

BOROUGH OF BERLIN
WORKSHOP MEETING MINUTES
TUESDAY, DECEMBER 04, 2018
MUNICIPAL BUILDING
59 SOUTH WHITE HORSE PIKE
BERLIN, NJ 08009
7:00 P.M.

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 Bilella, Council President Miller, Council Members Pearce, Badolato, Rocco, Buchanan, & MacDonnell

Councilman Pearce noted that he would have to be leaving the meeting early

ABSENT: Council President Miller, Councilman Badolato

PRESENT ALSO: Solicitor Daniel Long, CFMO Debra DiMattio and RMC Lois Sahina

COUNCIL DISCUSSION:

Mayor Bilella explained that because Councilman Pearce had to leave early that he would be giving his Public Safety report first.

- **PUBLIC SAFETY, Chairman Jim Pearce**
 - **Budget** -Next year's budget was discussed for EMS
 - **Borough Funding** -Payment of \$34,000 is now due from the Borough to the EMS to pay for the building and operating costs. We budgeted only \$31,000.
 - **EMS Meeting** -I met with the head of the EMS Lou DiMarco and we discussed their budget and expenses and how the Borough funding was used and needed. In order for the squad to get funding through Medicare they must charge \$900.00 per call. It is then billed to the insurance and then passed on to the individual in need of this basic service This is a very complicated process. The Governing Body would also like Lou to come to one of our workshop meetings and review this with Council
 - **EMS Scheduling** - Our squad is paid by the hour by scheduled slots. Either we continue to fund our EMS or we would need to provide this service in some other way. We are mandated by the State to have an ambulance squad.
 - **2% Increase** – I would like to see the 2% increase per year eliminated
- **BUILDINGS, PARKS, & RECREATION, Chairman Len Badolato – No Report**
- **PUBLIC WORKS, STREETS & ROADS, Chairman Dan MacDonnell -**
 - **2018 Road Project** – The 2018 Road Project is almost complete.
 - **Speed Humps** – All of the speed humps had been put in, including the stop bars on Taunton
- **WATER & SEWER, Chairman Ron Rocco -** No report was given
- **COMMUNICATIONS, Chairman Rick Miller –** No Report Given
- **FINANCE, Chairman Mike Buchanan**
 - **2019 Budget** -The 2019 Budget will soon be started. I will need to get a contract from Howard.
 - **Salary Ordinance** – January we will need to put the Salary Ordinance on the agenda

- **ECONOMIC DEVELOPMENT & REAL ESTATE, Mayor Jim Bilella**
 - **Best Practices** – Review of the Best Practices Worksheet for 2018 was reviewed with all of the Governing Body. Almost all of the areas required by the State were met. One of the areas we didn't meet was #5. This line is for hybrid vehicles which we do not have.
 - **Sustainable New Jersey**- This is a “Go Green” program was passed by the State in 2013. If the Governing Body decides to enter into this program, there would be no cost involved. The DBRC expressed interest forming a committee. A coordinator would need to be appointed and done by resolution. The program would allow them to apply for grants and funding. Nicole Lopez who is a volunteer for the DBRC has expressed interest as coordinator. This would not be a paid position.
 - **Construction Funding** – All construction employees have been rice noticed and we will need to go into executive session tonight to discuss salary increases.

- **SOLICITOR, Daniel Long** - No report was given

- **CHIEF FINANCIAL OFFICER, Debra DiMattia**
 - **Transfer of Funds** – I will need a resolution put on the next agenda to transfer funds. I am still in the process of reviewing budget and seeing where the money will be coming from for the 2019 Budget

- **ACTING ADMINISTRATOR, Bill Behnke**
 - **Safety Committee** – The last quarter JIF meeting has been rescheduled until December 20, 2019. It is very important for Department Heads to all attend these meetings and to participate. The JIF is reimbursed for the Borough involvement.
 - **Holiday Luncheon** – Our annual Holiday Luncheon will be held on December 20, 2019 at noon in the court room. All DPW workers, employees and Department heads have been invited. The administrative offices will be closing after the luncheon.
 - **Handbook**- Our solicitor, Howard Long, has reviewed and finalized our Borough handbook. Each employee will receive a copy.

PRIVILEGE OF THE FLOOR

Joe Theurer
21 Coleman
Berlin, NJ

Have the EMS said disclosed the amount of money they receive in donations?

Mayor Bilella – This is an area that we will discuss when meeting with Lou DiMarco

PRIVILEGE OF THE FLOOR CLOSED

Mayor Bilella may I have a motion to go into executive session

Motion - Councilman MacDonnell

Second - Councilman Rocco

All in favor

EXECUTIVE SESSION

GOOD OF THE ORDER – No one spoke

Motion to adjourn; Councilman Rocco
Sec., Councilman MacDonnell

Lois J. Sahina
Registered Municipal Clerk

December 4, 2018

