

**BOROUGH OF BERLIN**  
**COUNCIL MEETING MINUTES**  
**MONDAY, APRIL 1, 2013**  
**7:00 PM**  
**MUNICIPAL BUILDING**  
**59 SO. WHITE HORSE PIKE**  
**BERLIN NJ**

**MEETING CALLED TO ORDER BY MAYOR ARMANO**

**FLAG SALUTE LED B Y 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 7:10 p.m.), Council members Maccaroni, Scelso, Kupchik, Pearce and Knight.

**PRESENT ALSO:** Solicitor George Botcheos

- **CHIEF OF POLICE MICHAEL DELORENZO PRESENTED AWARDS TO THE FOLLOWING:**

Sgt. Michael Miller	
Patrolman Eric Wolf	
Patrolman Steven Palma	All Level II Commendation
Sgt. Michael Merlino	
Ptl. Eric Wolf	Both Life Saving Award
Detective Michael Scheer	Level I Commendation
Ptl. Ryan Marrlow	Top Cop plaque
Ptl. Albert Clements	Chief Presentation Allegiance plaque
Ptl. T. J. Varano	Chief Presentation impact officer plaque
Ptl. John Waechtler	Level I Commendation
Ptl. Jay Miller	Ltr. of Appreciation for Comm. Policing Efforts
Ptl. John Feger	Ltr. Of Appreciation for Hard Work and Dedication

Mayor Armano congratulated the Chief and officers for a job well done. He thanked everyone for attending the meeting to witness the awards.

- **CHIEF OF POLICE MICHAEL DELORENZO,** Provided a full report for February 2013. Department handled 1,910 calls; 315 summons were issued; 30 arrests including 7 DWI arrests and 8 drug arrests; 9,373 miles were put on

vehicles; 34 motor vehicle accidents were reported with 2 resulting in injuries. “Operation Take Back” is being held April 27 from 10 am to 2 pm at the Borough Hall. Provides for a safe place for people to dispose medical prescriptions.

- **REQUEST TO SPEAK TO COUNCIL FROM SUPERINTENDENT OF BERLIN COMMUNITY SCHOOL TONY TRAGONE**, Spoke about the District Budget for the 2013-2014 school year for the Berlin Community School as well as academic performance. Full presentation is attached to these minutes.

Councilwoman Kupchik asked Mr. Tragone why Berlin doesn't follow the same curriculum as Voorhees Twp. Mr. Tragone responded that Berlin has started to do so. The math grades are high, but the language arts scores aren't and that curriculum is what needs improving.

Ray Patrone – 20 Hillside Lane – Question about the price in regard to the number of students attending school.

Mr. Tragone said that the fewer the students, the more expensive the district is.

Mayor Armano asked what the total budget was. Mr. Tragone said it is about 11 million.

Mayor Armano started a discussion about summer programs. Councilman Pearce said that a flyer went out to the students at the Berlin Community School that matches what the Camp-Long-A-Coming is intending to do. Would like for the Berlin Community to work together for the benefit of the residents and the students rather than create competition between the two programs. Mr. Tragone will speak with the director of the camp for the school and will then meet with the Mayor and Councilman Pearce to discuss.

- **APPROVAL OF MINUTES:**

Caucus meeting of February 26, 2013  
Council meeting of March 4, 2013

Motion to approve made by Councilman Maccaroni, seconded by Pearce. All present were in favor.

- **DEPARTMENT HEAD REPORTS FOR FEBRUARY, 2013:**

Tax Collectors Report	\$3,253,131.34
Utility Report	143,692.22
Municipal Court	18,926.75
Construction Permits	9,926.00
Zoning permits	35.00
Municipal Clerk's Report	4,976.00

Animal fees	2,218.00
Community Center fees	4,175.00
Bureau of Fire Prevention fees	1,628.00
EMS calls	88 for Berlin Borough
Zoning	Report attached

Motion to approve made by Councilman Pearce, seconded by Maccaroni. All present were in favor.

- **PRIVILEGE OF FLOOR:**

**Tom Little – 4 Thackara Avenue** – Asked about a sign “Children at Play” that needs to be replaced on Thackara Avenue. Mayor Armano will check the status with DPW.

**James Adair – 265 S. White Horse Pike** – Mr. Adair opposes Ordinance 2013-03 and think that the voters should have a say before this ordinance is voted on and approved. Mr. Adair expressed his concerns and opinions on taxes, shared services and the economy. He doesn’t agree with the decision to build a new police department; thinks it would be more cost effective if the borough combines offices with Berlin Twp.

Mayor Armano explained that Berlin Borough currently is involved in fourteen shared service agreements. Service levels are being maintained and the environment is being kept for the residents. Joining with Berlin Twp. is not going to save money; it will cost more money – about four million dollars as opposed to \$850,000.00.

Mr. Adair wrote a letter to the Senate President to investigate Berlin Borough and Berlin Township.

**Ray Patrone – 20 Hillside Lane** – Wanted to know if there is any guarantee of no overruns on the new proposed facility. Mayor Armano explained that all plans are approved by the Department of Corrections and the borough is working hard to maintain the budget.

**David Clark – Coffeefirestarters, LLC** – Applied for a mercantile license and is looking forward to opening up his business in the Berlin Mart. Wants to know/make sure the resolution is on the agenda for tonight to approve his mercantile application.

Mayor Armano closed the public comment portion of the meeting.

**COUNCIL REPORTS/DEPARTMENT HEAD REPORTS:**

- **MAYOR ARMANO**, Discussed meeting scheduled on the 10<sup>th</sup> between Berlin Twp., Pine Hill and Waterford Twp. to go over mutual aid and assistance in regard to public works; meeting is scheduled to finalize the shared services agreement. Cub scouts postponed the tree planting service that was to take place tomorrow at the Community Center.
- **BUILDINGS & GROUNDS**, Chairman Gary Knight provided a recap of the schedule for the renovations of the municipal building and the new police station. Using best efforts to be cost effective and efficient as prices cannot always be guaranteed. Architect Alan Blair was here at last meeting and the plans have been approved after several modifications. The phases of the bid process have been discussed as well as the tentative schedule moving forward. IT services are currently being considered so that they operate on a state and local level.
- **STREETS & ROADS**, Chairman James Bilella discussed the plans for the Ellis Avenue Road Program. Plans have been submitted to the state for review. Anticipate spending approximately \$225,000.00 on the program. Reimbursed by the state within this calendar year in the amount of about \$180,000 -\$190,000.00. Should be able to go out to bid by the May meeting and award in June. Construction will start sometime in July or August.
- **WATER & SEWER**, Chairman Lynn Kupchik reported the I & I study being done by Pennoni Associates has commenced. Meters will be watched through the month of April and an analysis of where the most infiltration is taking place.
- **HEALTH & RECREATION**, Chairman Jim Pearce reported the volleyball nets and anchors that were donated are now installed at the community center. Discussed life line screening resolution and the appointment of the camp director resolution. Senior Citizens have not given a definite date of when they will be utilizing 131 S. White Horse Pike. Push back meeting to 10:30 am to meet with security system vendors for the community center. More cost effective to have surveillance system rather than hire another employee. Quotes are not to exceed \$5,000.00
- **PUBLIC SAFETY**, Chairman Scott Scelso - Absent
- **FINANCE**, Chairman Nick Maccaroni discussed the 2013 operating budget for the Borough. The tax increase is 1.5 cents. This year the borough has 8,700,000 less in ratables which are 2% of the tax base. A full report is attached to these minutes.
- **CFO**, Stephen Miller discussed the fourteen shared service agreements that the borough is currently involved in. There are some unofficial shared service agreements with Waterford Township such as the CFO and the Court Administrator. If court is closed here, the resident can go to Waterford to pay their ticket.

- **SOLICITOR**, George Botcheos did not have anything to report.
- **ADMINISTRATOR**, Charleen Santora discussed the resurfacing of the White Horse Pike. Meeting is scheduled for tomorrow at 9:00 am with engineer Hugh Dougherty from Pennoni Associates, Mr. Patel from DOT and DPW to discuss the handicap entrances. Funding will be covered by the state./Edmunds server in tax office went down and we need specs to purchase a new one. Most important thing is to purchase compatible equipment for the proposed new building./Thank you Councilman Pearce for promoting new website. The new webpage will go live next week./Fire Inspector is leaving to take a full time position and Fire Chief Bill Behnke is replacing him with Ryan Shepherd. This is a self-liquidating position.

**INTRODUCTION OF 2013 COLA ORDINANCE:**

**ORDINANCE NO. 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)

Motion to introduce made by Councilman Maccaroni, seconded by Bilella. All present were in favor.

**INTRODUCTION OF 2013 GENERAL, WATER & SEWER BUDGET APPROPRIATING \$7,000,436.18 IN GENERAL, \$2,842,605.00 IN WATER AND \$693,580.00 IN SEWER**

Motion to introduce made by Councilwoman Kupchik, seconded by Maccaroni. All present were in favor.

**2<sup>ND</sup> READING ORDINANCE:**

**ORDINANCE NO. 2013-03**, AN ORDINANCE OF THE BOROUGH OF BERLIN, IN THE COUNTY OF CAMDEN, NEW JERSEY, PROVIDING FOR VARIOUS CAPITAL IMPROVEMENTS AND RELATED EXPENSES IN AND FOR THE BOROUGH, APPROPRIATING \$2,839,000 THEREFORE, AND AUTHORIZING THE ISSUANCE OF \$2,516,200 IN GENERAL IMPROVEMENT BONDS OR NOTES OF THE BOROUGH TO FINANCE THE SAME

Meeting open to the public.

**James Adair – 265 S. White Horse Pike** – Mr. Adair opposes Ordinance 2013-03 and think that the voters should have a say before this ordinance is voted on and approved.

Solicitor George Botcheos explained to Mr. Adair that the ordinance does not require voter approval and by statute municipal governments are permitted to introduce and adopt this type of ordinance with a public hearing.

Meeting closed to the public.

Motion to adopt Ordinance No. 2013-03 made by Councilman Maccaroni, seconded by Bilella. All present were in favor.

**INTRODUCTIONS:**

**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"

Motion to introduce Ordinance No. 2013-04 made by Pearce, seconded by Bilella. All present were in favor.

**RESOLUTIONS:**

**Meeting open to the public on Resolutions R4-1 through R4-15; 2013.**

**Meeting closed to the public.**

**RESOLUTION R4-1;2013**, APPROVAL OF A PERSON TO PERSON PLENARY RETAIL CONSUMPTION LIQUOR LICENSE 0405 33 005 11 FROM BESSE BERLIN, LLC TO LUCIANO LAMBERTI, TRADING AS LUCCH LLC AS THE SUBMITTED APPLICATION FORM IS COMPLETE IN ALL RESPECTS, THE TRANSFER FEES HAVE BEEN PAID, AND THE LICENSE HAS BEEN PROPERLY RENEWED FOR THE CURRENT LICENSE TERM

**RESOLUTION R4-2; 2013**, AUTHORIZATION TO APPROVE AN EMERGENCY TEMPORARY BUDGET AS FOLLOWS; \$496,732.46 FOR GENERAL BUDGET, \$812,061.00 FOR WATER UTILITY BUDGET, \$49,068.00 FOR SEWER BUDGET AND \$6470.00 FOR OPEN SPACE OPERATING BUDGET

**RESOLUTION R4-3;2013**, A RESOLUTION APPROVING PARTICIPATION WITH THE STATE OF NEW JERSEY SAFE AND SECURE COMMUNITIES PROGRAM ADMINISTERED BY THE DIVISION OF CRIMINAL JUSTICE, DEPARTMENT OF LAW AND PUBLIC SAFETY IN REGARDS TO THE SAFE AND SECURE GRANT

**RESOLUTION R4-4;2013**, APPROVAL FROM COUNCIL TO AWARD THE REMOVAL OF A 2000 GALLON OIL TANK SUBMERGED NEXT TO THE LOT LOCATED AT 16 HAINES AVENUE TO AQUA TEX OF HAMMONTON NJ FOR THE COST OF \$2700.00. (FUNDS HAVE BEEN SECURED)

**RESOLUTION R4-5;2013**, APPROVAL FROM COUNCIL FOR THE BERLIN FIRE COMPANY TO SELL A 1983 PIERCE CUSTOM PUMPER WITH A 1500 GPOM PUMP AND A 1000 GALLON WATER TANK AS THE TRUCK DOES NOT MEET NFPA STANDARDS AND HAS BEEN STORED FOR ALMOST ONE YEAR

**RESOLUTION R4-6; 2013**, AUTHORIZATION TO APPROVE A MERCANTILE LICENSE FOR LANETA AND DAVID CLARK, T/A COFFEEFIREFSTARTERS, LLC FOR THE SALE OF CANDLES LOCATED AT 41 CLEMENTON ROAD, BERLIN

**RESOLUTION R4-7;2013**, A RESOLUTION AUTHORIZING THE LIFE LINE SCREENING ORGANIZATION ANNUAL USE OF THE COMMUNITY CENTER FOR A FEE OF \$199.00 CONTINGENT UPON AVAILABILITY

**RESOLUTION R4-8;2013**, RESOLUTION OF THE BOROUGH AUTHORIZING THE SECURITY DEPOSIT REFUND OF \$314.00 FOR HYDRANT METER RENTAL BY ARCADIS

**RESOLUTION R4-9;2013**, AUTHORIZATION TO APPROVE THE BOROUGH OF BERLIN SELF AUDIT

**RESOLUTION R4-10;2013**, APPROVAL FROM COUNCIL FOR ARCHITECT ALAN BLAIR TO GO OUT TO BID FOR THE BUILDING OF A POLICE STATION AND THE RENOVATION OF 59 SOUTH WHITE HORSE PIKE

**RESOLUTION R4-11; 2013**, AUTHORIZATION FROM BOROUGH COUNCIL TO INSTRUCT BOROUGH ADMINISTRATOR TO PROCEED WITH BIDDING PROCESS FOR A 2014 AUTOMATED LABRIE TRASH TRUCK OR EQUAL

**RESOLUTION R4-12;2013**, A RESOLUTION AUTHORIZING THE MAYOR AND ADMINISTRATOR TO EXECUTE AN INTERLOCAL SERVICES AGREEMENT BY AND BETWEEN THE COUNTY OF CAMDEN, THE TOWNSHIP OF VOORHEES, THE BOROUGH OF GIBBSBORO AND THE BOROUGH OF BERLIN TO PROVIDE THE MUNICIPALITIES FUNDS FROM THE GOVERNOR'S COUNCIL ON ALCOHOLISM AND DRUG ABUSE

**RESOLUTION R4-13;2013**, A RESOLUTION OPPOSING SENATE BILL # 2364 AND ASSEMBLY A 3553 THAT WOULD CREATE A SYSTEM OF EARLY VOTING IN THE STATE OF NEW JERSEY

**RESOLUTION R4-14;2013**, AUTHORIZATION FROM COUNCIL TO APPOINT TRIAD ASSOCIATES OF VINELAND NJ TO BE ADMINISTRATIVE AGENTS FOR COAH MONITORING

**RESOLUTION R4-15; 2013, APPROVAL FROM COUNCIL TO HIRE KRISTINE HEIGHT OF BERLIN NJ AS CAMP LONG A COMING CAMP DIRECTOR FOR THE BOROUGH OF BERLIN EFFECTIVE FOR THE YEAR 2013**

Motion to adopt Resolutions R4-1 through R4-14; 2013 made by Councilman Bilella, seconded by Knight. All present were in favor.

Councilman Bilella and Councilman Pearce would like Resolution 4-10;2013 to be modified before being adopted. Wording added to the resolution will say “with approval from the direction of the chairman of the building and grounds committee subsequent to written approval from the state.”

All present were in favor with the modifications for Resolution R4-10;2013.

**PAYMENT OF THE BILLS FOR THE MONTH OF MARCH, 2013 IN THE AMOUNT OF \$962,034.32**

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

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

Charleen Santora, RMC