

BOROUGH OF BERLIN
COUNCIL MINUTES
THURSDAY, SEPTEMBER 15, 2016
MUNICIPAL BUILDING
59 SO WHITE HORSE PIKE
BERLIN, NJ 08009
7:00 P.M.

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

ROLL CALL: Mayor Jim Bilella, Council President Jim Pearce, Council Members Kupchik, Miller, Badolato, Rocco and Buchanan.

ABSENT: Council Members Kupchik, Badaoto, Rocco

Howard Long -You have a quorum Mayor

PRESENT ALSO: Solicitor Howard Long, Acting Municipal Clerk Lois J. Sahina and Administrator/CFO Mike Kwasizur

• **APPROVAL OF MINUTES:**

Council meeting of June 16, 2016
Council meeting of July 26, 2016

Motion to Approve:, Council Member Buchanan, **Sec.**; Council Member Pearce
RCV- All present approved. Council President Jim Pearce, Council Members Buchanan Miller- abstained from 7/26/16 was not present.

• **DEPARTMENT HEAD REPORTS FOR THE MONTH AUGUST, 2016.**

Permit fees	\$5,289.00
Zoning fees	\$ 225.00
Re-sale inspection fees	\$1,100.00
Construction Permits	\$14,796.00
Tax collector's report	\$4,693,278.36
Utility report	\$73,178.84
Clerks report	\$3,914.00
Animal report	\$13.80
Court Administrator	\$26,712.33

Motion to Approve: Council Member Miller, **Sec.**; Council Member Buchanan
RCV- All present approved. Council President Jim Pearce, Council Members Miller, and Buchanan.

COUNCIL REPORTS

- BUILDINGS & GROUNDS, Chairman Len Badolato
No report
- STREETS & ROADS, Chairman Michael Buchanan

Franklin Avenue traffic light changes were implemented, that is part of phase 1 for addressing traffic concerns on Franklin Avenue and Blackwood Clementon Road. We are looking at addressing the Road Diet on Blackwood Clementon Road, restriping and repainting of the lanes. Also, off of Blackwood Clementon Road we looking to reinstall a street lamp on Ridgewood Avenue where it is very dark. Residents requested reinstallation of a lamp that was taken out years ago. Tansboro Road reconstruction was awarded by the County. The lining of the water lines has begun. Our DPW has been working closely with the county to identify the preconstruction actions for that project. I also spoke with a Washington Avenue resident regarding sidewalk conditions. There is a concern with the way the trees are growing. They have started pushing up the sidewalks. Some of these sidewalks are in really bad shape. She mentioned that one of her children tripped while walking to the bus stop. We need to look closer into this and see what we can do to address that situation. We have a NJ Department of Transportation grant for Cushman and Atlantic. We have awarded the contract to Arawak Paving. They are beginning this work and working closely with DPW on preliminary checks regarding water and sewer replacements as necessary. I am working with the engineer to identify the speed bump locations for Zion Drive and Joans Lane and that is in accordance with the grants and the work that we are having installed on Cushman and Atlantic.

- WATER & SEWER, Chairman Ron Rocco

DPW repaired an 8-inch water main leak on Clementon Road. They repaired a water service leak on Tansboro Road. As I mentioned earlier, they completed, checked and will be replacing water services on Atlantic Avenue. The Borough pavement project is continuing and checking the water services on Tansboro Road ahead of the County's pavement project being done. The Sewer, they temporarily repaired the emergency generator at the Lake Worth pumping station waiting on pricing and parts to make the permanent repair. For water usage, it looks like we are up about 3 million gallons from 2015. It has been a dry season and we have had some moderate increases of water and sewer bills that were reported from our sewer department.

- HEALTH & RECREATION, Chairman Rick Miller

I attended the Town Hall Meeting on Friday in Berlin Township. There were representatives from the State, the County as well as the Federal Government. There were a lot of topics addressed. It was nice to see people come out and express their concerns and have their questions answered.

Camp Long-A-Coming was wrapped up in July. It was again a very successful summer camp season.

Revenue was up 25% from last year. We brought in \$18,310 vs. \$14,500 the prior year. Erin has been doing a great job marketing the camp and getting more students signed up. This is a great advantage to our borough. We were \$4,000 under budget on the expenses. They are finding ways to do more creative activities that cost less money. They are looking into expanding the camp to approximately 6 weeks. Surveys were distributed afterwards and a lot of parents were in favor of extended the season. We are exploring this new idea. I will address council when we get closer to the next camp season.

The Fall Fest is the first Saturday in October. The idea was suggested to have a Scarecrow Contest. It would give the residents an opportunity to decorate the town for the fall season by making and displaying their scarecrows on a downtown street light pole. This is just another effort to try and get folks to walk downtown and get the community involved. I can send some information out. This is more of a public event, nothing needed from the Borough.

- PUBLIC SAFETY, Chairman Jim Pearce

The Mayor and I along with the police, fire department and EMS attended Berlin Community Schools first day of the new school year. The school and some of the teachers are sponsoring a program with our public safety people to recognize local heroes in our community. It was nice to see so many public safety, fire and police attend this event for the first time.

The changes with the traffic light are greatly appreciated by the community. I would like to thank the Mayor, streets and roads and Councilman Buchanan for working to help make this happen. The green turn signal is already helping to reduce car accidents at this busy intersection.

The opening of Berlin Soccer Season had their opening ceremonies this Saturday morning.

Police Department Report:

Our new police chief, Michael Miller started September 1st. Next week we will be having our first public safety meeting. We will go over some of his ideas and what his future plans are for the police department.

Our Statistical Reports from August 15th through September 15th are as followed:

1,422 service calls

56 arrests

5 DWI arrests

29 drug arrests

10,500 miles put on the vehicles

Our Fire Department Update:

Chief Behnke informed me that the new self-contained air packs have arrived. This includes air tanks, masks and spare air tanks. These were purchased through a grant that the Chief aggressively sought out. He informed council that our investment was only a few thousand dollars to hire a grant writer, and that we had a very good chance of receiving this \$279,000.00 grant money. This will be a shared venture with the West Berlin Fire Company, which will make our possibility of getting the grant even stronger. We will also share the expense of the grant writer. This will certainly go a long way to help protect our men & women of our fire department. The chief has also invited us to attend his training class demonstrating the new fire apparatus to the fire company. If anyone is interest in attending, please call the chief or myself. I am definitely going to make an effort to attend the trainings. I think the Mayor and Councilman Miller have already replied that they would also like to attend.

The Annual Fire Prevention Night is October 5th at 7:00 p.m. This is always a huge and successful event for our community. It is a widely-attended event and I hope the community and council can attend.

Some other great news Chief Behnke wanted me to report was that our fire department was recognized with this letter of congratulations stating:

Congratulations your fire department has been awarded the 2015 Operation Life Safety Achievement Award.

This is an award that is presented by the National Association of State Fire Marshalls, Fire Research and the Education Foundation. It recognizes fire departments for their outstanding fire safety statistics and prevention programs during the preceding calendar year and working with the community. That is a very high achievement and I am very proud of our fire chief and our fire department. I am very honored to pass this excitement on to the community of Berlin.

- FINANCE, Chairwoman Lynn Kupchik - no report
- MAYOR, Jim Bilella

I wanted to address the fire department about the new air packs grant. The benefit is not only financial, but will help service two towns and provide aid to each other. Both towns respond to most calls and because we have the same equipment, the fire fighters are able to get what they need from any truck.

The fall festival is a great tradition. This annual event is now 5 years old. We invite you to support and promote this fun filled community event.

The ICCA 4th of July Committee, which is a joint committee between the borough and the township is independent and composed of volunteers. They have created some great traditions for our towns and they need our help. The next generation of borough and township residents need to step up and continue the tradition of volunteering. Financially, they have a lot of support from our local businesses, but it doesn't just take money, it takes people. We need to ask residents to give time to the ICCA. Next year is a significant year for the Borough. The borough will be 90 years old, the library is 60 years old and the parade will be 70 years old. We want it to be the biggest and best parade celebration ever.

We have also entered into a shared service with Berlin Township for a street sweeper. This will also be for utilization of their services. We are required by the State to provide this service for certain streets and we have not been in compliance for several years. The street sweeper fell apart and the township purchased a new one. The previous administration chose not to enter into this agreement. We would like to expand this just beyond the minimum requirements. This will enable us to provide street sweeping on a quarterly basis for the entire town. It is something that has been done in the past and we are going to re-introduce this service. We are also looking to enter into other shared service agreements.

The street light bulbs on the White Horse Pike are different colors. When I was on streets and roads, we received funding from the county to get one side replaced with LED but not the other. This fall, we will be completing the other side of the street. We made an agreement with Atlantic City Electric, we are still working with them on brightness and glare. There are also some other things that we do not like about the new lights, but at least they will look uniform and brighter this holiday season.

At the county meeting I attended, they discussed abandoned and foreclosed properties. The county researched the issue and found a company that will identify foreclosed properties within our town and help us identify who owns those properties and who is responsible for their maintenance. This will help assist our property maintenance officer with the effort of making sure those foreclosed properties do not become a blight on our community. Those services will not cost us anything. The fees for the service are paid for by the banks who own the foreclosed properties. On the agenda this evening, we have an ordinance that allows us to establish a fee for registering foreclosed properties so that we can start that process of entering into a service agreement. We currently have 169 foreclosed properties in the borough.

Finally, I would like to add one more resolution, by State Statute we are allowed to have an additional library trustee on the trustee board. Right now, we have an even number of trustees and sometimes not everyone can be in attendance. We want to add one additional trustee to the list. Currently, we have Kim Cunningham who is going to fill the expired term of Alan Nickerson. We would also like to add an additional trustee Mary Kristen

Albertson and she will be a full trustee in the new term for 2016. If there are no objections, please add resolution R9-14.

- SOLICITOR, Howard Long
No report
- ADMINISTRATOR, Mike Kwasizur

I would just like to add that I worked with Bill Behnke on obtaining the grant. He didn't just settle for the state contract pricing. He did a lot of research and received quotes and received a price far better than the state contract. The air packs actually have GPS type units that allows you to find individuals trapped in a burning house from the outside.

ORDINANCES

2nd Reading

ORDINANCE NO. 2016-17 - AN ORDINANCE AUTHORIZING A FORM OF NOTICE OF TORT CLAIM

Meeting open to the public.

Meeting closed to the public.

Motion to adopt Ordinance No. 2016-17, Council Member Buchanan, **Sec.**; Council President Pearce.

RCV- All present approved. Council President Jim Pearce, Council Members Miller, and Buchanan.

1st Reading

ORDINANCE NO. 2016-18 – REVISION OF THE MASTER PLAN FOR THE BOROUGH OF BERLIN

Motion to Introduce, Council President Pearce., **Sec.**; Council Member Buchanan

RCV- All present approved. Council President Jim Pearce, Council Members Miller, and Buchanan.

1st Reading

ORDINANCE NO. 2016-19 – ORDINANCE UPDATING POLICY AND FEES FOR PROPERTY REGISTRATION IN THE BOROUGH OF BERLIN

Motion to Introduce, Council President Pearce., **Sec.**; Council Member Buchanan

RCV- All present approved. Council President Jim Pearce, Council Members Miller, and Buchanan.

RESOLUTIONS

MEETING OPEN TO THE PUBLIC ON RESOLUTIONS R9-1 THROUGH R9-14; 2016

METTING CLOSED TO THE PUBLIC

RESOLUTION R9-1; 2016 - RESOLUTION OF THE BOROUGH OF BERLIN, COUNTY OF CAMDEN, STATE OF NEW JERSEY, AUTHORIZING TAX REFUND FOR BLOCK & LOTS LISTED BELOW DUE TO TAX OVERPAYMENT.

RESOLUTION R9-2; 2016 – A RESOLUTION OF THE BOROUGH OF BERLIN, COUNTY OF CAMDEN, STATE OF NEW JERSEY, AUTHORIZING TAX REFUND FOR BLOCK & LOTS LISTED BELOW DUE TO MORTGAGE COMPANY OVERPAYMENTS.

RESOLUTION R9-3; 2016 – A RESOLUTION AUTHORIZING AND APPROVING A CH. 159 BUDGET INSERTION FOR THE DRIVE SOBER OR GET PULLED OVER LABOR DAY CRACKDOWN GRANT IN THE AMOUNT OF \$5,000.00

RESOLUTION R9-4; 2016 – A RESOLUTION TO RENEW MEMBERSHIP IN THE CAMDEN COUNTY MUNICIPAL JOINT INSURANCE FUND

RESOLUTION R9-5; 2016 – A RESOLUTION OF THE BOROUGH OF BERLIN, COUNTY OF CAMDEN, STATE OF NEW JERSEY, AUTHORIZING ACCEPTANCE OF A 2004 FORD TAURUS DONATED BY SCUDO C. VARANO

RESOLUTION R9-6; 2016 – A RESOLUTION TO APPOINT CROSSING GUARDS KATHLEEN HEALEY AND DENISE KIJONKA-GOCK FOR THE 2016 SCHOOL YEAR

RESOLUTION R9-7 ;2016 – A RESOLUTION AUTHORIZING THE RELEASE OF THE MAINTENANCE BOND FOR HAVERHILL EAST

RESOLUTION R9-8 ;2016 – A RESOLUTION AWARDDING THE BID OF A DUMP TRUCK TO ROBERT H. HOOVER & SONS, INC. IN THE AMOUNT OF \$175,209.00

RESOLUTION R9-9 ;2016 – A RESOLUTION OF THE BOROUGH OF BERLIN, COUNTY OF CAMDEN, STATE OF NEW JERSEY AMENDING THE CONTRACT OF MICHAEL T. KWASIZUR TO THE CHIEF FINANCIAL OFFICER WITH ADMINISTRATIVE RESPONSIBILITIES.

RESOLUTION R9-10 ;2016 – A RESOLUTION TO WAVE TEMPORARY ONE DAY MERCANTILE LICENSES ON OCTOBER 1, 2016 FOR BUSINESS ASSOCIATION MEMBERS WHO PARTICIPATE IN THE FALL FEST

RESOLUTION R9-11; 2016 - RESOLUTION OF THE BOROUGH OF BERLIN, COUNTY OF CAMDEN, STATE OF NEW JERSEY, AUTHORIZING THE REFUND OF MONIES FROM THE FLAG FUNDRAISER TO TREE MASTERS LLC.

RESOLUTION R9-12; 2016 - RESOLUTION OF THE BOROUGH OF BERLIN, COUNTY OF CAMDEN, STATE OF NEW JERSEY, AUTHORIZING THE SALE OF 69 WHITE HORSE PIKE, BLOCK 1108, LOT 6 AT A STARTING BID PRICE/APPRaised VALUE OF \$140,000.00

RESOLUTION R9-13; 2016 - RESOLUTION OF THE BOROUGH OF BERLIN, COUNTY OF CAMDEN, STATE OF NEW JERSEY, CONFIRMATION OF MAYOR'S APPOINTMENT OF KIM CUNNINGHAM AS BERLIN BOROUGH LIBRARY TRUSTEE TO FILL THE UNEXPIRED TERM VACATED BY ALLEN NICKERSON

RESOLUTION R9-14; 2016 - RESOLUTION OF THE BOROUGH OF BERLIN, COUNTY OF CAMDEN, STATE OF NEW JERSEY, CONFIRMATION OF MAYOR'S APPOINTMENT OF MARY KRISTEN ALBERTSON AS BERLIN BOROUGH LIBRARY TRUSTEE

Motion to approve Resolutions R9-1 through R9-14; 2016 - Council Member Miller, **Sec.:** Council President Pearce.,

RCV- All present approved. Council President Jim Pearce, Council Members Miller, and Buchanan.

- **PRIVILEGE OF THE FLOOR**
- **PAYMENT OF THE BILLS FOR THE MONTH OF AUGUST, 2016 IN THE AMOUNT OF \$1,963,060.00**

Motion to Approve: Council Member Miller **Sec.:** Council Member Buchanan

RCV - All present approved. Council President Jim Pearce, Council Members Miller, and Buchanan.

Motion to Adjourn: Council President Jim Pearce, **Sec.:** Council Member Miller

RCV - All present approved. Council President Jim Pearce, Council Members Miller, and Buchanan.

Lois J. Sahina
Acting RMC
September 15, 2016