

BOROUGH OF BERLIN
COUNCIL MEETING MINUTES
THURSDAY, APRIL 16, 2015
BERLIN COMMUNITY CENTER
250 S. FRANKLIN AVENUE
BERLIN, NJ 08009
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 in the Clerk's office 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, Administrator Charleen Santora and DPW Superintendent Mark Mauger

APPROVAL OF MINUTES:

- March 12, 2015 Council Minutes
- March 12, 2015 Closed Session Minutes
- April 1, 2015 Budget Workshop Minutes
- April 7, 2015 Caucus Minutes
- April 7, 2015 Closed Session Minutes

Motion to approve made by Councilman Miller, seconded by Badolato. All members present were in favor with the exception of Councilman Knight who abstained from the March 12th minutes and Councilman Pearce who abstained from the April 7th minutes.

APPROVAL OF DEPARTMENT HEAD REPORTS FOR MARCH 2015:

Tax Collector's report	\$ 421,818.20
Utility report	\$ 547,590.91
Construction fees	\$ 8,354.00
Community Center	\$ 4,725.00
Resale Inspection fees	\$ 450.00
Zoning fees	\$ 160.00
Rental Inspection fees	\$ 300.00
Municipal Clerk's report	\$ 2,461.60

Animal License's	\$ 2,626.40
Court Administrator's fees	\$ 16,065.57
Bureau of Fire Prevention	\$ 1,661.00
Fire Rescue Calls	61
EMS	165

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

PRIVILEGE OF FLOOR INCLUDING QUESTIONS ON RESOLUTIONS:

Millard Wilkinson – 9 Tavistock Drive – Millard had questions and comments in regard to Resolution R4-8;2015. He said there hasn't been any outreach relative to this agreement and its contents. He has been a strong advocate of the library becoming a municipal library from a tax view point and the development of a strategic plan is imperative. There are statutory requirements and a technology plan has to be done as well.

There was discussion between the governing body, solicitor and Millard and the agreement can be discussed further and modified.

COMMITTEE AND DEPARTMENT HEAD REPORTS:

BUILDINGS & GROUNDS, Chairman Badolato discussed the two proposals that were received for the removal of the oil tank in the front of the municipal building at 59 S. White Horse Pike. He also discussed options in regard to the elevator at the municipal building; ZipF Associates provided a quote and Councilman Badolato is going to obtain a few more quotes and discuss with council before moving forward.

STREETS & ROADS, Chairman Knight provided an update relative to road projects; Malan Avenue has a final punch list. In regard to Taunton Avenue, Phase I Route 30 to the railroad; the lowest bid is under review and the grant application for Taunton Avenue Phase II has been submitted to the Department of Transportation. Safe Roads to Transit grant application for Dover Avenue not successful and Safe Roads to School grant for Clementon Road not successful. Councilman Knight gave a report for borough funded projects such as Haines Avenue sidewalk punch list is still being completed, Borough hall parking lot line striping is scheduled for April 30th and he discussed other projects that are in the process of being completed; Laurel Avenue bid is under review, Day Avenue will be paved & funded by the Dioceses of Camden and he also discussed Tansboro Road and Route 30.

WATER & SEWER, Chairman Kupchik reported that Well #15 is up and running effective today; all the tests have been passed. DPW has finished flushing the system as of this week; this is done twice a year. There are four new additional projects that are going to need water connections which are all in West Berlin; Chic-Fil-A, Burger King, Green Grove Church and our engineers are working on that. As far as sewer goes we are still working on the I&I restoration

which will be a four year plan. There is a resolution on the agenda in regard to the study being done on the water flow (West Berlin); results from that study will be available in August.

HEALTH & RECREATION, Chairman Miller reported that the summer camp is going to start soon; we will need to advertise for the position of Camp Director because Christine Height may not be doing the camp this year. The Economic Re-Development Committee is putting a proposal together for abandon properties and Councilman Miller will keep the governing body informed.

PUBLIC SAFETY, Chairman Pearce discussed that so far it has been a year that the council meetings have been getting videoed and the residents do go on the website to watch. He is proud to be a part of an open government that allows the public to know what is going on. He thanked the finance committee for all their hard work getting the budget ready. Public Safety's budget increased due to the following; a new ladder truck for the fire department, 2 new police cars and body camera's for the police officers. Chief Michael DeLorenzo was unable to attend tonight's meeting because he is at a conference. The statistics for the police department for the month of March are as follows: 1,036 calls, 5 DWI arrests, 10 drug arrests, 27 accidents and 713 summonses were issued. Police Officer TJ Varano is heading up the Junior Police Academy and there is a link on the website for more information. Councilman Pearce attended the Muscular Dystrophy Walk; the Police Department and Fire Department attended as well. Councilman Pearce is proud and grateful for the police and fire departments.

FINANCE, Chairman Bilella reported that it has been a busy three months with the finance committee and the CFO preparing the budget. Two open public budget workshops have taken place and tonight the budget will be introduced. Some allocations and adjustments have been made due to evaluations by the CFO as to where we were allocating costs relative to employees and health care benefits as well as retiree benefits. Those allocations she didn't feel were being allocated in accordance with the way we do business. The CFO is working with council to make shifts with those costs between the water, sewer and general budget. In all of the investigations going through all the budgets this year it has been determined that the Fire Marshall's office is not self-liquidating; there may be a need for some increase in fees (fees have not been increased since 2002). There are a lot of new costs added to the Fire Marshall's department because the county has done away with their Fire Marshall's department and so that that responsibility falls on the local municipalities. We are in an agreement with Waterford TWP and we act as their Fire Marshall as well; it has been discussed that Waterford TWP pay an administrative fee to the borough to capture costs for inspection fees. Also, we have a shared service with Berlin Twp for an ambulance squad and in 2012 and 2013 we have over-paid the ambulance squad on the order of about \$25,000.00 (ambulance will be notified). Capital budget will be introduced in May and will be discussed at the May caucus meeting. Also, there are a couple of employees who will be given additional duties and this will be discussed at the caucus meeting. There will be discussion about new challenges within our record keeping that have been found by our CFO; we may want to consider having a more extensive audit done this year. Planning Board had two meetings in March due to Nexus Property coming in for their application relative to the old Johnny boy Farms. Councilman Bilella mentioned last month the possibility of having a citizen's advisory board in regard to zoning ordinances; he discussed this with the planning board and there were a

few volunteers and we will put information on the website for any interested volunteers in the community.

MAYOR, John Armano had a meeting with the county engineer, Lt. Beasley and Department of Transportation in Ewing to discuss the striping on the White Horse Pike and Taunton Avenue; they also discussed having the timing of the light changed at the intersection of the White Horse Pike and Franklin Avenue. Mayor Armano had a meeting with the county in regard to Park Drive and the culvert will be replaced. A traffic study is being done on Clementon Road so that the speed limit can be lowered. In the foyer of the Police Department there is a drop box and residents can discard prescription drugs that they are not taking anymore; the county picks them up and discards them. Eastern High School is celebrating their 50 year anniversary on May 16th. Mayor Armano suggested that new trash cans be purchased for the White Horse Pike; the ones out there now look deplorable and he would like Mark Mauer, DPW Supt. to look into finding new ones.

SOLICITOR, Howard Long did not have anything to report.

ADMINISTRATOR, Charleen Santora discussed the proposed Fire Prevention Ordinance; Chief Behnke will attend a meeting to discuss this ordinance with the governing body. A copy of the budget is available in the Clerk's office for anyone who would like to review it or to get a copy of it. The synopsis of the budget is scheduled to be published in the Courier Post on April 29th. About 600 animal licenses have been sold so far and after April 30th a late fee in the amount of \$25.00 will be charged. Charleen informed the governing body of public notices that she has received from Atlantic City electric, CCMUA and NJ American Water.

ORDINANCES AND RESOLUTIONS:

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)

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

INTRODUCTION OF THE 2015 GENERAL, WATER, SEWER BUDGET

APPROPRIATING \$7,691,436.82 IN GENERAL, \$3,090,780.00 IN WATER, \$766,400.00 IN SEWER AND \$112,030.00 IN OPEN SPACE

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

Public hearing will be held on Thursday, May 14, 2015 at 7:00 pm at the Berlin Community School (Location subject to change)

2ND READING ORDINANCES:

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

Meeting open to the public on Ordinance No. 2015-03.

Meeting closed to the public.

Motion to adopt Ordinance No. 2015-03 made by Councilman Bilella, seconded by Miller. All members present were in favor.

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

Meeting open to the public on Ordinance No. 2015-04.

Meeting closed to the public.

Motion to adopt Ordinance No. 2015-04 made by Councilman Bilella, seconded by Knight. All member present were in favor.

ORDINANCE NO. 2015-05, 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

Meeting open to the public on Ordinance No. 2015-05.

Meeting closed to the public.

Motion to adopt Ordinance No. 2015-05 made by Councilman Miller, seconded by Bilella. All members present were in favor.

1ST READING ORDINANCES:

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

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

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

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

ORDINANCE NO. 2015-09, AN ORDINANCE REGARDING PUBLIC SPEAKING AT BOTH CAUCUS AND COUNCIL MEETINGS (BY TITLE ONLY)

Motion to introduce made by Council President Kupchik, seconded by Miller. All members present were in favor.

RESOLUTIONS:

R4-1;2015, AUTHORIZATION TO APPROVE MERCANTILE LICENSE FOR CHRIS O'NEILL T/A FIRST RATE AUTO REPAIR, LLC LOCATED AT 241 W. WHITE HORSE PIKE FOR AN AUTO REPAIR SHOP

R4-2;2015, A RESOLUTION OF THE BOROUGH OF BERLIN, COUNTY OF CAMDEN, STATE OF NEW JERSEY, AUTHORIZING THE CANCELLATION OF WATER SEWER CONNECTION CHARGES IN THE AMOUNT OF \$2,854.74 FOR BLOCK 300 LOT 3 DUE TO EXISTING SERVICE

R4-4;2015, AUTHORIZATION TO RE-APPOINT JOHN ALLSBROOK TO RECYCLING COORDINATOR FOR THE BOROUGH OF BERLIN EFFECTIVE JANUARY 2015

R4-5;2015, AUTHORIZATION TO ENTER INTO A SHARED SERVICES AGREEMENT BETWEEN THE BOROUGH OF BERLIN, THE BERLIN TOWNSHIP FIRE DISTRICT, AND WINSLOW TOWNSHIP FIRE DISTRICT #1 FOR AID AND ASSISTANCE UPON REQUEST FOR FIRE ORIGIN AND CAUSE INVESTIGATION SERVICES

R4-6;2015, AUTHORIZATION TO APPROVE PROPOSAL FROM PENNONI ASSOCIATES FOR PROFESSIONAL SERVICES TO CONSTRUCT A HYDRAULIC MODEL OF A PORTION OF THE BERLIN WATER DISTRIBUTION SYSTEM FOR THE COST OF \$15,000.00 (CFO HAS CERTIFIED THE FUNDS)

R4-7;2015, APPROVAL FROM BOROUGH COUNCIL TO SUBMIT THE CAMDEN COUNTY SOIL CONSERVATION APPLICATION FOR TAUNTON AVENUE PHASE I AT THE COST OF \$1,125.00 PAYABLE TO THE CAMDEN COUNTY SOIL CONSERVATION DISTRICT AS PER RECOMMENDATION FROM PENNONI ASSOCIATES (CFO HAS CERTIFIED THE FUNDS)

R4-8;2015, AUTHORIZATION TO ENTER IN A USER FEE REIMBURSEMENT AND SHARED SERVICES AGREEMENT BETWEEN THE BOROUGH OF BERLIN AND THE MARIE FLECHE MEMORIAL LIBRARY BOARD OF TRUSTEES FOR CERTAIN SERVICES

R4-9;2015, AUTHORIZATION TO APPROVE CHANGE ORDER #26 FOR FASOLINO CONTRACTING IN THE AMOUNT OF \$4,119.60 FOR PHASE 2 CONSTRUCTION REPAIRS IN THE MUNICIPAL BUILDING (CFO HAS CERTIFIED THE FUNDS)

R4-10;2015, AUTHORIZATION FOR RIVER ROAD ENVIRONMENTAL INC OF CEDAR BROOK, NJ (THE LOWEST OF TWO QUOTES) TO REMOVE THE OIL TANK LOCATED AT 59 S. WHITE HORSE PIKE AT A COST OF \$2,500.00

R4-11;2015, AUTHORIZATION FOR TRICOMM SERVICES CORP OF MOORESTOWN, NJ (THE LOWEST OF TWO QUOTES) TO INSTALL CABLE SUPPORT INCLUDING ROUGH INSTALLATIONS, TERMINATIONS, TESTING AND LABELING FOR 59 S. WHITE HORSE PIKE FOR AN AMOUNT OF \$8,184.88 (CFO HAS CERTIFIED THE FUNDS)

R4-12;2015, AUTHORIZATION TO APPROVE MERCANTILE LICENSE FOR BARRY CONLIN T/A PLAYNATION PARTIES AND PLAYGROUNDS LOCATED AT 301A SOUTH ROUTE 73 FOR THE SALE OF SWING SETS

R4-13;2015, A RESOLUTION AUTHORIZING THE CFO AND TREASURER ON BEHALF OF THE BOROUGH OF BERLIN TO ADD LIBRARY DIRECTOR CHRISTINE FLYNN TO THE BOROUGH'S PENSION AND HEALTH BENEFITS PAYMENT SCHEDULE CONTINGENT UPON THE AGREEMENT THAT THE LIBRARY WILL REIMBURSE THE BOROUGH UPON THEIR SCHEDULED BILLING TO THE LIBRARY AND CONTINGENT UPON THE UNDERSTANDING THAT THE DIRECTOR WILL NOT FALL UNDER ANY POLICIES THAT THE BOROUGH HAS IN EFFECT WITH THEIR CONTRACTS/EMPLOYEES UNDER THE GUIDELINES OF PUBLIC LAW 1999, CHAPTER 48

R4-14;2015, AUTHORIZATION TO APPROVE MERCANTILE LICENSE FOR MIKE OREM T/A AMERICAN ICON HOME IMPROVEMENT LOCATED AT 130 W. WHITE HORSE PIKE FOR A HOME IMPROVEMENT BUSINESS

R4-15;2015, AUTHORIZATION TO VOID RESOLUTION R11-3;2014 FOR CHANGE ORDER #1 FOR THE MALAN AVENUE RECONSTRUCTION PROJECT THAT WAS FOR A DECREASE IN THE AMOUNT OF \$9,000.00 AND AUTHORIZATION TO CORRECTLY REPLACE IT WITH RESOLUTION R3-6;2015 ADOPTED ON MARCH 12, 2015

R4-16;2015, RESOLUTION OF THE BOROUGH OF BERLIN, COUNTY OF CAMDEN, STATE OF NEW JERSEY, AUTHORIZING TAX REFUNDS IN THE AMOUNT OF \$1,547.98 DUE TO HOMESTEAD CREDITS ON 100% TOTALLY DISABLED VETERANS

R4-17;2015, AUTHORIZATION TO APPROVE CHANGE ORDER #27 FOR FASOLINO CONTRACTING IN THE AMOUNT OF \$7,613.61 FOR CEILING DEMO, WRITING SHELVES AND STRUCTURAL BEAMS AT THE MUNICIPAL BUILDING (CFO HAS CERTIFIED THE FUNDS)

Motion to approve Resolution R4-1;2015 through R4-2;2015 and R4-4;2015 through R4-17;2015 made by Councilman Pearce, seconded by Miller with amendments made to Resolution R4-10;2015 and R4-8;2015. All members present were in favor.

Motion to table Resolution R4-5;2015 made by Councilman Knight, seconded by Miller. All members present were in favor.

PAYMENT OF THE BILLS FOR MARCH 2015 IN THE AMOUNT OF \$1,751,797.58

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

PRIVILEGE OF THE FLOOR:

Joe Adolf- 8 Laurel Hill Court – Mr. Adolf had a question about the library getting the entire hotel as per proposed agreement. He suggested going over the original paperwork in regard to ownership of the hotel.

Millard Wilkinson – 9 Tavistock Drive – Millard spoke in regard to the hiring of the new Camp Director; MEL/JIF information can be submitted in regard for training since the Camp Director is dealing with children, etc.

Rich Kelleher – 8 Greenleigh Court – Mr. Kelleher wanted to know if there was enough of a water supply for the borough and for West Berlin; wanted to know if we still have a contract with NJ American Water and wanted to know when the contract ends.

CLOSED SESSION TO DISCUSS POLICE NEGOTIATIONS AND TORT CLAIM:

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

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

ADJOURNMENT:

Motion to adjourn LK ; Sec — ; RCV A11=



Charleen Santora, RMC