**COUNCIL MEETING AGENDA**

 **THURSDAY FEBRUARY 13, 2020**

 **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 Rick Miller, Council President Jim Pearce, Council Members Badolato, Simone, Hohing, Miller and Cummings.

**PRESENT ALSO**: Solicitor Howard Long and pending Acting Administrator Charleen Santora

10/01/19 - Workshop Minutes

10/10/19 - Council Meeting Minutes

Motion to approve minutes; \_\_\_; Sec.; \_\_\_\_\_\_ RCV

**DEPARTMENT HEAD REPORTS FOR THE MONTH OF DECEMBER 2019**

Rental Inspections $ 300.00

Zoning fees 250.00

Re-sale Inspection Fees 1,250.00

Permit Fees 12,622.00

Community Center Fees 1,200.00

Tax collector’s Report 984,424.34

Utility Report 932,813.28

Clerks Report 5,392.00

Court Administrator 81,941.70

Motion to approve department head reports for December 2019; \_\_\_\_\_\_\_\_\_\_, Sec.; \_\_\_\_, RCV\_\_\_\_\_\_\_.

DEPARTMENT HEAD REPORTS FOR THE MONTH OF JANUARY 2020.

 Permit fees $13,571.00

 Rental Inspections 12,670.00

 Zoning fees 150.00

 Resale inspections fees 300.00

 Community Center fees 8,800.00

 Tax Collector’s report 14,248.54

 Utility report 164,306.72

 Clerks report 13,857.00

 Animal report 3,245.00

 Court Administrators report 21,136.31

Motion to approve department head reports for the month of January 2020\_\_\_\_\_, Sec.; \_\_\_\_\_, RCV\_\_\_\_\_.

PAYMENT OF THE BILLS FOR THE MONTH OF JANUARY 2020 IN THE AMOUNT OF $ 5,554,384.26. (This includes prior January payments, County Taxes and two months school taxes)

Motion to approve payment of the bills; \_\_\_\_\_, Sec.; \_\_\_\_, RCV\_\_\_\_\_.

**COUNCIL REPORTS:**

* BUILDINGS, PARKS, & RECREATION, Chairman Len Badolato
* PUBLIC WORKS, STREETS & ROADS, Chairman Andy Simone
* WATER & SEWER, Chairwoman Patricia Cummings
* PUBLIC SAFETY, Chairman Jim Pearce
* COMMUNICATIONS, Chairman Jake Miller
* FINANCE, Chairman Keith Hohing
* MAYOR’S REPORT, Rick Miller
* SOLICITOR, Howard Long

Motion to adopt council reports; \_\_\_\_\_, Sec.; \_\_\_\_\_\_\_\_, RCV\_\_\_\_\_\_\_\_\_.

READING RESOLUTIONS R02-01; 2020 THROUGH R02-17; 2020

**RESOLUTION R02-01;2020**

A resolution of the Borough of Berlin, County of Camden, State of New Jersey, authorizing

A Tax Sale Pursuant to N.J.S.A. 54:5-19 & the mailing of Tax Sale Notices Pursuant to N.J.S.A. 54:5-26

**RESOLUTION R02-02; 2020**

A resolution of the Borough of Berlin, County of Camden, State of New Jersey, authorizing the

cancellation of certain taxes with delinquent and credit balances under five (5) dollars.

**RESOLUTION R02-03; 2020**

A resolution of the Borough of Berlin, County of Camden, State of New Jersey, authorizing a service charge for utility service appointments of $50.00 after two (2) consecutive missed meter appointments.

**RESOLUTION R02-04; 2020**

A resolution of the Borough of Berlin, County of Camden, State of New Jersey, authorizing the

refund of water escrow for Montebello SECTIONS 1, 1A, 2, 3, and 4 in the amount of $2,078.93.

**RESOLUTION R02-05; 2020**

 A resolution of the Borough of Berlin, County of Camden, State of New Jersey, authorizing the

 utility bill adjustments for the propertiesstatedin theresolution.

 **RESOLUTION R02-06;2020**

A resolution of the Borough of Berlin, County of Camden, State of New Jersey, authorizing the

award of a Non-fair and Open Contract for administrative agent services for affordable housing matters

**RESOLUTION R02-07;2020**

A resolution of the Borough of Berlin, County of Camden, State of New Jersey, authorizing the

resignation of Sharon Van Dyke as the Tax Offie Clerk effective 1/17/20.

**RESOLUTION R02-08;2020**

A resolution of the Borough of Berlin, County of Camden, State of New Jersey, authorizing the

resignation of Councilman Ron Rocco effective December 12, 2019.

**RESOLUTION R02-09; 2020**

A resolution of the Borough of Berlin, County of Camden, State of New Jersey, appointing Lois Sahina as the Public Agency Compliance Officer for the year 2020.

**RESOLUTION R02-10; 2020**

A resolution of the Borough of Berlin, County of Camden, State of New Jersey, authorizing the

Temporary appointment of Charleen Santora as Acting Administrator for the Borough of Berlin effective February 10, 2020 up to but not exceeding June 1, 2020 for an approximate total of 25 to 27 hours per week.

**RESOLUTION R02-11;2020**

A resolution authorizing the appointment of Joseph Cornforth to the position of Fire Sub Code Official effective 2/14/2020 thru 12/31/2020.

**RESOLUTION R02-12;2020**

A Resolution authorizing the appointment of Bill Ackley to the position of Property Maintenance Official effective 2/14/2020 thru 12/31/2020.

**RESOLUTION R02-13;2020**

A resolution amending Resolution R1-22;2020, A resolution establishing meeting dates for the workshop/council meetings for the Borough of Berlin due to some dates listed in error.

**RESOLUTION R02-14;2020**

A resolution authorizing a tax refund due to mortgage company overpayment for Block 2100, Lot 14 in the amount of $1,492.65.

**RESOLUTION R02-15;2020**

A resolution authorizing the state Contract purchase of fire department equipment with Continental Fire & Safety, Inc. in the amount of $134,382.35 grand funding. CFO has certified the funds.

**RESOLUTION R02-16;2020,**

A Resolution accepting the resignation of Property Maintenance Official Hal Talbot effective January 31, 2020.

**RESOLUTION R02-17;2020**,

A resolution supporting and endorsing the submittal of a formal grant application for the Berlin Public Library through the New Jersey Library Construction Bond Act Program set forth in N.J.A.C. 15:24-1 Et Seq.

MEETING OPEN TO THE PUBLIC ON RESOLUTIONS R02-01;2020 THROUGH R02-17;2020

MEETING CLOSED TO THE PUBLIC.

Motion to adopt Resolutions R02-01 thru R02-17;2020, \_\_\_\_\_, Sec.; \_\_\_\_\_, RCV\_\_\_\_\_.

PRIVILEGE OF THE FLOOR

GOOD OF THE ORDER

Motion to adjourn: \_\_\_\_, Sec.; \_\_\_\_, RCV\_\_\_\_\_.

Charleen Santora

Acting Administrator