

BOROUGH OF BERLIN
COUNCIL MEETING MINUTES
THURSDAY, DECEMBER 13, 2018
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 Miller, Council Members Pearce, Badolato, Rocco, Buchanan, & MacDonnell.

PRESENT ALSO: Solicitor Howard Long, Acting Administrator Bill Behnke and Municipal Clerk Lois Sahina

APPROVAL OF MINUTES

10-29-18 Work Shop Minutes
10-29-18 Work Shop Session Closed Minutes
11-08-18 Council Meeting Minutes

Motion to approve adoption of the minutes:

Sec.:

All in Favor; Yays _____ Nays _____

DEPARTMENT HEAD REPORTS FOR THE MONTH OF NOVEMBER 2018

Permit fees	\$ 388,088.00
Zoning fees	\$ 650.00
Re-sale inspection fees	\$ 800.00
Rental Inspections	\$ 740.00
Community Center fees	\$ 1000.00
Tax collector's report	\$ 1,922,235.29
Utility report	\$ 73,521.32
Court Administrator	\$ 18,453.48

Motion to approve department head reports: Councilman MacDonnell

Sec.: Councilman Rocco

All were in favor

**PAYMENT OF THE BILLS FOR THE MONTH OF NOVEMBER 2018 IN THE AMOUNT OF
\$ 1,315,819.00**

Motion to approve payment of the bills; Councilman Buchanan
Sec.; Councilman Pearce
All were in favor

COUNCIL REPORTS:

- **BUILDINGS, PARKS, & RECREATION, Chairman Len Badolato**
 - **Tree lighting Ceremony**- Many thanks go out to all of the different organizations & committees that help decorate our tree for the annual tree lighting ceremony and volunteered their time to our Christmas House Tour. Special thanks go out to Tina & Joe Hoffman, Berlin Fire Company, Berlin Rotary, DPW, DBRC, and Andy Robel for putting the lights on the tree. I heard a lot of good feed back on the entire event.
 - **Dill House** – The area that was fixed now has a new roof
 - **Town Hall** – The Borough Hall main level hallways will be freshly painted and then our new signage will be hung.
 - **Free Trees** – I was able to get 7 new trees through the Atlantic Electric program
 - **Historical Survey**- The Historical Survey has now been recorded with the state

- **PUBLIC WORKS, STREETS & ROADS, Chairman Dan MacDonnell**
 - **2018 Road Program** - The 2018 Road Program is now completed
 - **2019 Road Program** – The application for the 2019 Road Program was submitted and we are now just waiting to hear from the State on how much money we will be awarded.
 - **Planning Board** – There were two small variances approved and a lot line adjustment on a driveway to accommodate a residents RV.
 - **Resolutions** – I have three resolutions on the agenda tonight. I would ask for your support on Resolution R12-13 – Authorizing the decrease in the change order for the 2018 Road Program, R12-14 Approval of Shared Service with Voorhees Township for salt brine, and R12-15 Authorizing the third payment to Landberg Construction for the 2018 Road Program

- **WATER & SEWER, Chairman Ron Rocco**
 - **Statistics** – The Statistics for the Water and Sewer Department were given for the month of November 2018.
 - **Water & Sewer Report**- There were no major issues with the sewer system and there were no complaint reports from any residents.

- **PUBLIC SAFETY, Chairman Jim Pearce**
 - **Statistic Reports** – The statistic reports for the month of November will be given at our January meeting
 - **Fire Company** - Thanks to everyone who supported our Fire Company’s Annual Christmas Tree sale. The are almost sold out.
 - **“No Need to Speed”** – Our “No Need to Speed” campaign will focus on Ellis, Gardens and Sequoia Avenues for the months of December to January
 - **Promotion** – Tonight we will be swearing in Officer Christy as our new Sergeant.

- **COMMUNICATIONS, Chairman Rick Miller** - No report given

- **FINANCE, Chairman Mike Buchanan**
 - **Holiday House Tour** – Thank you to all who participated and helped make our Holiday House Tour a success
 - **AFSCME Contract** – The AFSCME Contract is up for renewal at the end of the month. I have been reviewing all of the requests and changes that have been proposed.
 - **2019 General Election**- The school funding was approved at this past election
 - **CFMO** – On tonight’s agenda Resolution R12-10 is the conformation of Mayors appointment of Debra DiMattia as our new Chief Financial Officer
 - **Resolutions** - There are two other resolutions on tonight’s agenda that are up for approval. R12-12 to approve the Performance Guarantee for the Ball Fields Drainage Project to be dropped down to Maintenance Bond status and R12-17 the authorization of budget transfers for 2018

- **ECONOMIC DEVELOPMENT & REAL ESTATE, Mayor Jim Bilella**
 - **Grand Openings** – We have two new businesses in town. Mr. E’s Game World located on the White Horse Pike and Bunny Cakes located in the Twin Pines Shopping Center
 - **Green Team Coordinator** – Resolution R12-11 is on the agenda tonight to appoint Nicole Lopez as our Sustainable NJ Coordinator and Green Team Leader for the Borough
 - **Christmas Decorations** – Thanks go out to all of the volunteers and organizations that helped make our annual Christmas Tree Lighting Ceremony and House Tour a great success. Thanks also to the Lions Club & EMS who donated decorations for the Borough Hall
 - **Royal Farms** - The Developers Agreement has been finalized with Royal Farms. They will be breaking ground within the next few weeks. The property is located on the corner of Cross Keys Road and White Horse Pike.

- **SOLICITOR, Howard Long** –
 - **Closed Session** – Tonight we will need to go into Closed Session to discuss contractual matters.
 - **Personnel Polices & Procedure Manual** – Resolution R-17 is to authorize the 2019 policy year changes of the “Personnel Polices and Procedure Manual”. Every two years this must be updated and with the help of Mark Von der Ton and Bill Behnke it is now completed and updated. Each Governing Body Member along with all employees will receive a copy.

- **ACTING ADMINISTRATOR – Bill Behnke**
 - **Employee Practices Program** – Thanks go out to Howard Long who helped with the Employee Practices Program. This program helps protect the Borough from liabilities
 - **JIF Plan** – Our DPW was awarded \$500.00 to use toward safety supplies and updating our vehicles within the Borough.

READING RESOLUTIONS R12-01; 2018

RESOLUTION R12-01; 2018

RESOLUTION OF THE BOROUGH OF BERLIN, COUNTY OF CAMDEN, STATE OF NEW JERSEY, CONFORMATION OF MAYOR’S APPOINTMENT PROMOTING OFFICER JASON CHRISTY TO SERGEANT IN THE BERLIN BOROUGH POLICE DEPARTMENT

MEETING OPEN TO THE PUBLIC ON RESOLUTION R12-01; 2018

MEETING CLOSED TO THE PUBLIC

Motion to Approve Resolution R12-01; 2018 – Councilman Pearce

Sec: Councilman Rocco

All present were in favor

SWEARING IN OF OFFICER JASON CHRISTY AS OUR NEW SERGEANT

Mayor Bilella, swore in Police Officer Jason Christy to the position of Sergeant. His wife Rachel and Mother Allison held the bible. Councilman Pearce, Chief Miller were also present.

READING RESOLUTIONS R12-02; 2018 THROUGH R12-17; 2018

MEETING OPEN TO THE PUBLIC ON RESOLUTIONS R12-02; 2018 THROUGH R12-17; 2018 – No one spoke

MEETING CLOSED TO THE PUBLIC

RESOLUTION R12-02; 2018

A RESOLUTION OF THE BOROUGH OF BERLIN, COUNTY OF CAMDEN, STATE OF NEW JERSEY, AUTHORIZING A TAX REFUND OVERPAYMENT TO MUSHTAK ROWTHAN IN THE AMOUNT OF \$1,903.97

RESOLUTION R12-03; 2018

RESOLUTION OF THE BOROUGH OF BERLIN, COUNTY OF CAMDEN, STATE OF NEW JERSEY, AUTHORIZING THE TAX REFUND TO VIRGINIA DELAURENTIS IN THE AMOUNT OF \$1605.87

RESOLUTION R12-04; 2018

A RESOLUTION FROM THE BOROUGH OF BERLIN, COUNTY OF CAMDEN, STATE OF NEW JERSEY, AUTHORIZING THE TAX REFUND IN THE AMOUNT OF \$2,829.46 TO MARINO MASSINO

RESOLUTION R12-05; 2018

A RESOLUTION FROM THE BOROUGH OF BERLIN, COUNTY OF CAMDEN, STATE OF NEW JERSEY, AUTHORIZING THE TAX REFUND IN THE AMOUNT OF \$709.81 TO LOGAN RIDGE AND SHAUNA LARKIN LOCATED AT 97 ROOSEVELT BLVD.

RESOLUTION R12-06; 2018

A RESOLUTION FROM THE BOROUGH OF BERLIN, COUNTY OF CAMDEN, STATE OF NEW JERSEY, AUTHORIZING THE WAIVER OF WATER USAGE FEES FOR THE RECREATIONAL FACILITIES IN BERLIN BOROUGH AND BERLIN TOWNSHIP

RESOLUTION R12-07; 2018

A RESOLUTION FROM THE BOROUGH OF BERLIN COUNTY OF CAMDEN, STATE OF NEW JERSEY, AUTHORIZING AN AUTHORIZING THE ESCROW RELEASE OF \$904.80 TO PHILLIP VERESPY

RESOLUTION R12-08; 2018

A RESOLUTION FROM THE BOROUGH OF BERLIN, COUNTY OF CAMDEN, STATE OF NEW JERSEY, AUTHORIZING THE RELEASE OF REMAINING ESCROW IN THE AMOUNT OF \$275.00 TO SENNETTE KRUG

RESOLUTION R12-09; 2018 A RESOLUTION FROM THE BOROUGH OF BERLIN COUNTY OF CAMDEN, STATE OF NEW JERSEY, AMENDING THE TOTAL AMOUNT DUE TO UPDATE THE ZONING AND TAX MAPS

RESOLUTION R12-10; 2018 A RESOLUTION FROM THE BOROUGH OF BERLIN COUNTY OF CAMDEN, STATE OF NEW JERSEY, CONFORMATION OF MAYOR'S APPOINTMENT OF DEBRA DIMATTIA CMFO AS CHIEF FINANCIAL OFFICER FOR THE BOROUGH OF BERLIN EFFECTIVE NOVEMBER 15, 2018

RESOLUTION R12-11; 2018 A RESOLUTION FROM THE BOROUGH OF BERLIN COUNTY OF CAMDEN, STATE OF NEW JERSEY, CONFORMATION OF MAYOR'S APPOINTMENT OF NICOLE LOPEZ AS SUSTAINABLE NJ COORDINATOR AND GREEN TEAM LEADER FOR THE BOROUGH OF BERLIN

RESOLUTION R12-12; 2018 A RESOLUTION FROM THE BOROUGH OF BERLIN COUNTY OF CAMDEN, STATE OF NEW JERSEY, PERFORMANCE GUARANTEE FOR THE BERLIN COMMUNITY SCHOOL BALL FIELD DRAINAGE PROJECT BE DROPPED DOWN TO MAINTENANCE BOND STATUS

RESOLUTION R12-13; 2018 A RESOLUTION FROM THE BOROUGH OF BERLIN COUNTY OF CAMDEN, STATE OF NEW JERSEY, AUTHORIZING THE DECREASE CHANGE ORDER FOR THE 2018 ROAD PROGRAM IN THE AMOUNT OF \$7,978.46

RESOLUTION R12-14; 2018 A RESOLUTION FROM THE BOROUGH OF BERLIN COUNTY OF CAMDEN, STATE OF NEW JERSEY, AUTHORIZING THE SHARED SERVICE SALT BRINE AGREEMENT WITH VOORHEES TOWNSHIP

RESOLUTION R12-15; 2018 A RESOLUTION FROM THE BOROUGH OF BERLIN COUNTY OF CAMDEN, STATE OF NEW JERSEY, AUTHORIZING THE 2018 ROAD IMPROVEMENT PAYMENT #3 TO LANDBERG CONSTRUCTION, LLC IN THE AMOUNT OF \$56,353.47

RESOLUTION R12-16; 2018 A RESOLUTION FROM THE BOROUGH OF BERLIN COUNTY OF CAMDEN, STATE OF NEW JERSEY, AUTHORIZING THE 2019 POLICY YEAR CHANGES TO MUNICIPAL EXCESS LIABILITY JOINT INSURANCE FUND MODEL PERSONNEL POLICES AND PROCEDURE MANUAL

RESOLUTION R12-17; 2018 A RESOLUTION FROM THE BOROUGH OF BERLIN COUNTY OF CAMDEN, STATE OF NEW JERSEY, AUTHORIZING THE BUDGET TRANSFERS FOR 2018

Motion to approve Resolutions R12-02; 2018 through R12-17; 2018 – Councilman MacDonnell

Sec.: Councilman Badolato

All present were in favor

PRIVILEGE OF THE FLOOR

Cynthia -----

26 Glacier Drive

Berlin, NJ

Resident lives in Lone-a-Coming East in a townhouse. She addressed Mayor and Council about a trash can problem and parking problem in her development. There are too many cars and not enough parking spaces and this leaves no room to put the trash cans out. Mayor Bilella asked if there is a home owners

association that could help out with these problems. She explained that they were of no help and was told that parking is a common area. For every four parking places there are 35 cars fighting for these spaces. There are also too many people living in some units. Some units may have up to seven cars. This does not account for the renters, visitors and police cars that are parked there.

Mayor Bilella referred the resident to Councilman MacDonnell to try and come up with a plan to help with this situation.

Bill Bansch

79 New Freedom Road

Berlin, NJ

I have gone out to inspect the street that has too many cars and not enough parking along with the trash can problem. There does need to be some parking regulations put in place for town housing developments

Howard Long – We need to go into Executive session for approximately 15 mins to discuss contractual matters. No action will be taken

Motion to go into Executive session; Councilman MacDonnell

Sec; Councilman Pearce

All present were in favor

EXECUTIVE SESSION

Motion to come out of Executive Session; Councilman Pearce

Sec; Councilman Rocco

All present were in favor

GOOD OF THE ORDER – No one spoke

Motion to adjourn; Councilman Rocco

Sec., Councilman MacDonnell

All present were in favor

Lois J. Sahina

Registered Municipal Clerk

December 13, 2018

