BOROUGH OF BERLIN COUNCIL MEETING MINUTES THURSDAY, FEBRUARY 11, 2016 MUNICIPAL BUILDING 59 SO. WHITE HORSE PIKE BERLIN N J 08009 7:00 PM

MEETING CALLED TO ORDER BY MAYOR BILELLA.

FLAG SALUTE LED BY THE MAYOR.

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 on the Borough Hall Bulletin Board and advertised in the Courier Post noting the date, place and time of said meeting read by clerk/administrator.

ROLL CALL: Mayor Jim Bilella, Council President Jim Pearce, Council members Kupchik, Miller, Badolato, Rocco and Buchanan were all present.

PRESENT ALSO: Solicitor Howard Long and Administrator Charleen Santora also present.

• APPROVAL OF MINUTES;

Council meeting minutes of December 10, 2015 Re-organization meeting minutes of January 2, 2016 Council meeting minutes of January 28, 2016

Motion made by Rocco, Sec., Pearce, Councilman Rocco and Buchanan abstained on 12/10/2015 meeting; Councilwoman Kupchik abstained on 1/28/16 meeting. All the rest of council in favor.

• <u>DEPARTMENT HEAD REPORTS FOR THE MONTH OF DECEMBER</u>, 2015

Tax Collector	753,170.93
Utility report	398,166.93
Court Administrator	15,430.39
Community Center Fees	2625.00
Re-inspection fees	150.00
Permit fees	8657.00
Municipal Clerk	19,961.00

• <u>DEPARTMENT HEAD REPORTS FOR THE MONTH OF JANUARY,</u> 2016

Tax Collector

\$1,653,406.23

Utility report	140,395.95
Municipal Clerk's report	9230.50
Permit Fees	7507.00
Rental Inspection Fees	200.00
Resale Inspection Fees	500.00
Zoning Permits	120.00

Motion to approve reports for December, 2015 and January, 2016 made by Pearce seconded by Kupchik.

Councilman Rocco and Buchanan abstain for the month of December. All the rest of council was in favor.

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• MAYOR AND COUNCIL MEMBER'S REPORTS:

- BUILDING & GROUNDS, Chairman Len Badolato met with committeemen Pearce and Buchanan in regards to issues needed to be addressed for buildings and grounds. /Meeting with Starlite Equipment in regards to the possible purchasing of a new video system. /Elevator will be inspected next week for its final completion.
- STREETS & ROADS, Chairman Michael Buchanan still collecting information for the street light that has been requested on Crater and Cross Keys Road. Has been informed that Berlin Community School has an assigned bus stop near this location for their school, Eastern High school and Vocational school. /Poling residents on Malan Avenue in regards to parking issues./He has been surveying street signs on the White Horse Pike and the county roads stating that many of them need to be addressed due to their fading and condition./Asks residents to report all pot holes they feel need to be repaired.
- WATER & SEWER, Chairman Ron Rocco thanks all who attended this meeting. /All water and sewer issues were addressed on Townsend, Washington, Bates and Linden Avenue along with the Laurel Hill pump station./His future project will be working on the method of fixing or repairing the issue on Katherine Avenue regarding the water quality./Wanted to thank Emergency Management Coordinator Michael Miller who was not thanked in error for the good work done during the last snow storm./He read a letter from Superintendent John Allesbrook to a resident concerned about fluoride in the borough's water noting that fluoride has not been added to the borough's water for 30 years thanking John for his explaining this to a concerned resident by letter.
- **HEALTH & RECREATION,** Chairman Rick Miller reports that the community center took in \$36,000 in 2015 whereas exceeded the \$25,000 budget noting that some profit was made. /The schedule is tight for the usage of the Berlin residents but it is working out./He will be looking into the possibility of raising some fees for the center in the near future./There is a condensation problem in the center and

he is meeting with engineer Pennoni Associates and Superintendent Allesbrook for a short term fix./Looking into wireless internet at the center for several needs./He states inquiries are already coming in for this year's camp and suggests that Erin Maloney, who did an outstanding job in 2015 be appointed again, therefore making a motion to do so. This was seconded by Councilman Pearce. All were in favor for Ms. Maloney to be the 2016 Camp Director.

- PUBLIC SAFETY, Chairman Jim Pearce talks about the snow storm and all key players worked together making a great job done by all. He stated that all departments were well prepare./He will set up a presentation for swift 911 during the day for those on council who may want to sit in noting that the presentation is too long for a regular meeting. It can be done in two sessions if necessary. /He reported the police information for December noting there were 1687 calls, 301 summonses issued, 38 arrests, 5 DWI and 8 warrants. In January there were 1615 calls with 304 summons, 35 arrests, 5 DWI's, 4 warrants and 10 drug arrests./There was a hit and run accident recently in Berlin that involved a lot of work on the part of the police and detectives. Thanks all for a great job. /Fireman's installation dinner was a great event. The fireman received 873 calls for 2025 and thanked Mayor Bilella for the proclamation given to the fire company from the borough council on the night of this event. He added that he is grateful for the work done by the volunteers in the fire company. /Asks the clerk to add the ambulance report to the next meetings agenda not wanting to wanting to miss their reports due to the great job they do.
- **FINANCE**, Chairman Lynn Kupchik states the budget is being put together and a meeting is scheduled for Feb. 24 with the finance committee/CFO and Administrator before it is brought to the entire council./The advertising for the several positions that will need to be filled has a deadline of the end of February for applications and résumé's. A committee of three will review these applications and then bring them to the council for interviews.
- MAYOR JIM BILELLA thanks all of the council, administration and staff for all that has been done since he took office noting that we weathered a two foot storm and a great job was done by the police, fire department and EMS/He reports on what has been accomplished since January 2. 1st. Historical Commission meeting in 10 years took place thanking all who are involved. A letter was received by prior mayor in Oct. of 2015 about how the historic commission was not active and would be decertified if there was no indication of continuing with this commission. Letter was turned over to the clerk in December who in turn acted upon passing it over to me. The commission and myself pulled together to fill out the paper work, wrote a letter back to the Historic Preservation Office stating that the Borough of Berlin is committed to the Historic Preservation and with that the response has been received per letter that will be attached to these minutes, that the borough has satisfied their inquiry and the borough will be once again recognized. /In regards to re-development. A study was authorized to move forward with plans hat are in the process of being drafted and sent to the planning

board. At the March meeting the ordinances will be enacted allowing us to move forward for properties to be re-developed. We wll be moving forward with the Master Plan. The Planner has presented information to the planning board and they will come back with their recommendations. He asks council to look at the present master plan that he sent to everyone to make any recommendations for the 2016 Master Plan./A meeting was held with Virtua Hospital in an effort to find out what their intentions are moving forward in the borough. Virtua is trying to relieve Virtua of Voorhees emergency room traffic to Berlin but have no plans in the works for the rest of the hospital. Mayor encourages them to bring more into Berlin to generate business even though the hospital is not a ratable, the businesses around the hospital are/He, along with Councilman Miller and the new planning board chairman Dan McDonnell met with the Camden County Improvement Authority to discuss our re-development needs. The Authority will evaluate our needs; no agreement needed at this point and give us input. /Met with our present COAH Administrator, Triad along with Debbie Simone to revisit what the needs are in keeping up with our COAH compliance. Triad will have to be reappointed at our COAH Administrator and will be done at the next council meeting. /Tax collection rate is up this year to 98.95% that will help with the budget process this year. Thanks tax collector Lisa Eggert for her efforts. /Congratulates Police Chief Michael DeLorenzo for receiving the Emerald Award. Thanks him for his service. /He wrote to the State of New Jersey, Department of Transportation regarding the signalization, timing of traffic lights on Route 73 from the Bridge to Winslow. The merging by Canals to Route 73 near walker is a big concern and asks the state to look at this. The State will evaluate and get back to him. /

- **SOLICITOR** suggests to the council that he would be willing to hold another seminar for training obligations for the JIF in an effort to qualify for the \$250. per each council towards the reduction of insurance premiums and that he can schedule this for the April council meeting. /Resolution on agenda for the downtown revitalization/Resolution on agenda for the ratification of the AFSCME contract.
- ADMINISTRATOR reminds all of the free rabies clinic April 2, 2016 from 10 am to noon at the DPW on Park Drive. Dr. Polo, who administers the rabies shots, will also be providing a service for a "chip" to be placed in each animal for the cost of \$25.00 paid directly to Dr Polo. /New Jersey Manufacturers Insurance was here on Feb. 9 to offer auto and home owners insurance to all municipal employees. /Tax bill payments is available on line by going to berlinnj.org under tax/utility bills./Temporary assistant Gail Gallo who is working in the clerk's office is updating the web page calendar so everything is in one location./Thanks Joan Rocco for her help putting together the annual JIF re-organization meeting that the borough hosts each year.

CAPITAL BUDGET RESOLUTION:

RESOLUTION R2-1;2016, AUTHORIZATION FROM BOROUGH COUNCIL TO CONSTITUTE THE 2016 TEMPORARY CAPITAL BUDGET BY INSERTING VARIOUS CAPITAL PROJECTS FOR ROAD IMPROVEMENTS, IMPROVEMENT TO MUNICIPAL FACILITIES, ACQUISITION OF EQUIPMENT, WATER SYSTEM IMPROVEMENTS, WATER UTILITY EQUIPMENT AND SEWER SYSTEM IMPROVEMENTS FOR AN ESTIMATED COST OF \$1,750,000.00.

Motion; Kupchik, Sec.; Rocco, Questions All in favor.

ORDINANCE INTRODUCTION:

ORDINANCE NO. 2016-05, AN ORDINANCE OF THE BOROUGH OF BERLIN, IN THE COUNTY OF CAMDEN, NEW JERSEY, PROVIDING FOR VARIOUS CAPITAL IMPROVEMENTS AND RELATED EXPENSES IN AND FOR THE BOROUGH AND APPROPRIATING \$1,750.000 FOR SAID PURPOSES; AUTHORIZING THE ISSUANCE OF \$1,665,660 PRINCIPAL AMOUNT OF OBLIGATIONS OF THE BOROUGH TO FINANCE SAID PURPOSES; AND PROVIDING FOR OTHER MATTERS RELATING THERETO.

Motion to introduce made by Kupchik seconded by Pearce. All were in favor.

RESOLUTIONS:

Meeting open to the public on Resolutions R2-2; 2016 through R2-7; 2016.

Motion to close meeting to the public on Resolutions made by Miller seconded by Badolato. All were in favor.

RESOLUTION R2-2; 2016 A RESOLUTION OF THE BOROUGH OF BERLIN ESTABLISHING AND RECOGNIZING THE DOWNTOWN BERLIN REVITALIZATION CORPORATION'S (DBRC) AS A PARTNER WITH THE BOROUGH OF BERLIN WHICH SHALL WORK TO PRESERVE AND ENHANCE THE VITALITY OF BERLIN'S DOWNTOWN CONSISTENT WITH THE TERMS AND CONDITIONS SET FORTH HEREIN.

RESOLUTION R2-3; 2016, AUTHORIZATION TO REFUND SECURITY DEPOSITS TOTALING \$591.20 FOR HYDRANT METER RENTAL BY EAST COAST DRILLING.

RESOLUTION R2-4;2016, A RESOLUTION AUTHORIZING TAX REFUND FOR BLOCK 221.01 LOT 40 IN THE AMOUNT OF \$1,434.99 DUE TO MORTGAGE COMPANY OVERPAYMENT.

RESOLUTION R2-5;2016, A RESOLUTION OF THE BOROUGH OF BERLIN FOR THE APPROVING OF PARTICIPATION WITH THE STATE OF NEW JERSEY FEDERAL GRANT PROGRAM ADMINISTERED BY THE DIVISION OF CRIMINAL JUSTICE, DEPARTMENT OF LAW AND PUBLIC SAFETY SAFE AND SECURE COMMUNITIES GRANT PROGRAM.

RESOLUTION R2-6;2016, APPROVAL FROM COUNCIL PER RECOMMENDATION FROM ENGINEER MASER CONSULTING TO RELEASE THE PERFORMANCE BOND IN THE AMOUNT OF \$96,468.00 FOR PHASE 4 CONTINGENT OF THE POSTING OF MAINTENANCE IN THE AMOUNT OF \$12,058.50, THE RELEASING OF PERFORMANCE BOND FOR PHASE 3B, WATER, IN THE AMOUNT OF \$99,840.00 CONTINGENT UPON THE POSTING OF MAINTENANCE BOND IN THE AMOUNT OF \$12,480.00 AND THE REDUCING OF PERFORMANCE BOND FOR PHASE 2 WATER FROM \$38,820.00 TO 11,646.00 ALL CONTINGENT UPON ESCROW BEING REPLENISHED IN THE AMOUNT OF \$1226.92 BASED ON 5% OF THE MAINTENANCE GUARANTEES.

RESOLUTION R2-7;2016, A RESOLUTION OF THE BOROUGH OF BERLIN AUTHORIZING, RATIFYING AND APPROVING A CONTRACT AGREEMENT BETWEEN THE BOROUGH OF BERLIN AND THE AMERICAN FEDERATION OF STATE, COUNTY AND MUNICIPAL EMPLOYEES, AFL-CIO DISTRICT COUNCIL 71, LOCAL 3303-O.

RESOLUTION R2-8; 2016, AUTHORIZATION TO APPROVE A MERCANTILE LICENSE FOR BUSHRA KHAN, T/A MERA KHANA AT 17 CLEMENTON ROAD, BERLIN N J FOR A RESTAURANT.

RESOLUTION R2-9;2016, AUTHORIZATION TO APPROVE A MERCANTILE LICENSE FOR DEANE V. WALKER,/T/A VERLES NATURAL BODY TREATS AT 95 SOUTH WHITE HORSE PIKE BERLIN NJ FOR SALE OF HANDCRAFTED SOAP AND COSMETICS.

Motion to adopt Resolution R2 RCV	2-2; 2016 throu	gh R2-9; 201	6, S	ec.;,
PAYMENT OF THE BILLS F		ITH OF JAN	UARY, 20	16 IN THE
AMOUNT OF \$2,648,659.04.	Motion;	Sec	_, RCV	•

• PRIVILEGE OF FLOOR:

Lelizio Gregorio, 14 Independence Court, Berlin.

Has a water draining issue from baseball fields that has been ongoing. Sand washes out during heavy rains causing her property damage. Past meetings with former mayor and the AA's landscaper and borough engineer never took place per Ms. Gregorio.

Councilman Pearce and Councilman Miller will look into this matter. Councilman Pearce said he was not aware of this or he would have addressed the matter long ago.

• EXECUTIVE SESSION:

Motion to go into executive session to discuss AFSCME contract, PBA contract, Library contract and personnel matters regarding court administrator was made by Pearce seconded by Miller. All were in favor.

Motion to come out of closed session was made by Miller and seconded by Pearce. All were in favor.

There was no other business.

Motion to adjourn was made by Councilman Badolato seconded by Miller. All were in

favor.

Charleen Santora, RMC

Borough Clerk