

BOROUGH OF BERLIN
COUNCIL MEETING MINUTES
THURSDAY, NOVEMBER 12, 2015
MUNICIPAL BUILDING
59 SO. WHITE HORSE PIKE
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 Borough Hall Bulletin Board showing the date, place and time of said meeting.

ROLL CALL: Mayor John J. Armano, Council President Lynn Kupchik, Council members Bilella, Pearce, Knight, Miller and Badolato. Councilmen Bilella and Miller were both absent.

PRESENT ALSO: Solicitor Howard Long, Chief of Police Michael DeLorenzo, Administrator Charleen Santora and DPW Superintendent Mark Mauger.

APPROVAL OF MINUTES:

Council meeting of October 15, 2015
 Closed session of October 15, 2015
 Caucus meeting of November 4, 2015

Motion to approve made by Pearce, seconded by Badolato. All members present were in favor with the exception of Kupchik who abstained from the November 4, 2015 minutes.

DEPARTMENT HEAD REPORTS FOR OCTOBER 2015:

Tax Collectors report	\$1,915,963.86
Utility report	\$ 350,471.93
Municipal Clerk's report	\$ 3,829.25
Construction permit fees	\$ 11,163.00
Municipal Court	\$ 12,117.14
Community Center	\$ 1,625.00
Zoning Fees	\$ 295.00
Rental Inspection fees	\$ 12,900.00
Resale Inspections	\$ 1,800.00
Re -Inspections	\$ 200.00
Zoning report submitted	

EMS
Fire Rescue Calls

233 calls for service
70 calls

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

PRIVILEGE OF FLOOR AND ON RESOLUTIONS:

James Happold – 101 Glacier Drive - Mr. Happold asked council if there has been any progress relative to the sidewalks along Cross Keys Road and Crater Street. He also thanked Councilman Knight for meeting him regarding the street light issue; he said he understands it will be put in the budget for January 2016 and he thanked council.

Cynthia Jennings – 26 Glacier Drive – Ms. Jennings said she lives in the same development as Mr. Happold and she has been in touch with Camden County Engineer Kevin Becica in regard to the sidewalks along Cross Keys Road and Crater Street. She said she feels that there is conflicting information from the borough and the county. Also, she received a copy of the drawings from Birdsall Engineering and she wants to know if the developer is going to put the sidewalks along Cross Keys Road as well as the missing sidewalks along the cornfield. She also spoke to council about other issues in her development such as drainage easements and pedestrian easements. There is a section of homes where trees have been planted blocking the easements. She has been talking to Pennoni Associates about this and Mayor Armano said he will be in touch with Hugh Dougherty, Pennoni Associates Engineer to talk about this issue.

Tina Hoffman – 55 Summit Avenue – Ms. Hoffman spoke to council about the holiday celebration and Christmas decorations. She spoke with Len about money and supplies needed in order to decorate the downtown area as well as man power and the community to be involved. The Berlin Business Professional Associations has offered the proceeds from the community wide yard sale for the decorations. They went shopping and have come up with a plan that includes live garland and two bows for each pole. Carl Maloney from the Rotary is here to speak too. Mark Mauger will help with logistics. Cindy Williams is a life-long resident who has a design group who works with towns to revitalize their down-town area and she has offered to help with publicity. Tina suggested selling large ornaments for \$10.00 that can be put on the tree along with the lights; the children of the families who purchase an ornament can come to the ceremony and place the ornament on the tree. Also, she suggested sending home flyers with the students advertising the date and time. The flyer would include a coloring page that can be displayed in either the library or borough hall.

Carl Maloney – 41 East Taunton Avenue - Mr. Maloney said that the Rotary is going to do the same things that they have always done except for the lights on the big tree. They will put up all of the lights on the railings and the walls which will be done on the November 21st at 9:00 a.m. January 9th everything will be taken down. As far as Santa, everything will take place like it previously has. He has spoken with Chief Behnke, Chief DeLorenzo and Mark Mauger as far as getting everything set up on the White Horse Pike.

He said he spoke to Mark about having a generator on site just in case on the night of the tree lighting ceremony which will take place on December 5th at 6:00 pm. Chief Behnke is going to try to see if he can get Santa to drive down the road as well. The Mayor thanked the Rotary and said they appreciate their involvement.

COUNCIL/DEPARTMENT HEAD REPORTS:

- **POLICE CHIEF**, Michael DeLorenzo reported on the No Need to Speed Campaign. The following streets are going to be the zero tolerance streets for speeding in the borough for the month of October; Washington Avenue, Taunton Avenue, Aristone Avenue, Westbury Avenue and Wyndam Road. The PD has been issued \$5,000.00 for the Drive Sober or Get Pulled Over 2015 grant for 100 hour overtime. The Mayor will sign the authorization so that they can receive the grant money. He also talked about the Steered Straight Operation: Addiction Epidemic assembly that will take place for the 7th and 8th graders on November 30th at 8:00am. A presentation will also take place in the evening at 7:00pm for the parents. Chief DeLorenzo said that Fall Fest this year was a great success and so was the blood drive that took place on October 30th. He said that there were about 40 participants who made donations.
- **BUILDINGS & GROUNDS**, Chairman Len Badolato said he wanted to talk about the Christmas decorations on the WHP, but that has been explained already. He said that the lesson to be learned is communication. Also, he reported that the Celebration Advisory Committee will get involved next year with the Christmas decorations which will help things run smoothly. He thanked the fire department, DPW, the Rotary and Tina Hoffman for their efforts and he also thanked Lynn Kupchik for coming up with the idea to have the community wide yard sale which helped to collect proceeds for the Christmas decorations. He thinks it is going to be a great holiday celebration.
- **STREETS & ROADS**, Chairman Gary Knight discussed the safety issue on Crater Street; right now there is no street light and school aged children wait for the bus at that intersection. Councilman Knight and Mark Mauger went and evaluated the location; Atlantic City Electric quoted the street light to be anywhere from \$2900.00 to \$4400.00. The money will be allocated in the 2016 budget. He thanked Charleen for her help with this and he thanked Mr. and Mrs. Happold for their efforts and concerns. Also, the following projects have been completed; Taunton Avenue line striping, Laurel Avenue, speed bumps on Franklin Avenue, Borough Hall paving and Haines Avenue sidewalk. Also, we are in the process of conducting a traffic study for Franklin Avenue and Clementon Road. He said we are also looking into some kind of traffic lighting to help with the high volume of traffic to make it safer during the school year.
- **WATER & SEWER**, Chairman Lynn Kupchik reported that fall flushing has been completed and there have not been any complaints. She reported that the borough will be using a new water testing company; the one that we have been

using is no longer doing it. Mark Mauger is reaching out to get bids and we will look to award in January 1. Pennoni is looking into what it is going to take to do the easements relative to Catherine Avenue. The county has been notified of the status of our sewer rehabilitation as far as we know they are happy with what the borough is doing.

- **PUBLIC SAFETY**, Chairman James Pearce thanked everyone involved in the Christmas lights to make sure that everything goes smoothly. Also, the police department did a great job with Halloween and he thanked them for that. He also said that he has attended the Steered Straight assembly and he recommends anyone to attend as it is a job well done by the Police Department. He reported on the police department statistics for the month of October; the department handled 1,185 calls for service. 240 summonses were issued along with 31 arrests, 4 DWI arrests, 18 warrant arrests and 13 drug arrests. 35 motor vehicle accidents were reported with 5 resulting in injuries. Councilman Pearce also noted that for the year, the fire department has answered about 749 calls which average's to be 2 calls a day; they deserve a lot of credit for all of their hard work and dedication. The fire department just had training on November 7th in which the Fire Chief conducted some additional training. Also, the Chief is looking at what the cost would be for a generator for the Fire Department because they do need one.
- **HEALTH & RECREATION**, Chairman Rick Miller was not present.
- **FINANCE**, Chairman Jim Bilella was not present; Council President Lynn Kupchik provided the Finance report on behalf of Councilman Bilella. The capital budget will start to be reviewed at the December meeting so that it can be introduced at the January meeting; department heads have been notified to start preparing their wish lists for 2016. At the planning board meeting that took place on Monday, Lamberti's proposed new building on Route 73 was approved.
- **MAYOR**, John Armano reported that the state did a survey in August relative to gypsy moth which was completed in October and they found that there are no egg masses; this is good news for Berlin. The Berlin Brewing Company located on the White Horse Pike is having their grand opening on Saturday, November 21st at 12:00 pm and everyone on council is invited to attend. Mayor Armano is on the steering committee for the re-paving of Tansboro Road; going out to bid in the winter and will start the project sometime in April which will be done in three phases. It has been proposed that there will be no passing on Tansboro Road from Route 30 to the borough line. An ordinance has to be passed in order to have no passing on Tansboro (he has a letter from Lt. Beasley outlining the issues that he saw); if council does not have any objections then Mayor Armano would like to introduce an ordinance tonight to have no passing on Tansboro Road from Route 30 through Riggs Avenue (there were not any objections to the proposed ordinance). Also, Mayor Armano reported on the planning board; a developer went before the board in regard to building homes over by Monmouth Avenue; the board requested that they put sidewalks along Clementon Road. The Mayor

received a call today and the developers are going to put the sidewalks in along Clementon Road which is a good thing because it will help with the safety of the children who walk to school.

- **SOLICITOR**, Howard Long did not have anything to report.
- **ADMINISTRATOR**, Charleen Santora explained the process of posting the meeting agenda in a timely fashion for the public to view. She said the next few months in the clerk's office will be extremely busy. She will be working closely with the finance committee and CFO relative to the capital budget. She also spoke about street lights and explained how an ordinance works. The League of Municipalities Conference is next week in Atlantic City and she will be attending a seminar to get a \$250.00 credit of the borough's JIF insurance premium. The following week is Thanksgiving and all borough office will be closed Thanksgiving Day and the day after. The trash schedule will be posted on the website and will be Monday through Wednesday. She also spoke about Mark Mauer, DPW Superintendent who is retiring in December and said how much she appreciated him, he's done an outstanding job and she will miss him.

The Mayor also said a few words about Mark mentioning that he has done a great job for the town and he appreciated everything that he has done.

Councilman Knight took the opportunity to say a few words about Mark as well. He said that Mark has always gone far beyond what was asked of him; he's got a world of patience and Councilman Knight has been thrilled to be a part of his team. Every time that he has called Mark and asked him to do a favor he always took care of whatever needed to be done. Councilman Knight also said it has been very good working with him and he wishes lots of success.

ORDINANCES:

- **2ND READING**

ORDINANCE NO. 2015-21, AN ORDINANCE AMENDING CHAPTER 315, SECTION 48 OF THE CODE OF THE BOROUGH OF BERLIN ENTITLED VEHICLES AND TRAFFIC

Meeting open to the public; there was no public comment; meeting closed to the public.

Motion to adopt Ordinance No. 2015-21 made by Knight, seconded by Badolato. All members present were in favor.

ORDINANCE NO. 2015-22, AN ORDINANCE AMENDING CHAPTER 218, SECTION 2 OF THE CODE OF THE BOROUGH OF BERLIN ENTITLED MERCANTILE LICENSES

Meeting open to the public; there was no public comment; meeting closed to the public.

Motion to adopt Ordinance No. 2015-22 made by Pearce, seconded by Badolato. All members present were in favor.

ORDINANCE NO. 2015-23, AN ORDINANCE RESCINDING CHAPTER 86 OF THE CODE OF THE BOROUGH OF BERLIN ENTITLED AMUSEMENT DEVICES

Meeting open to the public; there was no public comment; meeting closed to the public.

Motion to adopt Ordinance No. 2015-23 made by Kupchik, seconded by Knight. All members present were in favor.

• **INTRODUCTION, 1ST READING**

ORDINANCE NO. 2015-24, AN ORDINANCE AMENDING THE CODE OF THE BOROUGH OF BERLIN SECTION 315-SCHEDULE 16, NO PASSING ZONES PROHIBITING PASSING ON TANSBORO ROAD FROM ROUTE 30 TO THE WHITE HORSE PIKE TO THE WINSLOW BORDER WHICH IS IMMEDIATELY PRIOR TO RIGGS ROAD

Motion to introduce Ordinance 2015-24 made by Pearce, seconded by Knight. All members present were in favor.

RESOLUTIONS:

R11-1;2015, RESOLUTION OF THE BOROUGH OF BERLIN, COUNTY OF CAMDEN, STATE OF NJ, AUTHORIZING 3RD QUARTER 2015 UTILITY BILL ADJUSTMENT FOR THE FOLLOWING PROPERTY; 14 CONSTITUTION BLVD, METER IN BACKWARDS, -\$53,600.60, ACCOUNT #3210-0

R11-2;2015, AUTHORIZATION FROM BOROUGH COUNCIL TO APPROVE AN EMPLOYMENT CONTRACT AGREEMENT FOR THE CLERK/ADMINISTRATOR CHARLEEN SANTORA EFFECTIVE OCTOBER 1, 2015

R11-3;2015, AUTHORIZATION FROM BOROUGH COUNCIL TO ENTER INTO A CONTRACT WITH CASA PAYROLL OF EGG HARBOR TOWNSHIP, NJ FOR THE OUTSOURCING OF WEEKLY PAYROLL EFFECTIVE JANUARY 1, 2016, THE LOWEST QUOTE OF THREE COMPANIES AND THE MOST QUALIFIED FOR THE PAYROLL NEEDS FOR THE AMOUNT OF \$8947.95 ANNUALLY

R11-4;2015, APPROVAL FROM BOROUGH COUNCIL FOR CASA PAYROLL OF EGG HARBOR TWP, NJ TO COMPLETE THE 2015 MANDATORY AFFORDABLE

CARE ACT REPORT FOR THE FEDERAL AND STATE GOVERNMENT FOR THE AMOUNT OF \$250.00 OR LESS

R11-5;2015, A RESOLUTION APPROVING THE TRANSFER OF APPROPRIATIONS FROM INSIDE THE CAP TO INSIDE THE CAP INCLUDING \$56,863.00 FOR THE CURRENT FUND AND \$660.00 FOR THE SEWER UTILITY FUND

R11-6;2015, A RESOLUTION RECOGNIZING BERLIN BUSINESS OWNER CARL MASCARENHAS OF PRIMAL KICKBOXING FOR BEING INDUCTED INTO THE NEW JERSEY STATE MARTIAL ARTS HALL OF FAME

R11-7;2015, RESOLUTION OF THE BOROUGH OF BERLIN, COUNTY OF CAMDEN, STATE OF NEW JERSEY, AUTHORIZING THE WAIVER OF WATER USAGE FEES IMPOSED UPON THE RECREATIONAL FACILITIES WITHIN THE BOROUGH OF BERLIN & TWP. OF BERLIN

R11-8;2015, RESOLUTION OF THE BOROUGH OF BERLIN, COUNTY OF CAMDEN, STATE OF NEW JERSEY, AUTHORIZING THE WAIVER OF WATER USAGE FEES IMPOSED UPON FIRE HYDRANTS WITHIN BERLIN BOROUGH, BERLIN TOWNSHIP, VOORHEES TOWNSHIP AND WINSLOW TOWNSHIP

R11-9;2015, RESOLUTION OF THE BOROUGH OF BERLIN, COUNTY OF CAMDEN, STATE OF NEW JERSEY, AUTHORIZING TAX REFUND FOR BLOCK 2100 LOT 2.20 IN THE AMOUNT OF \$4,206.88 DUE TO MORTGAGE COMPANY OVERPAYMENT FROM SALE OF PROPERTY

Motion to adopt Resolution R11-1;2015 through R11-9;2015 made by Pearce, seconded by Kupchik. All members present were in favor.

Mayor Armano presented Berlin Borough business owner Carl Mascarenhas of Primal Kickboxing located on the White Horse Pike with a proclamation for being inducted into the NJ State Martial Arts Hall of Fame.

PAYMENT OF THE BILLS FOR OCTOBER 2015 IN THE AMOUNT OF \$3,072,847.76

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

PRIVILEGE OF FLOOR:

Millard Wilkinson – 9 Tavistock Drive – Millard said that he would like to say a few words about Mark Mauger, DPW Superintendent. Last year the Borough of Berlin received an award for having the best safety program in the county. Mark Mauger and the DPW have a significant amount of work to do relative to sustaining what has to be done

as far as the program goes. Many times Millard would have to email Mark or call Mark and things would be taken care of. Mark is certainly going to be missed greatly. Also, Millard had the privilege, honor and pleaseure of uniting Mark in marriage years ago. He said congratulations and good luck to Mark in his retirement.

Jennifer Adair – 265 S. White Horse Pike – Ms. Adair said that Councilwoman Kupchik voted on the November 4th minutes, but she was not present at that meeting. Councilwoman changed her vote and abstained from voting on the November 4th caucus meeting minutes.

EXECUTIVE CLOSED SESSION TO DISCUSS PERSONNEL MATTERS:

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

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

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



Charleen Santora, RMC/Borough Clerk