

**BOROUGH OF BERLIN**  
**CAUCUS MEETING MINUTES**  
**TUESDAY, APRIL 30, 2013**  
**MUNICIPAL BUILDING**  
**59 SO. WHITE HORSE PIKE**  
**BERLIN NJ**  
**7 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 and time of said meeting.

**ROLL CALL:** Mayor John J. Armano, Council President James Bilella (arrived at 7:05 p.m.), Council members Maccaroni, Kupchik, Pearce and Knight. Councilman Scelso was absent.

**PRESENT ALSO:** Solicitor George Botcheos and DPW Superintendent Mark Mauger

**RESOLUTION R5-1;2013, A RESOLUTION AUTHORIZING THE BOROUGH OF BERLIN TO PROCESS AN INVOLUNTARY DISABILITY RETIREMENT APPLICATION FOR PATROLMAN EDWARD ROWAND**

Motion to approve Resolution 5-1;2013 made by Councilman Pearce, seconded by Maccaroni. All present were in favor.

**Energy Usage Contract and Bidding Discussion** - Energy usage cost is about .0845 which equates to \$175,347.00 a year which is an estimated savings of \$54,762.23 savings. The overall savings for the proposed 2 year contract is \$107,524.00.

Motion to authorize Mayor Armano to execute agreement with EMEX/Next Era for power supply for the next two years at a competitive bid of .0845 per kilowatt made by Councilman Pearce, seconded by Kupchik. All present were in favor. Formal resolution will be on May 6 agenda.

**CAUCUS MEETING**

- DEPARTMENT OF PUBLIC WORKS SUPERINTENDENT Mark Mauger, Discussed storm water educational video from NJDEP for council to watch and sign off on. The video is worth 3 points; 10 points are required. The link for the video will be emailed. / Well 15 is moving along sporadically. Pennoni Associates

assures him that it will be done by July. / Trash truck bids are in. /Mechanics garage is looking good.

- **MAYOR ARMANO**, Discussion about yard sale permits. People on Clementon Road are having yard sales and got a permit, but are using side streets as their address. Police went out and shut them down and were given two citations. At this point the ordinance will continue to be enforced. / Discussed a 1983 Pierce Pumper that is sitting idle. There are two options; the borough can sell the pumper to the Berlin Fire Company for \$1.00 and the fire company can use the profit made for new equipment or the borough can sell the truck and put the money into the general fund. Councilman Pearce made a motion to sell the 1983 Pierce Pumper to the Berlin Fire Company for a \$1.00, seconded by Knight. All present were in favor. / Still has not heard back from the county in regard to the park police. Next step is to file suit to the county and let a judge decide. / Attended the Conference of Mayors in Atlantic City on Thursday and Friday. There were 267 mayors in attendance. They had a drawing on Friday morning and he won a prize of \$1,000.00 for his favorite charity. \$500.00 will go to the Berlin Seniors and the other \$500.00 will go to St. Vincent De Paul. Prize money came from NJ American Water. / Berlin Seniors are having open house and ribbon cutting June 1<sup>st</sup> from 12:00 p.m. to 3:00 p.m.
- **BUILDINGS & GROUNDS**, Chairman Gary Knight, Discussion about the tank removal located at 16 Haines Avenue. Received a quote for the removal from Aqua Tex who is certified by the DEP and Pennoni Associates has been notified. Remediation will take place next week. Insurance company has been contacted for compensation for the work.
- **STREETS & ROADS**, Chairman James Bilella, Plans are being revised by the state for the Ellis Avenue Road Program. Go out to bid soon for Ellis Avenue. / Pennoni Associates is giving the borough a proposal to provide inspection services once the construction starts. / Meeting with Architect Alan Blair and his engineer on Thursday to evaluate existing systems and go over available options; best alternative to looking at the building as a whole. /Doesn't think the architect's final plans scheduled for May 27, 2013 are realistic. Wants more detail and wants all correspondence with the architect to go through him first. / Security requirements for the proposed new building need to be understood, for example key fobs as opposed to master keys.
- **WATER & SEWER**, Chairman Lynn Kupchik will provide a report at the council meeting.
- **HEALTH & RECREATION**, Chairman Jim Pearce, Discussion in regard to salary ordinance on the agenda adjusting salaries for the camp counselors for the Camp-Long-A-Coming. The camp this year will be more improved and beneficial for residents with the hiring of eight (8) certified teachers and junior counselors.

The budget for the camp remains the same. In order to increase the salaries for the counselors, the cost of busing and supplies was reduced.

- PUBLIC SAFETY, Chairman Scott Scelso, Absent
- FINANCE, Chairman Nick Maccaroni, discussed concern about money in legal line being depleted after going through the COAH compliance issues.
- SOLICITOR, George Botcheos, met with Tax Assessor Theresa Stagliano to review pending cases and suggested that Theresa come to the next caucus meeting to discuss the appeals. / Discussed resolution R5-1;2013. General release was prepared and needs a motion to accept Rowand's resignation and authorization is needed to allow him to sign and agree. Motion made by Councilman Maccaroni, seconded by Bilella. All present were in favor.
- ADMINISTRATOR, Charleen Santora, discussed Financial Disclosure Statements. Forms are due May 31<sup>st</sup> and are submitted electronically this year. / As of May 1<sup>st</sup> a \$25.00 late fee will be in effect for animal licenses. So far this year there have been 820 dog licenses sold. On Saturday summonses will be written out and mailed to those who have not yet renewed their animal license for this year.

### **ORDINANCE:**

COLA ORDINANCE 2013-05, AN ORDINANCE TO EXCEED THE MUNICIPAL BUDGET COST OF LIVING ALLOWANCE AND TO ESTABLISH A CAP BANK (N.J.S.A. 40A:4-45.14)

### **2013 BUDGET**

**RESOLUTION R5-2;2013**, A RESOLUTION ALLOWING THE 2013 MUNICIPAL BUDGET TO BE READ BY TITLE ONLY AS PER 40A:4-8, AS AMENDED BY CHAPTER 259, P. L. 1995 THAT PROVIDES THAT THE BUDGET MAY BE READ BY TITLE ONLY AT THE TIME OF THE PUBLIC HEARING IF A RESOLUTION IS PASSED BY NOT LESS THAN A MAJORITY OF THE FULL GOVERNING BODY, PROVIDING THAT AT LEAST ONE WEEK PRIOR TO THE DATE OF HEARING, A COMPLETE COPY OF THE BUDGET HAS BEEN MADE AVAILABLE FOR PUBLIC INSPECTION IN THE FREE PUBLIC LIBRARY, IF ANY, LOCATED WITHIN OUR MUNICIPALITY AND A COUNTY LIBRARY. IF THERE IS NO COUNTY LIBRARY LOCATED WITHIN THE MUNICIPALITY, THEN IT MUST BE PROVIDED TO ANY LIBRARY IN THE COUNTY WHEREIN THE MUNICIPALITY IS LOCATED. FURTHER, THE PUBLIC OFFICER DELEGATED THE RESPONSIBILITY FOR DELIVERY OF THE COPIES TO SAID LIBRARIES HAS COMPLETED A CERTIFICATION FORWARDED TO THE GOVERNING BODY THAT SUCH DELIVERIES WERE MADE AND COPIES HAVE BEEN MADE AVAILABLE BY THE CLERK TO PERSONS REQUESTING THEM, AND

WHEREAS, THESE TWO CONDITIONS HAVE BEEN MET, NOW, THEREFORE BE IT RESOLVED, THAT THE BUDGET SHALL BE READ BY TITLE ONLY.

2013 GENERAL, WATER AND SEWER BUDGET HEARING APPROPRIATING \$7,000,436.18 FOR GENERAL BUDGET, \$2,842,605.00 WATER BUDGET AND \$693,580.00 SEWER BUDGET

**ORDINANCES, 2<sup>ND</sup>. READING.**

**ORDINANCE NO. 2013-04**, AN ORDINANCE AMENDING AND SUPPLEMENTING THE CODE OF THE BOROUGH OF BERLIN CREATING A NEW CHAPTER 18, ENTITLED, "EMERGENCY AND AMBULANCE SERVICES"

**INTRODUCTION OF ORDINANCES:**

**ORDINANCE NO. 2013-06**, AN ORDINANCE GRANTING CONSENT AND PERMISSION TO THE SOUTH JERSEY GAS COMPANY, TO FURNISH GAS FOR LIGHT, HEAT AND POWER IN THE BOROUGH OF BERLIN, COUNTY OF CAMDEN, STATE OF NEW JERSEY.

**ORDINANCE NO. 2013-07**, SALARY ORDINANCE AMENDS SALARY ORDINANCE 2013-01 SUPPLEMENTING CHAPTER 62 OF THE CODE OF THE BOROUGH OF BERLIN ENTITLED SALARIES.

**RESOLUTIONS:**

**RESOLUTION R5-3; 2013**, A RESOLUTION GRANTING PERMISSION TO THE INTER-COMMUNITY CELEBRATION ASSOCIATION FOR THE OPERATION OF FIREWORKS FOR THE ANNUAL 4<sup>TH</sup> OF JULY CELEBRATION 2013

**RESOLUTION R5-4;2013**, A RESOLUTION GRANTING MUTUAL AID AND ASSISTANCE BETWEEN THE TOWNSHIP OF BERLIN, THE BOROUGH OF PINE HILL, THE TOWNSHIP OF WATERFORD AND THE BOROUGH OF BERLIN FOR THE DISPATCHING AND UTILIZATION OF PUBLIC WORKS PERSONNEL AND EQUIPMENT WHENEVER ONE OF THE MUNICIPALITIES REQUIRES SUCH MUTUAL AID AND ASSISTANCE FOR CATASTROPHIC EVENTS, MAJOR EMERGENCIES AND EXTRAORDINARY DEVASTATION CAUSED BY THREATS FROM NATURE SUCH AS MAJOR STORMS, HURRICANES, FLOODS OR FROM OTHER MANMADE THREATS

**RESOLUTION R5-5;2013**, AUTHORIZATION FROM BOROUGH COUNCIL FOR CHARITABLE SOLICITATION (COIN DROPS) TO BE DONE BY THE BERLIN FIRE COMPANY # 1 IN THE BOROUGH OF BERLIN FOR ONE DAY ON MAY 18, 2013 AND ONE DAY ON SEPTEMBER 21, 2013

**RESOLUTION R5-6; 2013**, A RESOLUTION URGING THE GOVERNOR AND THE LEGISLATURE TO RETAIN FUNDING IN THE STATE RECYCLING FUND IN THE FY2014 BUDGET

**RESOLUTION R5-7;2013**, APPROVAL FROM BOROUGH COUNCIL TO HAVE PENNONI ASSOCIATES, INC, GO OUT TO BID ON THE 013 ROADWAY IMPROVEMENT PROJECT FOR ELLIS AVENUE FROM CREST AVENUE TO COUNTY ROUTE 534

**RESOLUTION R5-8; 2013**, APPROVAL TO CANCEL OUTSTANDING CHECKS ISSUED FOR COURT FOR REFUNDS OF OVERPAYMENTS, RESTITUTION AND MISCELLANEOUS BAIL TOTALING \$201.00

**RESOLUTION R5-9; 2013**, A RESOLUTION OF THE BOROUGH AUTHORIZING 1<sup>ST</sup> QUARTER UTILITY BILL ADJUSTMENTS FOR;

56 Park Avenue	decrease sewer units	-93.00
21 Aristone Dr	decrease senior sewer discount	-29.00
18 Greenfield Dr.	re-program est. bill read	-94.15
173 North Ave.	water turn off	-20.00
18 Fern Circle	re-program est bill read	-289.10

**RESOLUTION R5-10; 2013**, A RESOLUTION AUTHORIZING THE TAX REFUND OF \$1438.40 FOR BLOCK 1802, LOT 3 DUE TO STATE TAX BOARD JUDGMENT

**RESOLUTION R5-11; 2013**, A RESOLUTION AUTHORIZING THE REFUND OF POLICE OUTSIDE SERVICES BALANCE

**RESOLUTION R5-12;2013**, APPROVAL FROM COUNCIL TO OFFICIALLY HIRE FIRE INSPECTOR RYAN SHEPPARD FOR THE BOROUGH OF BERLIN PER RECOMMENDATION FROM INSPECTOR WILLIAM BEHNKE DUE TO THE RESIGNING OF FORMER FIRE OFFICIAL AND DUE TO MR. SHEPPARD MEETING ALL THE REQUIREMENT OF THE POSITION

**RESOLUTION R5-13; 2013**, APPROVAL TO REFUND DOLORES KLOIBER OF 10 W BROAD AVE \$35.00 INSPECTION FEE DUE TO CANCELLATION OF INSPECTION

**RESOLUTION R5-14;2013**, APPROVAL OF MERCANTILE LICENSE FOR RODERICK BOYD/T/A D2 ATHLETICS, 103 SO. WHITE HORSE PIKE FOR THE SALE OF ATHLETIC APPAREL

**RESOLUTION R5-15;2013**, APPROVAL FROM COUNCIL TO WAIVE VENDOR'S FEES FOR POLICE FUNCTION TO BE HELD ON MAY 19 AT THE COMMUNITY CENTER

**RESOLUTION R5-16;2013**, APPROVAL FROM COUNCIL TO AWARD THE 2014 AUTOMATED LABRIE TRASH TRUCK OR EQUAL BID TO HUNTER JERSEY PETERBILT OF CLARKSBURG, NJ IN THE AMOUNT OF \$249,900.00 (FUNDS CERTIFIED BY CFO)

**RESOLUTION R5-17;2013**, APPROVAL OF MERCANTILE LICENSE FOR CLIFF RICHARDS, T/A BUY AND SELL IT ALL LOCATED AT 2/4 ROUTE 73, BERLIN FOR A THRIFT STORE

**RESOLUTION R5-18;2013**, A RESOLUTION OF THE BOROUGH AUTHORIZING THE WAIVER OF WATER USAGE FEES IMPOSED UPON THE RECREATIONAL FACILITIES WITHIN THE TOWNSHIP OF BERLIN, THE BOROUGH OF BERLIN, WINSLOW TOWNSHIP AND VOORHEES TOWNSHIP

**RESOLUTION R5-19; 2013**, APPROVAL OF THE FOLLOWING CERTIFIED TEACHERS FOR THE 2013 CAMP LONG-A-COMING AT THE SALARY OF \$20.00 PER HOUR;

Diane Bonanno  
266 West Pine St.  
Audubon N J

Jen Cardamone  
33 Blatherwick Drive  
Berlin N J

Amanda Cirillo  
37 U Rose Rita Terrace  
Hammonton N J

Sharon DeNafo  
101 Sweet Bay Ave.  
Sicklerville N J

Sara Fallon  
52 Harrison Ave.  
Cherry Hill N J

Erin Maloney  
118 Rutgers Blvd.  
Berlin N J

Tammy Mosier  
84 Roosevelt Blvd.  
Berlin N J

Taylor Pilla  
162 Orlando Drive  
Sicklerville N J

**CLOSED SESSION:**

Motion to go into closed session to discuss Nexus Litigation made by Councilman Pearce, seconded by Bilella. All present were in favor.

Motion to go back into open session made by Councilwoman Kupchik, seconded by Pearce. All present were in favor.

Motion to adjourn made by Councilman Pearce, seconded by Bilella. All present were in favor.

Charleen Santora, RMC