



BOROUGH OF BERLIN

REGULAR MEETING MINUTES

THURSDAY July 9, 2020 - 7:00 P.M.

Mayor Rick Miller called the meeting to order at 7:00 pm. He stated that 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.

After the salute to the Flag the following roll call was taken:

Present: Councilmembers: Badolato, Cummings, Hohing, Miller, Simone, Pearce, and Mayor Miller

Absent: Council President Jim Pearce

APPROVAL OF MINUTES:

June 11, 2020 – Regular Council Meeting

Moved by: Councilman Miller; **Seconded by:** Councilman Hohing

Vote: Motion carried by roll call vote (summary: Yes = 5; Absent =1).

Yes: Councilman Badolato, Councilwoman Cummings, Councilman Hohing, Councilman Simone

No: None

Abstain: None

Absent: Council President Pearce

Clerk Harris read into the record the Department Head financial reports for the month of June:

DEPARTMENT HEAD REPORTS FOR THE MONTH OF MAY 2020

Permit Fees/ <u>Inspections</u>	<u>\$6,521.00</u>
Permit Inspection Report	
Rental Inspection Fees	<u>\$ 600.00</u>
<u>Zoning</u>	<u>\$ 1,100.00</u>
Resale Inspection Fees	<u>\$ 1,700.00</u>
Community Center Fees	CLOSED
Tax Collector	\$614,649.78
	[+293,690.78*=201%]
Utility Collector	\$742,074.91
	[+30,000* = 104%]
Clerk’s Report	<u>\$16,446.00</u>
Court	<u>\$22,626.57</u>
TOTAL	\$1,405,718.26

COUNCIL REPORTS:

- **BUILDINGS, PARKS, & RECREATION** - Chairman Len Badolato – reported that the Community Center had those damaged lights and roofing and will have them installed in a few weeks in fact they were supposed to be installed already but there was a problem contacting the contractor. He will get a more specific date when the job will be completed. He is also getting some quotes to get the damage to the brick wall in front of the complex and the library repaired. He will be updating the governing body so we they could decide on how to fix the heating and air conditioning system fixed in the post office. He received 2 quotes one at \$63,000, the other \$45,000 so as soon as we could do that, the better. He also mentioned John was putting together a schedule with the administrator to do plan scheduled maintenance on all HVAC systems. He would like to get this completed as soon as possible.
- **PUBLIC WORKS, STREETS & ROADS** - Chairman Andrew Simone reported that Public works is working to clean up the remnants from the two recent storms. He asks residents to be patient. If they put it on the curb, Public Works will pick it up. It might not be on the scheduled day, but they will get it. He reported the recycling yard, will be and will remain open. He asks that whatever you bring there comes from your [resident's] yard. The Borough is on the honor system and if there is a line, just be patient. He reported on some emergencies with sanitation equipment which is being repaired. All services and performances are operating under budget. He did mention there is a lot of road work going on. It was all preplanned but just came around at the same time. He mentioned the NJ COVID restrictions may be released in a few weeks and at that time, all our roads will be full of traffic. By that time, all construction projects should be closed out. He thanked Chief Wilkinson and his Lieutenants for being on top of all traffic programs. He finally mentioned the Berlin Parks Improvement Program that will include brand new walking trails.
- **WATER & SEWER** - Chairwoman Patricia Cummings reported that all inside water utility appointments continued to be suspended to avoid contact with any of the residents. She reported on plant #2 updates and the contractor continues to make progress and has revised the completion date to be July 17th. John Allsebrook, DPW Supervisor has been on top of him every day.
- **PUBLIC SAFETY** – Councilman Hohing gave statistical reports on the activity of the Police Department and Councilman Miller reported on the activities of the Fire Dept. He did highlight the fire department did receive training on Tuesday's nights that included Mercury Team debriefing, hall maintenance and cleaning in accordance with proper CDC requirements. They also received driver training and pump operations. They continue to staff weekly, Safer Grant, duty crews and during those hours, they are ready to respond to all calls for service. Mayor Miller read the EMS report for June and highlighted that the EMS participated in the eighth-grade drive by graduation. EMS also want to remind everybody that July is the start of Helmet Safety Month and Lieutenant Sommers from their Department obtain some donations from Rita's and Sprinkles to use as incentives to remind children to wear their helmets.
- **COMMUNICATION** – Chairman Keith Hohing reported he had met with the Administrator regarding his professional abilities and ways to help with the Constant Contact email notification processes. He also provided website administration privileges for him and discussed his capabilities and what can be done for the site as well as logistics of the site. He

discussed the addition of online payment processes and online form submission. He noted that website updates have been completed, as needed throughout the public site and the Police Department. He thanked everyone for their fine work and wished the public good health during these trying times.

- FINANCE - Chairman Jake Miller reported that the finances are in good shape and thanked the department heads for responsibly managing their budgets.
- SOLICITOR - Howard Long advised Councilman Badolato know that they increase the bid threshold so agencies that have a Qualified Purchasing Agent can purchase up to \$44,000 and maybe we can negotiate with the vendors to restructure their pricing.
- MAYOR'S REPORT – Mayor Miller had no official report, but he did acknowledge his appreciation to the new Administrator saying, “It's been a godsend with him being here.” He reminded everyone that July 15th is the in person, not in person graduation at Eastern High School. Only the students are able to attend so “even though I'm telling you there's no reason to go.” The seniors from Berlin will be graduating officially on July 15th at 9:00 AM and then Berlin Borough is having theirs at 5:30 at Eastern High School on the 20th of July.

Motion to accept reports:

Moved by: Councilman Miller; **Seconded by:** Councilwoman Cummings

Vote: Motion carried by roll call vote (summary: Yes = 5; Absent =1).

Yes: Councilman Badolato, Councilwoman Cummings, Councilman Hohing, Councilman Simone

No: None

Abstain: None

Absent: Council President Pearce

NEW BUSINESS: RESOLUTIONS/ORDINANCES

The Clerk read the following Resolutions into the record:

[RESOLUTION 2020-078](#) - RESOLUTION OF THE BOROUGH OF BERLIN, COUNTY OF CAMDEN, STATE OF NEW JERSEY, AUTHORIZING REFUND OF RESALE INSPECTION FEE OF \$100.

[RESOLUTION 2020-079](#) - RESOLUTION TO APPROVE STATE CONTRACT AND CO-OP VENDORS FOR VARIOUS SERVICES AND GOODS TO BE PURCHASED THROUGHOUT THE YEAR OF 2021

[RESOLUTION 2020-080](#) - RESOLUTION OF THE BOROUGH OF BERLIN, COUNTY OF CAMDEN AND STATE OF NEW JERSEY AUTHORIZING EXECUTION OF THE MUNICIPAL AND COUNTY AGENCY CORONAVIRUS RELIEF FUND PROGRAM REIMBURSEMENT AGREEMENT

[RESOLUTION 2020-081](#) - AUTHORIZING THE WAIVER OF TAX INTEREST IN THE AMOUNT OF \$46.00 DUE TO PAYMENT PROCESSING ERROR FOR 2402/21

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[RESOLUTION 2020-082](#) - AUTHORIZING AUCTION OF SURPLUS PROPERTY – GOVDEALS

[RESOLUTION 2020-83](#) - DESIGNATION OF PUBLIC AGENCY COMPLIANCE OFFICER (P.A.C.O.)

[RESOLUTION 2020-084](#) - AUTHORIZING THE CANCELLATION OF TAXES IN AMOUNT OF \$2,245.30 FOR BLOCK 1210 LOT 3.01 DUE TO THE APPROVAL OF A 100% TOTALLY DISABLED VETERAN.

[RESOLUTION 2020-085](#) - AUTHORIZING THE TRANSFER OF TAX PAYMENT IN THE AMOUNT OF \$278.85 TO WEST BERLIN TAX OFFICE DUE TO PAYMENT PROCESSING ERROR FOR 2501/41, 42 GAINSBORO DRIVE, WEST BERLIN.

[RESOLUTION 2020-086](#) -RESOLUTION AUTHORIZING BOROUGH ENGINEER, PENNONI ASSOCIATES INC., TO PERFORM PROFESSIONAL SERVICES ASSOCIATED WITH THE RISK AND RESILIENCE ASSESSMENT

[RESOLUTION 2020-087](#) - RESOLUTION OF THE BOROUGH OF BERLIN, COUNTY OF CAMDEN, STATE OF NEW JERSEY, AUTHORIZING THE METER FEE REFUND OF \$800.00 FOR DIGGERLAND USA.

[RESOLUTION 2020-088](#) - RESOLUTION OF THE BOROUGH OF BERLIN, COUNTY OF CAMDEN, STATE OF NEW JERSEY, AUTHORIZING REFUND OF RESALE INSPECTION FEE OF \$100

[RESOLUTION 2020-089](#) - RESOLUTION OF THE BOROUGH OF BERLIN, COUNTY OF CAMDEN, STATE OF NEW JERSEY, AUTHORIZING REFUND OF ESCROW IN THE AMOUNT OF \$532.00

[RESOLUTION 2020-090](#) - RESOLUTION AWARDING A CONTRACT TO KEY BUSINESS SOLUTIONS FOR POSTAGE METER RENTAL

[RESOLUTION 2020-091](#) - RESOLUTION OF SUPPORT FOR RIGHT TURNS ONLY, LANE USE RESERVATION BY THE MAYOR AND BOROUGH COUNCIL OF THE BOROUGH OF BERLIN, COUNTY OF CAMDEN AND STATE OF NEW JERSEY FOR THE ROYAL FARMS STORE, BLOCK 1300, LOT 4, ROUTE US 30, BERLIN BOROUGH PURSUANT TO THE REQUEST FROM THE STATE OF NEW JERSEY, DEPARTMENT OF TRANSPORTATION

[RESOLUTION 2020-092](#) – PAYMENT OF BILLS TOTALING \$1,414,871.94

[RESOLUTION 2020-093](#) - AUTHORIZING EXECUTION OF A NON-FAIR AND OPEN CONTRACT FOR AN AMOUNT NOT TO EXCEED \$17,500 FOR THE TERMS OF TWELVE

(12) MONTHS FOR MECHANICAL WORK DONE TO BE PERFORMED ON BOROUGH OWNED VEHICLES BY C&M AUTO REPAIR, L.L.C.

[RESOLUTION 2020-094](#) - RESOLUTION AUTHORIZING THE EXTENSION OF A CONTRACT FOR A TERM OF TWELVE (12) MONTHS FOR EMERGENCY REPAIRS UNDER CONTRACT BBWSX 18008, TO R.D. ZEULI, INC.

Mayor Miller asked for comments from the public on the above resolutions. No one from the public appeared to speak. He stated that unless a member of the Council would like to consider any of the items separately, they would be passing all resolutions under a consent agenda.

Motion to adopt Resolutions 2020-078 - 2020-094 as a Consent Agenda:

Moved by: Councilman Simone; **Seconded by:** Councilman Hohing

Vote: Motion carried by roll call vote (summary: Yes = 5; Absent =1).

Yes: Councilman Badolato, Councilwoman Cummings, Councilman Hohing, Councilman Simone

No: None

Abstain: None

Absent: Council President Pearce

PRIVILEGE OF THE FLOOR

Adam Sheridan – 27 Hamilton Ave. – commented that he had two questions, so he will just give them in order so there is an opportunity to answer each. He noted at the beginning you [Mayor] said that the meetings act was satisfied through Courier post and on the website. The website until 6:15 yesterday at least had this [the meeting] listed as a zoom meeting. He knew because he copied the web address for the meeting. He did not find out that it was in person until 6:36 when he looked on the website where it says it was changed, at 10:50 today. His first question was how does that not violate the Open Public Meetings Act because it requires 48-hours' notice.? His second question, which he asked more broadly since everyone was unable to make it. They wanted to hear from the council because a lot of towns had passed resolutions affirming that black lives matter. Watching this council's proceedings last month, it was noticed that it seemed that people were very careful never to say those words. We want to know will the council be open to a resolution affirming that black lives matter?

[Note: The solicitor and the Clerk explained requirements justifying why the meeting followed the Open Public Meetings Act. Mr. Sheridan also agreed to forward a copy of a proposed resolution to the Mayor and the Clerk].

GOOD OF THE ORDER – No comments

There being no further business before the body:

Motion to adjourn [7:32 pm]

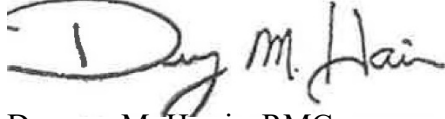
Moved by: Councilman Badolato; **Seconded by:** Councilman Hohing

Vote: Motion carried by unanimous consent.

July 9, 2020

I, Dwayne M. Harris, Administrator/ Clerk of the Borough of Berlin, in the County of Camden, State of New Jersey, hereby certify these Minutes were approved by the Governing Body, at its Regular Meeting, held August 13, 2020.

WITNESS my hand this 14th day of August 2020.

A handwritten signature in black ink that reads "Dwayne M. Harris". The signature is written in a cursive style with a large, looped initial "D".

Dwayne M. Harris, RMC
Administrator/Clerk