

BOROUGH OF BERLIN
CAUCUS MEETING MINUTES
TUESDAY, JULY 1, 2014
MUNICIPAL BUILDING
59 SOUTH WHITE HORSE PIKE
BERLIN N J
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. Councilman Knight was absent.

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

DISCUSSION ITEMS AND DEPARTMENT HEAD REPORTS:

- **SUPERINTENDENT,** Mark Mauger reported that the generator was sold on the Gov Bids website for \$5,755.00; Well #15 has been completed and is now in the hands of the DEP. Paperwork has been sent and we are waiting for their approval; Received two prices for the repair of the brick steps at the municipal building. One quote was for \$6200.00 and the other was for \$6800.00; The main break on the well that went down has been repaired and plant one is back on line; There is a resolution on the agenda for the purchase of a pickup truck (R7-14;2014); Looking into purchasing a leafer as well and will need a resolution for that in the future (funds are available).
- **PROPERTY MAINTENANCE OFFICIAL,** Robert Monahan provided a full report including updates of property maintenance issues. There have been about twenty (20) complaints over the past month and most have been rectified. Several more addresses were discussed and most had to do with grass being cut.
- **MAYOR,** John Armano reported on the advisory relating to the police cameras stating that they are an unfunded mandate. Attended a meeting with Mayor Magazzu and Stuart Platt to discuss a letter that was sent to both towns from the county. The letter stated that if anyone got hurt/injured in the roadway during the 4th of July festivities the town would take responsibility. JIF advised the mayor not to sign the letter./Governing Body is going to ride on a float this year in the 4th of July parade./Meeting with the Department of Corrections tomorrow in Trenton

to discuss the cells for the new police building because the DOC has not approved the proposed cells./In September of 2013 the mayor had a meeting with Pennoni and the DOT in Trenton to speak about the intersection at the White Horse Pike and Taunton Road and the intersection at the White Horse Pike and Franklin Road to possibly have the speed limit reduced to 25 mph. Most likely the borough will get approval for the speed limit to be reduced to 35 mph.

- **BUILDINGS & GROUNDS**, Chairman Gary Knight was absent.
- **STREETS & ROADS**, Chairman Jim Bilella reported that the new police building is moving forward nicely and there have not been any major unexpected costs so far. A representative from the state will be coming on Thursday to reevaluate the handicap ramps which will need to be redone again.
- **WATER & SEWER**, Chairman Lynn Kupchik referenced Resolution R7-12;2014 which is a resolution to formally approve the repair work at water treatment plant #1 awarded to Complete Control Services, Inc of Egg Harbor City in the amount of \$28,000.00. Thanked Mark Mauger, DPW Superintendent for monitoring it and the past rainstorm did a lot to help./Spoke about water connection fees. Lisa Eggert, Tax Collector did some research and for a tie in fee it costs anywhere from \$2600 to \$500 in other towns. The other towns do not do the work, they just do the inspections. It is costing the borough money every time someone ties into our system. Solicitor George Botcheos explained that there is a tariff and the borough cannot change the connection fees. The alternative is to increase the cost of a street opening permit by ordinance to allow the borough to generate the same income if we were to charge a connection fee. It was suggested that the borough match the state fee which is \$1400.00 for a street opening permit. / Also a letter was mailed out to residents relating to the sewer increase and rather than send out just one piece of information Councilwoman Kupchik asked for at least two more pieces of mail go in the envelopes without an increase to the postage.
- **HEALTH & RECREATION**, Chairman Jim Pearce reported that a soccer club is currently using one of the fields and is paying a rental fee; Camp-Long-A-Coming starts on Monday, July 7th; Discussed the ordinance that is on the agenda related to raising the fees for the community center and would like an amendment to the wording in Section B to say "\$25 per hour, per room." Solicitor George Botcheos will make the change to the wording and the ordinance will be introduced at the council meeting.
- **PUBLIC SAFETY**, Chairman Scott Scelso met with the police chief and Councilman Maccaroni to go over the 4th of July festivities. The borough will be getting some extra help from Berlin Township and Waterford Township with a few fire and police men in attendance during the fireworks. Gibbsboro is having their fireworks on the same night. Spoke with Fire Chief Behnke about replacing the 22 year old ladder truck. The chief is going to start looking at costs so that in

the next two to three years it can be budgeted for. Councilman Scelso provided the statistical report for the police department for the month of May. There were 2,072 calls for service; 397 summonses issued; 43 arrests; 10 DWI arrests; 12 warrant arrests; 16 drug arrests; 8,666 miles were put on the vehicles during patrol and other duties; 38 motor vehicle accidents were reported. The fire company had 47 calls in April and 60 calls for the month of May. Councilman Scelso will provide an ambulance report at the council meeting.

- **FINANCE**, Chairman Nick Maccaroni reported that everyone on council should have received a copy of the audit report. The exit conference was held with the auditors and the borough did a great job. There were not any items from the audit that need to go to the state for corrections. Also, Walter McKeever, retired fire chief turned 100 years old on October 23rd and in his honor it is requested that a street sign is put up under Washington Avenue that says “Walter McKeever Avenue.”
- **SOLICITOR**, George Botcheos spoke to council about the CarMart litigation. The parameters for settling the case were discussed. After some discussion council agreed to settle for 95 cars on the lot total. Also, Solicitor Botcheos referenced the email that Charleen received from General Code relating to amendments to the zoning map.
- **ADMINISTRATOR**, Charleen Santora was absent.

ORDINANCES:

2ND READING

ORDINANCE NO. 2014-09, AN ORDINANCE AMENDING AND SUPPLEMENTING CHAPTER 256 OF THE CODE OF THE BOROUGH OF BERLIN ENTITLED “RENTAL PROPERTIES”

Councilwoman Kupchik asked that the ordinance be amended so that wording can be changed before adoption. (Section 1, Part C – no more than 2 people in any one room). Solicitor Botcheos stated that the ordinance can be amended and then it will have to be re-advertised and adopted at the August council meeting. A motion will need to be made at the July 7, 2014 council meeting to amend Ordinance No. 2014-09 as introduced.

ORDINANCE INTRODUCTIONS:

ORDINANCE NO. 2014-10, AN ORDINANCE AMENDING AND SUPPLEMENTING THE CODE OF THE BOROUGH OF BERLIN CREATING A NEW CHAPTER 150, ENTITLED, DISTURBING THE PEACE”

ORDINANCE NO. 2014-11, AN ORDINANCE AMENDING AND SUPPLEMENTING CHAPTER 8 OF THE CODE OF THE BOROUGH OF BERLIN ENTITLED, "COMMUNITY CENTER, USE OF"

RESOLUTIONS:

RESOLUTION R7-1; 2014, A RESOLUTION APPROVING BUDGET INSERTION PER 40A:4-87 FROM THE NJ DIVISION OF HIGHWAY TRAFFIC SAFETY'S CLICK-IT-OR-TICKET PROGRAM IN THE AMOUNT OF \$4000

RESOLUTION R7-2; 2014, A RESOLUTION APPROVING BUDGET INSERTION PER 40A:4-87 FROM THE NJ DEPARTMENT OF ENVIRONMENTAL PROTECTION'S CLEAN COMMUNITIES PROGRAM IN THE AMOUNT OF \$13,385.63.

RESOLUTION R7-3; 2014, A RESOLUTION APPROVING BUDGET INSERTION PER 40A:4-87 FROM THE NJ DIVISION OF HIGHWAY TRAFFIC SAFETY'S DISTRACTED DRIVER MOBILIZATION PROGRAM IN THE AMOUNT OF \$5000

RESOLUTION R7-4;2014, A RESOLUTION AUTHORIZING THE REQUEST TO THE DIRECTOR OF THE DIVISION OF LOCAL GOVERNMENT SERVICES TO MAKE THE FOLLOWING CORRECTIONS IN THE 2014 BUDGET FOR THE GRANT LINE FROM NEW JERSEY DEPARTMENT OF TRANSPORTATION TO OVER THE LIMIT UNDER ARREST

RESOLUTION R7-5;2014, A RESOLUTION FOR THE APPROVING OF THREE CHANGE ORDERS FOR THE BERLIN MUNICIPAL BUILDING ADDITION AND RENOVATION PROJECT FROM FASOLINO CONTRACTING CORP OF SEWELL NJ, CHANGE ORDER # 3 FOR AN INCREASE OF \$2000. TO PROVIDE AND INSTALL HARDWARE ON ALUMINUM DOORS, CHANGE ORDER # 4, A DEDUCTION OF \$1199.15 FOR THE DELETION OF LABOR AND MATERIAL FOR TWO WINDOWS AND CHANGE ORDER # 5, INCREASE IN THE AMOUNT OF \$2304.00 TO REMOVE AND REINSTALL EIGHT SKYLIGHTS @ 288.00 EACH

RESOLUTION R7-6;2014,A RESOLUTION TO APPROVE THE WAIVING OF THE CONSTRUCTION PERMIT FEES FROM THE POLICE ASSOCIATION OF SOUTH JERSEY, A NON PROFIT ORGANIZATION, FOR THE ADDING OF A STORAGE ROOM LOCATED AT BROAD AVENUE

RESOLUTION R7-7;2014,A RESOLUTION TO APPROVE THE ISSUING OF LIQUOR LICENSE FOR THE YEAR 2014-2015 TO VENICE CATERING OF BERLIN INC. AS THEY HAVE MET ALL THE NECESSARY REQUIREMENTS PER THE DIVISION OF ALCOHOLIC BEVERAGE CONTROL

RESOLUTION R7-8;2014, A RESOLUTION TO REFUND DIGGERLAND USA OF WEST BERLIN NJ \$2000 OF POSTED ESCROW DUE TO THE COMPLETION OF

THEIR PROJECT AND THE NOT NEEDING OF ANY INSERTION VALVES IN THE WATER MAIN HYDRANT THAT NEEDED TO BE INSPECTED

RESOLUTION R7-9;2014, A RESOLUTION AUTHORIZING THE REFUND OF ESCROW FEES IN THE AMOUNT OF \$6233.18 FOR BLOCK 1001, LOT 1 DUE TO PROJECT NOT BEING COMPLETED

RESOLUTION R7-10;2014, A RESOLUTION AUTHORIZING 1ST QUARTER 2014 UTILITY BILL ADJUSTMENTS FOR THE 444 COMMERCE LANE DUE TO METER PULLED A DEDUCTION OF \$197.08 AND SENIOR DEDUCTION FOR SOUTH FRANKLIN AVENUE OF \$83.64

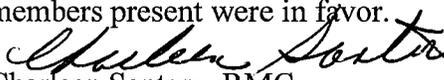
RESOLUTION R7-11;2014, A RESOLUTION TO RESCIND RESOLUTION R6-13;2014 THAT ORIGINALLY APPROVED THE PURCHASE OF HOLDING CELLS FOR THE NEW POLICE BUILDING FROM DEPTCOR BUREAU OF STATE USE INDUSTRIES, MARLTON FOR A TOTAL AMOUNT OF \$10,165.00

RESOLUTION R7-12;2014, A RESOLUTION TO FORMALLY APPROVE THE REPAIR WORK AT WATER TREATMENT PLANT # 1 AWARDED TO COMPLETE CONTROL SERVICES, INC. OF EGG HARBOR CITY N J IN THE AMOUNT OF \$28,000.00 (CFO HAS CERTIFIED THE FUNDS)

RESOLUTION R7-13;2014, A RESOLUTION APPROVING COMPLIANCE PER N.J.A.C. 5:30-6.5 CERTIFYING THE BOROUGH OF BERLIN'S ANNUAL REPORT OF 2013 AUDIT HAS BEEN FILED BY A REGISTERED MUNICIPAL ACCOUNTANT, BOWMAN & ASSOCIATES

RESOLUTION R7;14;2014, APPROVAL FROM BOROUGH COUNCIL TO PURCHASE FROM CHERRY HILL WINNER FORD A 2015 F350 4WD PICKUP TRUCK WITH SNOWPLOW, STATE CONTRACT # A83558T2101 FOR THE AMOUNT OF \$31,676.69 (CFO WILL CERTIFY FUNDS FROM ORDINANCE NO. 2014-02)

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


Charleen Santora, RMC
Borough Clerk