

BOROUGH OF BERLIN
WORK SESSION MEETING MINUTES
TUESDAY, SEPTEMBER 6, 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.

ABSENT: Council President Pearce

PRESENT ALSO: Solicitor Howard Long, Acting Clerk Lois Sahina, CFO/Administrator Mike Kwasizur

- **COUNCIL REPORTS:**
- **BUILDINGS & GROUNDS,** Chairman Len Badolato- No report given
- **STREETS & ROADS,** Chairman Michael Buchanan – Reported that the soccer club was given a grant of \$25,000.00.

The topic of connecting the parking lot to Zion, Canyon or Harvard.

The issue of speed hump placement is being addressed. There are several areas being observed for placement of the speed humps, including Jones Lane in the Belair development and on Zion Drive. There is a big concern with people cutting through these developments and it is creating a great safety hazard to the residents of these developments. Mike has spoken to the police chief to enforce traffic in both of these areas. We are in the process of getting estimates for the cost of these speed reducers which will be determined in the lowest most reasonable bidder for this project. Our borough engineer will also give us an analysis on this projected project. There will also have to be signs placed in these areas to alert drivers that there is a speed hump approaching. These signs will also be included in the price of the project and bid packets.

Mike also mentioned that we are in need of a new dump truck and that the old one will have to be considered for quick sale or other use within the borough. There was also discussion amongst the governing body of purchasing a new senior citizen bus.

- **WATER & SEWER,** Chairman Ron Rocco – No report given at this time.

- **HEALTH & RECREATION**, Chairman Rick Miller – No report given at this time.
- **PUBLIC SAFETY**, Chairman Council President Jim Pearce –No report given – absent.
- **FINANCE**, Chairman Lynn Kupchik- The upcoming Berlin Business Association Fall Fest on October 1, 2016 was discussed. The wording of resolution 9-10 referencing this association and event was asked to be reworded. The fees are being waived for all members but this does not include the waiving of the mercantile fee for nonmembers and out of town participants. The Business Association does not make a profit on this event and this is why members fees are being waived. Members currently registered already have a mercantile license with the borough. A free table will be available to all members who participate in this event.

Lynn also questioned if we were considering hiring a full-time person in the Clerk's office and how this would affect our budget in the 4th quarter. The Mayor said there may be a slight increase or none according to our accountants. These numbers can be adjusted if needed. Lynn recommended that the department heads cut back on their spending.

- **MAYOR**, Jim Bilella – There is a County Freeholders town meeting on September 9, 2016 in the Berlin Township Municipal Building. All governing body members should have received a flyer about this meeting. The County has asked us to host a Freeholders event such as this within our borough. We will be discussing a date with them in the future.

We will be adding a resolution to tonight's agenda. We will be appointing Kim Cunningham as a new board of trustee to the library.

The Borough is now back to the regular hours of 8:30 am to 4:30 pm. However, until further notice and weather the hours of the DPW will continue to be 6:00 am to 2:30 pm.

The Mayor explained the COAH process at this time and why we were not compliant. He said that a plan is being worked on currently and is in remediation so that we will meet our requirements for the COAH.

We are also working on revitalization of Berlin Borough in sections.

- **ADMINISTRATOR**, Mike Kwasizur – I met with DPW about their contract and things look very good and are going smoothly. We will be meeting again later in September.
- **SOLICITOR**, Howard Long – No report at this time.

Privilege of the floor

Joe Thuerman
21 Coleman Road
Berlin, NJ 08009

Mr. Thuerman questioned if there has been a traffic study done concerning the traffic on Tansboro Road and Jackson Road. He also asked about the repaving. He was told that the County did come out and do a study and the County also did some pre- paving repairs that needed to be done.

Privilege of the floor closed

UPCOMING ORDINANCES AND RESOLUTIONS TO BE VOTED ON AT THE NEXT COUNCIL MEETING OF SEPTEMBER 15, 2016

2nd Reading

ORDINANCE NO. 2016-17 - AN ORDINANCE AUTHORIZING A FORM OF NOTICE OF TORT CLAIM

1st Reading

ORDINANCE NO. 2016-18 – REVISION OF THE MASTER PLAN FOR THE BOROUGH OF BERLIN

1st Reading

ORDINANCE NO. 2016-19 – ORDINANCE UPDATING POLICY AND FEES FOR PROPERTY REGISTRATION IN THE BOROUGH OF BERLIN

RESOLUTION R9-1; 2016 - RESOLUTION OF THE BOROUGH OF BERLIN, COUNTY OF CAMDEN, STATE OF NEW JERSEY, AUTHORIZING TAX REFUND FOR BLOCK & LOTS LISTED BELOW DUE TO TAX OVERPAYMENT.

RESOLUTION R9-2; 2016 – A RESOLUTION OF THE BOROUGH OF BERLIN, COUNTY OF CAMDEN, STATE OF NEW JERSEY, AUTHORIZING TAX REFUND FOR BLOCK & LOTS LISTED BELOW DUE TO MORTGAGE COMPANY OVERPAYMENTS.

RESOLUTION R9-3; 2016 – A RESOLUTION AUTHORIZING AND APPROVING A CH. 159 BUDGET INSERTION FOR THE DRIVE SOBER OR GET PULLED OVER LABOR DAY CRACKDOWN GRANT IN THE AMOUNT OF \$5,000.00

RESOLUTION R9-4; 2016 – A RESOLUTION TO RENEW MEMBERSHIP IN THE CAMDEN COUNTY MUNICIPAL JOINT INSURANCE FUND

RESOLUTION R9-5; 2016 – A RESOLUTION OF THE BOROUGH OF BERLIN, COUNTY OF CAMDEN, STATE OF NEW JERSEY, AUTHORIZING ACCEPTANCE OF A 2004 FORD TAURUS DONATED BY SCUDO C. VARANO

RESOLUTION R9-6; 2016 – A RESOLUTION TO APPOINT CROSSING GUARDS KATHLEEN HEALEY AND DENISE KIJONKA-GOCK FOR THE 2016 SCHOOL YEAR

RESOLUTION R9-7 ;2016 – A RESOLUTION AUTHORIZING THE RELEASE OF THE MAINTENANCE BOND FOR HAVERHILL EAST

RESOLUTION R9-8 ;2016 – A RESOLUTION AWARDED THE BID OF A DUMP TRUCK TO ROBERT H. HOOVER & SONS, INC. IN THE AMOUNT OF \$175,209.00

RESOLUTION R9-9 ;2016 – A RESOLUTION OF THE BOROUGH OF BERLIN, COUNTY OF CAMDEN, STATE OF NEW JERSEY AMENDING THE CONTRACT OF MICHAEL T. KWASIZUR TO THE CHIEF FINANCIAL OFFICER WITH ADMINISTRATIVE RESPONSIBILITIES.

RESOLUTION R9-10 ;2016 – A RESOLUTION TO WAVE TEMPORARY ONE DAY MERCANTILE LICENSES ON OCTOBER 1, 2016 FOR BUSINESS ASSOCIATION MEMBERS WHO PARTICIPATE IN THE FALL FEST

RESOLUTION R9-11; 2016 - RESOLUTION OF THE BOROUGH OF BERLIN, COUNTY OF CAMDEN, STATE OF NEW JERSEY, AUTHORIZING THE REFUND OF MONIES FROM THE FLAG FUNDRAISER TO TREE MASTERS LLC.

RESOLUTION R9-12; 2016 - RESOLUTION OF THE BOROUGH OF BERLIN, COUNTY OF CAMDEN, STATE OF NEW JERSEY, AUTHORIZING THE SALE OF 69 WHITE HORSE PIKE, BLOCK 1108, LOT 6 AT A STARTING BID PRICE/APPRaised VALUE OF \$140,000.00

RESOLUTION R9-13; 2016 - RESOLUTION OF THE BOROUGH OF BERLIN, COUNTY OF CAMDEN, STATE OF NEW JERSEY, CONFIRMATION OF MAYOR'S APPOINTMENT OF KIM CUNNINGHAM AS BERLIN BOROUGH LIBRARY TRUSTEE TO FILL THE UNEXPIRED TERM VACATED BY ALLEN NICKERSON

RESOLUTION R9-14; 2016 - RESOLUTION OF THE BOROUGH OF BERLIN, COUNTY OF CAMDEN, STATE OF NEW JERSEY, CONFIRMATION OF MAYOR'S APPOINTMENT OF MARY KRISTEN ALBERTSON AS BERLIN BOROUGH LIBRARY TRUSTEE

Motion to Adjourn - Council Member Miller
Seconded – Council Member Batolato

Lois J. Sahina
Acting Clerk