

**BOROUGH OF BERLIN**  
**COUNCIL MEETING MINUTES**  
**MONDAY, DECEMBER 30, 2013**  
**7:00 PM**  
**MUNICIPAL BUILDING**  
**59 SO. WHITE HORSE PIKE**  
**BERLIN N J**

**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 showing the date, place and time of said meeting.

**ROLL CALL:** Mayor John J. Armano, Council President James Bilella, Council members Maccaroni, Scelso, Kupchik, Pearce and Knight. Councilwoman Kupchik was absent and Councilman Pearce arrived at 7:25 p.m.

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

**DEPARTMENT HEAD REPORTS FOR THE MONTH OF NOVEMBER, 2013**

Municipal Clerk's report	\$4361.00
Construction Permit fees	2908.00
Tax Collector's report	2,895,563.88
Utility Report	105,920.55
Community Center	2525.00
Rental Inspections	300.00
Zoning Fees	70.00
Bureau of Fire Prevention	1210.00

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

**PRIVILEGE OF THE FLOOR**

Debbie Pullaro – 13 Malan Avenue – Ms. Pullaro expressed her concerns about the trees coming down on Malan Avenue. Mayor Armano explained that the trees on Malan Avenue are causing the sidewalks and curbs to buckle. The borough received grant money from the state and will replace different trees. Council President Bilella is working with Atlantic City Electric to get different trees planted and pushed back, away from the



curb and sidewalk which will be more appropriate for the area. The project will start sometime next year in the spring.

### COUNCIL REPORTS

- **MAYOR JOHN ARMANO** reported that he is meeting with Congressman Andrews to congratulate and recognize a Berlin Community School teacher who received a Presidential Award for Mathematics. / Would like to entertain closing all borough offices from 12 p.m. to 1 p.m. every day for lunch starting in 2014. All of council agrees so the change will take place. / CFO Stephen Miller is retiring and Mayor Armano was contacted by Waterford Township to discuss a shared services agreement with Voorhees and Berlin Township. CFO comes highly recommended by Bowman and has been a CFO for about ten years. Council President Bilella suggested that the CFO be interviewed by council.
- **BUILDINGS & GROUNDS**, Chairman Gary Knight will have a report at the January 4<sup>th</sup> Reorganization meeting. He wishes everyone a happy new year.
- **STREETS & ROADS** Chairman James Bilella reported that the punch list for last year's road program is being finalized. / Work on Ellis Avenue is being completed. / Malan Avenue project is moving forward. / Meeting with Architect Alan Blair next week to discuss going out to bid for the municipal building. Bid specs should be available within the next week or two.
- **WATER & SEWER** Chairman Lynn Kupchik was absent.
- **HEALTH & RECREATION** Chairman Jim Pearce discussed working on more ordinances for the community center in 2014. Berlin Community School is overcrowded and the teachers are using the gym. Has an issue with that because teachers get paid. Met with Debbie Simone and are discussing tweaking some issues in regard to the community center. The police department identified the kids that broke in to the center.
- **PUBLIC SAFETY** Scott Scelso will hold his full report for the reorganization meeting on January 4<sup>th</sup>. / Spoke to Craig Fallstick and Michael DePalma about the Kmart parking lot lighting. The concrete pillars that are holding up the lights are now tilting and half of the lot is not lit up. Takes issue with the fact that the pillars are crumbling and are going to fall. Will approach the state and figure out the best way to proceed with this issue.
- **CHIEF OF POLICE** Michael Delorenzo will provide a full report at the reorganization meeting on January 4<sup>th</sup>. Thanked mayor and council for a good year and is looking forward to another good year in 2014.

- **FINANCE** Chairman Nick Maccaroni discussed the search for a new CFO and the budget for 2014 is being worked on. He wishes everyone a happy, healthy and prosperous new year.
- **SOLICITOR** George Botcheos did not have anything to report. Wishes everyone a happy new year.
- **ADMINISTRATOR** Charleen Santora reported that Atlantic City Electric fixed three decorative poles on the White Horse Pike and DPW will patch up the sidewalk. / ACE stopped in the clerk's office today notifying us they will be tree pruning on Cross Keys Road.

**ORDINANCES:**

2<sup>ND</sup>. Reading

**ORDINANCE NO. 2013-13**, AN ORDINANCE AMENDING AND SUPPLEMENTING CHAPTER 315 OF THE CODE OF THE BOROUGH OF BERLIN ENTITLED, "VEHICLES AND TRAFFIC".

Meeting open to the public.

Meeting closed to the public on Ordinance 2013-13

Motion to adopt Ordinance No. 2013-13 made by Councilman Pearce, seconded by Councilman Knight. Motion carried. All members present voted in favor.

**RESOLUTIONS:**

Meeting open to the public on Resolutions R12-19 through R12-32; 2013.

Meeting closed to the public.

**R12-19; 2013**, APPROVAL OF CHANGE ORDER # 2 FOR THE 2011 ROADWAY IMPROVEMENT PROGRAM PROJECT FOR SO. ARLINGTON AVENUE REDUCING THE CONTRACT AMOUNT BY AN ADDITIONAL \$25,719.00 MAKING THE FINAL AMOUNT \$432,693.00 DUE TO THE REMOVAL OF BID ITEMS AND/OR QUANTITIES THAT WERE NOT CONSTRUCTED.

**RESOLUTION R12-20;2013**, A RESOLUTION AUTHORIZING THE BOROUGH OF BERLIN TO SUBMIT AN APPLICATION TO THE SUSTAINABLE JERSEY SMALL GRANTS PROGRAM IN THE AMOUNT OF \$2000.00.

**RESOLUTION R12-21; 2013**, APPROVAL FROM COUNCIL PER RECOMMENDATION FROM PENNONI ASSOCIATES FOR DIGGERLAND USA OF WEST BERLIN NJ TO INSTALL AN INSERTION VALVE IN THE WATER MAIN AFTER THE HYDRANT IN PINEDGE COURT FOR THE PURPOSES OF VACATING THE UTILITY TO DIGGERLAND USA PROVIDED THE APPLICANT INSTALLS BOROUGH SUPPLIED WATER METERS ON ALL SERVICES AND CONNECTIONS WITHIN THE VACATED RIGHT OF WAY AND THAT AN ESCROW ACCOUNT BE SET UP IN THE AMOUNT OF \$2000. FOR ALL FUTURE INSPECTIONS.

**RESOLUTION R12-22; 2013**, AUTHORIZATION FROM COUNCIL TO WAIVE A BUILDING PERMIT FEE FOR THE VFW LOCATED AT CHESTNUT AVENUE IN THE BOROUGH.

**RESOLUTION R12-23; 2013**, AUTHORIZATION FROM BOROUGH COUNCIL FOR THE ADDING OF FOUR (4) ADDITIONAL COURT DATES FOR MUNICIPAL COURT FOR 2014.

**RESOLUTION R12-24; 2013**, APPROVAL OF MERCANTILE LICENSE FOR PATRICK HOWELL, T/A LITTLE NEGRIL RESTAURANT FOR A CARIBBEAN/JAMAICAN RESTAURANT AT 41 CLEMENTON ROAD, BERLIN.

**RESOLUTION R12-25;2013**, APPROVAL OF MERCANTILE LICENSE FOR CARL MASCARENHAS, T/A PRIMAL KICKBOXING FOR A KICKBOXING GYM LOCATED AT 33 W. WHITE HORSE PIKE CONTINGENT UPON PROPERTY TAXES BEING PAID ON THIS LOCATION.

**RESOLUTION R12-26;2013**, AUTHORIZING A JURISDICTIONAL AGREEMENT IDENTIFYING IMPROVEMENTS WITHIN THE BOROUGH THAT THE NJDOT CONSTRUCTED IN CONJUNCTION WITH THE ROUTE US 30 AND ROUTE 73 BERLIN CIRCLE IMPROVEMENTS WHEREAS THE BOROUGH WILL ASSUME OR RETAIN JURISDICTION OF THE IMPROVEMENTS LOCATED WITHIN THE BOROUGH'S RIGHT OF WAY.

**RESOLUTION R12-27;2013**, AUTHORIZATION FROM COUNCIL FOR BERLIN TOWNSHIP AND BERLIN BOROUGH TO AGREE TO THE PAYMENT ARRANGEMENTS THAT THE BOROUGH WILL BILL THE TOWNSHIP ON A QUARTERLY BASIS FOR THE TRAFFIC LIGHT COST ON ROUTE 73 AND TAUNTON AVENUE PER AGREEMENT MADE BETWEEN THE TWO TOWNS IN 1986.

**RESOLUTION R12-28;2013**, AUTHORIZATION TO APPROVE APPROPRIATION TRANSFER FROM INSIDE CAP TO INSIDE CAP IN THE AMOUNT OF \$22,350.00, FROM OUTSIDE CAP TO OUTSIDE CAP \$2500.00, FROM WATER UTILITY, \$3000 AND FROM SEWER UTILITY \$4000.

**RESOLUTION R12-29; 2013**, APPROVAL TO EXTEND THE CURRENT CONTRACT FOR THE WEBSITE MAINTENANCE AGREEMENT WITH PEACHTREE CONSULTING, LLC. OF VOORHEES, NJ. FOR 2014 FOR THE COST OF \$100.00 PER MONTH UNTIL DECEMBER 31, 2014.

**RESOLUTION R12-30; 2013**, AUTHORIZATION TO RE-APPOINT JOHN ALLSBROOK AS RECYCLING COORDINATOR FOR THE BOROUGH OF BERLIN FOR THE YEAR 2014.

**RESOLUTION R12-31; 2013**, AUTHORIZATION TO APPOINT SUPERINTENDENT MARK MAUGER TO ADMINISTER THE CLEAN COMMUNITIES RECYCLING GRANT WITH THE DEP.

**RESOLUTION R12-32;2013**, AUTHORIZING THE RELEASE OF PERFORMANCE BOND FOR HAVERHILL EAST PER RECOMMENDATION FROM PENNONI ASSOCIATES CONTINGENT UPON THE POSTING OF A TWO YEAR MAINTENANCE BOND IN THE AMOUNT OF \$1500.00 AND ESCROW IN THE AMOUNT OF \$1000.00

Motion to adopt Resolutions R12-19 through R12-32; 2013 with the exception of Resolution R12-25;2013 made by Council President Bilella, seconded by Councilman Maccaroni. Motion carried. All members present voted in favor.

**PAYMENT OF BILLS FOR MONTH OF NOVEMBER AND SOME FROM DECEMBER, 2013 IN THE AMOUNT OF \$532,589.94**

Motion to approve the payment of bills made by Councilman Maccaroni, seconded by Councilman Bilella. Motion carried. All members present voted in favor.

This meeting will not adjourn but continue on January 4, 2014 at 1:00 pm in the Municipal Building.