

**BOROUGH OF BERLIN**  
**SPECIAL BUDGET MEETING MINUTES**  
**WEDNESDAY, MARCH 6, 2019**  
**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 Bilella, Council President Jim Pearce, Council Members Miller, Badolato, Rocco, Buchanan, & MacDonnell.

**ABSENT** - Councilman MacDonnell – Active Duty  
- No legal representation was present or needed at this meeting

**PRESENT ALSO** - Administrator William Behnke, CFMO Debra DiMattia and Municipal Clerk Lois J. Sahina

**COUNCIL DISCUSSION** - 2019 Budget Discussion

- **LIBRARY PRESENTATION** - Christine Flynn, the Berlin Borough Library Director and Nancy Grover, a trustee of the library, presented a design plan to renovate the original part of the Marie Fleche Library. Currently, it does not meet with State ADA compliance guidelines. A new entrance needs to be created to meet this compliance. This part of the library also requires new heating, lighting, and electrical work. At the end of Summer 2019, the State of New Jersey will be awarding a total of \$1.25 million dollars in grant funding to municipal libraries who are in need of maintenance and updating to meet ADA compliance. These municipalities have 90days to submit their applications. The total cost of the plan would be approximately \$600,000. This figure could be less depending upon the amount that is awarded. Christine and Nancy asked Mayor and Council to consider approving half of this cost. The State requires that the Borough support this plan in order for them to apply. The library representatives stated that if approved, they would reimburse the Borough for this borrowed amount over a 20year time span.

**BUDGET 2019 PRESENTED** – CMFO, Debra DiMattia gave an overview and details of the proposed Budget for 2019. Each Council member expressed their individual department needs and requests, along with their suggestions and opinion of the budget line items that are being proposed.

**Sewer & Water** - Councilman Rocco explained each line item and what and why it is needed. He also included forecasting until the year 2022. The some of the priority line items that were discussed were the \$183,000 Emergency Service Contract, a new jet vac truck and water main

improvements for Park Drive. The Water Accountability Act will be enforced as of April 2019. There are many areas of the DPW Department that are affected by this Act, including the exercising of every valve in the Municipality. This must be done within a four-year period. Many of these valves have not been opened up in 20 or more years and the possibility of a break is very realistic. The Emergency Service Contract would eliminate the need for all individual service calls, which are very expensive per call. A new jet vac truck is also instrumental in the process of using the new SCADA system. The current vehicle is very old and not compatible with this system. There are also \$438,000 in water system improvements that need to be made. A full time and part time employee need to be hired. The Governing Body discussed each line item of the Water and Sewer budget. They all agreed these areas are necessary and that funding must be made available for these improvements and state compliance guidelines. The water rates for this year were also discussed. There was a water rate increase last year and there will be no increase this year.

**BERLIN BOROUGH FIRE COMPANY** - The fire company asked for funding of a new vehicle. The application for the FEMA grant is also going to be submitted. The new generator and pad will be installed when the weather gets warmer.

**AMBULANCE ASSOCIATION** - The yearly funding for the Berlin Inter Community Ambulance Association were discussed.

**CONSTRUCTION AND ZONING** -The Construction and Zoning Department is requesting the salaries of these employees be reevaluated in leu of the new Nexus homes that are being built. They will be required to work more days and hours to inspect these new builds. They are currently paid by salary. Mayor and Council agreed to this request but only temporarily. When the inspections dissipate, the salaries will also be adjusted accordingly.

**POLICE BUDGET** – Discussion about the funding of the K-9 dog. The first year the Police Department had the K-9, they were funding his costs and maintenance with all donations The Borough now has to look at funding for his upkeep.

**VITAL STATISTICS** - There are some permeant older vital record books that desperately need to be rebound and preserved. Funding to start this project will be allocated

**CONCLUSION** -CFMO Debra DiMattia is going to crunch some numbers and come down to the lowest possible tax increase per household. She would also like to introduce the budget at the March 14<sup>th</sup> Council Meeting and adopt by title only at the April 11<sup>th</sup> Council Meeting.

### **NO PRIVILEGE OF THE FLOOR**

**Motion to adjourn**; Councilman Badolato

**Sec.**; Council President Pearce

All present were in favor

Lois J. Sahina,  
Registered Municipal Clerk  
March 6, 2019