**COUNCIL MEETING MINUTES**

**THURSDAY NOVEMBER 14, 2019**

**MUNICIPAL BUILDING**

**59 SOUTH WHITE HORSE PIKE**

**BERLIN, NJ 08009**

**7:00 P.M.**

**MEETING CALLED TO ORDER by Mayor Jim 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 in the Courier Post and posted on the Borough Hall Bulletin Board showing the date, place and time of said meeting.

**ROLL CALL**: Mayor Jim Bilella, Council President Pearce, Council Members Miller, Badolato, Rocco, Simone and Hohing all present.

**PRESENT ALSO**: Solicitor Howard Long, and Administrator Bill Behnke.

**APPROVAL OF MINUTES**

7-11-19 Council Meeting Minutes

7-11-19 Council Meeting Executive Session Minutes

8-15-19 Council Meeting Minutes

8-15-19 Council Meeting Executive Session Minutes

9- 12-19 Council Meeting Minutes

Motion to approve made by Pearce seconded by Miller.

Rocco abstained on 8/15/19 meeting

Badolato abstained on 9/12/19 meeting

All were in favor.

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

Permit fees $ 11,914.00

Rental Inspections 200.00

Zoning fees 400.00

Re-sale Inspection Fees 1,500.00

Tax collector’s Report 2,285,218.29

Utility Report 247.446.94

Clerks Report 5912.65

Animal Report 440.00

Court Administrator 24,928.75

Motion to approve department head reports made by Pearce seconded by Rocco. All were in favor.

**PAYMENT OF THE BILLS FOR THE MONTH OF OCTOBER 2019 IN THE AMOUNT OF $ 4,315,838.98.**

Motion, Rocco, Sec.; Pearce. All were in favor.

PRESENTATIONS;

Bill Adair, President of the ICCA, presented resident Dan Pomponio with a plaque for being the Local Honoree of this year’s 4th of July parade. Dan is a member and involved and very well known within the National Drag Race Association, having raced for 52 years.

PROCLAMATION:

Mayor Bilella presented Fire Chief Michal Kernan and President of the Berlin Borough Fire company # 1 Joe Sahina with a proclamation from the borough congratulating the Berlin Fire Company # 1 for its 110-year anniversary, its establishment made up of only volunteers then and today. Bilella states that this company was originally established on October 31, 1901. The first chief was Joseph L. Walker and was the 1st Chief from 1901 to 1915. Proclamation stated that outstanding service has been provided by volunteers to all our residents.

**COUNCIL REPORTS:**

* BUILDINGS, PARKS, & RECREATION, Chairman Len Badolato

Regarding downtown lighting. Some of the streetlight poles are missing plates and need to be replaced. Outlets being installed on the streetlights are almost completed. Badolato states this will be the first time the town will have light up wreaths and garland on the downtown area for Christmas. The Berlin Lions donated $200 that will cover the cost of the lights used on all 40 poles. Working on getting the bulbs in the streetlights replaced with bulbs that are not as bright. The electric has been completed along with the painting at the Dill House. The porch deck is now being worked on. DBRC Holiday Tour will be December 7 from 2 pm to 7 pm. Details can be found on the borough website. The parking lot at borough hall must be ADA compliant so an additional light pole is being installed in the parking lot and should be completed by December 2. Badolato congratulates Councilman Miller, Pearce and Simone for their success in the past election.

* PUBLIC WORKS, STREETS & ROADS, Chairman Andrew Simone

Simone reports that over the past weekend he along with volunteers from the Berlin Rotary completed the back porch at the Dill house. The overhang for the roof still needs to be addressed. All materials and all professional services are being funded with a public grant. He said all volunteers are welcome. He, along with the Berlin Rotary Club decorated the downtown area along with the borough hall grounds this past weekend. The Christmas lights will be put up December 2.

200 tons of salt has been purchased. The snowplows are serviced, and brine are all in place when needed. The new trash truck has arrived. The service rep from the company the truck was purchased from came out to DPW and trained some of the DPW workers on how to operate it. The first round of leaf pickup has been complete and will end December 16. All leaves should be placed on the side of the curb from now until then. The 2019 roadway improvement program is in its final stages of construction. Bulk asphalt and concrete work are completed. Minor repairs will be fixed in the next week. Residents who have had their property disturbed by this work should call the construction hotline.

* WATER & SEWER, Chairman Ron Rocco

Councilman Rocco read the monthly finances, income and statistics. The tax sale is earlier this year beginning in October. All 550 dire hydrants have been flushed, mark outs and connections were all completed, and he stated the borough will continue to exercise our valves and use our SCADA system to check our sewer mains. 35%, Rocco reports, of the system has been scanned and no major problems were found, all stations and 10 pumps have had their monthly service completed. Water main break on Briarwood Court was repaired. The Day Avenue pump station broke and is currently being repaired. The emergency repair service R.D. Zeuli is on call if needed. Park Avenue from Rt. 30 to Elm Avenues are under construction and will be completed by the end of this month. Royal Farms connected to our water system and will be up and running by the end of the year. Borough engineer, along with DPW Superintendent John Allsebrook Admin. Bill Behnke and our IT professionals have been working on all cyber security and updates. Annual improvements continue being done to meet the state requirements on water accountability Act. There have been no NJDEP water violations found in the Berlin water system. The sewer vac truck will arrive the end of December. Pump station # 6 on Cross Keys Rod continues to be evaluated to see if it can be upgraded to save on future maintenance and upkeep. The 2020 projected water/sewer projects are in process by pump station upgrades, painting the water tank, installation of new water meters, pipe rehabilitation, and SCADA installation to all our pump stations.

* PUBLIC SAFETY, Chairman Jim Pearce

OEM department activated a code blue this week due to the temperatures dropping below freezing. The Berlin EMS answered 241 calls also taking part in the Berlin Fire company dedication at the Berlin Cemetery, the Berlin Fall Fes, fire prevention night, Berlin Community Schools field day and the Halloween event at the community center. The Berlin Fire Company responded to 88 calls, 13 were dwelling,1 fire police assignment, 31 incidentals ,3 vehicle fires, 21 alarms systems, 1 rescue assignment, 12 motor vehicle accidents, 6 with wires down. They also received training including down ladder review, denver review and burn review. Fire department attended several local fire prevention events and participated in all local schools and day care centers for fire prevention month, attended Berlin Fall Fest and the Halloween event at the community center. Congratulates the police department for all their years of service. The police department handled a total of 1731 calls, 11 investigations, 56 arrests of which 11 related to drugs, 16 warrants, 3 DWI’s and 26 other arrests. Responded to 43 accidents. 344 motor vehicle citations and 75,000 recovered in stolen property. Data program focused on Rt. 30 and Cross Keys Road, Rt. 30 and Franklin Avenue and Rt. 30 and Jackson Road. For the “No need to speed campaign”, they focused on South Park Drive. Chief and two Lts. Attended various training including the FBI National Academy Leadership Conference, Sgt. Christy attended train the trainer, Sgt. Marlo attended Ivy Tower Supervisor Training. Police also participated in fire prevention night, coffee with a cop, the Berlin Festival and at the Halloween event at the community center. Also participated with the annual Red Cross Blood Drive and did a DEA take back program. Police web site will be live this month Pearce states. It is integrated with the Berlin Police Dept. Facebook page being fully interactive and will give residents the opportunity to file reports, request accident reports, instructions for fire arm applications, request house checks in addition to be able to report matters that would otherwise be able to have the residents physically report to the police department. A resolution is on agenda for a Class II officer. He explains that the police department has been short two Class II officers and this candidate is very qualified for this needed position to be filled. Regarding “Behind the badge”. Officer Eric Wolf is officer of the month. He most recently organized the blood drive in the borough, spear heading the event for the past several years bringing the public to the community center. The blood drive has been able to donate the blood to the American Red Cross coordinating this event at its highest standards with the Red Cross. Councilman Pearce would like to inform the residents that not all the arrests for bad drugs involve Berlin residents. It encompasses a lot of out of town people. Congratulates Councilman Rick Miller for being elected Mayor of Berlin along with Councilman Simone for him being elected as councilman. He informed Councilman Ron Rocco that he attended the Marine Ball at Lucien’s in celebration of the Marine birthday. Thanks, all veterans and a happy Thanksgiving to all.

* COMMUNICATIONS, Chairman Rick Miller

Thanks Councilman Pearce, Simone and Tracy Salvatore for helping put together the indoor Halloween function at the last minute. Thanks, DPW along with Jeannine Schumacher for the decorations and the EMS for their assistance. Also, Rich Holmes for providing the entertainment and a local realtor for providing the pumpkins for the children. In reference to the web site. He reports that it is up and running with the same address, Berlinnj.org. Asks all if they find any discrepancies to contact him or Councilman Keith Hohing. Thanks Councilman Hohing for all his help and support with this web site adding that this new site allows us to make the changes without relying on a third party.

* FINANCE, Chairman Keith Hohing

Thanks all for their patience as he gets acclimated in his role as Councilman. He has been in discussion with police department regarding fleet leasing and its possible cost effectiveness and discussion regarding cost effectiveness for the community center. He is also in discussions for the recycling program and any possible way to make it more effective. He emphasizes how much he wants to make the web site a tool for information for all residents and a premiere site for all of Berlin in every area to get all the residents involved in what is happening in Berlin. Happy Thanksgiving to all.

* ECONOMIC DEVELOPMENT & REAL ESTATE, Mayor Jim Bilella

The blue ribbons in Berlin are for Epilepsy Awareness. Mayor notes that there is a resident in Berlin suffering from this disease and this resident is asking the borough for anything that can be done to make Berlin more aware. The decorating of Borough hall is a way we are trying to show our support Mayor Bilella adds. He is declaring November 2019 as Epilepsy Awareness Month in the Borough of Berlin. Mayor states that this disease affects approximately 200,000 people each year. He is asking the Berlin residents to take the time to learn more about Epilepsy and to aid in the research for a cure. Shredding event was held in the borough last week for the third year in a row. This year over 10,000 lbs. of paper was shred. Royal Farms is nearing completion and will be looking to operate by the end of the year explaining that this project was four years in the making. He stated that Royal Farms had to obtain numerous approvals, not just from the borough who was very superlative but from State and county and EPA approval. Bilella stated that there is a large amount of process that goes into the developing of projects and land such as this and it should be looked into about how to overcome a lot of the efforts that must be done before a project like this one can be developed. He said that Royal Farms will be a good thing for the town, and he is looking to more commercial development in the future for Berlin. Thanks, all Veterans for all their services in the country’s Armed forces. Wishes all a Happy Thanksgiving.

* SOLICITOR, Howard Long

Asking for a resolution to go into executive session. Explains that there will be two public portions to this meeting. One after the resolutions for any questions from the public in attendance and the other one for Privilege of the floor. He read the guidelines for public comment when speaking to the governing body with a concern. The mayor will ask all those speaking to give their full names and address and to limit their comments to five minutes and in the event that the mayor and council cannot answer your questions they will ask for the person to submit by writing their name, address and telephone number where they can be contacted to answer the question. Long states these questions will be answered by the business administrator within a reasonable amount of time. No personal attacks may be made on any borough employee, any member of council or any other testifier from the public.

**RESOLUTIONS:**

**RESOLUTION R11-01; 2019**

A resolution of the Borough of Berlin authorizing the refund of escrow in the amount of $1200.00 to A & T.

**RESOLUTION R11-02;2019**

A resolution authorizing the waiver of water usage fees imposed upon fire hydrants upon fire hydrants within Berlin Borough, Berlin Township, Voorhees Township and Winslow Township.

**RESOLUTION R11-03; 2019**

A resolution authorizing the waiver of water usage fees imposed upon the recreational facilities within the Borough of Berlin and Township of Berlin.

**RESOLUTION R11-04; 2019**

A resolution authorizing the release of Letter of Credit # 1919 in the amount of $9,673.60 for the water services for section 4A water services for Montebello located in Berlin Township for Hovbros Berlin, LLC.

**RESOLUTION R11-05; 2019**

A resolution authorizing the security deposit refund of $628.16 for hydrant meter rental by Pennsylvania Construction Associates.

**RESOLUTION R11-06; 2019**

A resolution authorizing the State contract and Co-op vendors for various services and goods to be purchased throughout the year 2019.

**RESOLUTION R11-07; 2019**

A resolution from authorizing resolution R10-04;2019 be mended from stating that the Berlin Municipal alliance Grant for fiscal year July 2020-June 2025 to state the corrected date of duration to be July 2020- June 2021.

**RESOLUTION R11-08; 2019**

A resolution accepting a 10% cash performance guarantee for Carriage Mews.

**RESOLUTION R11-09;2019**

A resolution authorizing the appointing of a designated employee representative and alternate designated representative for the Borough of Berlin as required by the US Department of Transportation/Federal Motor Carrier Safety Administrator and now appointing DPW  
 Superintendent John Allsebrook and alternate Joseph Lubrano.

**RESOLUTION R11-10;2019,**

A resolution appointing a new hire to the Berlin Police Department to be Charles Ferrara as a special law enforcement officer, Class II.

**RESOLUTION R11-11;2019**

A resolution accepting the historic preservation funding in the amount of $50,000 for the Dill House.

**RESOLUTION R11-12;2019**

A resolution approval a budget insertion for the fiscal year 2019 from Camden County Historic Preservation grant in the amount of $50,000.

**Meeting open to the public on Resolutions R11-1 thru R11-12;2019.**

**Meeting closed to the public.**

Motion to approve Resolutions R11-1 through R11-12;2019 made by Miller seconded by Badolato. All were in favor

PRIVILEGE OF THE FLOOR

Debra Mazza

Not from Berlin

Thanks, the members of the Berlin Fire Department for saving the life of her puppy that got entangled in her cage and could not breath. Fire Chief Kernam, Lt. Latanzi and firefighter Pandya responded to her location and disentangled the puppy and restored its airway. She thanked mayor and council for the compassion shown by the firefighters that day.

Motion to go into executive session made by Pearce seconded by Miller. All were in favor.

GOOD OF THE ORDER

No one spoke

Motion to adjourn made by Pearce seconded by Miler. All were in favor.

Charleen Santora, Acting Administrator

Submitted for Municipal Clerk Lois Sahina