

**BOROUGH OF BERLIN**  
**COUNCIL MEETING MINUTES**  
**MONDAY, NOVEMBER 3<sup>RD</sup>, 2014**  
**7:00 PM**  
**MUNICIPAL BUILDING**  
**59 SO. WHITE HORSE PIKE**  
**BERLIN NJ**

**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 Jim Bilella, Council members Maccaroni, Scelso, Kupchik, Pearce and Knight.

**PRESENT ALSO:** Solicitor George Botcheos and Chief of Police Michael DeLorenzo.

**APPROVAL OF MINUTES:**

- Caucus meeting of September 30<sup>th</sup>, 2014
- Closed Session of September 30<sup>th</sup>, 2014
- Council Meeting of October 6<sup>th</sup>, 2014
- Closed Session of October 6<sup>th</sup>, 2014

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

**DEPARTMENT HEAD REPORTS FOR THE MONTH OF SEPTEMBER 2014:**

Tax Collector's report	\$294,786.46
Utility report	742,595.03
Municipal clerk's report	10,075.50
Zoning fee	315.00
Renter's inspection fees	5200.00
Community center fees	1815.00
Construction permit fees	11,823.00
Municipal court	22,561.11
Fire prevention report	11,949.75

Motion to approve made by Councilman Maccaroni, seconded by Council President Bilella. All members present were in favor.

**PRIVILEGE OF FLOOR:**

NONE

**COMMITTEE REPORTS:**

**POLICE CHIEF MICHAEL DELORENZO** reported that on October 15<sup>th</sup>, the part time data clerk position has been vacated. Chief DeLorenzo informed the members that the Police Department has reached out to have resume's submitted for a Class I and Class II officer, so they can be utilized in court. Advertisement is out there for a cutoff date of November 14<sup>th</sup>, no hiring will be done without approval. Chief DeLorenzo requested to meet with Mayor and Council to decide the best course of action. On October 17<sup>th</sup>, there was a bad house fire on Linden Avenue, it's an active investigation for possible arson. Sgt. Michael Kernan went into the burning building to save the life of the resident, so at the December Council meeting, he would like a special commendation given to Sgt. Kernan. October 1<sup>st</sup> was fire prevention that was a success, Nixile is up and running, and the fall fest was a success. Currently the Police Dept. is collecting non-perishable foods for a food drive, and on November 18<sup>th</sup>, at 7pm. we will have a 2<sup>nd</sup> Addiction Epidemic presentation at Berlin Community School. Officers obtained sponsors for this presentation. Mischief night and Halloween Officers mingled with the kids, took pictures, and there were no significant events.

**MAYOR ARMANO** reported that we will be voting on resolution R11-14 regarding a shared service agreement with the County for Salt. Program. Mayor Armano also reported that the fall fest went well, and on October 18<sup>th</sup>, we had the dedication of Washington Avenue as the Walt McKeever Avenue at the Fire Hall.

**BUILDINGS & GROUNDS**, Chairman Gary Knight reported that the Post Office had a rotted support beam on the loading dock that has been replaced. The New Police Department will be installing the new evidence and ammo lockers.

**STREETS & ROADS**, Chairman James Bilella reported that we will be finishing up the road program. Due to being under budget, a portion of Brierhill was done. On the agenda is the resolution to approve Pennoni's proposal to approve the design and engineering efforts that we have received a state grant for.

**WATER & SEWER**, Chairman Lynn Kupchik discussed a loop around on Katherine Avenue to resolve a water quality issue. There is money from an old bond from 2011 to go out to bid possibly in the spring. Chairman Kupchik thanked everyone for their efforts, the Police and DPW. She will also be attending a conference in November and has obtained a grant so there will be no cost to the Borough.

**HEALTH & RECREATION**, Chairman Jim Pearce reported that the soccer season is coming to an end, most of the sports will be heading indoors, and this is the time of year

that the center is filled with rentals. Public works has taken care of the issue of the dirt at the Softball field, and Mark emails with reports of any damage at the center. Nothing major just wear and tear at this point.

**PUBLIC SAFETY**, Chairman Scott Scelso provided a report on the police department for the month of September. The Fire Company has responded to 59 calls in September, and 534 calls to date. The Ambulance has responded to 199 calls for September, 116 were Berlin Boro, and 53 were Berlin Township. 1,454 calls for service from the Police Department, 287 Summons issued, 22 arrests, 5 DWI, 6 drug arrests, 47 Motor Vehicle accidents, 7 injuries. 715 residents signed up for Nixile through email alerts, and 1281 signed up for text alerts. Sgt. Michael Kernan organized the Police Blood Drive, and did a fantastic job.

**FINANCE**, Chairman Nick Maccaroni reported that on October 29<sup>th</sup>, the mitigation plan for NJ counties headed by Mr. Crain and Mr. Fallstick. They laid out and addressed the flood plain areas. This is FEMA based and if in compliance, we can apply for FEMA grants. The information is quite extensive, and Chairman Maccaroni thanked both Mr. Crain and Mr. Fallstick for their time and efforts. He also thanked Sgt. Kernan who is also Asst. Chief of the Fire Department, and his efforts to rescue the resident. Today the new leaf machine came in, and it was on the street today.

**SOLICITOR**, George Botcheos addressed a copy of a letter from Mark Rinaldi, with a survey from a property owned by Susan Kirshner. Due to the resident wanting to place a fence in a Borough easement, the resident was referred to Council from the Planning Board. If Council agrees, Ms. Kirshner will need to provide an easement and legal description for approval, and Mr. Botcheos will contact Ms. Kirshner. Council President Jim Bilella made a motion to approve the placement of the proposed fence in a Borough easement, and seconded by Councilman Knight. All members present were in favor.

**ADMINISTRATOR**, Charleen Santora was not present.

### **ORDINANCES:**

#### **1<sup>st</sup> READING**

**ORDINANCE 2014-20, AN ORDINANCE AMENDING AND SUPPLEMENTING CHAPTER 256 OF THE CODE OF THE BOROUGH OF BERLIN ENTITLED "RENTAL PROPERTIES"**

Motion to adopt Ordinance No. 2014-20 made by Councilman Maccaroni, seconded by Councilman Scelso. All members present were in favor.

#### **2<sup>nd</sup> READING**

**ORDINANCE 2014-16; AN ORDINANCE AMENDING AND SUPPLEMENTING CHAPTER 309 OF THE CODE OF THE BOROUGH OF BERLIN ENTITLED "TRAILERS AND CAMP CARS".**

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

**ORDINANCE 2014-17; AN ORDINANCE AMENDING AND SUPPLEMENTING CHAPTER 278 OF THE CODE OF THE BOROUGH OF BERLIN ENTITLED SOLID WASTE.**

Motion to introduce made by Councilwoman Kupchik, seconded by Councilman Knight. All members present were in favor.

**ORDINANCE 2014-18, AN ORDINANCE AMENDING AND SUPPLEMENTING CHAPTER 246 OF THE CODE OF THE BOROUGH OF BERLIN ENTITLED "PROPERTY MAINTENANCE"**

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

**ORDINANCE 2014-19, AN ORDINANCE TO RELINQUISH, VACATE AND EXTINGUISH PUBLIC RIGHTS IN AND TO CERTAIN PORTIONS OF PUBLIC STREETS OR ROADWAYS KNOWN AS PARK AVENUE AND NELSON AVENUE, IN THE BOROUGH OF BERLIN, COUNTY OF CAMDEN, AND STATE OF NEW JERSEY**

Motion to introduce made by Council President Bilella, seconded by Councilman Scelso. All members present were in favor.

**RESOLUTIONS:**

**Meeting open to the public on Resolutions R11-1 through R10-24;2014**

**Meeting closed to the public.**

**RESOLUTION R11-1; 2014, A RESOLUTION APPROVING THE PLACEMENT OF ROADWAY SIGNAGE "STAY ALIVE, DON'T TEXT & DRIVE"**

**RESOLUTION R11-2; 2014, APPROVAL TO AMEND RESOLUTION R10-3;2014 TO CRRECTLY READ THAT THE CASH PERFORMACE BOND CAN BE RELEASED IN THE AMOUTN OF \$3600.00 AS THE MAINTENCANCE BOND AND ESCROW HAS ALREADY BEEN POSTED.**

**RESOLUTION R11-3;2014**, APPROVAL FROM COUNCIL TO RELEASE THE CASH MAINTENANCE BOND IN THE AMOUNT OF \$1607.70 TO T MOBILE, NORTHEAST, LLC PER RECOMMENDATION FROM PENNONI ASSOCIATES.

**RESOLUTION R11-4;2014**, AUTHORIZATION FROM COUNCIL TO APPROVE CHANGE ORDER #1 FOR DRISCOL MECHANICAL OF MT EPHRAIM NJ FO AN INCREASE AMOUNT OF \$10,332.12 FOR THE INSTALLATION OF ADDITIONAL RETURN DUCTWORK IN THE NEW POLICE STATION. (CFO HAS CERTIFIED THE FUNDS)

**RESOLUTION R11-5; 2014**, RESOLUTION OF THE BOROUGH OF BERLIN REQUESTING APPROVAL FOR THE DEDICATION BY RIDER OF REVENUES FOR SNOW REMOVAL RESERVE TRUST FUND REQUJURED BY N.J.S.A 40:4-62.1

**RESOLUTION R11-6; 2014**, A RESOLUTIONOF THE BOROUGH OF BELRIN REQUESTING APPROVAL FOR THE DECATION BY RIDER OF REVENUES FOR ACCUMULATED LEAVE LIABILITY TRUST FUND REQUIRED BY N.J.A.C. 5:30-15

**RESOLUTION R11-7; 2014**, APPROVAL FROM COUNCIL FOR CHANGE ORDER NO. 8, FOR FASOLINO CONTRACDTING DEDUCTING \$3896.00 FROM CONTRACT AMOUNT FOR THE CHANGING OF INSULATION IN TRUSSES, SITE WORK CHANGES AND CARPET SELECTION CHANGES.

**RESOLUTION R11-8; 2014**, APPROVAL FROM COUNCIL FOR CHANGE ORDER NO. 9 FOR FASOLINO CONTRAXTING DEDUCTING \$2356.00 FROM ORIFINAL CONTRACT AMOUNT DUE TO THE SELECTING OF PROCELAIN MOSAICS TILE.

**RESOLUTION R11-9; 2014**, APPROVAL FROM COUNCIL FOR CHANGE ORDER NO. 10 FOR FASOLINO CONTRACTING FOR AN INCREASE AMOUNT OF \$9900.00 FOR ADDITIONAL CONTRACT WORK IN POLICE STATION

**RESOLUTION R11-10; 2014**, APPROVAL FROM COUNCIL FOR CHANGE ORDER NO. 11 FOR FASOLINO CONTRACTING FOR AN INCREASE AMOUNT OF \$2064.00 DUE TO FLOORING CHANGES.

**RESOLUTION R11-11; 2014**, APPROVAL FROM COUNCIL FOR CHANGE ORDER NO. 12 FOR FASOLINO CONTRACTING FOR AN INCREASE AMOUNT OF \$1320.00 DUE TO 3" ASPHALT OVER 5 1/2" OF DGA.

**RESOLUTION R11-12; 2014**, APPROVAL FROM COUNCIL FOR CHANGE ORDER NO. 11 FOR FASOLINO CONTRACTING FOR AN INCREASE AMOUNT OF \$482.00 DUE TO INCREACING THE CONCRETE WALK WIDTH.

**RESOLUTION R11-13; 2014**, AUTHORIZATION TO APPROVE CHANGE ORDER NO. 1 FOR THE MALAN AVENUE RECONSTRUCTION PROJECT PER RECOMMENDATION FROM PENNONI ASSOCIATES FOR A DECREASE IN THE AMOUNT OF \$9000 DUE TO QUANTITY ADJUSTMENTS.

**RESOLUTION R11-14; 2014**, APPROVAL FROM BOROUGH COUCNIL TO ENTER INTO A SHARED SERVICE AGREEMENT BETWEEN THE BOROUGH AND CAMDEN COUNTY FOR THE REIMBURSEMENHT FOR A MUNICIPLAITY PARTICIPATING IN THE AGREEMENT OF \$250 OF SALT PER LINEAR MILE IN EXCHANGE FOR THE PLOWING OF ALL COUNTY ROADS DURING AND IMMEDIATELY AFTER EACH WINTER STORM OF THE 2014-2015 STORM SEASON.

**RESOLUTION R11-15; 2014**, RESOLUTION AUTHORIZING THE REFUND OF DEVELOPER ESCROW BALANCE FROM BLOCK: 2507 Lot: 15 IN THE AMOUNT OF \$1200.

**RESOLUTION R11-16; 2014**, APPROVAL FROM BOROUGH COUNCIL TO APPOINT AN INDEPENDENT INVESTIGATOR.

**RESOLUTION R11-17;2014**, AUTHORIZATION FROM COUNCIL TO ACCEPT THE RESIGNATION OF NANCY GEISER-TOMKO FROM THE POSITION OF PART TIME POLICE DATA CLERK EFFECTIVE OCTOBER 15, 2014.

**RESOLUTION R11-18;2014**, RESOLUTION OF THE BOROUGH OF BERLIN REQUESTING APPROVAL FOR THE DEDICATION BY RIDER OF REVENUES FOR MUNICIPAL ALLIANCE TRUST FUND REQUIRED BY N.J.S.A. 40A:5-29

**RESOLUTION R11-19; 2014**, RESOLUTION TO AUTHORIZE THE APPROVAL OF BUDGET TRANSFERS INSIDE CAP \$74,423.00 GENERAL, WATER, \$4934.00 AND \$746.00 SEWER.

**RESOLUTION R11-20; 2014**, RESOLUTION AMENDING THE CASH MANAGEMENT PLAN FOR THE YEAR 2014

**RESOLUTION R11-21;2014**, AUTHORIZATION TO AWARD A CONTRACT FOR COMMUNICATIONS WIRING AT THE BERLIN POLICE STATION TO TRICOMM OF MOORESTOWN, NJ IN THE AMOUNT OF \$11,518.00, THE LOWEST OF THREE QUOTES (CFO HAS CERTIFIED THE FUNDS)

**RESOLUTION R11-22;2014**, APPROVAL FROM COUNCIL FOR CHANGE ORDER # 14 TO FASOLINO CONTRACTING OF SWERELL, NJ FOR AN INCREASED AMOUNT OF \$3,480.00 FOR CANOPY HAND RAILS (CFO HAS CERTIFIED THE FUNDS)

**RESOLUTION R11-23;2014**, AUTHORIZING THE WIVING OF .80 FOR AN OVERCHARGE TO WATER/SWERE ACCOUNT BLOCKS: 609 LOT: 14

**RESOLUTION R11-24;2014**, RESOLUTION APPROVING THE PROPOSAL FROM PENNONI ASSOCIATES FOR THE TAUNTON AVENUE RECONSTRUCTION PROJECT FOR ENGINEERING AND INSPECTION IN THE AMOUNT OF \$45,750 AND AN ADDITIONAL \$1500 FOR PROVIDING CORE SAMPLES OF THE FINISHED PAVING AT TAUNTON AVENUE.

Motion to adopt resolutions R11-1 through R10-24 made by Councilman Maccaroni, seconded by Council President Bilella. All members present were in favor.

- PAYMENT OF THE BILLS FOR THE MONTH OF OCTOBER, 2014 IN THE AMOUNT OF \$3,808,394.44

Motion to approve made by Councilman Maccaroni, seconded by Councilwoman Kupchik. All members present were in favor.

Council President Bilella asked that Council be provided with a synopsis of all of the changes made to Chapter 256 entitled " Rental Properties" for review.

Motion to adjourn was made by Councilman Scelso, seconded by Council President Bilella. All members present were in favor.

  
Charleen Santora, RMC