

BOROUGH OF BERLIN
CAUCUS MEETING MINUTES
TUESDAY, OCTOBER 29, 2013
MUNICIPAL BUILDING
59 SO. WHITE HORSE PIKE
BERLIN NJ 08009
7:00 PM

MEETING CALLED TO ORDER BY MAYOR ARMANO.

FLAG SALUTE WAS 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 and time of said meeting.

ROLL CALL: Mayor John Armano, Council President James Bilella, Council members Maccaroni, Scelso, Kupchik, Pearce and Knight.

PRESENT ALSO; Solicitor George Botcheos, CFO Stephen Miller, Administrator Charleen Santora, Superintendent Mark Mauger, Police Chief Michael DeLorenzo and Deputy Clerk Melissa Bovera

REPORT FROM SUPERINTENDENT MARK MAUGER:

- Superintendent Mark Mauger informed council that the regular water report will be given on Monday. Pennoni Associates is scheduled to meet with Uni Tec tomorrow and the NJDEP will be present at the meeting to discuss repairs and paperwork necessary moving forward. / Leafers roll this Friday until about December 20th. / Mayor Armano and Mark discussed the issue of residents who have trailers loaded with tree limbs, cardboard, etc. and are coming to the sewer plant/borough garage (dump) to unload. There is a resident coming to Monday's meeting to speak with council to see if there is a possibility that residents be allowed to bring their trailers to the borough dump as long as they show proof that they are a resident and not a contractor or landscaper.

CLOSED SESSION:

Motion to go into closed session to interview a potential candidate Dawn Lattanzi for the position of Police Matron in the Berlin Police Department made by Councilman Scelso, seconded by Councilman Knight. Motion carried. All members present voted in favor.

Motion to go back into open session made by Councilman Pearce, seconded by Councilwoman Kupchik. Motion carried. All members present voted in favor.

DISCUSSION AND COMMITTEE REPORTS:

- **MAYOR JOHN ARMANO** discussed the Merkley property located on the White Horse Pike. It will cost \$24,000.00 to demolish the property. Spoke with Jack Gangluff, Planning Board Chairman and his opinion was to not purchase/demolish the property. The building is not condemned, but is considered an unsafe structure. Councilman Maccaroni commented that the property is currently land-locked.

Councilman Scelso made a motion to reject the offer to purchase the Merkley property located on the White Horse Pike in Berlin Borough seconded by Councilman Pearce. Motion carried. All members present voted in favor. A letter to the Courts will be sent notifying them of the Governing Body's decision.

- **BUILDINGS & GROUNDS**, Chairman Gary Knight reported that the remediation at 16 Haines Avenue has been completed. / The Library doors have been installed but still need some adjusting.
- **STREETS & ROADS**, Chairman Jim Bilella reported that bids for the renovations and addition to the Municipal Building came in today. Still need to analyze and go through them with the Architect. More information will be available on Monday. / Meeting with Pennoni Associates and the contractor in regard to the Ellis Avenue Road Program (specifically curbing and change order that has not been signed yet).
- **WATER & SEWER**, Chairman Lynn Kupchik reported Atlantic City Electric will be paying for the damage that happened at the pumps at DPW. Councilwoman Kupchik also reported that a resident who lives at 262 New Freedom Road in Pine Hill wants to hook up to the water main in Berlin Borough at their own expense. Council approval is needed to do so. / Every quarter a representative from the legislative office conducts a meeting to discuss various informative topics. This quarter the meeting will cover ways to avoid fraud scams and will be held at 8:00 a.m. at the Red Lion Diner in Southampton, NJ if anyone would like to attend.
- **HEALTH & RECREATION**, Chairman Jim Pearce will have a full report on Monday.
- **PUBLIC SAFETY**, Chairman Scott Scelso commented that the DPW did a great job painting at the old ACME. / The Fire Company had a coin drop at the Farmer's Market and brought in about \$1,100.00. Full report on the Police, Department, EMS and Fire Department will be given at the council meeting on Monday.

- **FINANCE**, Chairman Nick Maccaroni informed council that he will have the bond sale details at Monday's meeting. / Mr. Oattie Grimmie who was a member of the Berlin Rotary for 65 years has passed away. Would like to name the half block of Dill Avenue from the White Horse Pike to Park Avenue "Oattie Grimmie Avenue" in honor of Mr. Grimmie. Also would like a proclamation to be written up for Mr. Grimmie.
- **SOLICITOR**, George Botcheos reported that a tort claim was served and there is no liability against the Borough. / Reviewed agreement with Voorhees Twp and is in the process of circulating the Buzby agreement for execution.
- **ADMINISTRATOR**, Charleen Santora provided an explanation for the resolution appointing Tax Assessor Theresa Stagliano effective July 1, 2013 who is now tenured. / October 10th a bill was sent out to the lien holder for the work DPW did at the Kmart and October 16th the bill was paid. / On November 19th or 20th at the NJ League of Municipalities Conference in Atlantic City council has the opportunity to earn \$250.00 worth towards credits for the JIF (Joint Insurance Fund) if anyone is interested. / Discussed resolution on agenda having to do with Triad Associates.

ORDINANCES:

2ND READING

ORDINANCE NO. 2013-12, AN ORDINANCE AMENDING AND SUPPLEMENTING CHAPTER 67 OF THE CODE OF THE BOROUGH OF BERLIN ENTITLED "WATER DEPARTMENT"

RESOLUTIONS:

RESOLUTION R11-1;2013, APPROVAL OF THE GOVERNOR'S COUNCIL ON ALCOHOLISM AND DRUG ABUSE FISCAL GRANT EXTENSION JANUARY 1, 2014 TO JUNE 30, 2014 WITH BERLIN TOWNSHIP, VOORHEES AND GIBBSBORO FOR A MATCH OF \$14,284.00.

RESOLUTION R11-2;2013, AUTHORIZATION FROM BOROUGH COUNCIL TO ENTER INTO AN AGREEMENT WITH THE CAMDEN COUNTY DEPARTMENT OF PUBLIC WORKS FOR THE REIMBURSEMENT OF \$250.00 OF SALT PER LINEAR MILE IN EXCHANGE FOR PLOWING OF CERTAIN COUNTY ROADS WITHIN THE BOROUGH OF BERLIN.

RESOLUTION R11-3;2013, APPROVAL OF AN APPROPRIATIONS TRANSFER PER N.J.S.A. 40A:4-59 for \$93,200.00 FROM GENERAL OPERATIONS INSIDE CAP TO INSIDE CAP, \$200.00 GENERAL OPERATIONS OUTSIDE CAP TO OUTSIDE CAP AND \$200.00 OPEN SPACE FUND.

RESOLUTION R11-4;2013, APPROVAL FROM BOROUGH COUNCIL TO ENTER INTO A CONTRACT WITH JAN PRO CLEANING SYSTEMS OF HADDON HEIGHTS NJ FOR A ONE YEAR TERM FOR THE CLEANING OF 59 SOUTH WHITE HORSE PIKE, 41 SOUTH WHITE HORSE PIKE AND THE MUNICIPAL LIBRARY THREE TIMES PER WEEK FOR THE PRICE OF \$819.00 PER MONTH.

RESOLUTION R11-5; 2013, APPROVAL OF MERCANTILE LICENSE FOR JUDY SPILLANE, T/A DONNA'S GIFTS LOCATED AT 41 CLEMENTON ROAD FOR A GIFT SHOP

RESOLUTION R11-6;2013, APPROVAL OF MERCANTILE LICENSE FOR CHRISTINA LIOLIAKIS, T/A VIP SHOP 2 LOCATED AT 69 CLEMENTON ROAD FOR THE SALE OF CLOTHING AND ACCESSORIES.

RESOLUTION R11-7;2013, A RESOLUTION AUTHORIZING THE REFUND OF WATER OVERPAYMENT IN THE AMOUNT OF \$632.90 DUE FOR BLOCK 903 LOT 6 DUE TO LANDLORD OVERPAYMENT.

RESOLUTION R11-8; 2013, APPROVAL FROM BOROUGH COUNCIL FOR TAX ASSESSOR TO RE-ASSESS THE FIVE AFFORDABLE HOUSING UNITS LOCATED IN THE SMOKEY RUN DEVELOPMENT TO THEIR MARKET VALUE DUE TO THE DEED RESTRICTION EXPIRING AND DUE TO THE FACT THAT THE BOROUGH DOES NOT DESIRE TO PURCHASE THE UNITS AS THE FIRST RIGHT OF REFUSAL AS SO NOTED IN THE DEED RESTRICTION. (THIS LANGUAGE SUBJECT TO CHANGE)

Motion to adjourn made by Councilman Scelso, seconded by Council President Bilella.
Motion carried. All members present voted in favor.


Charleen Santora, RMC