

BOROUGH OF BERLIN
WORKSHOP MEETING MINUTES
TUESDAY, SEPTEMBER 5, 2017
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 Jim Bilella, Council President Jim Pearce, Council Members Miller, Badolato, Rocco, Buchanan, & MacDonnell.

ABSENT: Council President Jim Pearce, Clerk Lois Sahina

PRESENT ALSO: Solicitor Chris Long and
CMFO Michael T. Kwasizur

- **COUNCIL DISCUSSION:**
- **BUILDINGS & GROUNDS, Chairman Len Badolato**
 - Discussed how engineer will start the process of determining what is causing the flooding on the baseball fields.
 - The engineer is going to create the bid specs for the painting of the hotel. The CFO confirmed that the funds are available and that the engineer has been sent POs in order to start both these projects.
- **STREETS & ROADS, Chairman Dan MacDonnell**
 - 2017 Road Project for Paving Constitution Blvd.
 - Flashing crossing signs should be switched out in the next few weeks on White Horse Pike
 - Met with county about fixing some of the bumps on New Freedom Road. Asked for them to come back out and fix this issue
 - Spoke about possibly fixing some of the storm drains that sink after being asked about it by Councilman Miller
- **WATER & SEWER, Chairman Ron Rocco**
 - Discussed new video machine the Borough will be purchasing for sewer and water mains. Councilman Rocco spoke of how we may be able to use this to examine the sunken storm drains

- **HEALTH & RECREATION, Chairman Mike Buchanan**
 - Discussed bringing back open gym
 - Security concerns for the Community center as the back door has been left open. A discussion took place about getting a live feed to the police station and a possible alarm on the back door.
 - Councilman Buchanan & Mayor Bilella discussed lighting for the soccer field pathway. Mayor Bilella mentioned reviewing the plans to get the pricing down a bit.
 - Discussed Halloween will be from 1-3 on Sunday 10/29

- **PUBLIC SAFETY, Chairman Jim Pearce- No report given - Absent**

- **FINANCE, Chairman Rick Miller**
 - Discussed chainsaw practice drill not being allowed at the county park until we get a new insurance certificate. We should be fine to use the parking for training afterward.
 - Discussed electronic payment and registering of dogs. CFO stated it would not be worth it for the minimal amount of people that would use this and internal controls that would need to be put into place.

- **MAYOR, Jim Bilella & SOLICITOR, Howard Long**
 - Discussed the Kmart shopping center being purchased by Sterling bank and how they are looking to make rapid improvements in order to be able to lease and then sell the property.
 - Discussed new residents getting a trash can for free when they move into a home if their old trash can was stolen. Council also discussed doing the same thing for water meters. This doesn't happen too often and cost would be minimal. We are going to move forward with this.
 - Waiving construction fees for remodeling foreclosures. No decisions were made
 - Discussed late fees for mercantile licenses and possibly reducing late fees

- **CMFO, Michael T. Kwasizur**
 - Employees who are firefighters and registered nationally would like to be able to leave when requested for national emergencies. This would be at non-pay status or they could use vacation/personal time
 - Employees who are firefighters would like to know if they could go to an all hands-on deck fire in the Borough – This would be allowed but employees need to use their vacation/personal time.
 - Explained how the Borough will be getting a free energy audit on behalf of the state. Mayor explained that when we upgrade certain items based off of the audit we get the upgrade for free. The vendor is paid back from the savings in our energy bill.
 - Constant Contact has been established and is up and running. First email was sent out a few days ago that informs people of upcoming events.

- Discussed wrapping of ceiling pipes. DPW is going to make a list of what needs to be wrapped and then we are going to get some quotes by contractors to do the work.
- Borough will be hosting a shred event on November 4, 2017 open to all residents.

GOOD OF THE ORDER – No one spoke

PRIVILEGE OF THE FLOOR- Christian Zerfing, 21 North Franklin Ave. addressed council about a vacating a paper street behind his house so that he could own the property and fence that portion in with his backyard since he already maintains the property. The piece of land that he was speaking of was determined not to be a paper street but owned by his neighbors.

CLOSED THE PRIVILAGE OF THE FLOOR

Motion to adjourn; Councilman Miller

Sec., Councilman MacDonnell

Voice Vote; All present were in favor

Michael T. Kwasizur CPA, CMFO
Chief Financial Officer
September 5, 2017