

BOROUGH OF BERLIN
CAUCUS MEETING MINUTES
TUESDAY, FEBRUARY 3, 2015
BERLIN COMMUNITY SCHOOL
SOUTH FRANKLIN AVENUE
BERLIN NJ
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 posted on the Bulletin Board at the Berlin Hotel and the Borough website showing the date, place and time of said meeting.

ROLL CALL: Mayor John Armano, Council President Lynn Kupchik, Council members Bilella, Pearce, Knight, Miller and Badolato

PRESENT ALSO: Solicitor Howard Long and Superintendent Mark Mauger

PRIVILEGE OF FLOOR:

Millard Wilkinson – 9 Tavistock Drive – Millard discussed that the appointments of the library board require confirmation from council. The appointees must be sworn in and sign an oath; they are not empowered to do anything until that happens. He asked that this be on the February 12th council meeting agenda. Also a resolution is necessary and he asked council to make it retro-active to January 3, 2015.

Solicitor Howard Long provided an explanation as to why the library board needs consent of the governing body and assured Millard that there will be a resolution made retro-active to January 3, 2015.

George Finley – 1 Mason Drive – Mr. Finley said that the borough has had more than a year to get the library in place and asked council why there is an issue.

Mayor Armano responded and said that it is up to the trustees to set up and move forward.

Millard said that there was a referendum passed and by state statute it takes two years before the library can become independent. Legally the trustees cannot move forward until confirmed by council.

COMMITTEE REPORTS, DEPARTMENT HEAD REPORTS, DISCUSSION ITEMS:

BUILDING & GROUNDS, Chairman Badolato did not have anything to report.

STREETS & ROADS, Chairman Knight reported that on February 12th there is a meeting with Atlantic City Electric relative to the street lights. In the meeting they will discuss new technology and better ways to save energy. Mark Mauger and his team have done a great job going throughout the community and spreading salt in the event we should be hit with a snow storm. Although nothing has yet to materialize, once 3 inches of snow accumulates DPW will be out on the roads plowing.

WATER & SEWER, Council President Kupchik reported that there have been a few meetings on water and sewer and studies are being looked into. Information on sewer upgrades is being discussed as well as replacing old water lines and stretching the water system. Lynn also informed council that on February 26th the Business and Professional Association of Greater Berlin is hosting a cocktail party at Paris Caterer's in Berlin. It is \$20.00 per person and is free of charge to members and Fall Fest committee persons. This is a great way to welcome Paris Caterer's to Berlin and invited anyone who wishes to attend. Information on the event can be found on the borough website.

HEALTH & RECREATION, Chairman Miller reported that he has met with Debbie Simone; she handles the day to day operations and scheduling of the community center. He received a set of keys and walked the facility with Councilman Pearce. As far as scheduling goes moving forward, Councilman Miller has had some preliminary discussions about making sure that there is adequate access to the residents of Berlin so that they have free time to use the community center. Also, Councilman Miller noted that there are some chairs and tables that will need to be replaced.

PUBLIC SAFETY, Chairman Pearce reported that he had a meeting with the Chief of Police and will be having a second meeting next week. There is an ordinance on the agenda for introduction (Ordinance No. 2015-02) requested by the detective bureau and various other towns already have this ordinance in effect. If anyone has any questions about the ordinance please feel free to ask. The Fireman's Installation dinner was held last Friday night and it was a great event. Mayor and Council are very appreciative and grateful for the fire department in Berlin. Councilman Pearce spoke with the Fire Chief, Bill Behnke and took a tour of the facility. The Fire Chief has an open door policy so if anyone has any questions or concerns, would like a tour or is interested in training you may contact him. In the near future there will be some resolutions that will be drafted by the Administrator and Solicitor relative to cost savings and shared services agreements for the Fire Department.

FINANCE, Chairman Bilella reported that the CFO has given him copies of all change orders for the building renovations and the borough is still within budget. The police have moved in to the new building and renovations have started on the existing municipal building. Some change orders are due to unforeseen challenges and he will provide more information at the council meeting being held February 12th. There was a finance meeting with the CFO this morning and there was discussion on the preliminary budget. Budget

workshop meetings start February 19th which will be informative and give department heads the opportunity to express their needs for this year as well as the future.

DPW SUPERINTENDENT, Mark Mauger reported that due to the weather there have been about 4 main breaks; Therman Avenue in Berlin Twp, S. Franklin Avenue, Mt. Vernon Avenue and Franklin/Egg Harbor Road. Two of the four are county roads; one happened overnight and there was overtime charged. DPW is currently putting up a wall in the new police department near the server; it was more cost efficient for us to do it rather than pay more for a company to do the job.

MAYOR, John Armano reported that over the past two weeks he attended the New Jersey Mayor's Conference in Trenton and there was a legislative committee meeting in which they discussed a bill in senate having to do with vacant properties and foreclosures. They also discussed the transportation trust fund and the possibility of raising the gasoline tax. In effect, the grant money issued to municipalities will stop until there is a way to fund the transportation trust fund. On another note, Lucien's Manor purchased the property across the street where Carbone's used to be and is planning to put retail stores there. The Governor recently signed a bill in regard to a traffic calming measure which allows municipalities to take action without formal approval from the DOT. The municipality has to send a formal letter to the DOT detailing which roads they are going to lower the speed limit; the Solicitor will look into this more. This will allow for getting the speed limit lowered on the White Horse Pike as well as Clementon Road.

SOLICITOR, Howard Long discussed Ordinance No. 2015-02 that is on the agenda for introduction. Basically, the ordinance is put in place so that the police department can use it as a tool whenever there is a theft in town; they can plug into the database and get an identification of who sold items to the precious metal dealers. It should be a law that is state wide because it helps with the burglaries that take place due to narcotic use. The ordinance needs some tweaking and he will work on that. How it works is the Chief issues a dealer's license and there isn't anything precluding the business from going through the mercantile licensing process with the clerk's office. Also, in the letter that Howard received from the planning board attorney there were some issues raised about the current ability to regulate solar panels and cell towers due to regulation by the federal government. Howard will meet with the planning board attorney Mark Rinaldi and planning board chair person Jack Gangluff to address those issues and discuss ordinances.

ORDINANCES:

ORDINANCE NO. 2015-01, AN ORDINANCE AMENDING ORDINANCE NO. 2014-01, SUPPLEMENTING CHAPTER 62 OF THE CODE F THE BOROUGH OF BERLIN ENTITLED "SALARIES" (Contractual salaries only)

ORDINANCE NO. 2015-02, AN ORDINANCE AMENDING THE CODE OF THE BOROUGH OF BERLIN ENTITLED "DEALERS IN PRECIOUS METALS, GEMS AND SECONDHAND GOODS" (For discussion)

RESOLUTIONS:

RESOLUTION R2-1;2015, AUTHORIZATION TO APPROVE A CHANGE ORDER DECREASE FROM INSITUFORM TECHNOLOGIES, INC. FOR THE PIPELINE REHABILITATION PROJECT IN THE AMOUNT OF \$10,687.40 FOR QUANTITIES, UNITS AND UNIT PRICE CHANGES

RESOLUTION R2-2;2015, AUTHORIZATION TO REFUND DEVELOPER ESCROW BALANCE FOR BLOCK 10.01, LOTS 2,3, AND 7.01 IN THE AMOUNT OF \$16.25, BLOCK 1306, LOT 5 IN THE AMOUNT OF \$557.83, BLOCK 2501, LOT 6 IN THE AMOUNT OF \$115.00 AND BLOCK 1310, LOT 8 IN THE AMOUNT OF \$372.00

RESOLUTION R2-3;2015, AUTHORIZATION FOR THE ISSUANCE OF A DUPLICATE TAX SALE CERTIFICATE PURSUANT TO CHAPTER 99 OF THE PUBLIC LAWS OF 1997 (Enclosed resolution from the tax collector)

RESOLUTION R2-4;2015, APPROVAL OF MERCANTILE LICENSE FOR DANIEL PLATA, T/A MART TRADING POST, INC. AT THE BERLIN MART, 41 CLEMENTON ROAD FOR THE SALE OF ELECTRONICS, MUSIC EQUIPMENT AND TOOLS.

RESOLUTION R2-5;2015, APPROVAL OF MERCANTILE LICENSE FOR SHEILA HEMINGWAY, T/A PHASE ONE UNISEX HAIR DESIGN STUDIO, LLC FOR THE SALE OF HAIR PRODUCTS LOCATED AT 130 W. WHITE HORSE PIKE

PRIVILEGE OF FLOOR:

Millard Wilkinson – 9 Tavistock Drive – Millard spoke to Mayor and Council about the cash management plan that was approved at the re-org meeting this year. The cash management plan needs to be revised; paragraph c, under procedures needs to be amended to include the library.

Councilman Bilella informed Millard that it was discussed and will be modified. The CFO is aware and Mayor Armano stated that there will be a voucher to pay for January and February to the library.

John Mitchard - 10 Canyon Drive – The pathway from Canyon Drive to the elementary school is a river of ice and is unsafe. Students walk to school there every day and he would like the borough to please take a look at it.

Mayor Armano informed him that DPW will make a note of it.

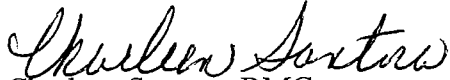
Councilman Miller wanted to let everyone know that the vacant TD Bank on the White Horse Pike has been purchased and will be utilized by a company called Comtek.

Councilman Badolato had a question in regard to commercial signage throughout town. There are some signs that look rusted and deteriorated and wanted to know what the code and procedure says about that.

Mayor Armano said that falls under property maintenance and the Solicitor will look into the ordinance to see if there is a general requirement.

Council President Kupchik said that moving forward there should be consistency in regard to the signage in town because it helps with the beautification of the community. She suggested there be a sub committee made up of residents to determine a theme moving forward in a consistent manner.

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



Charleen Santora, RMC
Borough Clerk