

BOROUGH OF BERLIN
COUNCIL MEETING MINUTES
MONDAY, NOVEMBER 4, 2013
MUNICIPAL BUILDING
59 SO. WHITE HORSE PIKE
BERLIN NJ 08009
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, Council members Maccaroni, Scelso, Kupchik, Pearce and Knight. Councilwoman Kupchik was absent.

PRESENT ALSO: Solicitor George Botcheos, Administrator Charleen Santora, Police Chief Michael DeLorenzo and Deputy Clerk Melissa Bovera.

APPROVAL OF MINUTES:

- October 1, 2013 Caucus Minutes
- October 7, 2013 Council Minutes

Motion to approve minutes with amendments to October 7, 2013 Council minutes made by Councilman Scelso, seconded by Councilman Pearce. Motion carried. All members present voted in favor.

DEPARTMENT HEAD REPORTS FOR SEPTEMBER 2013:

Municipal Court	\$17,505.34
Tax Collector	\$188,922.01
Utility Report	\$666,299.96
Municipal Clerk Report	\$4,710.00
Construction Permit Fees	\$4,819.00
Zoning Permit Fees	\$170.00
Community Center Fees	\$3,675.00
Rental Inspection Fees	\$1,600.00
EMS Calls	193

Motion to approve the Department Head reports for the month of September 2013 made by Councilman Scelso, seconded by Council President Biella. Motion carried. All members present voted in favor.

PRIVILEGE OF THE FLOOR:

Mike McGowan - 42 Canyon Drive & John Cole - 46 Canyon Drive – Both residents approached council to discuss the corner of Bryce Road and Canyon Drive. There is not a stop sign heading east on Canyon which is cause for potential accidents. This area is filled with families and they would like to know if there is anything that council can do.

Mayor Armano will remedy the situation, but it must be done by ordinance. An introduction will be on the November 26th caucus agenda and adoption of the ordinance will be on the December 2nd council meeting agenda.

William Bansch - 79 New Freedom Road – Mr. Bansch has been a Berlin Borough resident for about 35 years and he has been informed by DPW that residents can longer bring their trailers to the yard to dump and he would like to know why. Mr. Bansch purchased a trailer so that he can keep his property well maintained.

Mayor Armano responded that he is well aware of the situation and the DPW is abiding by the rules that were put in place since 2004. Landscapers and contractors were taking advantage and unloading building materials which ended up costing the borough money due to the amount that had to be emptied.

COUNCIL REPORTS:

- **MAYOR JOHN ARMANO** reported that the new trash truck has been delivered today. / The Berlin Rotary will host a Christmas tree lighting ceremony on December 7th at 6:00 pm. / Resolution in regard to Comcast and Verizon has been approved and letters are being mailed out to the utility companies (Comcast and Verizon) informing them of stipulations in place.
- **BUILDINGS & GROUNDS**, Chairman Gary Knight reported the oil tank clean-up has been completed and the remediation is now finished at 16 Haines Avenue. / Library front door has been installed, but there are some adjustments that still need to be made. Hold off on paying vendor until adjustments are completed. / Humidifiers are in place in the basement of the municipal building. / Fall Fest this year was a great event; everyone did a great job and looking forward to next year.
- **STREETS & ROADS**, Chairman Jim Bilella discussed the Ellis Avenue Road Program is moving forward. / Bids came in for the renovations and addition to the municipal building. The bids were higher than expected so a meeting will be necessary to determine how to resolve this issue due to the fact that the borough does not have the funding. Meeting with Architect to come up with a game plan

and reduce the scope. Estimating about \$300,000.00 worth of work to be eliminated. The police department addition will be the base project and the renovation will be considered the ad alternate. Planning to move the police out and free up the building for renovations. All bids will be rejected and will re-bid the project within the next two weeks.

Council President Bilella made a motion to reject the bids that came in for the addition and renovations to the Municipal Building, seconded by Councilman Maccaroni. Motion carried. All members present voted in favor.

- **WATER & SEWER**, Chairman Lynn Kupchik was absent.
- **HEALTH & RECREATION**, Chairman Jim Pearce reported the Community Center fees for the month of September came to \$3,675.00. / Berlin Soccer Club finished up their season. There was an issue with the nets being cut so DPW extended the perimeter. Approval is needed to get dirt for the softball fields behind the Community Center. Councilman Pearce would like to have an on-site monitor at the Community Center for scheduling purposes. Recently a group came to the Community Center and used the facility illegally. Discussed Resolution R11-18;2013. The new auto repair shop is having their grand opening sometime soon in November.
- **PUBLIC SAFETY**, Chairman Scott Scelso provided the statistical report for the Police Department for the month of September. The department handled 1, 803 calls for service; 415 summonses were issued along with 43 arrests, 8 DWI arrests, 18 warrant arrests and 7 drug arrests; 9,536 miles were put on the police vehicles during patrol and other duties; 28 motor vehicle accidents were reported with 4 resulting in injuries. The number of summonses to date for the year is 3,507. The ambulance had 193 calls for the month of September. Fire Department had 41 calls for the month of September and 49 calls for the month of October.
- **POLICE CHIEF**, Michael DeLorenzo reported that on October 24th Berlin Detectives participated in Joint Investigation with Pine Hill and Stratford. Surveillance was conducted on burglary suspects who resided in Pine Hill. Officers followed three suspects to a home in Mantua after several hours of surveillance. The suspects committed another residential burglary and they were arrested and gave full confessions to a burglary in the Berlin Woods development, six in Pine Hill, one in Clementon and one in Mantua as well as other thefts. Chief DeLorenzo also provided a report on community policing information. Full report is attached to these minutes.
- **FINANCE**, Chairman Nick Maccaroni reported that the bond sale was held October 16th. The borough's rate is 2.8% which is a good financial rate and there were four bidders. Also, the borough has a Double A Plus bond rating. / Jerry Knott touched up the painting of the old hotel that's in the conference room and the picture will need a new frame. He will receive a thank you note. / The Berlin

Fire Company, Mayor Armano and Councilman Maccaroni visited Spring Oaks to celebrate former Fire Chief Walter McKeever's 99th birthday on October 22nd.

- **SOLICITOR**, George Botcheos discussed the negotiations taking place with AT&T and Verizon for the use of our water towers (2 locations). Preparing new extension agreement and lease for the tower located at Chestnut Avenue. Both agreements will be finalized by the next council meeting. / Spoke with Anthony LaRosa in regard to the change order for the work done at 16 Haines Avenue.
- **ADMINISTRATOR**, Charleen Santora reminded council that tomorrow is Election Day and the poll workers are not to bring any tally sheets to the clerk's office after the close of elections. Two groups from each polling district are assigned to bring the cartridges and the bags back to the county. / Trash truck title is in the clerk's office. / RFQ's for professional services for 2014 will be posted on the website in the next week or so and they are due back December 10th. A notice will be published in the Courier Post as well. / Reminder about obtaining \$250.00 worth of credits for JIF at the NJLM on November 19th or 20th if anyone on council is interested in attending. / Monday, November 11th all borough offices will be closed in observance of Veteran's Day.

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"

Meeting open for public hearing.
There was no public comment.
Meeting closed to the public.

Motion to adopt Ordinance No. 2013-12 made by Council President Bilella, seconded by Councilman Knight. Motion carried. All members present voted in favor.

RESOLUTIONS:

Meeting open to the public on Resolution 10-17;2013 and Resolutions 11-1;2013 through 11-18;2013.

Ron Rocco – 25 Carriage Stop Dr. – Mr. Rocco asked if the address referenced in Resolution R11-11;2013 was a residential property or not. Mayor Armano informed him that 262 New Freedom Road is in fact a Pine Hill, NJ resident.

Meeting closed to the public.

RESOLUTION R10-17;2013, AUTHORIZATION FROM BOROUGH COUNCIL TO AMEND RESOLUTION R10-17;2013 FOR THE PURCHASE OF A REPLACEMENT 75 HP VERTICAL PUMP MOTOR AND SECURE AND INSTALL 2 NEW 75 HP 3 PHASE VARIABLE FREQUENCY DRIVES IN THE AMOUNT OF \$23,897.00 AS WELL AS A VIBRATION ANALYSIS ON 4 HORIZONTAL MOTORS AND 1 VERTICAL MOTOR IN THE AMOUNT OF \$1,440.00 (CFO has certified the funds)

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 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)

RESOLUTION R11-9;2013, APPOINTMENT OF TERRY STAGLIANO AS TAX ASSESSOR FOR THE BOROUGH OF BERLIN EFFECTIVE JULY 1, 2013

RESOLUTION R11-10;2013, AUTHORIZATION TO ENTER INTO A SHARED SERVICES AGREEMENT WITH VOORHEES TOWNSHIP AUTHORIZING THE PARTICIPATION OF AN AUTOMATED LICENSE PLATE REGOGNITION SYSTEM AT THE COST OF \$500.00 PER YEAR

RESOLUTION R11-11;2013, AUTHORIZATION FROM BOROUGH COUNCIL TO ALLOW THE PROPERTY OWNER OF 262 NEW FREEDOM ROAD IN PINE HILL, NJ TO CONNECT TO THE BOROUGH OF BERLIN'S WATER LINE AT THE PROPERTY OWNER'S OWN EXPENSE

RESOLUTION R11-12;2013, AUTHORIZATION FROM BOROUGH COUNCIL TO APPROVE THE NAMING OF THE HALF BLOCK OF DILL AVENUE FROM THE WHITE HORSE PIKE TO PARK AVENUE OTTIE GRIMMIE AVENUE IN HONOR OF MR. GRIMMIE WHO PASSED AWAY THIS YEAR AND WAS A BERLIN BOROUGH ROTARY MEMBER FOR 65 YEARS

RESOLUTION R11-13;2013, AUTHORIZATION TO APPROVE THE REFUND OF \$100.00 TO JOSEPH R. DELGADO, INC. OF VINELAND , NJ FOR THE RETURN OF BID SPECS FOR THE ADDITION AND RENOVATIONS TO THE BERLIN BOROUGH MUNICIPAL BUILDING

RESOLUTION R11-14;2013, RESOLUTION TO APPOINT ROBERT J. MONAHAN OF VOORHEES, NJ TO THE BOROUGH OF BERLIN POLICE DEPARTMENT AS A PART TIME SLEO II OFFICER EFFECTIVE JULY 1, 2013

RESOLUTION R11-15;2013, AUTHORIZATION TO APPROVE THE REFUND OF \$100.00 TO ALEXANDER V. MAZZA OF MAZZA MECHANICAL, LLC OF BERLIN , NJ FOR THE RETURN OF BID SPECS FOR THE ADDITION AND RENOVATIONS TO THE BERLIN BOROUGH MUNICIPAL BUILDING

RESOLUTION R11-16;2013, APPROVAL FROM BOROUGH COUNCIL TO ENTER INTO A RELEASE WITH THE ENVIRONMENTAL JOINT INSURANCE FUND (EJIF) RELEASING THEM FROM ANY FUTURE LIABILITY REGARDING THE REMEDIATION DONE AT 16 HAINES AVENUE, NJ

RESOLUTION R11-17;2013, AUTHORIZATION TO APPROVE THE REFUND OF \$100.00 TO ALIANO BROTHERS GENERAL CONTRACTORS, INC OF VINELAND, NJ AND THE REFUND OF \$100.00 TO FABBRI BROTHERS, INC OF VINELAND, NJ FOR THE RETURN OF BID SPECS FOR THE ADDITION AND RENOVATIONS TO THE BERLIN BOROUGH MUNICIPAL BUILDING

RESOLUTION R11-18;2013, APPROVAL OF MERCANTILE LICENSE FOR MICHAEL TERILLA T/A C&M COMPLE AUTO REPAIR, LLC FOR THE BUSINESS OF AN AUTO REPAIR SHOP LOCATED AT 112 S. WHITE HORSE PIKE, BERLIN, NJ CONTINGENT UPON ALL REQUIRMENTS ARE MET FOR MERCANTILE LICENSE APPLICATION PROCEDURE

Motion to approve Resolution 10-17;2013 and Resolutions 11-1;2013 through 11-18;2013 made by Councilman Pearce, seconded by Council President Bilella. Motion carried. All members present voted in favor.

PAYMENT OF THE BILLS FOR THE MONTH OF OCTOBER 2013 IN THE AMOUNT OF \$2,543,992.20

Motion to approve the payment of bills for the month of October 2013 made by Councilman Maccaroni, seconded by Council President Bilella. Motion carried. All members present voted in favor.

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


Charleen Santora, RMC

