

**BOROUGH OF BERLIN
COUNCIL MEETING MINUTES
MONDAY, JUNE 6, 2011
7:00 PM
MUNICIPAL BUILDING
59 SO. WHITE HORSE PIKE
BERLIN N J**

MEETING CALLED TO ORDER BY MAYOR ARMANO.

FLAG SALUTE LED BY THE MAYOR.

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 Philadelphia Inquirer showing the date, place and time of said meeting.

ROLL CALL: Mayor John J. Armano, Council President Scott Scelso, Council members Maccaroni, Chance, Bilella, Kupchik and Pearce were all present.

PRESENT ALSO: Solicitor George Botcheos was present.

APPROVAL OF MINUTES

Caucus meeting from April 26, 2011.

Closed Session minutes from May 2, 2011.

Council meeting minutes from May 2, 2011

Special council meeting minutes from May 10, 2011

Special council meeting minutes from May 16, 2011.

Closed session minutes from May 16, 2011.

Motion to approve made by Chance and seconded by Pearce. All were in favor. Except Councilwoman Kupchik abstained from the May 2 minutes and Councilman Bilella abstained from the May 16.

APPROVAL OF DEPARTMENT HEAD REPORTS FOR THE MONTH OF APRIL, 2011.

Municipal Court \$12,248.47

Construction Department \$3,532.00

Clerk's report \$2482.55

Animal Licenses \$3210.60

Tax Collector's report \$1,983,583.17

Water & Sewer report \$220,241.54

Motion to approve made by Maccaroni seconded by Pearce. All were in favor.

PRIVILEGE OF FLOOR:

Ida May Clegg, Berlin. Asks if the grant money has come in for the senior citizens. Mayor Armano responded not yet as CDBG is on a fiscal year however we are using last year's money. Borough turns over \$5000 to seniors each year and so far only ½ of that was put in for. Councilman Bilella explains the grant is part of a HUD program with the Federal Government in an effort to control its budget it is targeting programs such as CDBG for possible cuts. He states the new census data may affect Berlin Borough for the spending formula that is used for future funding. This year's funding will be approximately \$28,000 and all is used for transportation.

David Pancrazio, 19 So. White Horse Pike, Current owner of the Car Mart and Meineke Muffler has come to the council meeting in an effort to comply with what the borough's regulations are for these particular sites as the previous owner did not give him any information. Council states the property was approved for 15 vehicles and if anymore is wanted; an application has to be made to the planning board with a site plan. Mr. Pancrazio is trying to negotiate an agreement with Shell who owns the Meineke building for a lease agreement. He does not own the property. Mayor Armano suggested he make an appointment with the planning/zoning secretary. Maccaroni advised Mr. Pancrazio that he has a dual use at this location and that is not permitted without approval.

COMMITTEE REPORTS

MAYOR JOHN ARMANO is waiting for information for traffic cameras so the borough can go out to bid. /Residents on Wright Avenue are requesting the road to be a one way. Engineer is seeking information and he will get back to council. /In regards to well # 10. DEP originally cleared the re-drilling that would give the well firm capacity but has since changed their approval saying now it would not be increased. Meeting scheduled with DEP for Wed. with Chris Noll and Mark Mauger.

BUILDINGS & GROUNDS, Chairman Scott Scelso. 131 White Horse Pike is being gutted by the Public Works Department on rainy days in an effort to rent./Architect of Record Alan Blair will now put together ideas to expand the present borough hall along with cost estimates asking if anyone objects.

STREETS & ROADS, Chairman Jim Bilella states the 2010 road program is closed out with exception of issues on Pine Avenue. /2011 program resolutions are on agenda for engineering portions with regards to Arlington Avenue design (State Grant) and also moving with design of Haines Avenue. /Spoke with Carriage Townhouse Association to try and settle the confusion on what the association has to do to pass Lincoln, Kennedy, Wilson and Duke (roads) to the borough. Solicitor Botcheos originally felt the borough could accept the streets dedicated by ordinance with a legal description. Another way is to have the planning board approve a plat

and have the plat filed that will clearly define who is responsible for what. A meeting will be held to discuss with all parties involved.

WATER & SEWER, Chairman Lynn Kupchik. Waiting for final tests results on Blaine Avenue in the Township for the water loop.

HEALTH & RECREATION, Chairman Jim Pearce. Censor lights completed at the community center. /Floor sweeper will give report on floor sweeper. /Safety pads will be ordered for community center. /Moving forward with Glory Day Sports and revenue should exceed last year's revenue with companies such as them. Basketball court equipment numbers are being sought. /Risk Management Consultant is suggesting we increase content insurance at the community center.

Solicitor feels when the borough is named additionally insured, it is sufficient. /Tables have been paid for the summer camp. /He will reach out to the person at the Girl Scout camp who is trying to obtain a bingo board for the seniors. /Lions Club had a successful car show. /Berlin Community School graduation June 16. /Mayor Armano advised Councilman Pearce that the Community Center was trashed this weekend and he is having the coordinator, Debbie Simone, investigate who was responsible. Discussion was on how to possibly monitor this and or get a monetary contribution when this happens. /He would also like to curtail how to eliminate large groups from using the center that are not charged.

PUBLIC SAFETY, Chairman Dennis Chance gave the report for ambulance who handled 161 calls for the month of May recalled 67 times out of the 161 by police, fire department, etc. Lt. Miller retired as of June 1 after 25 years. New officer hired from the Borough of Gibbsboro. Sgt. Beasley has been promoted to Lt. in replace of Paul Miller and Michael Kernan has been promoted to Sgt. to replace Beasley. Police department handled 36 accidents for May. 252 tickets issued by police. 1641 calls handled traveling 9112 miles for month of May. Report attached to these minutes. Fire department handled 97 calls for the month of May including 16 alarms. Report attached to these minutes.

FINANCE, Chairman Nick Maccaroni explains the bill list is substantially high due to the transferring of funds from TD Bank to Susquehanna. /Zoning complaint form is enclosed in everyone's folders for maintenance and property maintenance. / Resolution put together for planning board in regards to issues such when a developer changes hands during a development being made to come back in to review to make sure the original plans are being followed.

SOLICITOR, George Botcheos stated a 2010 tax appeal was negotiated. /Tax appeals are scheduled for Thursday from 9 to 4 with over 100 still pending noting settlements are being negotiated. /Negotiating with PNC Bank for new lease waiting for response from them. /Negotiating with MCI for antenna on tower.

ADMINISTRATOR, Charleen Santora. Discussing a floor scrubber with a company from South Carolina that is refurbished. /Bid openings will be held tomorrow for two police vehicles. /Animal census being done by Kathleen Fleig

who is doing an outstanding job. /

INTRODUCTION OF ORDINANCES:

ORDINANCE NO. 2011-07, AN ORDINANCE AMENDING AND SUPPLEMENTING CHAPTER 8 OF THE CODE OF THE BOROUGH OF BERLIN ENTITLED, "COMMUNITY CENTER, USE OF"

Motion to introduce was made by Pearce and seconded by Chance. All were in favor.

2nd. READING

ORDINANCE NO. 2011-06, SALARY ORDINANCE AMENDS SALARY ORDINANCE 2009-22, AN ORDINANCE AMENDING ORDINANCE NO. 2009-10 SUPPLEMENTING CHAPTER 62 OF THE CODE OF THE BOROUGH OF BERLIN ENTITLED "SALARIES".

Meeting open to the public on Ordinance No. 2011-06 Maccaroni seconded by Kupchik. All were in favor.

Motion to close public hearing made by Maccaroni seconded by Kupchik. All were in favor.

Motion to adopt Ordinance No. 2011-06 made by Maccaroni seconded by Chance. All were in favor.

RESOLUTIONS:

Meeting open to the public on Resolutions R6-1 through R6-13; 2011

Motion to close public hearing on resolutions made by Pearce seconded by Chance. All were in favor.

RESOLUTION R6-1;2011, AUTHORIZATION FROM BOROUGH COUNCIL TO AUTHORIZE THE BOROUGH TREASURER TO REFUND KEY FOB DEPOSIT MONEY ONCE KEY HAS BEEN VERIFIED RETURNED BY CONSTRUCTION SECRETARY FOR THE ENTIRE YEAR 2011.

RESOLUTION R6-2;2011, A RESOLUTION AUTHORIZING THE REFUND OF DEVELOPER ESCROW BALANCE FOR BLOCK 200, LOT 2 IN THE AMOUNT OF \$300.00 AND BLOCK 2501, LOT 16 IN THE AMOUNT OF \$81.25.

RESOLUTION R6-3; 2011, AUTHORIZING THE CLOSURE OF THE BOROUGH OF BERLIN BANK ACCOUNTS HELD AT TD BANK.

RESOLUTION R6-4; 2011, A RESOLUTION APPOINTING SPECIAL DEPUTY COURT ADMINISTRATOR TO SERVE IN THOSE INSTANCES WHEN THE COURT ADMINISTRATOR IS NOT AVAILABLE.

RESOLUTION R6-5; 2011, A RESOLUTION SUPPORTING THE CLICK IT OR TICKET MOBILIZATION OF MAY 23, - JUNE 5, 2011.

RESOLUTION R6-6; 2011, APPROVAL FROM BOROUGH COUNCIL TO RENEW THE 2011-2012 CLUB, CONSUMPTION AND DISTRIBUTION LICENSE FOR;

TREAH, INC. T/A OLLIE GATORS PUB, 2 ROUTE 73, BERLIN NJ

EVINOS CORP, INC. T/A LUCIENS MANOR, 81 WHITE HORSE PIKE

WOODBRIAR CORP, T/A WOODBRIAR, 23 BERLIN CLEMENTON RD.

RENAISSANCE BEVERAGES, II, LLC, T/A CANAL'S DISCOUNT LIQUOR MART

ANMAC VFW POST 6253 INC, T/A VFW AND BESSEE BERLIN LLC, (ONLY ONCE SPECIAL RULING HAS BEEN APPROVED BY THE ABC) CONTINGENT UPON LICENSE FEE'S BEING PAID TO DATE AND CONTINGENT UPON TAX CLEARANCE CERTIFICATES BEING APPROVED BY THE STATE OF NEW JERSEY.

RESOLUTION R6-7;2011, A RESOLUTION APPROVING PARTICIPATION WITH THE STATE OF NEW JERSEY SAFE AND SECURE COMMUNITIES PROGRAM ADMINISTERED BY THE DIVISION OF CRIMINAL JUSTICE, DEPARTMENT OF LAW AND PUBLIC SAFETY.

RESOLUTION R6-8;2011, AUTHORIZATION FROM BOROUGH COUNCIL FOR CHARITABLE SOLICITATION (COIN DROPS) TO BE DONE BY THE BERLIN FIRE COMPANY # 1 IN THE BOROUGH OF BERLIN JUNE 11 AND SEPTEMBER 10, 2011.

RESOLUTION R6-9; 2011, AUTHORIZATION FROM COUNCIL TO APPROVE PROPOSAL FROM BOROUGH ENGINEER, BIRDSALL GROUP TO PROCEED WITH THE SURVEY AND BASE MAPPING SERVICES AND CONSTRUCTION DOCUMENTS AND BIDDING SERVICES FOR \$76,000.00 FOR THE 2011 ROAD PROGRAM.(CFO has certified funds)

RESOLUTION R6-10;2011, AUTHORIZATION FROM COUNCIL TO APPROVE PROPOSAL FROM BOROUGH ENGINEER, BIRDSALL GROUP'S FOR CONSTRUCTION DOCUMENTS AND BIDDING SERVICES FOR SOUTH ARLINGTON AVENUE FOR AN AMOUNT NOT TO EXCEED \$12,250.00 (CFO has certified the funds)

RESOLUTION R6-11;2011, APPROVAL FROM BOROUGH COUNCIL TO ACCEPT THE NEW RETIREMENT DATE FROM LT. PAUL MILLER TO BE JUNE 1 RATHER THAN JULY 1, 2011 AS ORIGINALLY REQUESTED.

RESOLUTION R6-12;2011, AUTHORIZATION FROM COUNCIL TO APPROVE THE RECOMMENDATION FROM MAYOR ARMANO TO PROMOTE SGT. WILLIAM BEASLEY TO THE POSITION OF LIEUTENANT FOR THE BERLIN BOROUGH POLICE DEPARTMENT EFFECTIVE JULY 1, 2011.

RESOLUTION R6-13; 2011, AUTHORIZATION FROM BOROUGH COUNCIL TO APPROVE THE TEMPORARY PETITION (AD INTERIM APPLICATION) FOR VENICE CATERING TO OPERATE UNTIL AUGUST 1, 2011 ON A TEMPORARY BASIS.

Motion to approve Resolutions R6-1 through R6-13; 2011 was made by Chance and seconded by Scelso. All were in favor.

PAYMENT OF BILLS FOR THE MONTH OF MAY, 2011 IN THE AMOUNT OF \$630,955.36 AND ADDITIONAL \$3,874,531.47 PAYMENT DUE TO TRANSFER BETWEEN BANKS. Motion made by Maccaroni seconded by Bilella. All were in favor.

Motion to adjourn made by Scelso made by Pearce. All were in favor.

Charleen Santora, RMC