

**BOROUGH OF BERLIN**  
**CAUCUS MEETING MINUTES**  
**TUESDAY, MAY 5, 2015**  
**BERLIN COMMUNITY SCHOOL**  
**FRANKLIN AVENUE**  
**BERLIN NJ**  
**7 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 in the municipal clerk's office located at 41 So. White Horse Pike 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 Police Chief Michael DeLorenzo

**PRIVILEGE OF FLOOR INCLUDING RESOLUTIONS:**

Phyllis Magazzu, Mayor of Berlin Twp; Frank Epifanio, Berlin Twp Councilman; Chris Morris, Berlin Twp Councilman; and Marion Bodanza, Berlin Twp Councilwoman all discussed their concerns about the 4<sup>th</sup> of July fireworks. They all stated and agreed that they are concerned about the safety of the citizens because the location is too small for the amount of people that attend; it is a public safety issue and a liability. Also, both Police Chief's wrote letters to the governing body making everyone aware of the hypotheticals and obstacles that are faced when having an event like this; Michael DeLorenzo basically made it clear that it is an unsafe venue due to the size of the crowd that attends; the police department from Berlin and Berlin Twp will do their absolute best to keep everyone safe. After much discussion back and forth the consensus was to have the fireworks on a different date rather than on the fourth of July and possibly at another venue.

**COUNCIL DISCUSSIONS:**

**BUILDINGS & GROUNDS,** Chairman Len Badolato reported on the removal of the oil tank located in the front of the municipal building; there was not oil in the tank, it was water and some sand. Concrete is coming in on Friday and Department of Public Works will be able to finish the sidewalk. Councilman Badolato also discussed the elevator in the municipal building; there are some options and ZipF's proposal basically says that they can refurbish the elevator and make it just as good as a new system (a resolution

authorizing to go out to bid for an elevator will be put on the May 14 agenda). At the soccer fields there are some dead trees that Mark Mauger will check on and there is fence that is falling apart; will get estimate on repairs for the fence.

**STREETS & ROADS**, Chairman Gary Knight will give a full report at the council meeting on May 14. On April 20<sup>th</sup> we applied for a grant with the Department of Transportation and due to funding budget we did not receive the grant.

**WATER & SEWER**, Chairman Lynn Kupchik discussed the Business Association Community Yard Sale; she talked about waiving the ordinance that is in place regarding the county and state roadway restriction for yard sales for just this one day only. Also, Evesham Twp is hosting a craig's list trading session outside of their police department so that people can feel safe at no cost and it benefits the residents; this is something Berlin can do in the future.

**HEALTH & RECREATION**, Chairman Rick Miller discussed the resolution on the agenda appointing Erin Maloney to Camp Director; she was the only applicant, she's been a teacher at BCS since 2008, worked for the camp for two years and is recommended by the previous camp director Kristine Height. Also, he talked about increasing camp fees \$10.00 so the ordinance will have to be amended to do so. He would like to pass a resolution to authorize renting the community center for 2 hours at \$175 rather than 4 hours; also an ordinance will need to be written up.

**PUBLIC SAFETY**, Chairman Jim Pearce will hold his report for the May 14 council meeting. He asked that if you see any officers from Berlin on the street to thank them for their efforts and for doing a great job.

**FINANCE**, Chairman Jim Bilella will hold his full report for the May 14 council meeting. A capital ordinance will be introduced at the May 14 meeting; all of council should have a copy and he provided an explanation as to what the capital ordinance is. He also discussed some change orders for work being done at the municipal building; June is still a tentative time that the offices will be moving from the hotel to the municipal building. There is resolution on the agenda appointing the tax assessor to her term; this is a required appointment that was overlooked.

**MAYOR ARMANO** reported that he attended the Mayor's Conference in Atlantic City and there was discussion about the trust fund and raising the gas tax; money has been taken from other departments and that's possibly why we haven't gotten a grant (funding not available). A reverse auction will take place to try to maintain electric costs or get a better rate.

**SOLICITOR**, Howard Long discussed Ordinance 2015-15 that established a fine and court fee violations scheduled for failure to license a dog; ordinance is being tweaked.

**ADMINISTRATOR**, Charleen Santora was absent.

**AGENDA OF MAY 14 COUNCIL MEETING AS FOLLOWS:**

**2<sup>ND</sup> READ OF COLA ORDINANCE**

**ORDINANCE NO. 2015-06, AN ORDINANCE TO EXCEED THE MUNICIPAL BUDGET COST OF LIVING ALLOWANCE AND TO ESTABLISH A CAP BANK (N.J.S.A. 40A:4-45.14)**

Meeting open to the public on Ordinance 2015-06.  
Meeting closed to the public.

Motion to adopt Ordinance No. 2015-06 \_\_\_\_, Sec.; \_\_\_\_, RCV \_\_\_\_.

**2015 GENERAL, WATER AND SEWER BUDGET**

**RESOLUTION R5-1; 2015**

**WHEREAS, N.J.S. 40A; 4-8**, as amended by Chapter 259, P. L. 1995 provides that the budget may be read by title only at the time of the public hearing if a resolution is passed by not less than a majority of the full governing body, providing that at least one week prior to the date of hearing, a complete copy of the budget has been made available for public inspection in the free public library, if any, located within our municipality and a county library. If there is no county library located within the municipality, then it must be provided to any county library in the county wherein the municipality is located. Further, the public officer delegated the responsibility for delivery of the copies to said libraries has completed a certification forwarded to the governing body that such deliveries were made and copies have been made available by the Clerk to persons requesting them; and, **WHEREAS**, these two conditions have been met; **NOW, THEREFORE BE IT RESOLVED**, that the budget shall be read by title only.

Motion; \_\_\_\_, Sec.; \_\_\_\_,  
Questions  
RCV \_\_\_\_.

**2015 GENERAL, WATER & SEWER BUDGET APPROPRIATING \$7,691,436.82 IN GENERAL, \$3,090,780.00 IN WATER AND \$766,400.00 IN SEWER**

Hearing on 2015 General, Water & Sewer budget.

Meeting closed on 2015 budget.

Motion to adopt 2015 General, Water & Sewer budget; \_\_\_\_, Sec.; \_\_\_\_, RCV \_\_\_\_.

**ORDINANCES, 2<sup>ND</sup> READING**

**ORDINANCE NO. 2015-07, AN ORDINANCE AMENDING THE CODE OF THE BOROUGH OF BERLIN TO ADD A SIGN MAINTENANCE ORDINANCE**

Meeting open to the public on Ordinance No. 2015-07.

Meeting closed to the public.

Motion to adopt Ordinance No. 2015-07 \_\_\_\_, Sec.; \_\_\_\_, RCV \_\_\_\_.

**ORDINANCE NO. 2015-08, AN ORDINANCE AMENDING TAX ABATEMENT PROCEDURES AND REQUIREMENTS**

Meeting open to the public on Ordinance No. 2015-08.

Meeting closed to the public.

Motion to adopt Ordinance No. 2015-08 \_\_\_\_, Sec.; \_\_\_\_, RCV \_\_\_\_.

**ORDINANCE NO. 2015-09, AN ORDINANCE AMENDING CHAPTER 3 – ADMINISTRATION OF GOVERNMENT, ARTICLE I, REGARDING PUBLIC PORTION AT BERLIN BOROUGH COUNCIL MEETINGS.**

Meeting open to the public on Ordinance No. 2015-09.

Meeting closed to the public.

Motion to adopt Ordinance No. 2015-09; \_\_\_\_, Sec.; \_\_\_\_, RCV \_\_\_\_.

**INTRODUCTION OF ORDINANCES:**

**SALARY ORDINANCE NO. 2015-10, ( NON CONTRACTUAL), AMENDS SALARY ORDINANCE NO. 2014-04 SUPPLEMENTING CHAPTER 62 OF THE CODE OF THE BOROUGH OF BERLIN ENTITLED “SALARIES”  
BOND ORDINANCE NO. 2015-11**

Motion to introduce; \_\_\_\_, Sec.; \_\_\_\_, RCV \_\_\_\_

**RESOLUTIONS:**

**RESOLUTION R5-2; 2015, APPROVAL FROM COUNCIL TO APPROVE CHANGE ORDER NO. 28 FOR FASOLINO CONTRACTING CORP. IN THE AMOUNT OF \$13,823.18 FOR SECURITY, FLOORS, CUPOLA REPAIRS, SECOND STORY REPAIRS, ALL IN AND FOR THE MUNICIPAL BUILDING.**

**RESOLUTION R5-3; 2015 AUTHORIZATION TO APPROVE EVESHAM LOCK**

OF MARLTON NJ TO INSTALL A NEW DOME CAMERA, EXISTING CAMERA AND, WIRING, CONNECTORS, CONDUIT AND TO REINSTALL AND CONFIGURE NEW CAMERA AND EXISTING CAMERA AT A PRICE NOT TO EXCEED \$967.70. (CFO TO CERTIFY FUNDS)

**RESOLUTION R5-4;2015** APPROVAL FROM BOROUGH COUNCIL TO WAIVE THE \$3.00 YARD SALE PERMIT FEE TO ALL BERLIN RESIDENTS FOR SATURDAY, MAY 30, 2015 DUE TO A COMMUNITY YARD SALE SPONSORED BY THE BERLIN BUSINESS ASSOCIATION.

**RESOLUTION R5-5; 2015**, AUTHORIZATION TO REFUND DEVELOPER ESCROW BALANCE FOR T MOBILE USA IN THE AMOUNT OF \$4390.50 AS PER RECOMMENDATION FROM PENNONI ASSOCIATES.

**RESOLUTION R5-6; 2015**, APPROVAL FROM COUNCIL FOR PENNONI ASSOCIATES TO CLOSE OUT GOLDEN CORRAL RESTAURANT USING THE BOND POSTING FOR THE PROPOSED AMOUNT OF \$3000. (FUNDS COMING FROM POSTED ESCROW)

**RESOLUTION R5-7;2015**, A RESOLUTION AUTHORIZING THE RE-APPOINTMENT OF TAX ASSESSOR TERRY STAGLIANO TO A SECOND FOUR YEAR APPOINTMENT COMMENCING BACK TO JULY 1, 2013 THROUGH JUNE 30, 2016.

**RESOLUTION R5-8;2015**, APPROVAL FROM BOROUGH COUNCIL TO ACCEPT PROPOSAL FROM PENNONI ASSOCIATES FOR ENGINEERING AND INSPECTIONS ON PIPELINE REHABILITATION PROJECT PHASE 2 FOR THE COST OF \$19,000 (TOTAL PROJECT COST IS ESTIMATED TO BE ABOUT \$319,000) (FUNDING CERTIFIED FROM CFO OUT OF ORD 2013-3.8)

**RESOLUTION R5-9;2015**, APPROVAL FOR MERCANTILE LICENSE FOR JOHN CALLANDRELLO, T/A JOHN CALLANDRELLO, LLC, FOR THE BUYING AND SELLING OF GOLD LOCATED AT 95 S. WHITE HORSE PIKE, BERLIN NJ.

**RESOLUTION R5-10; 2015**, APPROVAL OF MERCANTILE LICENSE FOR ANTHONY BASELICE, T/A AS SEEN ON TV WAREHOUSE FOR THE SALE OF HOUSEHOLD ITEMS LOCATED AT THE BERLIN MART, CLEMENTON ROAD BERLIN NJ

**RESOLUTION R5-11;2015**, AUTHORIZATION TO APPROVE CHANGE ORDER # 30 IN THE AMOUNT OF \$2460.00 FROM FASOLINO CONTRACTING OF SEWELL NJ FOR THE LOWERING OF COUNTERTOP IN CLERK'S OFFICE (CFO TO CERTIFY THE FUNDS)

**RESOLUTION R5-12;2015**, APPROVAL TO APPOINT ERIN MALONEY FROM WEST BERLIN NJ AS CAMP LONG A COMING CAMP DIRECTOR FOR YEAR

2015 AT THE RATE ESTABLISHED IN THE 2015 SALARY ORDINANCE  
(Discussion)

**RESOLUTION R5-13;2015**, AUTHORIZATION TO APPROVE CHANGE ORDER #1 FOR TRICOMM SERVICES CORP IN THE AMOUNT OF \$991.23 FOR LABOR AND MATERIAL FOR TELE/DATA ADDITIONS ON FIRST AND SECOND FLOOR AT THE MUNICIPAL BUILDING.

Motion to adopt Resolutions R5-2;2015 through R5-13;2015

Sec.; \_\_\_\_\_

Questions;

RCV

**PRIVILEGE OF FLOOR:**

**PAYMENT OF THE BILLS FOR THE MONTH OF APRIL, 2015 IN THE AMOUNT OF \_\_\_\_\_.** Motion; \_\_\_\_, Sec.; \_\_\_\_, RCV \_\_\_\_.

**EXECUTIVE SESSION:**

Motion to go into closed session to discuss personnel matters with Construction Secretary Debbie Simone and with Deputy Clerk Melissa Bovera and any possible police negotiations made by Councilman Miller, seconded by Councilman Pearce. All members present were in favor.

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



Charleen Santora, RMC