

BOROUGH OF BERLIN
CAUCUS MEETING MINUTES
TUESDAY, AUGUST 26, 2014
MUNICIPAL BUILDING
59 SO. WHITE HORSE PIKE
BERLIN, NJ 08009

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 meeting 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, Council members Maccaroni, Scelso, Kupchik, Pearce and Knight. Councilman Pearce was absent. Councilwoman Kupchik arrived at 7:05 p.m.

PRESENT ALSO: Solicitor George Botcheos, DPW Superintendent Mark Mauger and Administrator Charleen Santora.

PRIVILEGE OF FLOOR:

There was no public comment.

DISCUSSION ITEMS:

DPW SUPERINTENDENT, Mark Mauger reported that scrapping and salvaging metal has been going well and that he just received a check for \$1150.00; NJDEP shot well #15 down due to the procedure used for sampling. DPW will do it in house for about \$100.00, will complete within a week and re-submit to the DEP; the brick steps have been replaced out front of the municipal building; Meter readings go out for water this week and there are about 200 not reading.

MAYOR, John Armano reported that he is waiting to have another meeting with the DOT to go over three questions. He also discussed items that are on the agenda for the September 2nd council meeting such as Ordinance 2014-15. Borough employees now have new picture ID tags and they must wear them during work hours. It is important for DPW to wear the ID tags so that residents know who they are especially if an employee from DPW goes to a home to do a meter reading.

BUILDINGS & GROUNDS, Chairman Gary Knight reported that the brick steps have been completed in the front of the municipal building and some breakage was fixed as

well. There was a porch light at the hotel that was out and it has been fixed. The elevator in the municipal building is about 30 years old and is showing its wear; Charleen spoke about OTIS Elevator. She stated that the elevator was installed in 1984 and currently the chip for the control box is not working. She received a quote in the amount of \$11,497.00 from OTIS Elevator to have it repaired. A brand new elevator would cost anywhere from \$70,000 to \$80,000. The money is encumbered for the repair and an appointment is scheduled for tomorrow.

STREETS & ROADS, Chairman Jim Bilella reported that things are moving along with the main building and it's progressing nicely. The police should be able to move into the new building by November which will allow for construction to start on the municipal building. The goal is to maintain Kelly's office (court administrator) during construction due to the fact that her files need to be readily accessible at all times. The Malan Avenue Road Program has begun; construction started today and trees are being removed.

WATER & SEWER, Chairman Lynn Kupchik reported that utility bills are being sent out to residents this week.

HEALTH & RECREATION, Chairman Jim Pearce was absent.

PUBLIC SAFETY, Chairman Scott Scelso will give a full report at the next council meeting being held Tuesday, September 2nd. The ladder fire truck broke down last week and a mechanic took a look at it (the truck is 22 years old). Councilman Scelso will have more information to report on the truck at the council meeting.

FINANCE, Chairman Nick Maccaroni will provide a report at the next council meeting being held Tuesday, September 2nd.

SOLICITOR, George Botcheos discussed an issue relative to an easement located at 43 Canyon Drive. The owners of 43 Canyon Drive, Mr. and Mrs. Spadaro are installing a pool and they want to put a sidewalk down. There is an easement on their sewer line so if they do put the sidewalk down then they are responsible for repairing the sidewalk if DPW should have to get to that sewer line. George asked council what their thoughts were and if they wanted to allow the owners to put down a sidewalk. There was some discussion. Council agreed to grant them permission, so a resolution will be prepared for the agenda.

ADMINISTRATOR, Charleen Santora discussed that interviews were held this morning for the part-time data clerk position for the police department. Nancy-Geiser Tomko from 104 Ellis Ave in Berlin was the best candidate. A resolution will go on the agenda for approval to hire her effective September 2nd. The library is seeking a part-time employee to work 10 hours a week. Charleen also discussed several agenda items and there was discussion on 3 of the resolutions relative to performance bonds.

ORDINANCES:

2ND READING

ORDINANCE NO. 2014-12, AN ORDINANCE OF THE BOROUGH OF BERLIN, IN THE COUNTY OF CAMDEN, STATE OF NEW JERSEY, PROVIDING FOR VARIOUS CAPITAL IMPROVEMENTS AND RELATED EXPENSES IN AND FOR THE BOROUGH AND APPROPRIATING \$300,000 FOR SAID PURPOSES; AUTHORIZING THE ISSUANCE OF \$285,000 PRINCIPAL AMOUNT OF SAID OBLIGATIONS OF THE BOROUGH TO FINANCE SAID PURPOSES; AND PROVIDING FOR OTHER MATTERS RELATING THERETO

ORDINANCE NO. 2014-13, AN ORDINANCE AMENDING AND SUPPLEMENTING CHAPTER 67 OF THE CODE OF THE BOROUGH OF BERLIN ENTITLED, "WATER DEPARTMENT"

ORDINANCE NO. 2014-14, AN ORDINANCE AMENDING CHAPTER 256 OF THE CODE OF THE BOROUGH OF BERLIN ENTITLED, "RENTAL PROPERTIES"

ORDINANCE INTRODUCTION:

ORDINANCE NO. 2014-15, AN ORDINANCE AMENDING AND SUPPLEMENTING CHAPTER 162 OF THE CODE OF THE BOROUGH OF BERLIN ENTITLED, "FIRE PREVENTION" AND CHAPTER 256 ENTITLED "RENTAL PROPERTIES"

RESOLUTIONS:

RESOLUTION R9-1;2014, A RESOLUTION TO MOVE FORWARD WITH THE ORIGINAL APPROVAL TO PURCHASE HOLDING CELLS FOR THE NEW POLICE BUILDING FROM DEPTCOR BUREAU OF STATE USE INDUSTRIES, MARLTON, NJ FOR A TOTAL AMOUNT OF \$10,165.00 (FUNDS CERTIFIED)

RESOLUTION R9-2;2014, APPROVAL FOR CHANGE ORDER # 6 TO FASOLINO CONTRACTING CORP OF SEWELL NJ IN REGARDS TO ADDITIONAL WORK ON THE ROOF AT MUNICIPAL BUILDING IN THE AMOUNT OF \$7,772.00 AND APPROVAL OF CHANGE ORDER # 7 ALSO FOR FASOLINO CONTRACTING IN THE AMOUNT OF \$2,016.62 FOR DOORS AT NEW POLICE STATION

RESOLUTION R9-3;2014, APPROVAL TO AWARD CONTRACT FOR CCTV & ACCESS CONTROL SYSTEMS FOR NEW POLICE STATION TO HADDON LOCKSMITH, 200 WHITE HORSE PIKE, OAKLYN, NJ IN THE AMOUNT OF \$35,929.00 (CFO HAS CERTIFIED THE FUNDS) PAY TO PLAY HAS BEEN RECEIVED

RESOLUTION R9-4;2014, APPROVAL TO SIGN OFF ON CHANGE ORDER FOR ELLIS AVENUE ROAD PROJECT CHANGING FINAL AS BUILT QUANTITIES

THAT AMOUNTS TO A REDUCTION OF \$31,117.70 PER AUTHORIZATION FROM BOROUGH ENGINEER PENNONI ASSOCIATES

RESOLUTION R9-5;2014, APPROVAL FROM BOROUGH COUNCIL TO AUTHORIZE PENNONI ASSOCIATES TO OBTAIN THREE QUOTES TO MOVE FORWARD WITH THE OUTSTANDING PUNCH LIST ITEMS FOR BLOCK 1213, LOTS 1.01 & 1.02 AND BLOCK 1500, LOT 9 FOR ANDES JUNCTION DUE TO THE FACT THAT THE PROJECT HAS NOT BEEN COMPLETED AND TO USE THE FUNDS FROM THE CASH PERFORMANCE BOND POSTED

RESOLUTION R9-6;2014, APPROVAL FROM BOROUGH COUNCIL TO OBTAIN THREE QUOTES TO MOVE FORWARD WITH THE OUTSTANDING PUNCH LIST ITEMS AT LAMBERTI RESTAURANT ON THE WHITE HORSE PIKE IN BERLIN AND TO USE THE FUNDS FROM THE CASH PERFORMANCE BOND PER RECOMMENDATION FROM PENNONI ASSOCIATES

RESOLUTION R9-7;2014, APPROVAL FROM BOROUGH COUNCIL TO MOVE FORWARD WITH PERFORMING THE AS-BUILT SURVEY FOR MCDONALDS RESTAURANT, LOT 2.02, BLOCK 708 DUE TO THE FACT THAT IT HAS NOT BEEN PROVIDED AND TO USE THE FUNDING FROM THE MAINTENANCE BOND PER RECOMMENDATION FROM PENNONI ASSOCIATES

RESOLUTION R9-8;2014, APPROVAL FROM BOROUGH COUNCIL TO APPROVE PENNONI ASSOCIATES TO MOVE FORWARD WITH THEIR PROPOSAL FOR A TRAFFIC SIGNAL RETIMING EVALUATION AND STUDY FOR THE AMOUNT OF \$8,850.00 (CFO HAS CERTIFIED THE FUNDS)

RESOLUTION R9-9;2014, AUTHORIZATION TO APPROVE A MERCANTILE LICENSE FOR ANTHONY PINTO, T/A PINE VALLEY MOTORS, INC. FOR A CAR SALES BUSINESS LOCATED AT 244 W. WHITE HORSE PIKE, BERLIN

RESOLUTION R9-10; 2014, AUTHORIZATION TO APPROVE A MERCANTILE LICENSE FOR JAMES MANNA, T/A BERNIE'S FOOD MARKET FOR A CONVENIENCE/FOOD STORE LOCATED AT 41 CLEMENTON ROAD, BERLIN NJ

RESOLUTION R9-11;2014, AUTHORIZATION TO APPROVE A MERCANTILE LICENSE FOR HEATHER FURTERER, T/A EVERYDAY AUTO AND TRUCK REPAIR FOR AN AUTO REPAIR BUSINESS LOCATED AT 31 EGG HARBOR ROAD, BERLIN NJ

RESOLUTION R9-12;2014, A RESOLUTION AUTHORIZING THE REFUND OF DEVELOPER ESCROW BALANCE IN THE AMOUNT OF \$215.50 FOR BLOCK 2100, LOT 11

RESOLUTION R9-13;2014, APPROVAL TAX REFUNDS FOR THE FOLLOWING BLOCK AND LOTS DUE TO CORE LOGIC OVERPAYMENT; BLOCK 902/LOT 4 IN THE AMOUNT OF \$1,435.08, BLOCK 2207/LOT 7 IN THE AMOUNT OF \$2,268.72, BLOCK 2401/LOT 30 IN THE AMOUNT OF \$1,485.27 AND BLOCK 607, LOT 33.01 IN THE AMOUNT OF \$1,915.95

RESOLUTION R9-14;2014, AUTHORIZATION TO REFUND \$35.00 TO RESIDENT AT 2 ARISTONE DRIVE IN BERLIN DUE TO THE APPLICATION BEING NULL AND VOID

RESOLUTION R9-15;2014, APPROVAL FROM COUNCIL TO HAVE OTIS ELEVATOR, WHO WE HAVE A MAINTENANCE AGREEMENT WITH TO REPLACE THE SENSOR ON THE ELEVATOR AT 59 SO. WHITE HORSE PIKE AT A COST OF \$11,497.00 (CFO HAS CERTIFIED THE FUNDS)

PRIVILEGE OF THE FLOOR:

There was no public comment.

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


Charleen Santora, RMC/Admin