

BOROUGH OF BERLIN
COUNCIL MEETING MINUTES
THURSDAY, JANUARY 28, 2016
MUNICIPAL BUILDING
59 SO. WHITE HORSE PIKE
BERLIN NJ 08009
7 pm

MEETING CALLED TO ORDER BY MAYOR BILELLA.

FLAG SALUTE LED BY THE MAYOR.

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 showing the date, time and place of said meeting was read by the clerk/administrator.

ROLL CALL: Mayor James Bilella, Council President Jim Pearce, Council members, Miller, Badolato, Rocco and Buchanan were all present. Mayor Bilella noted that Councilwoman Kupchik had a previous personal conflict with this meeting and could not attend.

PRESENT ALSO; Solicitor Howard Long and Administrator Charleen Santora

COUNCIL AND MAYOR'S REPORTS:

- MAYOR BILELLA Thanks everyone from employees to volunteers from all organizations for the good job done during the blizzard of 2016./At the next council meeting in closed session there will be a discussion relating to the report related to a recent judgment in regards to COAH./Met with Triad Associates, the company who monitor's the borough's COAH units. There will be several resolutions forthcoming in regards to necessary compliance that will have to be approved by council. /Mayor also passed out a copy of a bond ordinance that was introduced by the County showing that Tansboro Road is on the list of appropriations named for paving noting that this is a well needed project to be done in the borough.
- BUILDINGS & GROUNDS, Chairman Len Balolato also thanks everyone form employees to volunteers from all organizations for the good job done during the blizzard of 2016./Commends the current property maintenance official who took it upon himself to shovel the sidewalks on Franklin Avenue to make it safer for the children walking to the community school./He will be working with the Department of Public Works and those involved with buildings and grounds on how we will

move forward with projects of need. Also he will provide plans for downtown suggestions at the next workshop meeting to the council.

- **STREETS & ROADS**, Chairman Mike Buchanan echo's the same sentiments that the mayor and councilman Badolato made regarding his appreciation of all of our employees and volunteers on the job that was done during the snow storm/blizzard./He is looking into what was done by the County and the State in regards to their plowing in an effort to see if the borough may follow any of their policies for plowing that would enhance our efforts./He would like to reach out to the public on seeing if there could possibly be a way to get volunteers to help with , for one thing during a storm, the shoveling of the sidewalks that many residents are not able to tend to in a reasonable time frame or just may not be capable of doing that type of work./Buchanan states that he is very pleased to hear of the paving of Tansboro Road in the near future.
- **WATER & SEWER**, Chairman Ron Rocco will be meeting with a resident from Catherine Avenue who has informed us that since she has installed a water softener system at her home, her cloudy, dark water that she has been complaining about for some time has cleared up. He will inform the council what transpired at this meeting at the workshop on February 2. /He also echo's his thanks to all in regards to the 2016 snow storm.
- **HEALTH & RECREATION**, Chairman Rick Miller explains that the community center has been opened up to the community every Friday from 4 to 6 pm and has been successful in the turnout. He compliments the Rose's who help out as attendants. He notes there are several improvements that have to be addressed at the center and is working on them. He states that the celebration committee is here at this meeting to speak to the council.
- **PUBLIC SAFETY**, Chairman Jim Pearce also expresses his appreciation for all those employees and volunteers that aided during the snow storm. He was told by Chief DeLorenzo that no overtime was generated by the police department due to the storm. Public works was active for two days for the cleaning of the roads./Had a safety meeting on 1/27/2016 with the Chief of Police and the safety committee that was a positive meeting /He has learned that there is still a "homeless problem" in the borough and he has worked on providing temporary shelter for these people and is working on trying to come up with a long term plan./There will be the necessity of two resolutions adopted for our Class II officers that are already in place that will be presented to the council at our next meeting./He commends the Fire Chief who sought the grant writing and sharing with Berlin Township for oxygen face masks noting that sharing this grant writing will save the borough a considerable amount of money.

- FINANCE, Chairman Lynn Kupchik was absent but second chairman Rick Miller noted that a finance meeting was held on Wednesday, January 27. The CFO is working up the information given to her in regards to the bond ordinance that will be presented at the February 11, 2016 council meeting. Also he states that all of the departments have been asked to turn in their 2016 budgets and budget meetings will be scheduled with all of council once a preliminary budget is done.
- SOLICITOR, Howard Long handed out a clean draft copy of the PBA contract as he was instructed to present and asked the council to look at it so we can bring it up for a decision on either the workshop meeting or the council meeting.
- ADMINISTRATOR, Charleen Santora asks the council to take a look at the web page and see what needs to be addressed and that she will have all of her discussion items for the workshop of February 2, 2016.

RESOLUTIONS:

Meeting open to the public on Resolutions R1-32; 2016 thru R1-49; 2016.

Meeting closed to the public.

RESOLUTION R1-32;2016, APPROVAL OF CHANGE ORDER # 2 FROM PENNONI ASSOCIATES FOR THE TAUNTON AVENUE PHASE 1 PROJECT FOR A DEDUCTION DECREASING THE CONTRACT AMOUNT \$11,501.60 DUE TO FINAL QUANTITY ADJUSTMENTS AND EXTEND PAVING LIMITS TO ROUTE 73.

RESOLUTION R1-33;2016, A RESOLUTION CONFIRMING THE APPOINTMENT OF JUDGE KRISDEN MCCRINK AS MUNICIPAL JUDGE FOR THE BOROUGH OF BERLIN FOR A THREE YEAR TERM FROM JANUARY, 2016 THROUGH DECEMBER 2018 FOR AN ANNUAL SALARY OF \$27,000.

RESOLUTION R1-34; 2016, APPROVAL FROM BOROUGH COUNCIL TO ACCEPT THE RESIGNATION OF DEPUTY CLERK MELISSA BOVERA EFFECTIVE JANUARY 19, 2016.

RESOLUTION R1-35;2016, APPROVAL FROM BOROUGH COUNCIL TO HIRE GAIL M. GALLO OF BERLIN NJ, A RETIRED REGISTERED MUNICIPAL CLERK TO WORK IN THE CLERK/ADMINISTRATOR'S OFFICE EFFECTIVE JANUARY 19, 2016 FOR A TEMPORARY BASIS AT THE RATE OF \$15.00 PER HOUR.

RESOLUTION R1-36; 2016, APPROVAL FROM BOROUGH COUNCIL TO FORMALLY ACCEPT THE RESIGNATION OF PRESENT CFO ANDRIANE MCKENDRY EFFECTIVE MAY 26, 2016.

RESOLUTION R1-37;2016, A RESOLUTION RECOGNIZING AND HONORING THE HONORABLE CRAIG S. LARSEN, JUDGE OF THE BERLIN BOROUGH MUNICIPAL COURT FOR HIS DEDICATED SERVICE TO THE BOROUGH OF BERLIN.

RESOLUTION R1-38; 2016, A RESOLUTION AUTHORIZING THE REFUND OF DEVELOPER ESCROW BALANCE FOR BLOCK 1900, LOT 24.06 IN THE AMOUNT OF \$543.25

RESOLUTION R1-39; 2016, A RESOLUTION AUTHORIZING THE REFUND OF COMMUNITY CENTER SECURITY DEPOSITS AND KEY FOB DEPOSITS FOR 2016.

RESOLUTION R1-40;2016, A RESOLUTION AUTHORIZING A WATER OVERPAYMENT REFUND IN THE AMOUNT OF \$121.60 DUE TO TITLE COMPANY OVERPAYMENT.

RESOLUTION R1-41;2016, A RESOLUTION AUTHORIZING THE CANCELLATION OF 206 TAXES IN THE AMOUNT OF \$2833.12 FOR BLOCK 2304, LOT 34 DUE TO A 100% TOTALLY DISABLED VETERAN.

RESOLUTION R1-42; 2016, A RESOLUTION AUTHORIZING A TAX SALE PURSUANT TO N.J.S.A. 54:5-19 & THE MAILING OF TAX SALE NOTICES PURSUANT TO N.J.S.A. 54:5-26.

RESOLUTION R1-43; 2016, A RESOLUTION AUTHORIZING THE CANCELLATION OF CERTAIN TAXES WITH DELINQUENT AND CREDIT BALANCES UNDER FIVE DOLLARS.

RESOLUTION R1-44;2016, A RESOLUTION AUTHORIZING THE CANCELLATION OF TAXES IN THE AMOUNT OF \$2869.98 FOR BLOCK 2201.01 LOT 40 DUE TO A 100% TOTALLY DISABLED VETERAN.

RESOLUTION R1-45;2016, A RESOLUTION AUTHORIZING THE REFUND OF WATER OVERPAYMENT IN THE AMOUNT OF \$75.90 DUE FOR BLOCK 1401 LOT 4 DUE TO SALE OF PROPERTY.

RESOLUTION R1-46;2016, APPROVAL FROM BOROUGH COUNCIL TO LIEN THE PROPERTY LOCATED AT 328 S. WHITE HORSE PIKE KNOWN AS BLOCK 1800, LOT 9 FOR BRUSH AND TRASH CLEANUP PERFORMED BY THE DEPARTMENT OF PUBLIC WORKS ON DECEMBER 29, 2015 IN THE AMOUNT OF \$660.00.

RESOLUTION R1-47; 2016, A RESOLUTION AUTHORIZING THE REFUND OF SECURITY DEPOSITS TOTALING \$591.20 FOR HYDRANT METER RENTAL BY VIDEO PIPE SERVICES.

RESOLUTION R1-48; 2016, APPROVAL FROM BOROUGH COUNCIL TO LIEN THE PROPERTY LOCATED AT 328 S. WHITE HORSE PIKE, KNOWN AS BLOCK 1800 LOT 9 FOR POTHOLE REPAIR PERFORMED BY THE DEPARTMENT OF PUBLIC WORKS ON DECEMBER 14, 2015 IN THE AMOUNT OF \$2670.00.

RESOLUTION R1-49; 2016 AUTHORIZATION FROM COUNCIL TO APPROVE A BUDGET TRANSFER FORM INSIDE THE CAP TO INSIDE THE CAP IN THE AMOUNT OF \$6563.00.

Motion to adopt Resolutions R1-32; 2016 through R1-49; 2016 made by Miller seconded by Pearce. All were in favor.

- **PAYMENT OF THE BILLS** FOR THE MONTH OF DECEMBER AND JANUARY IN THE AMOUNT OF \$3,592,411.27. Motion by Pearce seconded by Badolato. All were in favor.

- **PRIVILEGE OF FLOOR:**

Chairman Michael Latigona and Vice Chair Marie Ryan were both present at this meeting to report on the Celebration Advisory Committee and its upcoming events that are tentatively scheduled for 2016. Michael explained in depth the first project on the agenda in regards to the selling of flags to business owners to hang on the street poles with the businesses names on it along with the Borough's Logo. The flags are selling at the price of \$400 to \$450 and that is for a six month period. The committee is anticipating the selling of approximately 35 flags that will reap them enough profit to fund their other events, along with other funding money form events. He handed out a procedure document for the council that will be provided by the clerk via scanning to all of the council members. He explained that the committee is also considering selling flags at a lesser amount if the business is not actually located on the White Horse Pike at a reduced price of \$200. Michael and Marie went on the explain the rest of the proposed events that are attached to these minutes.

Economic Development Committee

Michael is the Chairman of this committee and commends the mayor and council for their choice of committee people noting that all are bring excellent ideas to the table and are being extremely proactive. /Michael is suggesting that the web site that the borough hosts may possibly be combined with all of the committees and possibly funded thru the profits of the events that will take place through out the year. He also spoke to the council about a quarterly news letter that is being discussed. Councilman Miller stated that a written procedure will be needed for any and all of the money spent from the Trust fund

Celebration Committee as the funds will be encumbered out of the account by the CFO or Administrator and will need approval from the council committee.

Mayor Bilella asked if a more formalized proposal for the web site that Michael is proposing to combine be done and bring it back to the committee to discuss in a workshop forum in the near future.

Councilman Rocco commends Michael, Marie and Councilman Miller on their enthusiasm for this committee and for their commitment to the borough.

Council President Pearce questions if there is a plan if all of the flags they need to be sold do not sell and Michael's answer is he feels this will not be the case and on the contrary, they may not be able to handle the volume of requests once this is fully circulated to the businesses.

Motion to adjourn; Pearce. All in favor.

Charleen Santora
RMC/Borough Clerk