

**BOROUGH OF BERLIN
CAUCUS MEETING MINUTES
TUESDAY, JUNE 25, 2013
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 and time of said meeting.

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

PRESENT ALSO: Solicitor George Botcheos, Court Administrator Kelly Foster and Superintendent of Public Works Mark Mauger.

- Tom Riley from Atlantic City Electric spoke about vegetation matters, tree trimming concerns and the reliability enhancement program. Present also was Ryan Watkins, Senior Engineer and Matt Simons, Certified Senior Forester who discussed contingency ties, vegetation management program and energy wise program.

DISCUSSION ITEMS, DEPARTMENT HEAD REPORTS

- **COURT ADMINISTRATOR,** Kelly Foster provided a court financial ticket report. Next year, add another day for court due to overflow. There is a 21% increase from last year. The increase is due to the number of tickets being given due to legitimate instances such as DWI's, driving without a license and littering. Looking into changes for the budget next year especially for the court clerk to get an increase. Currently in a shared service with Waterford Township and it's going well. Looking into collections for uncollected fees and will be in touch with Solicitor George Botcheos to get process started.
- **SUPERINTENDENT,** Mark Mauger is getting ready to prepare the White Horse Pike and center of town for the Fourth of July festivities. Berlin Township will sweep the street for free as a courtesy. About 15 to 20 trash cans have been donated for litter control for the Fourth of July.

- **MAYOR**, John Armano reported that Eastern High School and Berlin Community School had their graduation. Thanked Nick and Jim for standing in for him. / Will be attending a meeting in Washington, DC with the German Embassy to meet the mayors from Berlin. / Final draft of the Nexus Settlement has been distributed and the judge wants comments from Stuart Platt and Brian Slauch. / Received Fairness Booklet from Court Master and borough has to comply and fulfill ongoing conditions. / Received letter from Police Chief DeLorenzo in regard to interview with retired officer Robert Monahan from Voorhees Township for a part time detective position. Interview will be at the next council meeting on July 1 at 6:30 p.m.
- **BUILDINGS & GROUNDS**, Chairman Gary Knight will provide a full report at the July 1st council meeting.
- **STREETS & ROADS**, Chairman James Bilella reported Ellis Avenue road program is out to bid and decision /approval will be next month. Project will be wrapped up in August. Meeting with Pennoni Associates to discuss Malan Avenue Road Program. Looking at grant program for following year. / Met with Alan Blair to go over plans for the addition to the municipal building. Moving forward on the project with a more complete of plans on the architectural side. Plans should be complete July 15th pending approval from the DOC.
- **WATER & SEWER**, Chairman Lynn Kupchik will provide a full report at the July 1st council meeting. Business Association is meeting tomorrow night at 5:30 at Virtua Hospital to discuss plans for Fall Festival.
- **HEALTH & RECREATION**, Chairman James Pearce will provide a full report at the July 1st council meeting. Camp numbers are high and the budget is intact.
- **PUBLIC SAFETY**, Chairman Scott Scelso referenced a letter received from Chief DeLorenzo in regard to job posting for part-time detective. Robert Monahan a retired officer from Voorhees Township was the only applicant and will have an interview at the next council meeting on July 1, 2013 at 6:30 p.m.
- **FINANCE**, Chairman Nick Maccaroni discussed the audit report will be approved at Monday's meeting. / Property maintenance is having trouble finding addresses. There are a few towns such as Cherry Hill and Somerdale that have an ordinance in place regulating vacant homes. Ordinance and software can be obtained from Somerdale for review as an example.
- **SOLICITOR**, George Botcheos discussed Resolution R7-2;2013. The cost has already been budgeted. / Discussion about park police and Title 40.
- **ADMINISTRATOR**, Charleen Santora reported liquor licenses were issued to all establishments except two due to non-payment of state tax. Mercantile licenses are due July 1 and there are about 60% that still need to pay. If not paid by July 1

a late fee will be added on. About 969 dog tags have been sold to date. Webpage is coming along nicely and suggestions are always welcome.

ORDINANCES

1ST READING

ORDINANCE NO. 2013-08, AN ORDINANCE AMENDING AND SUPPLEMENTING CHAPTER 9 OF THE CODE OF THE BOROUGH OF BERLIN ENTITLED "CONTRACTS, PUBLIC."

RESOLUTIONS

RESOLUTION R7-1;2013, A RESOLUTION NOTING THAT THE GOVERNING BODY OF THE BOROUGH OF BERLIN HAS REVIEWED, AS A MINIMUM, THE SECTION OF THE ANNUAL AUDIT ENTITLED "FINDINGS AND RECOMMENDATIONS AS EVIDENCED BY THE GROUP AFFIDAVIT SIGNED.

RESOLUTION R7-2; 2013, A RESOLUTION AUTHORIZING SIGNING OF SOFTWARE ACQUISITION AND LICENSE AGREEMENT AND SOFTWARE SUPPORT AGREEMENT.

RESOLUTION R7-3; 2013, A RESOLUTION AUTHORIZING THE TRANSACTION BETWEEN THE BOROUGH AND SUSQUEHANNA BANK FOR THE LEASING OF POLICE VEHICLES.

RESOLUTION R7-4; 2013, A RESOLUTION AUTHORIZING THE CANCELLATION OF RESERVE FOR REVISION OF TAX MAPS.

RESOLUTION R7-5;2013, AUTHORIZATION TO APPROVE A MERCANTILE LICENSE FOR DEBBIE GATTO AND EVE PERSICKETTI, T/A CEDAR BROOK DANCE ACADEMY FOR A DANCE SCHOOL LOCATED AT 421 ROUTE 73 SOUTH, BERLIN NJ.

RESOLUTION R7-6;2013, AUTHORIZATION TO APPROVE A MERCANTILE LICENSE FOR THOMAS CORKEY, T/A MICHAEL AND RYAN TOY WORLD, LLC FOR THE SALE OF TOYS LOCATED AT 41 CLEMENTON ROAD, BERLIN NJ

RESOLUTION R7-7;2013, AUTHORIZATION TO APPROVE AN AGREEMENT BETWEEN THE BOROUGH AND PUMP IT UP, THE INFLATABLE PARTY ZONE OF MARLTON NJ FOR CAMP LONG A COMING OUTING ON MONDAY, JULY 22 FOR APPROXIMATELY 125 CHILDREN AT THE PRICE OF \$6.95 PER CHILD.

RESOLUTION R7-8;2013, APPROVAL FROM BOROUGH COUNCIL FOR TAX COLLECTOR TO LIEN THE FOLLOWING PROPERTIES AFTER ATTEMPTS HAVE BEEN MADE TO COLLECT FEES FOR PROPERTY MAINTENANCE TO NO AVAIL;

10 GARDENS AVENUE	MAY 16	\$610.00
16 HAYES AVENUE	MAY 23	830.00
1 JEFFERSON AVENUE	MAY 16	610.00

RESOLUTION R7-9; 2013, APPROVAL TO REIMBURSE \$42.00 FOR A FIRE SAFETY PERMIT THAT WAS NOT ISSUED TO JEANNE JOHNSON, 38W. 5TH AVENUE, PINE HILL N J (EVENT WAS CANCELLED FOR BERLIN)

RESOLUTION R7-10;2013, A RESOLUTION AUTHORIZING THE REFUND OF CAMP MONEY TO PEGGY DONALDSON FOR \$5.00, OVERPAYMENT, CHRISTINA GRAZIANO, \$5.00, OVERPAYMENT, MARIE TRIMBLE RYAN \$5.00 OVERPAYMENT AND ANNA BEHNKE, 110.00 DUE TO ERROR.

Councilman Bilella made a motion to adjourn, seconded by Councilwoman Kupchik. All members present were in favor.



Charleen Santora, RMC

