glacier Drive – Ms. Jennings asked the governing body what the status was in regard to the issue of the trees blocking the easement. Councilman Bilella stated that he spoke with the engineer about scheduling a meeting, however the engineer does not know if anything can be done; maintenance bonds have not been released as of yet. Councilman Bilella suggested that he, Cynthia and the engineer meet and walk the property as well as send a letter to the Solicitor.

Anthony Taylor – 2 Glacier Drive
Matthew Claybrooks – 26 Washington Avenue

Anthony and Matthew asked the governing body to consider keeping the Community Center open for longer hours so that kids can engage in healthy activities They suggested having security available as well so illegal activities would not take place.

APPROVAL OF MINUTES:

November 12, 2015 Council minutes
December 1, 2015 Caucus minutes

Motion to approve made by Pearce, seconded by Knight. All members present voted in favor. Councilman Miller and Bilella both abstained from the November 12, 2015 minutes.

DEPARTMENT HEAD REPORTS FOR NOVEMBER 2015:

Tax Collectors report	\$3,979,328.88
Utility report	\$77,362.37
Municipal Clerk's report	\$9,292.00
Construction permit fees	\$5,107.00
Community Center	\$1,050.00
Zoning Fees	\$125.00
Rental Inspection fees	\$8,800.00
Resale Inspections	\$1,000.00
Re-Inspections	\$100.00
Zoning report submitted	
EMS	190 calls for service

Motion to approve made by Badolato, seconded by Kupchik. All members present voted in favor.

COUNCIL/DEPARTMENT HEAD REPORTS:

BUILDINGS & GROUNDS, Chairman Len Badoloto reported that the Christmas tree lighting ceremony took place this Saturday and it went very well. He thanked DPW, the Police Department and the Fire Department for all of their efforts and support. We were able to do everything we had planned and there were enough lights. Next year we will be able to make it even better. All of the Christmas balls were sold and we had a great turnout.

STREETS & ROADS, Chairman Gary Knight said thank you for having the opportunity to serve the community of Berlin Borough. He has enjoyed the moments which were gratifying and sometimes difficult, but overall it has been a privilege. He provided an update on the projects that have been completed in regard to streets and roads and also said that the issue at the intersection of Franklin Avenue and Clementon Road is still ongoing. He thanked Lt. Beasley for all his efforts and due diligence relative to the several road studies that he has done. Also, at the intersection of Crater Street there are school age children who wait for the bus there and there is no street light; the street light will be budgeted for 2016. He thanked the Mayor for all of his patience, guidance and understanding and he also thanked the members of council. He thanked all of the departments for their hard work and dedication. He congratulated Jim Bilella and the two newest councilmen. He wished everyone a Merry Christmas and Happy New Year.

WATER & SEWER, Chairman Lynn Kupchik reported on water and sewer. She said that they finalized the restoration of Day Avenue. We completed the televising of the first sewer connection and we did the I & I reduction rehab for the first connection. We did

send a letter to CCMUA to determine how much less water we have; we anticipate that we stumped about 120,000 gallons per day of the filtration to the sewer system. Future plans are to continue the remediation of the sewer line. She also reported on the Katherine Avenue main water extension; the study has been completed (August) and it's anticipated that in order to move forward it will cost about \$400,000.00. This year we did start flushing twice a year and it has made a huge difference. Councilwoman Kupchik did talk about dirty water and wanted everyone to know that the water is safe and it is safe to drink, it's tested several times a day. The iron build up is what causes the rusty color, but again it is safe. In Regard to the Chestnut Avenue antennae installation; AT&T plans have been approved and the Verizon Wireless plans have been approved. The long term Well 15 went online this year and was totally operational. She wished everyone a Merry Christmas and a happy and healthy new year.

PUBLIC SAFETY, Chairman James Pearce provided the statistical report for the police department for the month of November 2015. The department handled 1,114 calls for service. 201 summonses were issued along with 28 arrests, 3 DWI arrests, 8 warrant arrests and 7 drug arrests. 40 motor vehicle accidents were reported with 4 resulting in injuries. Also, the 3rd annual TOYS FOR TOTS started November 24th and is until December 19th. Toys are being collected in the main lobby of the Police Department. The Fire Department handles about 3 to 4 calls a day so they are very busy. FEMA reimbursed Emergency Management for the damage that took place due to the June 23rd storm; two checks in the amount of \$31,709.79 and \$979.33. FEMA complimented the CFO as well as Deputy Emergency Management Coordinator Mike Miller for their due diligence getting all the necessary paperwork submitted in order to receive the extra money.

HEALTH & RECREATION, Chairman Rick Miller reported that he is looking to make some improvements to the Community Center relative to HVAC; there is some condensation on the floor and the air flow needs to be improved. He will talk with DPW to see what can be done. He is also going to speak with Debbie Simone about scheduling for the Community Center. The Celebration Advisory Committee had its first meeting and they have come up with five events for 2016; the committee will present their ideas to council along with a budget.

FINANCE, Chairman Jim Bilella reported that the CFO and Administrator are working diligently on re-cooping the money that was taken out of the employee's paychecks due to the health insurance code not being set-up properly which caused FICA, Medicare and Social Security deductions to be more than it should have been. Reimbursements are scheduled for January. Requests for proposals for the year 2016 are out on the street and the borough is also seeking volunteers for the many committees. Residents are encouraged to assist and be involved to help the community a better place. The State has requested that the Historical Committee submit certain documentation needed and Councilman Bilella asked that the Solicitor ask for an extension. He wished everyone a Merry Christmas, Happy Hanukah and very joyous holiday season.

MAYOR, John Armano reported that a company Posh, an oil changing facility, will be opening up where the old Jiffy Lube used to be on the White Horse Pike. Mayor Armano thanked the residents for the opportunity to serve the community for the past eight years. He also thanked the DPW, Police Department, Fire Department, EMS and all of the office staff for doing such an outstanding job for the community. He thanked all of the volunteers for an awesome job and appreciates all the time and effort that they contribute to the town. Mayor Armano wished everyone a Merry Christmas and a Happy New Year.

SOLICITOR, Howard Long said that he would have items to discuss in the executive closed session.

ADMINISTRATOR, Charleen Santora reported that the clerk's office is very busy. Apartment renewals for 2016 were mailed out and RFP's are due tomorrow at 10:00 a.m. The leafer that has been broke is getting fixed and DPW will be able to utilize it again soon.

ORDINANCES:

2ND READING

ORDINANCE NO. 2015-24, AN ORDINANCE AMENDING THE CODE OF THE BOROUGH OF BERLIN SECTION 315-SCHEDULE 16, NO PASSING ZONES PROHIBITING PASSING ON TANSBORO ROAD FROM ROUTE 30 TO THE WHITE HORSE PIKE TO THE WINSLOW BORDER WHICH IS IMMEDIATELY PRIOR TO RIGGS ROAD

Meeting open to the public.
There was no public comment.
Meeting closed to the public.

Motion to adopt Ordinance No. 2015-24 made by Bilella, seconded by Miller. All members present voted in favor.

RESOLUTIONS:

R12-1;2015, A RESOLUTION AUTHORIZING THE REFUND OF DEVELOPER ESCROW BALANCE FOR BLOCK 2002, LOT 1 IN THE AMOUNT OF \$750.00

R12-2;2015, A RESOLUTION OF THE BOROUGH OF BERLIN, COUNTY OF CAMDEN, STATE OF NJ, AUTHORIZING THE TAX REFUND FOR BLOCK 1405, LOT 8, 257 S. WHITE HORSE PIKE IN THE AMOUNT OF \$1,293.36 DUE TO MTG. CO. OVERPAYMENT

R12-3;2015, A RESOLUTION OF THE BOROUGH OF BERLIN, COUNTY OF CAMDEN, STATE OF NJ, AUTHORIZING 4TH QUARTER 2015 UTILITY BILL ADJUSTMENTS FOR THE FOLLOWING PROPERTIES;

<u>Acct. #</u>	<u>Address</u>	<u>Action</u>	<u>Adj</u>
17886-2	23 Wright Ave.	add billing for non-registering water meter	\$1,068.50
31190-3	Berlin Twp Acct-deduct for 2 non-eligible senior citizen (2@12.82)		- \$25.64

R12-4;2015, APPROVAL OF BUDGET INSERTION FOR CHAPTER 159 INTO THE GENERAL BUDGET IN THE AMOUNT OF \$5000.00 FOR THE NJ DIVISION OF HIGHWAY TRAFFIC DRIVE SOBER OR GET PULLED OVER YEAR END HOLIDAY CRACKDOWN GRANT

R12-5;2015, A RESOLUTION REQUESTING PERMISSION FOR THE DEDICATION BY RIDER FOR OUTSIDE EMPLOYMENT OF OFF-DUTY MUNICIPAL OFFICERS

R12-6;2015, A RESOLUTION REQUESTING PERMISSION FOR THE DEDICATION BY RIDER FOR DEVELOPERS' PERFORMANCE/MAINTENANCE GUARANTEES PURSUANT TO N.J.S.A. 40A:5-29

R12-7;2015, A RESOLUTION REQUESTING PERMISSION FOR THE DEDICATION BY RIDER FOR CELEBRATION TRUST DONATIONS PURSUANT TO N.J.S.A. 40A:5-29

R12-8;2015, A RESOLUTION AUTHORIZING THE CHIEF FINANCIAL OFFICER TO MAKE APPROPRIATION TRANSFERS AND PAY CERTAIN CLAIMS WHEN THE REQUIRED MAJORITY OF COUNCIL WOULD NOT BE AVAILABLE TO HOLD A SPECIAL MEETING DURING THE PERIOD BETWEEN SCHEDULED COUNCIL MEETINGS DUE TO THE HOLIDAYS

R12-9;2015, A RESOLUTION AUTHORIZING THE SUBMISSION OF A STRATEGIC PLAN FOR THE BERLIN, GIBBSBORO AND VOORHEES MUNICIPAL ALLIANCE GRANT FOR FISCAL YEAR 17 FOR THE TERM JULY 1, 2016 THROUGH JUNE 30, 2017 IN THE AMOUNT OF DEDR \$37,590.00; CASH MATCH \$9,397.50; AND IN-KIND \$28,192.50

R12-10;2015, AUTHORIZATION TO APPROVE CHANGE ORDER #36 FOR FASOLINO CONTRACTING CORPORATION FOR AN INCREASE IN THE AMOUNT OF \$8,000.00 FOR SUPPLEMENTAL SUPERVISION SERVICES THROUGHOUT THE DURATION OF THE PROJECT

R12-11;2015, AUTHORIZATION TO ENTER INTO AN AGREEMENT WITH CUMBERLAND COUNTY SPCA FOR THE 2016 AGREEMENT FOR ANIMAL SHELTER SERVICES EFFECTIVE JANUARY 1, 2016 THROUGH DECEMBER 31, 2016 FOR AN ANNUAL AMOUNT NOT TO EXCEED \$2500

R12-12;2015, RESOLUTION AUTHORIZING THE REFUND OF POLICE OUTSIDE SERVICES BALANCE IN THE AMOUNT OF \$520.00

R12-13;2015, RESOLUTION AUTHORIZING THE REFUND OF TAXES COLLECTED ON EXEMPT VETERAN'S PROPERTY FROM THE DATE OF APPLICATION FOR EXEMPTION ONLY

R12-14;2015, RESOLUTION AUTHORIZING THE CANCELLATION OF TAXES IN THE AMOUNT OF \$1,222.23 FOR BLOCK 2201.01 LOT 40 DUE TO THE APPROVAL OF A TOTALLY DISABLED VETERAN

R12-15;2015, RESOLUTION AUTHORIZING THE CANCELLATION OF TAXES IN THE AMOUNT OF \$966.16 FOR BLOCK 2304 LOT 34 DUE TO THE APPROVAL OF A TOTALLY DISABLED VETERAN

R12-16;2015, RESOLUTION AUTHORIZING TAX REFUND FOR BLOCK 2304 LOT 34 IN THE AMOUNT OF \$966.16 DUE TO VETERAN EXEMPTION APPROVAL

R12-17;2015, AUTHORIZATION TO ACCEPT THE RESIGNATION OF SHARON VAN DYKE FROM THE BERLIN BOROUGH BOARD OF HEALTH EFFECTIVE DECEMBER 31, 2015

R12-18;2015, AUTHORIZATION TO ACCEPT THE RESIGNATION OF SELMA ROSE FROM THE BERLIN BOROUGH BOARD OF HEALTH EFFECTIVE DECEMBER 31, 2015

R12-19;2015, AUTHORIZATION TO ENTER INTO AN AGREEMENT WITH EUROFINS/QC LOCATED IN SOUTHAMPTON, PA FOR LABORATORY SERVICES FOR POTABLE WATER MONITORING FOR THE YEAR 2016 IN THE AMOUNT OF \$11,887.50

R12-20;2015, AUTHORIZATION TO CANCEL THE OUTSTANDING PURCHASE ORDER BALANCE IN THE AMOUNT OF \$12,381.48 FOR ELLIS AVENUE ROAD PROJECT TO APPLY AGAINST MALAN AVENUE ROAD PROJECT, RIDGEVIEW AVENUE ROAD PROJECT AND POLICE DEPARTMENT PARKING LOT PROJECT FOR ANY OUTSTANDING INVOICES FROM THESE PROJECTS

R12-21;2015, AUTHORIZATION TO AMEND PENNONI ASSOCIATE'S CONTRACT FOR PROFESSIONAL SERVICES TO PROVIDE PROJECT CLOSEOUT AND MAINTENANCE BOND INSPECTIONS TO INCLUDE THE TAUNTON AVENUE PHASE 2 WORK AS WELL AS THE SELECTED ALTERNATES UNDER THE CONTRACT FOR THE AMOUNT OF \$4,000 (CFO HAS CERTIFIED THE FUNDS)

R12-22;2015, AUTHORIZATION FOR THE TRANSFER OF APPROPRIATIONS FROM INSIDE THE CAP TO INSIDE THE CAP IN THE AMOUNT OF \$11,620.00

R12-23;2015, A RESOLUTION OF THE BOROUGH OF BERLIN SUPPORTING THE USE OF A “NO PASSING ZONE” ON ROUTE 30 (WHITE HORSE PIKE) AS RECOMMENDED BY THE NEW JERSEY DEPARTMENT OF TRANSPORTATION

Motion to adopt Resolution R12-1;2015 through R12-23;2015 made by Bilella, seconded by Knight. All members present voted in favor.

PAYMENT OF THE BILLS FOR NOVEMBER 2015 IN THE AMOUNT OF \$1,158,995.91

Motion to approve made by Bilella, seconded by Kupchik. All members present voted in favor.

PRIVILEGE OF FLOOR:

Bill Beasley – 25 S. Arlington - He thanked Councilman Knight and Mayor Armano for their service. Beasley has been a resident of this community for 47 and now owns property in Carriage Stop. He appreciates everything that they have done over the past years; their efforts are greatly appreciated by him and his wife. He spoke to Councilman Bilella about the issue with the “right of way” in the Lon-a-Coning neighborhood; he would like to also address the issue with the “right of ways” in Carriage Stop. Trees over there were not planted by the owners of the property, but most likely by the developer creating an issue with the right of way. Not too long ago there was a fire on Wilson Lane and there was limited access. The townhome owners were asked to clean up the property and the trees that they did not plant. Beasley suggested looking at both developments as a whole to get the issue resolved. He asked the council what maintenance he would be responsible in the future.

CLOSED SESSION TO DISCUSS THE AFSCME CONTRACT NEGOTIATIONS AND PBA NEGOTIATIONS:

Motion to go into closed session made by Pearce, seconded by Kupchik. All members present voted in favor.

Motion to come out of closed session made by Pearce, seconded by Badolato. All members voted in favor.

Motion to adjourn made by Pearce, seconded by Bilella. All members present voted in favor.

Charleen Santora, RMC/Borough Clerk