

**BOROUGH OF BERLIN**

**59 SOUTH WHITE HORSE PIKE**

**BERLIN, NJ 08009**

**REORGANIZATION MEETING AGENDA**

**FRIDAY, JANUARY 6, 2023**

**7:00 PM**

**REORGANIZATION MEETING OF JANUARY 6, 2023 IS CALLED TO ORDER**

**FLAG SALUTE**

**SUNSHINE STATEMENT**

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 The Philadelphia Inquirer and posted on the Borough Hall Bulletin Board located within the Municipal Building showing the date, place and time of said meeting.

**INVOCATION BY PASTOR CLARK**

**MAYOR MILLER ACKNOWLEDGES DISTINGUISHED GUESTS**

**OATHS OF OFFICE**

Councilman Elect Millard V. Wilkinson will be sworn in as Councilman.

His wife Jamie and sons Cameron and Lucas will hold the Bible.

Councilman Elect Carl Mascarenhas will be sworn in as Councilman by Mark Rinaldi, Esq.;

His son, CJ, his granddaughter Amelia, and Karen Snyder will hold the Bible.

## **ROLL CALL**

Councilman Len Badolato

Councilwoman Patricia Cummings

Councilman Keith Hohing

Councilman Jake Miller

Councilman Millard V. Wilkinson

Councilman Carl Mascarenhas

Mayor Rick Miller

**RES. R1-1:2023** APPOINTMENT OF HOWARD C. LONG, JR., ESQUIRE, FROM THE FIRM WADE, LONG, WOOD, & LONG, LLC, OF LAUREL SPRINGS, NJ AS BOROUGH SOLICITOR FOR THE YEAR 2023

Motion: \_\_\_\_\_\_\_\_\_\_\_ Second: \_\_\_\_\_\_\_\_\_\_\_ RCV: \_\_\_\_\_\_\_\_\_\_\_\_\_

**RES. R1-2:2023** APPOINTMENT OF MICHAEL KWASIZUR AS CHIEF FINANCIAL OFFICER FOR THE BOROUGH OF BERLIN FOR A 4-YEAR TERM

Motion: \_\_\_\_\_\_\_\_\_\_\_ Second: \_\_\_\_\_\_\_\_\_\_\_ RCV: \_\_\_\_\_\_\_\_\_\_\_\_\_

**MOTION TO APPOINT COUNCIL PRESIDENT**

Motion: \_\_\_\_\_\_\_\_\_\_\_ Second: \_\_\_\_\_\_\_\_\_\_\_ RCV: \_\_\_\_\_\_\_\_\_\_\_\_\_

**MAYOR’S APPOINTMENTS OF** **PLANNING BOARD MEMBERS**

**NEW APPOINTMENTS**

* Michael McGowan Class II 1/1/2023 - 12/31/2024
* Councilman Millard V. Wilkinson Class III 1/1/2023 - 12/31/2024
* Dan Pomponio Class IV 1/1/2023 - 12/31/2026
* Harry Earle Class IV 1/1/2021 - 12/31/2024

(Filling the unexpired term of Thomas Dulin)

* John Cole Alternate, Class IV 1/1/2023 - 12/31/2024

Motion: \_\_\_\_\_\_\_\_\_\_\_ Second: \_\_\_\_\_\_\_\_\_\_\_ RCV: \_\_\_\_\_\_\_\_\_\_\_\_\_

**RECOGNITION OF PLANNING BOARD MEMBERS**

* Rick Miller Class I 1/1/2020 – 12/31/2023
* Harry Earle Class IV 1/1/2021 – 12/31/2024
* Ken Ryker Class IV 1/1/2021 – 12/31/2024
* Fran Ballak Class IV 1/1/2020 – 12/31/2023
* Jeannie Schumacher Class IV 1/1/2022 – 12/31/2025
* Eric Hahn Alternate, Class IV 1/1/2022 – 12/31/2023

*Class I Mayor’s term corresponds to time in office.*

 *Class II Official of Municipality other than a member of the Governing*

 *Body, 1-year term*

 *Class III Member of the Governing Body. 1-year term*

 *Class IV Other citizens of Municipality appointed by the Mayor for a 4-year*

 *Term. N.J.S.A. 40A:55D-23*

**COMMITTEE APPOINTMENTS BY MAYOR WITH CONFIRMATION FROM COUNCIL**

Buildings, Parks & Recreation Chairman Len Badolato

Co-Chairs Millard V. Wilkinson & Patricia Cummings

Public Works, Streets & Roads Chairman Millard V. Wilkinson

Co-Chairs Patricia Cummings & Len Badolato

Water & Sewer Chairwoman Patricia Cummings

Co-Chairs Len Badolato & Carl Mascarenhas

Public Safety Chairman Keith Hohing

Co-Chairs Carl Mascarenhas & Jake Miller

Finance Chairman Jake Miller

Co-Chairs Keith Hohing & Carl Mascarenhas

Communications Chairman Carl Mascarenhas

Co-Chairs Jake Miller & Keith Hohing

Motion: \_\_\_\_\_\_\_\_\_\_\_ Second: \_\_\_\_\_\_\_\_\_\_\_ RCV: \_\_\_\_\_\_\_\_\_\_\_\_\_

**MAYOR’S APPOINTMENTS OF HISTORIC PRESERVATION COMMISSION MEMBERS WITH CONFIRMATION OF COUNCIL**

**NEW APPOINTMENTS**

* Len Badolato Council Liaison 1/1/2023 – 12/31/2023
* Tina Hoffman Class C 1/1/2023 – 12/31/2026

Motion: \_\_\_\_\_\_\_\_\_\_\_ Second: \_\_\_\_\_\_\_\_\_\_\_ RCV: \_\_\_\_\_\_\_\_\_\_\_\_\_

**RECOGNITION OF HISTORIC PRESERVATION COMMISSION MEMBERS**

* Hal Taylor Class C 1/1/2020 – 12/31/2023
* Jose Hernandez Class C 1/1/2020 – 12/31/2023
* Tracy Salvatore Class C 1/1/2020 – 12/31/2023
* Luke Evers Class C 1/1/2021 – 12/31/2024
* Michelle Secrest Class C 1/1/2022 – 12/31/2025
* Gail Mottershead Class C 1/1/2022 – 12/31/2025
* Lisa Doris Alternate, Class C 1/1/2022 – 12/31/2023
* Karina Evers Alternate, Class C 1/1/2022 – 12/31/2023

**RECOGNITION OF HISTORIC PRESERVATION COMMISSION ADVISORS**

* Millard Wilkinson, Jr Mayor Emeritus

*Class A A person who is knowledgeable in building design and construction or architectural history who may reside in the borough.*

*Class B A person who is knowledgeable or with a demonstrated interest in Local history who may reside outside the borough.*

*Class C Members who must be residents of the Municipality who hold no Other Municipal position except they may be members of the Planning or Zoning Boards.*

**MAYOR’S APPOINTMENTS OF BOARD OF HEALTH MEMBERS WITH CONFIRMATION OF COUNCIL**

**NEW APPOINTMENTS**

* Councilman Keith Hohing Council Liaison 1/1/2023 – 12/31/2023

Motion: \_\_\_\_\_\_\_\_\_\_\_ Second: \_\_\_\_\_\_\_\_\_\_\_ RCV: \_\_\_\_\_\_\_\_\_\_\_\_\_

**RECOGNITION OF BOARD OF HEALTH MEMBERS**

* Dan Molnar Member 1/1/2021 – 12/31/2023
* Christina Miller Member 1/1/2021 – 12/31/2023

**MAYOR’S APPOINTMENTS OF LIBRARY TRUSTEES MEMBERS WITH CONFIRMATION OF COUNCIL**

**NEW APPOINTMENTS**

* Nancy Grover Trustee 1/1/2023 – 12/31/2027
* Vacant Trustee 1/1/2023 – 12/31/2023

Motion: \_\_\_\_\_\_\_\_\_\_\_ Second: \_\_\_\_\_\_\_\_\_\_\_ RCV: \_\_\_\_\_\_\_\_\_\_\_\_\_

**RECOGNITION OF LIBRARY TRUSTEE MEMBERS**

* Corrine Dowdel Trustee 1/1/2021 – 12/31/2025
* Mary K. Albertson Trustee 1/1/2019 – 12/31/2023
* Kim Cunningham Trustee 1/1/2019 – 12/31/2023
* Millard Wilkinson, Jr. Trustee 1/1/2020 – 12/31/2024
* Deanna Schuenemann Trustee 1/1/2022 – 12/31/2026
* Mayor Rick Miller Mayor
* Dr. Joseph Campisi Berlin Community School Superintendent

**MAYOR’S APPOINTMENTS OF BOROUGH OFFICIALS WITH CONFIRMATION OF COUNCIL**

* Co-Administrator William Behnke 1/1/2023 - 12/31/2023
* Co-Administrator Charleen Santora 1/1/2023 – 12/31/2023
* Michael Kwasizur Chief Financial Officer 1/1/2023 – 12/31/2026
* Rachel von der Tann Deputy Borough Clerk 1/1/2023 – 12/31/2023
* Treasurer Stacey DiVello 1/1/2023 – 12/31/2023
* Fire Official William Behnke 1/1/2023 – 12/31/2023
* Fire Safety Inspector Joe Cornforth 1/1/2023 – 12/31/2023
* Fire Safety Inspector Dennis Rosenbaum 1/1/2023 – 12/31/2023
* Fire Chief Michael Kernan 1/1/2023 – 12/31/2023
* Zoning Official Wayne Hans 1/1/2023 – 12/31/2023
* Deputy EMC Fred Tuttle 1/1/2023 – 12/31/2023
* Deputy EMC Craig Fallstick 1/1/2023 – 12/31/2023
* P.A.C.O. Michael Kwasizur 1/1/2023 – 12/31/2023
* Property Maintenance Ashley Mikolajczak 1/1/2023 – 12/31/2023
* Construction Official Al Hallworth 1/1/2023 – 12/31/2023
* Electrical Inspector John White 1/1/2023 – 12/31/2023
* Fire Sub Code Inspector Ron Snyder 1/1/2023 – 12/31/2023
* Plumbing Sub Code Inspector Leslie Templeton 1/1/2023 – 12/31/2023
* Housing Inspector Dennis Rosenbaum 1/1/2023 – 12/31/2023

Motion: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Second: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Voice Vote: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**DEPARTMENT HEAD RECOGNITIONS FOR OFFICIALS AND SUB-OFFICIALS FOR YEAR 2023**

* Acting Chief of Police Michael Scheer
* Project Coordinator William Behnke
* Emergency Mgt. Coordinator Rushi Pandya
* Ambulance Captain Lou DeMarco
* DPW Superintendent John Allsebrook
* Tax Assessor Michael Bernardin
* Tax Collector Leigha Bogdanowicz

**MAYOR’S APPOINTMENT OF PROPERTY MAINTENANCE BOARD WITH CONFIRMATION OF COUNCIL**

**NEW APPOINTMENTS**

* Len Badolato Council Representative 1/1/2023 – 12/31/2023
* Mike Foster Planning Board 1/1/2023 – 12/31/2023

 Representative

* Wayne Hans Zoning Official 1/1/2023 – 12/31/2023
* Dan Molnar Board of Health 1/1/2023 – 12/31/2023
* Carri Alper Community Representative 1/1/2023 – 12/31/2023

Motion: \_\_\_\_\_\_\_\_\_\_\_ Second: \_\_\_\_\_\_\_\_\_\_\_ RCV: \_\_\_\_\_\_\_\_\_\_\_\_\_

**APPOINTMENT OF JIF COMMISSIONER AND COORDINATOR**

* JIF Fund Commissioner Millard V. Wilkinson 1/1/2023 – 12/31/2023
* JIF Safety Coordinator Rushi Pandya 1/1/2023 – 12/31/2023

Motion: \_\_\_\_\_\_\_\_\_\_\_ Second: \_\_\_\_\_\_\_\_\_\_\_ RCV: \_\_\_\_\_\_\_\_\_\_\_\_\_

**APPOINTMENT OF COMMUNITY DEVELOPMENT BLOCK GRANT REPRESENTATIVES**

* C.D.B.G. Coordinator Councilman Jake Miller 1/1/2023 – 12/31/2023
* C.D.B.G. Alternate ­­­­­­­­­­­­ Michael Kwasizur 1/1/2023 – 12/31/2023

Motion: \_\_\_\_\_\_\_\_\_\_\_ Second: \_\_\_\_\_\_\_\_\_\_\_ RCV: \_\_\_\_\_\_\_\_\_\_\_\_\_

**COURT** **APPOINTMENTS WITH CONFIRMATION OF COUNCIL**

**NEW APPOINTMENTS**

* Richard DeMichele Prosecutor 1/1/2023 – 12/31/2023
* Francis Falkenstein Public Defender 1/1/2023 – 12/31/2023
* Kelly Foster Court Administrator 1/1/2023 – 12/31/2023

Motion: \_\_\_\_\_\_\_\_\_\_\_ Second: \_\_\_\_\_\_\_\_\_\_\_ RCV: \_\_\_\_\_\_\_\_\_\_\_\_\_

**RECOGNITION OF MUNICIPAL COURT JUDGE**

* Kristen McCrink, JMC Judge 1/1/2022 – 12/31/2024

**RESOLUTIONS:**

**Motion to open to the public for comment Resolutions R1-3:2023 to R1-24:2023**

Motion: \_\_\_\_\_\_\_\_\_\_\_ Second: \_\_\_\_\_\_\_\_\_\_\_

All in favor: \_\_\_\_\_\_\_\_\_\_\_\_ Opposed: \_\_\_\_\_\_\_\_\_\_

**Motion to close public portion**

Motion: \_\_\_\_\_\_\_\_\_\_\_ Second: \_\_\_\_\_\_\_\_\_\_\_

All in favor: \_\_\_\_\_\_\_\_\_\_\_\_ Opposed: \_\_\_\_\_\_\_\_\_\_

**RES. R1-3:2023** Appointing Hugh Dougherty, P.E., cme ofPennoni Associates

from Haddon Heights, NJ as Municipal Engineer for the Borough of Berlin for the Year 2023

Motion: \_\_\_\_\_\_\_\_\_\_\_ Second: \_\_\_\_\_\_\_\_\_\_\_ RCV: \_\_\_\_\_\_\_\_\_\_\_\_\_

**RES. R1-4:2023** Appointing Hugh Dougherty, P.E., CME ofPennoni Associates from Haddon Heights, NJ as Water & Sewer Engineer for the Borough of Berlin for the Year 2023

Motion: \_\_\_\_\_\_\_\_\_\_\_ Second: \_\_\_\_\_\_\_\_\_\_\_ RCV: \_\_\_\_\_\_\_\_\_\_\_\_\_

**RES. R1-5:2023** Appointing Daniel M. DiGangi of Bowman & Associates from Voorhees, NJ as Auditor for the Borough of Berlin for the Year 2023

Motion: \_\_\_\_\_\_\_\_\_\_\_ Second: \_\_\_\_\_\_\_\_\_\_\_ RCV: \_\_\_\_\_\_\_\_\_\_\_\_\_

**RES. R1-6:2023** Appointing parker mccay FROM MT. LAUREL, NJ as bond counsel, as bond counsel for the Borough of Berlin for the Year 2023

Motion: \_\_\_\_\_\_\_\_\_\_\_ Second: \_\_\_\_\_\_\_\_\_\_\_ RCV: \_\_\_\_\_\_\_\_\_\_\_\_\_

**RES. R1-7:2023** Appointing Christopher Dochney of CME Associates FROM HOWELL, NJ as Municipal Planner for the Borough of Berlin for the Year 2023

Motion: \_\_\_\_\_\_\_\_\_\_\_ Second: \_\_\_\_\_\_\_\_\_\_\_ RCV: \_\_\_\_\_\_\_\_\_\_\_\_\_

**RES. R1-8:2023** Appointing Edgewood Associates of Berlin, NJ as Risk Management Consultants for the Borough of Berlin for the Year 2023

Motion: \_\_\_\_\_\_\_\_\_\_\_ Second: \_\_\_\_\_\_\_\_\_\_\_ RCV: \_\_\_\_\_\_\_\_\_\_\_\_\_

**RES. R1-9:2023** Appointing Stuart Platt, Esq. of the Law Firm of THE PLATT LAW GROUP, from Stratford, NJ as Special COAH Counsel for the Borough of Berlin for the Year 2023

Motion: \_\_\_\_\_\_\_\_\_\_\_ Second: \_\_\_\_\_\_\_\_\_\_\_ RCV: \_\_\_\_\_\_\_\_\_\_\_\_\_

**RES. R1-10:2023** Appointing ERI, CME & COLLIERS ENGINEERING & DESIGN as Special Projects Engineers for the Borough of Berlin for the Year 2023

Motion: \_\_\_\_\_\_\_\_\_\_\_ Second: \_\_\_\_\_\_\_\_\_\_\_ RCV: \_\_\_\_\_\_\_\_\_\_\_\_\_

**RES. R1-11:2023** Awarding Contract to JHarte Associates of Berlin as the Managed IT

provider for the Borough of Berlin for the Year 2023

Motion: \_\_\_\_\_\_\_\_\_\_\_ Second: \_\_\_\_\_\_\_\_\_\_\_ RCV: \_\_\_\_\_\_\_\_\_\_\_\_\_

**RES. R1-12:2023** APPOINTING CARMEN RABOTTINO, IV, AS A FULL-TIME POLICE OFFICER FOR THE BOROUGH OF BERLIN POLICE DEPARTMENT EFFECTIVE 1/6/2023

Motion: \_\_\_\_\_\_\_\_\_\_\_ Second: \_\_\_\_\_\_\_\_\_\_\_ RCV: \_\_\_\_\_\_\_\_\_\_\_\_\_

**Motion To Approve Consent Agenda for R1-13:2023 to R1-24:2023**

Motion: \_\_\_\_\_\_\_\_\_\_ Seconded: \_\_\_\_\_\_\_\_\_\_\_

All in favor: \_\_\_\_\_\_\_\_\_\_ Opposed: \_\_\_\_\_\_\_\_\_\_\_\_

**RES. R1-13:2023** Adopting Temporary Budget for the Year 2023

**RES. R1-14:2023** Setting the rate of interest to be charged for the delinquencies of

taxes, water, sewer, and all other applicable Municipal charges

**RES. R1-15:2023** Adopting the Cash Management Plan for the Year 2023

**RES. R1-16:2023** Designating the Courier Post of Cherry Hill, NJ, AND THE Philadelphia Inquirer of Philadelphia, PA as official newspapers for the Borough of Berlin for the Year 2023

**RES. R1-17:2023** Establishing Meeting Dates for the year 2023 AND ADVISING THE WORKSHOP MEETING BEGINS AT 6:30PM WITH THE COUNCIL MEETING IMMEDIATELY FOLLOWING

January 6, 2023 July 13, 2023

February 9, 2023 August 10, 2023

March 9, 2023 September 14, 2023

April 13, 2023 October 12, 2023

May 11, 2023 November 9, 2023

June 8, 2023 December 14, 2023

**RES. R1-18:2023** APPOINTING berlin borough tax assessor, MICHAEL BERNARDIN, AS AUTHORIZED AGENt FOR TAX APPEALS

**RES. R1-19:2023** APPROVING PARTICIPATION WITH THE STATE OF NEW JERSEY GRANT PROGRAM ADMINISTERED BY THE DEPARTMENT OF LAW AND PUBLIC SAFETY, OFFICE OF THE ATTORNEY GENERAL

**RES. R1-20:2023** APPOINTING JAN-PRO AS CLEANING SERVICES PROVIDER FOR THE BOROUGH OF BERLIN FOR THE YEAR 2023

**RES. R1-21:2023** authorizing the borough of berlin to enter into a shelter service agreement with voorhees animal orphanage effective january 1, 2023 to january 1, 2024

**RES. R1-22:2023** AUTHORIZING THE EXTENSION OF A SHARED SERVICES AGREEMENT BETWEEN THE BOROUGH OF BERLIN AND THE BOROUGH OF LAUREL SPRINGS (KATHLEEN SIMS) FOR CONSTRUCTION CLERK SERVICES ON A MONTH-TO-MONTH BASIS

**RES. R1-23:2023** AUTHORIZING THE EXTENSION OF A SHARED SERVICES AGREEMENT BETWEEN THE BOROUGH OF BERLIN (DIANNA OBER) AND VOORHEES TOWNSHIP FOR MUNICIPAL CLERK SERVICES ON A MONTH-TO-MONTH BASIS

RES. R1-24:2023 AUTHORIZING THE BOROUGH OF BERLIN THROUGH THE BERLIN POLICE DEPARTMENT, TO PARTICIPATE IN THE DEFENSE LOGISTICS AGENCY, LAW ENFORCEMENT SUPPORT ENFORCEMENT SUPPORT OFFICE, 1033 PROGRAM TO ENABLE THE BERLIN POLICE DEPARTMENT TO REQUEST AND ACQUIRE EXCESS DEPARTMENT OF DEFENSE EQUIPMENT

**Motion to adopt ResolutioNs R1-13:2023 to R1-24:2023**

Motion: \_\_\_\_\_\_\_\_\_\_\_ Second: \_\_\_\_\_\_\_\_\_\_\_ RCV: \_\_\_\_\_\_\_\_\_\_\_\_\_

Police Officer Carmen Rabottino, IV sworn in by Mayor Miller. His mother deborah Rabottino will hold the bible

**PRIVILEGE OF FLOOR**

Motion to open the public portion: \_\_\_\_\_\_\_\_\_ Second: \_\_\_\_\_\_\_\_\_\_\_ RCV: \_\_\_\_\_\_\_\_\_\_\_\_\_

Motion to close the public portion: \_\_\_\_\_\_\_\_\_ Second: \_\_\_\_\_\_\_\_\_\_\_ RCV: \_\_\_\_\_\_\_\_\_\_\_\_\_

**GOOD OF THE ORDER**

Motion to adjourn: \_\_\_\_\_\_\_\_\_\_\_\_ Second: \_\_\_\_\_\_\_\_\_\_ RCV: \_\_\_\_\_\_\_\_\_\_\_\_\_\_