

BOROUGH OF BERLIN
CAUCUS MEETING MINUTES
TUESDAY, OCTOBER 1, 2013
BERLIN 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 Philadelphia Inquirer showing the date, place of time of said meeting.

ROLL CALL: Mayor John J. Armano, Council President James Bilella (arrived at 7:05pm), Council members Maccaroni, Scelso, Kupchik, Pearce and Knight.

PRESENT ALSO: Solicitor George Botcheos, DPW Superintendent Mark Mauger, Tax Assessor Terry Stagliano and Administrator Charleen Santora.

Meeting open to the public on Resolutions R10-1, 10-3 and R10-4; 2013.

Meeting closed to the public.

RESOLUTION R10-1;2013, AUTHORIZATION FROM BOROUGH COUNCIL TO EXECUTE CONTRACT WITH AQUA TEX OF HAMMONTON, NJ FOR THE REMEDIATION OF AN OIL LEAKAGE LOCATED AT 16 HAINES AVENUE FOR AN AMOUNT NOT TO EXCEED \$29,640 (CFO has certified the funding)

RESOLUTION R10-2; 2013, A RESOLUTION AUTHORIZING THE EXECUTION FOR A WAIVER BY THE BOROUGH OF BERLIN FOR THE NEW JERSEY MUNICIPAL ENVIRONMENTAL RISK MANAGEMENT FUND

Motion to table resolution R10-2;2013 made by Councilman Pearce, seconded by Kupchik. All members present voted in favor.

RESOLUTION R10-3;2013, APPROVAL FROM BOROUGH COUNCIL FOR ADMINISTRATOR TO OBTAIN PRICING FOR JANITORIAL SERVICES FOR 59 SOUTH WHITE HORSE PIKE AND 41 SOUTH WHITE PIKE WITH COMMUNITY CENTER ALTERNATE PRICING

RESOLUTION R10-4; 2013, APPROVAL FROM BOROUGH COUNCIL TO EXTEND THE LEASE AGREEMENT THAT EXPIRES OCTOBER 1, 2013 WITH V

& I ASSOCIATES, INC. OF BERLIN NJ LOCATED AT 69 SOUTH WHITE HORSE PIKE FOR A THREE YEAR LEASE AGREEMENT AT A 2% INCREASE WITH THE STIPULATION OF A 90 DAY NOTIFICATION FROM V & I IF THEY NEED TO CANCEL THE LEASE WITHIN THE THREE YEARS

Motion to adopt R10-1, R10-3 and R10-4 made by Councilman Pearce, seconded by Knight. All council members present were in favor.

CAUCUS MEETING:

TAX ASSESSOR, Terry Stagliano reported there were 93 county board appeals filed in 2013 that totaled \$28,864,300 in assessment. The borough was able to defend \$25,034,700 for a total ratable loss of \$3,829,600 which was a \$109,067 loss in taxes; Construction was minimal this year and the borough picked up \$2,664,900 in added assessments; during the next few months assessments will be reviewed for filing the January 2014 assessment list; Will be working with the Collector, pending the results of the State's Senior/Disabled Person Deduction report, prior to mailing out any charge back letters.

DPW SUPERINTENDENT, Mark Mauger informed council preparations are being made for Fall Fest on October 12th; Remediation is being completed at 16 Haines Avenue; Leaf season will start November 1st; Plant two has been shut down for the season.

MAYOR, John J. Armano reported the business directory booklets are now available in the clerk's office and they will also be distributed to the business owners in town. Next round the booklets will be improved. / Owner of 85-87 White Horse Pike received citation and appeared in court in Waterford Township. Owner would like to turn ownership of the building over to Berlin Borough. There is a \$14,000.00 lien on the property and the court would like the borough to decide on purchasing or not. After some discussion council decided to postpone their decision until more information is gathered about the property. / Discussed application for sewer connection for the former Owens Corning Facility located at 160 Jackson Road. / Historical Society submitted a drawing of a diagram for the movement and restoration of the old post office. / Attended a meeting at NJDOT with James Bilella, Lt. Beasley and Hugh Dougherty to discuss accident reports and speed issues at the intersection of Franklin Avenue and the White Horse Pike. Meeting went well. / Sustainable NJ resolution is on agenda for Monday. / Berlin Germany film is finished and was shown in Germany and there is a copy available if anyone would like to view it.

BUILDINGS & GROUNDS, Chairman Gary Knight reported that Aqua Tex is currently taking care of the remediation process in regard to the oil leakage at 16 Haines Avenue; Front door for the library is getting installed this Friday.

STREETS & ROADS, Chairman Jim Bilella met with architect and engineer to discuss security vendor for the new construction at the municipal building. Plans are set for

October 8th to go out to bid. As far as advertising, bids will be due October 22nd. / Resolution is on agenda for Malan Avenue Road Program. Construction will start early next spring. / Applied for two grants with the state which are Safe Routes to Transit; Taunton and Dover Avenue and Franklin and Clementon Avenue are school zones; make it safer for pedestrians and drivers; state pays for planning & design and considering looking into a grant for construction.

WATER & SEWER, Chairman Lynn Kupchik discussed purchasing a variable frequency drive for Water Plant #1 at a price of \$14,000.00. / Fall Fest is Saturday October 12th; meeting tomorrow night in the library at 6:00pm. Letters will go out to the schools on Friday. / Fire Prevention night is Wednesday at 6:30 pm in the Community Center.

HEALTH & RECREATION, Chairman Jim Pearce will provide a full report at the council meeting on Monday.

PUBLIC SAFETY, Chairman Scott Scelso discussed that there is a police officer that is out on administrative leave and being paid while not working. Solicitor, George Botcheos informed council there is another option which is suspension without pay that the borough at any time can enforce. Suspension without pay pending the outcome of the investigation and if employee is cleared then funds will be available for pay again. An ordinance is not needed to proceed with this option – can be implemented midstream. Chairman Scelso will discuss with Chief of Police. All council members present agreed to establish policy suspension without pay pending investigation for employees in the police department.

FINANCE, Chairman Nick Maccaroni will provide a full finance report next week at the council meeting. Had a question in regard to suspending a mercantile license due to a zoning/planning issue. Solicitor George Botcheos said that business owner will have to go before the planning board for a variance.

SOLICITOR, George Botcheos discussed performance bond release for Lonaconing which will not be released until all work is completed. / Discussed contract with AT&T antennas on water tower on Franklin Avenue. Original lease agreement was signed in 1993 for a five (5) year term. December 2011 agreement was signed for four (4) additional five year terms. Current rental ended yesterday and another term begins. Survey was done nationally and found too much money has been spent and is asking town to modify and reduce rent.

ADMINISTRATOR, Charleen Santora informed council that the Halloween Trick or Treat hours are October 31st from four (4:00pm) to eight (8:00pm); Cornstalks that are along White Horse Pike were donated by Stella Farms; NJ American Water has implemented a Distribution System Improvement Charge due to the pipes being between 100 and 140 years old. The monthly charge for the borough will be \$10.31 for a 4 inch meter; Bond resolution is on the agenda for meeting on Monday; Best practices workshop

will be discussed next Monday; Lien holder paid the borough for the work done by DPW at the Armstrong Capital property.

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

Charleen Santora
Charleen Santora
RMC/Borough Clerk