

BOROUGH OF BERLIN
COUNCIL MEETING MINUTES
THURSDAY, MARCH 12, 2015
BERLIN COMMUNITY SCHOOL
S. 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 and 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. Councilman Knight was absent.

PRESENT ALSO: Solicitor Howard Long and Administrator Charleen Santora

APPROVAL OF MINUTES:

- February 12, 2015 Council Meeting Minutes
- February 19, 2015 Budget Workshop Minutes
- March 3, 2015 Caucus Meeting Minutes
- March 3, 2015 Closed Session Minutes

Motion to approve with correction made to the March 3, 2015 caucus minutes that the Administrator will be in charge of the key fobs in the new municipal building once the offices move over there made by Councilman Pearce, seconded by Councilman Bilella. All members present were in favor with the exception of Councilman Miller who abstained.

APPROVAL OF DEPARTMENT HEAD REPORTS FOR FEBRUARY 2015:

Tax Collector's report	\$ 3,480,590.24
Utility report	\$ 46,230.01
Construction fees	\$ 8,398.00
Community Center	\$ 8,150.00
Resale inspection fees	\$ 250.00
Zoning Fees	\$ 160.00
Rental inspection fees	\$ 300.00
Municipal Clerk's report	\$ 3488.00

Animal license's	\$	1442.00
Court Administrator's fees	\$	17,135.52
Bureau of Fire Prevention	\$	4,371.75
Fire Rescue Calls		63

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

PRIVILEGE OF FLOOR INCLUDING QUESTIONS ON RESOLUTIONS:

There were no public comments or questions.

COMMITTEE AND DEPARTMENT HEAD REPORTS:

BUILDINGS & GROUNDS, Chairman Len Badolato reported that two companies are giving estimates for the elevator in borough hall; Otis Elevator and ZipF Associates. Councilman Badolato will report back and let council know what those quotes are. The storage tank in the front of the municipal building has to come out and he is getting two estimates from two different companies and will discuss that with council as well. Once the renovations at the municipal building are complete the library will be moving into the hotel and that will be discussed further. Councilman Badolato is waiting to hear back from Magnum Computer Recycling about obtaining a dumpster for Berlin Borough so that residents can get rid of their electronics.

STREETS & ROADS, Chairman Gary Knight was not present.

WATER & SEWER, Chairman Lynn Kupchik reported that a 2 inch main was switched out at Day Avenue to a 6 inch main; it took one day and there is a new water line. Well #15 is completed. Quote for Catherine Avenue will be obtained and discussed with council.

HEALTH & RECREATION, Chairman Rick Miller reported that he met with the Board of Health to discuss the rabies clinic being held March 28, 2015 from 10 am to 12 pm in the DPW garage; About 150 shots will be administered. Councilman Miller also spoke about the possibility of using social media to obtain email addresses from residents who have licensed their pets so that an email blast can go out to remind them to renew their licenses in a timely fashion.

PUBLIC SAFETY, Chairman Jim Pearce discussed agenda items that are being voted on tonight; Ordinance 2015-02, Resolutions R3-9, R3-13 and R3-22. Also, Councilman Pearce attended court in Waterford and said that our police officers are working hard to make it work while the municipal building is under construction. Officer Kernan was at court and did a great job. He treated everyone with respect and Councilman Pearce is very appreciative. Councilman Pearce reported on the police department for the month of February 2015. The department handled 1,255 calls for service. 223 summonses were issued along with 23 arrests, 3 DWI arrests, 18 warrant arrests and 5 drug arrests. 31

motor vehicle accidents were reported with 6 resulting in injuries. Also, Councilman Pearce spoke about the implementation of the Junior Police Academy Program which will run from June 29, 2015 to July 3, 2015 from 9am to 3pm. A full report is attached to these minutes.

FINANCE, Chairman James Bilella reported that on February 19, 2015 the first budget workshop meeting took place and it was an informative session so that department heads could explain in detail what their current needs are and also what their needs will be in the future. The CFO has prepared a draft of the preliminary budget and Councilman Bilella, the Mayor and Finance Committee have looked over it. Within the next two weeks all of council will be included in a second budget workshop for review. Also, council will be meeting with DPW Superintendent to talk about his budget most likely the week of March 30th. Councilman Bilella attended the Planning and Zoning Board meeting Monday night; the Nexus application is coming in soon (March 23) and there is notification on the borough website. Jack Gangluff, Planning and Zoning Board member suggested that a community zoning advisory board meeting be established so that more input from the community can be heard and considered.

MAYOR, John J. Armano had a meeting with the Camden County Engineer, Pennoni Associates and Councilman Bilella about the speed limit on Clementon Road; a study is going to be done so that the county can lower the speed limit. Currently the speed limit is from 40 mph to 35 mph and the borough is proposing 35-25 mph when school is in session.

SOLICITOR, Howard Long informed council that the training for the MEL/Jif scheduled for tonight after the council meeting needs to be rescheduled due to lack of laptop. He also spoke about some of the agenda items; the ordinance relative to the appointment of Registrar of Vital Statistics allows for mayor and council to appoint; the code currently contradicts the state law. Also on the agenda is the ordinance relative to Crater Street; there will be no parking M-F 6 am to 9am and also 2pm to 4pm; Howard also spoke about the ordinance which allows for the court administrator to deposit animal license late fees before the actual court date. Also, Howard distributed three documents to the governing body in regard to the proposed ordinance to tax abatements; differences outlined in the ordinances from the Borough of Berlin and Winslow Township; a draft of the proposed ordinance for Berlin; the application packet for Berlin. Basically there are some major and minor differences between the existing and proposed ordinance.

ADMINISTRATOR, Charleen Santora reported that since the caucus meeting there has been about 9 resolutions added to the agenda. Also, she spoke about the key fobs for the new municipal building; once the renovations are complete and is occupied she will be in charge of the keys fobs. Financial Disclosure Statements are due April 30, 2015; all governing body members must file including the solicitor. She and Melissa attended an election update class today in Barrington sponsored by the Municipal Clerk's Association of Camden County. The new employee that DPW hired is doing a great job. She gave an update on the number of animal licenses sold so far (about 300). As of May 1st the late fee for animal registration will be in effect. Charleen suggested having a volunteer for a

committee sooner rather than later for the town-wide yard sale that Councilwoman Kupchik proposed; a resolution will be needed.

2ND READING ORDINANCES:

ORDINANCE NO. 2015-01, AN ORDINANCE AMENDING ORDINANCE NO. 2014-01, SUPPLEMENTING CHAPTER 62 OF THE CODE OF THE BOROUGH OF BERLIN ENTITLED "SALARIES"

Meeting open to the public on Ordinance No. 2015-01.

There were no public comments or questions.

Meeting closed to the public.

Motion to amend Ordinance No. 2015-01 to add Class II Officers to the salary ordinance. Salary not to exceed \$20.00 per hour made by Councilman Pearce, seconded by Councilman Bilella. All members present were in favor.

Motion to adopt Ordinance No. 2015-01 made by Councilman Pearce, seconded by Councilman Bilella. All members present were in favor.

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

Meeting open to the public on Ordinance No. 2015-02.

There were no public comments or questions.

Meeting closed to the public.

Motion to adopt Ordinance No. 2015-02 made by Councilman Pearce, seconded by Council President Kupchik. All members present were in favor.

ORDINANCE INTRODUCTIONS:

ORDINANCE NO. 2015-03, AN ORDINANCE AMENDING THE CODE OF THE BOROUGH OF BERLIN CHAPTER 25 AND ADDING NEW CHAPTER 46, ARTICLE IX

Motion to introduce made by Councilman Pearce, seconded by Councilman Miller. All members present were in favor.

Public hearing and second reading on Ordinance No, 2015-03 will be held at the council meeting scheduled for April 16, 2015 at 7:00 p.m.

ORDINANCE NO. 2015-04, AN ORDINANCE AMENDING THE CODE OF THE BOROUGH OF BERLIN TO ADD CHAPTER 315, ARTICLE XVIII: CRATER STREET-PROHIBITED PARKING DURING CERTAIN DATES AND TIMES

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

Public hearing and second reading on Ordinance No, 2015-04 will be held at the council meeting scheduled for April 16, 2015 at 7:00 p.m.

ORDINANCE NO. 2015-05, (By title only) AN ORDINANCE AMENDING THE CODE OF THE BOROUGH OF BERLIN ESTABLISHING A FINE AND COURT FEES VIOLATION SCHEDULE FOR FAILURE TO LICENSE DOGS AND CATS

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

Public hearing and second reading on Ordinance No, 2015-05 will be held at the council meeting scheduled for April 16, 2015 at 7:00 p.m.

RESOLUTIONS:

R3-1;2015, APPROVAL FROM COUNCIL TO ENTER INTO AN AGREEMENT WITH ZIPF ASSOCIATES, INC. OF BALA CYNWYD, PA., A CONSULTING SERVICE COMPANY, FOR AN ELEVATOR ASSESSMENT OF THE EXISTING ELEVATOR LOCATED IN THE MUNICIPAL BUILDING AT 59 SO. WHITE HORSE PIKE IN THE AMOUNT OF \$2,750.00

R3-2;2015, A RESOLUTION DESIGNATING RECIPIENTS FOR THE CAMDEN COUNTY IMPROVEMENT AUTHORITY HOUSING REHABILITATION PROGRAM AND AUTHORIZING CAMDEN COUNTY IMPROVEMENT AUTHORITY AS ADMINISTRATIVE AGENT # 05 D 055

R3-3;2015, AUTHORIZATION TO APPROVE CHANGE ORDER # 24 FOR FASOLINO CONTRACTING CORP OF SEWELL, NJ DUE TO FLOOR PREP OF CONCEALED CONDITIONS IN THE NEW POLICE BUILDING IN THE AMOUNT OF \$4,140.00 (CFO HAS CERTIFIED THE FUNDS)

R3-4;2015, AUTHORIZATION FROM COUNCIL PER RECOMMENDATION FROM PENNONI ASSOCIATES TO RELEASE THE MAINTENANCE BOND FOR LAMBERTI RESTAURANT (LUCKY LOU'S) AS ALL COMMENTS CONTAINED ON THE FEBRUARY 13, 2015 PUNCH LIST HAVE BEEN COMPLETED

R3-5;2015, APPROVAL OF MERCANTILE LICENSE FOR BRAD MEYERS T/A MODE E-CIGARETTES LOCATED AT 2 ROUTE 73 FOR THE SALE OF E-CIGARETTES

R3-6;2015, AUTHORIZATION TO APPROVE CHANGE ORDER # 1 FOR THE DEDUCTION OF \$16,086.09 FOR MALAN AVENUE RECONSTRUCTION PROJECT

R3-7;2015, APPROVAL OF MERCANTILE LICENSE FOR KEITH HOHING T/A COMTEKH, INC LOCATED AT 160 S. WHITE HORSE PIKE FOR AN IT CONSULTING AND SERVICES BUSINESS

R3-8;2015, APPROVAL OF MERCANTILE LICENSE FOR RICHARD GRABOWSKI, JOSEPH CRUZ AND TONY ALFANO, T/A BERLIN BREWING COMPANY FOR A BREWING COMPANY AND THE SALE OF BEER IN GROWLERS (NO LIQUOR LICENSE REQUIRED)

R3-9;2015, AUTHORIZATION TO HIRE DENNIS ROSENBAUM, A LICENSED FIRE INSPECTOR OF VOORHEES, NJ AS A PART TIME FIRE INSPECTOR AT AN HOURLY RATE OF \$15.00 PER RECOMMENDATION FROM FIRE INSPECTOR WILLIAM BEHNKE

R3-10; 2015, APPROVAL OF MERCANTILE LICENSE FOR ALI NEJAT T/A BERNIE FOOD OUTLET LOCATED AT THE BERLIN MART FOR THE SALE OF FOOD

R3-11;2015, APPROVAL OF MERCANTILE LICENSE FOR ARSEN YEDIGAROV T/A NEW YORK EXIM CORP LOCATED AT 94 WEST WHITE HORSE PIKE FOR A USED CAR DEALERSHIP (BLOCK 301, LOT 3)

R3-12;2015, APPROVAL OF THE INSTALLTION OF FIVE (5) STREET LIGHTS LOCATED AROUND 59 SO. WHITE HORSE PIKE FOR THE ONE TIME COST TO THE BOROUGH OF \$3,959.35 PLUS A ONE TIME \$15.00 PROCESSING FEE AND THEREAFTER THESE FIXTURES WILL BELONG TO ATLANTIC ELECTRIC FOR THEM TO MAINTAIN AND REPAIR; BERLIN BOROUGH WILL PAY APPROXIMATELY \$58.55 PER MONTH FOR ELECTRIC FEES

R3-13;2015, AUTHORIZATION TO ENTER INTO A SHARED SERVICES AGREEMENT BETWEEN THE BOROUGH OF BERLIN/BERLIN FIRE COMPANY #1 AND CHERRY HILL FIRE DISTRICT #13 TO PROVIDE FOR THE REPAIR OF THE FIRE DEPARTMENT'S APPARATUS FOR A ONE YEAR TERM EFFECTIVE MARCH 12, 2015

R3-14;2015, APPROVAL OF MERCANTILE LICENSE FOR RYAN DIPAULO T/A RIVER CITY COMICS LOCATED AT 159 W. WHITE HORSE PIKE FOR THE SALE OF COMIC BOOKS

R3-15;2015, AUTHORIZATION TO APPOINT CRAIG FALLSTICK TO THE POSITION OF ZONING OFFICER FOR THE BOROUGH OF BERLIN FROM MARCH 12, 2015 THROUGH DECEMBER 31, 2015

R3-16;2015, AUTHORIZATION FOR BOROUGH ADMINISTRATOR TO GO OUT TO BID FOR A REAR LOADER TRASH TRUCK TO REPLACE A 1999 STERLING REAR LOADER TRASH TRUCK (FUNDING COMING FROM ORDINANCE 2014-02) (CFO HAS CERTIFIED THE FUNDS)

R3-17;2015, A RESOLUTION APPROVING EMERGENCY TEMPORARY APPROPRIATIONS FOR THE 2015 GENERAL, WATER AND SEWER BUDGET

R3-18;2015, A RESOLUTION APPROVING THE TRANSFER OF APPROPRIATION RESERVES IN THE AMOUNT OF \$12, 592.00

R3-19; 2015, RESOLUTION AUTHORIZING THE REFUND OF DEVELOPER ESCROW BALANCE FOR ULRICH BUILDERS IN THE AMOUNT OF \$147.50 FOR BLOCK 514, LOT 15

R3-20;2015, RESOLUTION AUTHORIZING THE REFUND OF DEVELOPER ESCROW BALANCE FOR ROBERT SNOG IN THE AMOUNT OF \$257.50 BLOCK 2305, LOT 2

R3-21;2015, RESOLUTION AUTHORIZING THE REFUND OF DEVELOPER ESCROW BALANCE FOR BARBARA MACCARELLA IN THE AMOUNT OF \$75.00 BLOCK 2006, LOT 8

R3-22;2015, AUTHORIZATION TO HIRE GERMAN M. SALAZAR-VENTURA AS A PART-TIME CLASS II OFFICER UP TO 29 HOURS PER WEEK FOR THE BOROUGH OF BERLIN POLICE DEPARTMENT AT THE RATE OF \$14.00 PER HOUR EFFECTIVE MARCH 23, 2015

R3-23;2015, A RESOLUTION AMENDING RESOLUTION R1-29;2015 ORIGINALLY ADOPTED JANUARY 20, 2015 TO REFUND \$1,115.70, DEVELOPERS ESCROW TO GBK COMPANY, LLC NOW AUTHORIZING REFUND TO GARY KNIGHT OF BERLIN, NJ DUE TO THAT COMPANY BEING CEASED

Motion to approve resolutions R3-1;2015 through R3-23;2015 made by Councilman Bilella, seconded by Councilman Badolato with and exception to R3-15;2015; Councilman Bilella made a motion to amend Resolution R3-15; 2015 to appoint Craig Fallstick as Zoning Official at a salary cap of \$3,000.00, seconded by Council President Kupchik. Councilmen Pearce, Miller and Badolato voted no.

Councilman Badolato made a motion to appoint Michael DePalma as the Zoning Official at a \$3,000.00 salary cap effective March 12, 2015 through December 31, 2015 for the Borough of Berlin seconded by Councilman Miller. Under a roll call vote, all members present were in favor.

PAYMENT OF THE BILLS FOR FEBRUARY 2015 IN THE AMOUNT OF \$2,401,998.08

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

PRIVILEGE OF FLOOR:

Ron Rocco – 25 Carriage Stop Drive – Berlin – Mr. Rocco asked if the budget meeting was open to the public.

Don Schmidt – 73 Haddon Avenue – West Berlin – Mr. Schmidt requested that the “No Through” sign on Route 30 be moved closer so that the truckers can see it; it is not visible enough.

CLOSED SESSION TO DISCUSS POLICE NEGOTIATIONS:

Motion to go into closed session made by Councilman Pearce, seconded by Councilman Badolato. All members present were in favor.

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

ADJOURNMENT:

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



Charleen Santora, RMC