

**BOROUGH OF BERLIN SPECIAL MEETING MINUTES**  
**WEDNESDAY, JANUARY 30, 2019**  
**MUNICIPAL BUILDING**  
**59. S. WHITE HORSE PIKE**  
**BERLIN NJ**  
**7:00 PM**

**SPECIAL MEETING OF JANUARY 30, 2019 CALLED TO ORDER**

**FLAG SALUTE**

**SUNSHINE NOTICE:** Adequate notice of this Special Meeting has been provided in accordance with the Open Public Meetings Act, N.J.S.A. 10:4-6, also known as the Sunshine Law. Said notice has been advertised and published in both the Courier Post and Inquirer Newspapers and posted on the Borough Hall Bulletin Board at the Berlin Hotel showing the date, place and time of said meeting.

**ROLL CALL**

Mayor Jim Bilella, Council Members, Pearce, Miller, Badolato, Rocco, Buchanan and MacDonnell.

**ABSENT** Councilmembers Miller, Badolato, Rocco

There is a quorum

**Mr. Long** - Proof of publication from the Philadelphia Inquirer that the meeting was advertised on January 25<sup>th</sup>, 2019 and the Courier Post on the morning of January 28<sup>th</sup>, 2019. The appropriate 48-hour notices were given of this meeting. The reason for this meeting is for:

**RATIFICATION AND REAPPROVAL OF VARIOUS MOTIONS, MAYOR'S APPOINTMENT WITH CONFIRMATION OF COUNCIL AND RESOLUTIONS PREVIOUSLY ADOPTED AT THE REORGANIZATIONAL MEETING OF JANUARY 5, 2019 CONDUCTED AT 12:30 P.M.**

There are a series of motions and since we have been through some of this, with consent, I would like to group some of these matters together.

All agreed to grouping of certain matters

**MOTIONS**

**1. APPOINTMENT OF JAMES PEARCE COUNCIL PRESIDENT:**

Motion to appoint James Pearce as the Council President Year 2019;

**2. PLANNING BOARD COUNCIL REPRESENTATIVE:**

Motion to appoint Councilman Daniel MacDonnell (Class III)

**3. MOTION BY COUNCIL TO MAKE THE FOLLOW COMMITTEE APPOINTMENTS:**

BUILDINGS, PARKS & RERCREATION	Chairman Len Badolato Vice Chair Rocco
PUBLIC WORKS STREETS & ROADS	Chairman Dan MacDonnell, Vice Chair Badolato
WATER & SEWER	Chairman Ron Rocco Vice Chair Buchanan
PUBLIC SAFETY	Chairman Jim Pearce Vice Chair Miller
FINANCE	Chairman Mike Buchanan Vice Chair MacDonnell
COMMUNICATIONS	Chairman Rick Miller Vice Chair Pearce

**Motion to approve 1-3 as read:** Councilman MacDonnell

**Second:** Councilman Buchanan

All present were in Favor

**APPOINTMENTS OF OFFICIALS BY MAYOR WITH CONFIRMATION FROM COUNCIL**

**1. BOROUGH OFFICIALS:**

• Administrator	William Behnke	1/1/19 – 12/31/19
• Treasurer	Stacey Divello	1/1/19 – 12/31/19
• Deputy Clerk	Dana McGarvey	1/1/19 – 12/31/19
• Deputy Registrar	Dana McGarvey	1/1/19 – 12/31/19
• Borough Historian	Beth Pomponio	1/1/19 – 12/31/19
• Fire Official	William Behnke	1/1/19 – 12/31/19
• Fire Safety Inspector	Joe Cornforth	1/1/19 – 12/31/19
• Fire Safety Inspector	Dennis Rosenbaum	1/1/19 – 12/31/19
• Plumbing Inspector	Michael DePalma	1/1/19 – 12/31/19
• Fire Chief	Michael Kernan	1/1/19 – 12/31/19
• Zoning Official	Michael DePalma	1/1/19 – 12/31/19
• Deputy EMC	Fred Tuttle	1/1/19 – 12/31/19

**2. HISTORIC PRESERVATION COMMISSION APPOINTMENT BY MAYOR WITH CONFIRMATION FROM COUNCIL:**

• Council Liaison	Councilman Len Badolato	1/1/19 – 12/31/19
• Tina Hoffman	Class C	4 yr 1/1/19 – 12/31/22



**Motion to approve Mayor Appointments with Confirmation of Council 1-7 as read:** Council President Pearce  
**Sec:** Councilman MacDonnell  
All present were in Favor

**MEETING OPEN TO THE PUBLIC ON RESOLUTIONS ONLY**- No one spoke

**MEETING CLOSED TO THE PUBLIC**

Council President Pearce made Mayor, Council and Mr. Long aware that there are two date changes to be made to **RESOLUTION R1-22; 2019**, A RESOLUTION ESTABLISHING MEETING DATES FOR THE WORK SESSIONS AND COUNCIL MEETINGS TO BE AS FOLLOWS: October 8<sup>th</sup> 2019 will be changed to October 1<sup>st</sup>, 2019 and October 17<sup>th</sup>, 2019 will be changed to October 10<sup>th</sup>.

**Mr. Long** - We will move with this in mind

**RESOLUTIONS**

**RESOLUTION R1-1; 2019**, APPOINTMENT OF HOWARD C. LONG, JR, ESQUIRE, FROM THE FIRM OF WADE, LONG, WOOD & LONG, LLC, OF LAUREL SPRINGS, NJ AS BOROUGH SOLICITOR FOR BERLIN BOROUGH YEAR 2019.

**RESOLUTION R1-2; 2019**, AUTHORIZATION TO ADOPT A TEMPORARY BUDGET FOR YEAR 2019.

**RESOLUTION R1-3;2019**, APPOINTMENT OF DANIEL DIGANGI, CPA, FROM BOWMAN & COMPANY OF VOORHEES, NJ AS AUDITORS FOR THE BOROUGH OF BERLIN YEAR 2019.

**RESOLUTION R1-4;2019**, APPOINTMENT OF HUGH DOUGHERTY, P.E., CME, FROM PENNONI ASSOCIATES OF HADDON HEIGHTS, NJ AS GENERAL ENGINEERS AND TAX MAP OFFICIALS FOR THE BOROUGH OF BERLIN YEAR 2019.

**RESOLUTION R1-5; 2019** APPOINTMENT OF HUGH DOUGHERTY, P.E., C.M.E. OF PENNONI ASSOCIATES OF HADDON HEIGHTS, NJ AS WATER & SEWER ENGINEERS FOR THE BOROUGH OF BERLIN YEAR 2019.

**RESOLUTION R1-6;2019**, A RESOLUTION APPOINTING CHRIS DOCHNEY, PP, AICP FROM CME ASSOCIATES OF SOUTH HOWELL, NJ AS MUNICIPAL PLANNER FOR THE BOROUGH OF BERLIN YEAR 2019.

**RESOLUTION R1-7;2019**, APPOINTMENT OF EDGEWOOD ASSOCIATES OF BERLIN, NJ AS RISK MANAGEMENT CONSULTANTS IN COMPLIANCE WITH THE MEL/JIF INSURANCE COMPANY FOR THE BOROUGH OF BERLIN YEAR 2019.

**RESOLUTION R1-8; 2019**, APPOINTMENT OF THE LAW FIRM OF PARKER MCCAY, PA AS BOND COUNSEL FOR THE BOROUGH OF BERLIN YEAR 2019.

**RESOLUTION R1-9; 2019**, APPOINTMENT OF STUART PLATT, ESQUIRE FROM THE LAW FIRM OF PLATT AND RISO, STRATFORD, NJ AS SPECIAL COAH COUNSEL FOR THE BOROUGH OF BERLIN YEAR 2019.

**RESOLUTION R1-10;2019**, APPOINTMENT OF ERI, CME AND MASER CONSULTING AS SPECIAL PROJECTS ENGINEERS FOR THE BOROUGH OF BERLIN YEAR 2019.

**RESOLUTION R1-11; 2019**, A RESOLUTION DESIGNATING THE COMMUNITY DEVELOPMENT BLOCK GRANT REPRESENTATIVES TO BE COUNCILMAN BUCHANAN AND ALTERNATE COUNCILMAN BADOLATO FOR YEAR 2019.

**RESOLUTION R1-12; 2019**, A RESOLUTION DESIGNATING THE FUND COMMISSIONER TO BE MILLARD WILKINSON, JR FOR YEAR 2019.

**RESOLUTION R1-13; 2019**, A RESOLUTION DESIGNATING THE SAFETY COORDINATOR FOR THE CAMDEN COUNTY JIF TO BE MILLARD WILKINSON, JR FOR YEAR 2019.

**RESOLUTION R1-14; 2019**, A RESOLUTION DESIGNATING THE SUSTAINABLE NJ AND GREEN TEAM LEADER TO BE NICOLE LOPEZ FOR YEAR 2019.

**RESOLUTION R1-15;2019**, A RESOLUTION AUTHORIZING THE BOROUGH CLERK/AND OR ADMINISTRATOR AND THE CERTIFIED PURCHASING AGENT TO ADVERTISE, RECEIVE AND OPEN BIDS.

**RESOLUTION R1-16; 2019**, A RESOLUTION FIXING THE RATE OF INTEREST TO BE CHARGED FOR THE DELINQUENCIES OF TAXES, WATER, SEWER AND ALL OTHER APPLICABLE MUNICIPAL CHARGES.

**RESOLUTION R1-17; 2019**, A RESOLUTION DESIGNATING THE COURIER POST OF CHERRY HILL, NJ AND PHILADELPHIA INQUIRER OF PHILADELPHIA PA AS OFFICIAL NEWSPAPERS FOR BERLIN BOROUGH YEAR 2019.

**RESOLUTION R1-18; 2019**, A RESOLUTION ESTABLISHING THE CASH MANAGEMENT PLAN FOR YEAR 2019.

**RESOLUTION R1-19; 2019**, A RESOLUTION AUTHORIZING THE ADMINISTRATOR TO ISSUE REFUNDS LESS THAN \$500 FOR THE YEAR 2019.

**RESOLUTION R1-20; 2019**, A RESOLUTION AUTHORITY THE MUNICIPAL CLERK TO ACCEPT AND APPROVE MERCHANTILE LICENSES FOR YEAR 2019.

**RESOLUTION R1-21; 2019**, A RESOLUTION ESTABLISHING THE PUBLIC MEETING FORMAT AS FOLLOWS:

1. Meeting called to order
2. Salute to the flag
3. Roll call
4. Dept Reports and Payment of Bills
5. Council and Mayor Reports

6. Ordinances
7. Public hearing on resolutions
8. Resolutions
9. Privilege of floor
10. Executive session (if required)
11. Adjournment

**RESOLUTION R1-22; 2019**, A RESOLUTION ESTABLISHING MEETING DATES FOR THE WORK SESSIONS AND COUNCIL MEETINGS TO BE AS FOLLOWS: Date corrections are listed below:

<b><u>7:00 PM</u></b>	<b><u>7:00 PM</u></b>
<b>Work Sessions</b>	<b>Council Meetings</b>
	January 17, 2019
	February 13, 2019
March 5, 2019	March 14, 2019
April 2, 2019	April 11, 2019
May 7, 2019	May 16, 2019
June 4, 2019	June 13, 2019
	July 11, 2019
	August 15, 2019
September 3, 2019	September 12, 2019
October 1, 2019	October 10, 2019
	November 14, 2019
	December 12, 2019

**ADDITIONAL WORK SESSIONS MAY SCHEDULED AS NEEDED**

**MAYOR AND COUNCIL MAY TAKE FORMAL ACTION AT ALL WORK SESSIONS**

**RESOLUTION R1-23; 2019**, AUTHORIZATION TO APPROVE CONTRACT AWARD FOR GASOLINE TO FLEET SERVICES, SUNOCO OIL CO./SUN TRACT, BOX 3440, BOSTON, MA. UNDER STATE CONTRACT NUMBER T0394 58886 (CFO HAS CERTIFIED FUNDS ARE AVAILABLE).

**RESOLUTION R1-24; 2019**, AUTHORIZATION FROM COUNCIL TO ENTER INTO AN AGREEMENT WITH CAMDEN COUNTY ANIMAL CONTROL COOPERATIVE AGREEMENT AND VOORHEES ANIMAL ORPHANAGE FOR ANIMAL CONTROL SERVICES FOR THE YEAR 2019. (CERTIFICATION OF FUNDS COMING FROM THE ANIMAL TRUST FUND).

**RESOLUTION 1-25; 2019**, A RESOLUTION AUTHORIZING THERESA STAGLIANO AS AUTHORIZED AGENT TO REPRESENT THE BOROUGH OF BERLIN FOR TAX APPEALS.

**RESOLUTION R1-26; 2019**, APPROVAL FOR THE CONTINUING DISCLOSURE AGENT SERVICES AND APPOINTMENT AS INDEPENDENT REGISTERED MUNICIPAL ADVISOR OF RECORD TO BE PHOENIX ADVISORS, LLC OF BORDENTOWN NJ.

**RESOLUTION R1-27; 2019**, A RESOLUTION AUTHORIZING RHP TOWING FROM ATCO, LINDEN TOWING FROM LINDENWOLD TO BE THE AUTHORIZED TOWING COMPANIES FOR THE BOROUGH OF BERLIN.

**Motion to approve Resolutions R1-1 through R1-27 as read:** Council President Pearce

**Second:** Councilman Buchanan

**Councilman MacDonnell** I have a question on the motion concerning Resolution R01-21;2019 the Public Meeting Format. Does anyone have an opposition to reading the resolutions first, then doing the public hearing? This way the public has an opportunity to hear what the resolutions are before the public hearing and before adoption. It was agreed upon by all present to switch the order of #7 & #8 and also add #9 resolution adoptions.

The new public meeting format will be as follows:

1. Meeting called to order
2. Salute to the flag
3. Roll call
4. Dept Reports and Payment of Bills
5. Council and Mayor Reports
6. Ordinances
7. Reading Resolutions
8. Public hearing on resolutions
9. Resolution Adoptions
10. Privilege of floor
11. Executive session (if required)
12. Adjournment

**Mr. Long** -With those who motioned and seconded, with your consent given, would you agree to amendment of your motions?

Consent was given by both Council President Pearce and Councilman Buchanan

All present were in favor

## **ORDINANCES**

### **FIRST READING ORDINANCE**

**ORDINANCE 2019-01 SALARY ORDINANCE AMENDS SALARY ORDINANCE 2018-01 SUPPLEMENTING CHAPTER 62 OF THE CODE OF THE BOROUGH OF BERLIN ENTITLED “NONCONTRACTUAL SALARIES”.**

**Motion to Introduce:** Councilman MacDonnell

**Sec.:** Council President Pearce

All present were in favor

**PRIVILEGE OF FLOOR:** No one spoke

**CLOSED PRIVILEGE OF THE FLOOR**

**GOOD OF THE ORDER**

**Council President Pearce** - Are we not doing recognitions and Mayors direct appointments?

**Mr. Long** -We do not need to do recognitions and the Mayor can make direct appointments any time after the stroke of midnight into the New Year. These are both on the agenda as a matter of curtesy.

**Motion to adjourn:** Council President Pearce

**Sec.:** Councilman MacDonnell

All present were in favor

Lois Sahina, RMC

Municipal Clerk

January 30, 2019