

BOROUGH OF BERLIN
COUNCIL MEETING MINUTES
JUNE 16, 2016

MEETING CALLED TO ORDER:

FLAG SALUTE:

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 Jim Bilella, Council President Jim Pearce, Council members Kupchik, Miller, Badolato, Rocco and Buchanan.

PRESENT ALSO: Solicitor Howard Long and Administrator Charleen Santora, Acting Clerk Lois Sahina

- **APPROVAL OF MINUTES:**

Council meeting of May 12, 2016

Motion; Councilman Miller Sec.; Councilman Badolato RCV All present were in favor.

- **DEPARTMENT HEAD REPORTS FOR THE MONTH APRIL AND MAY, 2016.**

(April)

Permit fees	\$20,348.00
Zoning fees	75.00
Rental inspection fees	100.00
Re-inspection fees	100.00
Community center fees	2,350.00
Bureau of Fire Prevention	2,963.00
(May) Tax collector's report	4,524,523.90
Utility report	74,455.17
Clerks report	13,685.70
Animal report	1,203.00
Permit fees	11,319.00
Zoning fees	260.00
Rental inspection fees	500.00
Re-inspection fees	200.00
Re-sale inspection fees	1700.00
Community center fees	2500.00
Bureau of Fire Prevention	5174.00
Court Administrator	19,477.88

Motion to approve; Councilman Pearce Sec.; Councilman Miller RCV

- **COUNCIL REPORTS:**

- BUILDINGS & GROUNDS, Chairman Len Badolato

There are quite a few businesses opening in town. With the new resolution in place to have new businesses approved through the clerk's office including other departmental checks, council asked to be updated on the new businesses that are coming into Berlin.

DPW is currently working on the drainage issues at the ball field.

- STREETS & ROADS, Chairman Michael Buchanan

Berlin Community School had their graduation .It was very nicely done and a great time for all.

We are currently doing repairs on the dead end street area of Kushman Avenue. We are in the process of identifying the streets that are going to be considered for installation of speed humps. Zion Drive has been added to this list.

Council and community members on Malan Avenue are working together to try and resolve the problem with parking in this area of town. Ordinance No. 2016-15 an Ordinance creating Chapter 233 of the code of the Borough of Berlin entitled, resident permit parking only; is being introduced tonight for a first reading to start addressing this problem.

- WATER & SEWER, Chairman Ron Rocco

Bids have gone out for the Katherine Avenue, West Berlin, Water Main Extension Contract. This project has been awarded to Mount Construction of Berlin, NJ. This project is scheduled to start in September 2016.

The water and sewer reports for 2016 were read listing usage and profit or decrease compared to 2015.

Over the Memorial Day Weekend there was a water main break, but it was tended to and is now fixed.

- HEALTH & RECREATION, Chairman Rick Miller

Community Cleanup Day was held on Sunday, June 8, 2016. It was a great success. Eighteen bags of debris & 3 tires were collected. It took about 2 hours and many thanks go out to all of the community members that helped with this clean up.

If you walk through the Berlin Park you will see a lot of changes going on. The County is investing between \$600,000 - \$700,000. They will redo the tennis & basketball courts, hockey rink, landscaping and install a walking path for Park Drive.

July 7, 2016 there will be a family movie night @ 7:00 pm held at the soccer field near the Community Center.

Camp Lone-a-Coming already has 70 sign ups and expect a lot more. Camp will start right after the 4th of July weekend.

The word “ advisory” will be removed from the title of the Celebration Committee Resolution

- PUBLIC SAFETY, Chairman Council President Jim Pearce

For August 2016 our Berlin Police Force is planning a “National Night Out” at the parking lot of the Berlin Community Center. This event will be bigger and better than ever.

Our Fire Chief, Bill Behnke hired a grant writer along with West Berlin Township to apply for a \$279,762.00 grant. We are proud to announce that this grant was approved by Homeland Security for the Fire Company.

- FINANCE, Chairman Lynn Kupchik

Councilmember Kupchik extended her thanks to Charlene Santora for her many years of service. Currently the findings of the Audit are being completed.

The Business and Professional Association of Berlin are looking forward to its annual community yard sale.

- MAYOR, Jim Bilella

There will be many changes in the administrative offices of Borough Hall. On June 1, 2016 our new Municipal Clerk Lois Sahina started and is replacing our retiring Clerk Charleen Santora. June 20, 2016 our new Administrator/CFO Mike Kwasizur will be starting as our part time CFO part time Administrator.

We have been approved for a grant from FEMA/ Homeland Security. New safety equipment will be purchased with this grant money. We will enter into a shared service agreement and breathing packs will be purchased. Congressman Norcross has been instrumental in helping many small towns get approved for these grants. Chief Bill Behnke was thanked for his help in this process.

Council member Badolato and Tina Hoffman are diligently working on getting Berlin Borough recertification as a Historic District. It must be renewed through the Historic Commission and if it is not done we will lose many opportunities that are available only if you are certified.

I attended the Berlin Community School Graduation Ceremony and I am looking forward to great things in the future from this graduating class.

Mary Cavallari, who resides in Spring Oaks, just turned 100 years old on June 6, 2016. I recognized this milestone and presented her with a proclamation.

- SOLICITOR, Howard Long
- Executive Closed Session

ORDINANCES, 2ND READING

ORDINANCE NO. 2016-13

AN ORDINANCE AMENDING AND SUPPLEMENTING CHAPTER 6 OF THE CODE OF THE BOROUGH OF BERLIN ENTITLED CELEBRATION COMMITTEE.

Meeting open to the public on Ordinance No. 2016-13.-None
Meeting closed to the public.

Motion to adopt Ordinance No. 2016-13
Councilman President Pearce.;
Sec Councilman Buchanan
RCV- All present voted in favor

ORDINANCE NO. 2016-14

AN ORDINANCE AMENDING AND SUPPLEMENTING CHAPTER 218 OF THE CODE OF THE BOROUGH OF BERLIN ENTITLED “MERCANTILE LICENSES”

Meeting open to the public on Ordinance No. 2016-14- None
Meeting closed to the public.

Motion to adopt Ordinance No. 2016-14
Councilman Miller
Sec.; Councilman Buchanan,
RCV All present were in favor.

ORDINANCE NO. 2016-15

AN ORDINANCE CREATING CHAPTER 233 OF THE CODE OF THE BOROUGH OF BERLIN ENTITLED, RESIDENT PERMIT PARKING ONLY.

Meeting open to the public on Ordinance No. 2016-15. - None
Meeting closed to the public.

Motion to adopt Ordinance No. 2016-15
Councilman Buchanan
Sec.; Councilman Badolato,
RCV All present were in favor

RESOLUTIONS:

RESOLUTION R6-2;2016 - A RESOLUTION AUTHORIZING TAX REFUND FOR BLOCK 900, LOT 23 IN THE AMOUNT OF \$1782.32 DUE TO TITLE COMPANY OVERPAYMENT.

RESOLUTION R6-3;2016 - A RESOLUTION OF THE BOROUGH OF BERLIN AUTHORIZING UTILITY REFUND FOR BLOCK 2100 LOT 2.11 IN THE AMOUNT OF \$1094.60 DUE TO RESIDENT OVER PAYMENT.

RESOLUTION R6-4; 2016 - APPROVAL OF BUDGET INSERTION FOR NJDEP CLEAN COMMUNITIES PROGRAM, CHAPTER 159, IN THE AMOUNT OF \$18,677.61.

RESOLUTION R6-6; 2016 - APPROVAL FROM COUNCIL TO RELEASE MAINTENANCE BOND FOR ELLIS AVENUE PER RECOMMENDATION FROM PENNONI ASSOCIATES AS ALL BONDED IMPROVEMENTS HAVE BEEN MET.

RESOLUTION R6-7; 2016 - APPROVAL FROM COUNCIL TO RELEASE BOTH PERFORMANCE BOND AND MAINTENANCE BOND FOR S. ARLINGTON AVENUE ROAD PROJECT PER RECOMMENDATION FROM PENNONI ASSOCIATES AS ALL BONDED IMPROVEMENTS HAVE BEEN MET.

RESOLUTION R6-8; 2016 - APPROVAL FROM COUNCIL TO RELEASE MAINTENANCE BOND FOR THE CHLORINATION SYSTEM FOR WELL NO. 15 PROJECT PER RECOMMENDATION FROM PENNONI ASSOCIATES AS ALL BONDED IMPROVEMENTS HAVE BEEN MET.

RESOLUTION R6-9; 2016 - APPROVAL FROM COUNCIL TO RELEASE THE MAINTENANCE BOND FOR WAL-MART IN BERLIN TOWNSHIP FOR THE WATER SERVICE CONNECTION PROJECT PER RECOMMENDATION FROM PENNONI ASSOCIATES AS ALL PUNCH LIST ITEMS HAVE BEEN COMPLETED.

RESOLUTION R6-10; 2016 - A RESOLUTION AUTHORIZING AND APPROVING AN ESCROW AGREEMENT IN THE AMOUNT OF \$13,000 WITH ROYAL FARMS OF BALTIMORE MD.

RESOLUTION R6-11; 2016 - A RESOLUTION ACCEPTING THE RESIGNATION OF HOUSE INSPECTOR KYLE WAGNER EFFECTIVE JUNE 13, 2016.

RESOLUTION R6-12; 2016 - A RESOLUTION AMENDING RESOLUTION R3-12 ORIGINALLY FOR THE COMPANY WATCHGUARD VIDEO IN THE AMOUNT OF \$18,869.00 TO CHANGE TO PATROL PC, A STATE CONTRACT VENDOR IN THE AMOUNT OF \$20,909.00 FOR BODY THE BODY CAMERA PURCHASES TO ADHERE TO THE RECEIVING OF COUNTY GRANT FUNDS. (CFO TO CHANGE THE ORIGINAL CAF FROM \$18,869.00 TO \$20,909.00)

RESOLUTION R6-13; 2016 -A RESOLUTION APPROVING THE RELEASE OF MAINTENANCE BOND FOR HAVERHILL EAST PER RECOMMENDATION FROM PENNONI ASSOCIATES AS ALL PUNCH LIST ITEMS HAS BEEN ADDRESSED.

RESOLUTION R6-14; 2016 - A RESOLUTION IN SUPPORT OF THE ADOPTION OF S2254/A3821 TO CLARIFY MUNICIPAL AFFORDABLE HOUSING OBLIGATIONS

RESOLUTION R6-15; 2016 - A RESOLUTION TO REFUND A RESIDENT, LORI HERSHAFF, 116 MARSHALL CT, BERLIN, NJ \$\$540.00 FOR THE PAYMENT OF THE USE OF THE COMMUNITY CENTER. SHE WAS UNAWARE THAT IT WAS NOT AIR CONDITIONED AT THE TIME OF BOOKING

Motion to Approve Resolutions R6-1 through R6-17 Motion Council President Pearce Sec.; Councilmember Badolato, RCV- All in favor

- **PRIVILEGE OF THE FLOOR**

Tina Hoffman
55 Summit Ave
Berlin, NJ 08009

Tina expressed concerns in reference to the deteriorating condition of the hotel. It is in great need of repairs. It has been neglected for many years since it was moved from its original location to where it now stands.

The issue presented tonight is very time sensitive in respect to being approved for a grant from the 2016 Camden County Grant Association. I am asking for a resolution to be added to the agenda and passed tonight so the Historical Society can move forward with this process. It will cost \$2000.00 to write the grant application and be submitted by Margaret Westfield whom was instrumental in the processing and moving of the hotel in 1998. The deadline for submission is July 15, 2016. A list of current maintenance that needs to be done to the hotel was read along with the costs associated with the repairs. If we are approved for this \$50,000 grant and approximate cost of fixing the current problems would be between \$5,000 to 7000 leaving an amount of \$43,000 for future use.

Some questions were raised by council as to how much it would cost DPW to do the repairs rather than a contractor. One of the biggest costs is repainting the hotel. The contractor needs to work with the historical commission in order to get the correct color that best represents the time period. If we have DPW do this major repair we are looking at between \$5,000 to 7000 alone to just pay for the overtime.

Currently there is \$300,000 allocated in the budget for hotel repairs. These costs are beyond this budgeted amount and the library is not trying to force council to do the repairs. They will be done over time. The roof alone will cost \$151,000 to fix and the Library Trustees have already spent \$8000 towards this project.

Discussion by Council members also questioned putting a cap by yearly basis to limit the cost of repairs to this borough owned property. Currently the Library has taken on the responsibility of maintaining the hotel. The request at this time is to have help with the minor maintenance issues. DPW has been wonderful with offering their help to not have to pass these costs onto the borough residents & tax payers.

The library operation costs and yearly cap budget is \$250,000. After Mrs. Hoffman's presentation

Mayor Biella made a motion to execute a grant for the Historical Society and add R-18 to agenda

Motion Council President Pearce

Sec. Councilmember Pearce

RCV all present were in favor

- **PAYMENT OF THE BILLS FOR THE MONTH OF MAY, 2016 IN THE AMOUNT OF \$1,508,718.52**

Motion;

Councilman Pearce

Sec.; Councilman Badolato

RCV in favor

Motion to adjourn; Councilman Miller

Sec. Councilman Pearce

RCV all in favor

Charleen Santora, RMC, Borough Clerk

