

BOROUGH OF BERLIN
CAUCUS MEETING MINUTES
TUESDAY, NOVEMBER 25, 2014
BERLIN COMMUNITY CENTER
250 SOUTH FRANKLIN AVENUE
BERLIN, NJ 08009
7:00 PM

MEETING CALLED TO ORDER 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 Scelso was not present.

PRESENT ALSO: Solicitor George Botcheos, Engineer Hugh Dougherty, Administrator Charleen Santora, DPW Superintendent Mark Mauger, Chief of Police Michael DeLorenzo, Lieutenant Bill Beasley, Sergeant Michael Kernan, Patrolman Eric Wolf, Councilman Elect Rick Miller and Councilman Elect Len Badaloto

PRIVILEGE OF FLOOR:

There was no public comment.

Pennoni Associates Engineer, Hugh Dougherty spoke to council about the proposal for Katherine Avenue and also gave an update on this year's municipal projects. A full report in detail is attached to these minutes.

DISCUSSION ITEMS:

CHIEF OF POLICE, Michael DeLorenzo reported that interviews took place today for a Class I and a Class II officer and asked council when they would like to interview. Chief DeLorenzo also discussed the promotion for Sergeant. After some discussion it was decided that interviews and promotions will take place in 2015. Chief DeLorenzo would like to honor Sergeant Kernan with an award/proclamation at the next meeting and he will provide a full statistical report at the next council meeting on Monday, December 1, 2014.

MAYOR, John Armano reported that he attended the NJLM 99th Annual Conference last week in Atlantic City. While at the conference he met with the DOT commissioner to

discuss traffic issues that the borough is having at Franklin Avenue and the White Horse Pike as well as Taunton Ave and the White Horse Pike. The "No Right Turn" sign on Franklin Avenue is going to get installed after Thanksgiving. / The NJLM is urging people to write their Senator in regard to putting more money into the transportation fund. / Municipal court has moved to Waterford Twp so that the renovations on the building can begin. / Mayor Armano recently attended the Library of Trustee's meeting. The library will become a free library in January and the maintenance of the building will no longer be the borough's responsibility. The hot water heater has been replaced and the roof is being replaced as well. He would like the solicitor to write up an agreement detailing the money. / Mayor Armano wished everyone a Happy Thanksgiving.

BUILDINGS & GROUNDS, Chairman Gary Knight will provide a full report at the council meeting on Monday, December 1, 2014. He wished everyone a Happy Thanksgiving.

STREETS & ROADS, Chairman James Bilella gave updates on the municipal building expansion and renovations. On the agenda are resolutions relative to change orders for some electrical work. The police addition is in near completion. IT is being installed as well as heat and ceiling tiles. Once those items are finished the building will be ready to be occupied and will be fully functional. The renovations on the existing municipal will be starting soon.

WATER & SEWER, Chairman Lynn Kupchik said she will provide a full water report at the council meeting on Monday, December 1, 2014. Councilwoman Kupchik informed everyone that she attended the National Federation of Women's Clubs meeting in which she received a grant to attend and it was a very successful conference.

HEALTH & RECREATION, Chairman Jim Pearce reported that the soccer club is happy about the fields and he thanked DPW Superintendent Mark Mauer for his cooperation with the fields. He attended the Police Department's anti-drug assembly at the Berlin Community Elementary School and said it was very well done.

PUBLIC SAFETY, Chairman Scott Scelso was not present.

FINANCE, Chairman Nick Maccaroni wished everyone a safe and happy Thanksgiving holiday and he will provide a full report at the council meeting on Monday, December 1, 2014.

SOLICITOR, George Botcheos discussed that the governing body needs to go into closed session tonight to discuss the Well #12 litigation that has been ongoing with Remington and Vernick.

ADMINISTRATOR, Charleen Santora reported that she posted notices on the website to inform residents about the change of location for the meetings. / CCMJIF dividends amounted to \$294,790.54 and \$9,292.11 went back into Berlin which will be put towards the 2015 installation. / She attended the NJLM 99th Annual Conference and attended 6

classes. /Currently the CFO and Treasures are busy with changing over from Susquehanna Bank to Republic Bank. / The second week of January Charleen will be asking department heads for their budgets and she will start scheduling budget workshop meetings.

ORDINANCES:

2ND READING

ORDINANCE NO. 2014-20, AN ORDINANCE AMENDING AND SUPPLEMENTING CHAPTER 256 OF THE CODE OF THE BOROUGH OF BERLIN ENTITLED "RENTAL PROPERTIES"

RESOLUTIONS:

R12-1; 2014, A RESOLUTION AUTHORIZING THE WAIVER OF WATER USAGE FEES IMPOSED UPON THE RECREATIONAL FACILITIES WITHIN THE BOROUGH OF BERLIN AND TOWNSHIP OF BERLIN

R12-2;2014, A RESOLUTION OF THE BOROUGH OF BERLIN AUTHORIZING THE CANCELLATION OF TAXES IN THE AMOUNT OF \$1,706.22 FOR BLOCK 1401 LOT 5 DUE TO A 100% TOTALLY DISABLED VETERAN

R12-3;2014, A RESOLUTION OF THE BOROUGH OF BERLIN AUTHORIZING THE TAX REFUND FOR BLOCK & LOTS 2007/17 IN THE AMOUNT OF \$1,553.42 AND 2402/17 IN THE AMOUNT OF \$1,344.45 DUE TO THE SALE OF PROPERTY

R12-4; 2014, A RESOLUTION AUTHORIZING THE REFUND OF DEVELOPER ESCROW BALANCE FOR BLOCK 1408/LOT 14 IN THE AMOUNT OF \$141.00

R12-5; 2014 AUTHORIZING THE SECURITY DEPOSIT REFUND OF \$237.75 FOR HYDRANT METER RENTAL BY MOUNT CONSTRUCTION

R12-6;2014, A RESOLUTION AUTHORIZING THE WAIVER OF WATER USAGE FEES IMPOSED UPON FIRE HYDRANTS WITHIN BERLIN BOROUGH, BERLIN TOWNSHIP, VOORHEES TOWNSHIP AND WINSLOW TOWNSHIP AS FOLLOWS;

WINSLOW	1 HYDRANT	\$60.00
VOORHEES	5 HYDRANTS	300.00
BERLIN TWP	178 HYDRANTS	10,680.00
BERLIN BORO	277 HYDRANTS	16,620.00

R12-7;2014, APPROVAL FROM BOROUGH COUNCIL TO ACCEPT THE RESIGNATION OF ANDREA RAPPA CLINE FROM THE POSITION OF LIBRARY DIRECTOR DUE TO PERSONAL REASONS EFFECTIVE NOVEMBER 14, 2014

R12- 8; 2014, AUTHORIZING THE BOROUGH OF BERLIN, IN THE COUNTY OF CAMDEN, STATE OF NEW JERSEY, TO CONSULT WITH ITS PROFESSIONALS TO DETERMINE THE ACCURACY OF ITS DISCLOSURE IN ITS PUBLIC OFFERING DOCUMENTS AND THE NEED TO PARTICIPATE IN THE SEC'S VOLUNTARY SELF-REPORTING MDCDC INITIATIVE, TO ADOPT A CONTINUING DISCLOSURE COMPLIANCE POLICY AND TO TAKE SUCH FURTHER ACTION AS IS NECESSARY TO CARRY OUT THE PURPOSES OF THIS RESOLUTION

R12-9; 2014, APPROVAL OF CHANGE ORDER #4 FOR MJF ELECTRICAL CONTRACTING IN THE AMOUNT OF \$1,035.00 FOR 2 TYPE D LIGHTS

R12-10;2014, APPROVAL OF CHANGE ORDER #5 FOR MJF ELECTRICAL CONTRACTING IN THE AMOUNT OF \$2967.0 FOR THE SUPPLY AND INSTALLATION 50 AMP CIRCUIT, BREAKER AND RECEPTACLES

R12-11;2014, APPROVAL OF CHANGE ORDER #8 FOR MJF ELECTRICAL CONTRACTING IN THE AMOUNT OF \$874.00 TO SUPPLY AND INSTALL 50 AMP FEED TO RTU IN ATTIC

R12-12; 2014, APPROVAL OF CHANGE ORDER #9 FOR MJF ELECTRICAL CONTRACTING IN THE AMOUNT OF \$2,461.00 TO SUPPLY AND INSTALL TELE/DATA CONDUITS AND BACK BOXES

R12-13;2014, APPROVAL OF CHANGE ORDER #10 FOR MJF ELECTRICAL CONTRACTING IN THE AMOUNT OF 2806.00 TO SUPPLY AND INSTALL FIXTURES, SWITCHES AND CIRCUIT FEEDS.

R12-14;2014, APPROVAL OF CHANGE ORDER #11 FOR MJF ELECTRICAL CONTRACTING IN THE AMOUNT OF \$3956.00 FOR THE SUPPLY AND INSTALL LIGHT FIXTURES AND EXTERIOR CONDUITS AND WIRING.

R12-15;2014 APPROVAL OF CHANGE ORDER REQUEST #11 FOR MJF ELECTRICAL CONTRACTING FOR A CREDIT OF \$2130.40 TO DEDUCT INSTALLING PREVIOUSLY PURCHASED AND ROUGHED IN EXIT SIGNS

PRIVILEGE OF FLOOR:

There was no public comment.

CLOSED SESSION TO DISCUSS THE WELL #12 LITIGATION:

Motion to go into closed session made by Councilwoman Kupchik, seconded by Councilman Knight. All members present were in favor.

Motion to come out of closed session made by Councilman Pearce, seconded by Council President Bilella. All members present were in favor.

Motion to adjourn made by Councilman Pearce, seconded by Councilman Knight.

A handwritten signature in black ink that reads "Charleen Santora". The signature is written in a cursive, flowing style.

Charleen Santora, RMC/Admin