**BOROUGH OF BERLIN**

**COUNCIL MEETING MINUTES**

**TUESDAY, JUNE 13, 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 Pearce, Council Members Miller, Badolato, Rocco, Buchanan & Simone

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

**APPROVAL OF MINUTES**

4-11-2019 Work Shop Minutes

5-7-2019 Work Shop Minutes

5-16-2019 Council Meeting Minutes

5-16-2019 Council Meeting Executive Session Minutes

**Motion to approve adoption of the minutes;** Council President Pearce

**Sec.;** Councilman Miller

All present were in Favor

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

Permit fees $ 18,260.00

Zoning fees $ 500.00

Re-sale inspection fees $ 2000.00

Rental Inspections $ 1,600.00

Community Center fees $ 350.00

Tax collector’s report $ 1,657,085.43

Utility report $ 117,269.01

Clerks report $ $3,375.00

Animal report $ 555.00

Court Administrator $ 21,295.98

**Motion to approve department head reports;** Councilman Buchanan

**Sec.;** Councilman Miller

All Present were in Favor

**PAYMENT OF THE BILLS FOR THE MONTH OF MAY 2019 IN THE AMOUNT OF**

**$ 1,424,407.98**

**Motion to approve payment of the bills;** Councilman Buchanan

**Sec.;** Councilman Miller

All present were in favor

**COUNCIL REPORTS:**

* **BUILDINGS, PARKS, & RECREATION, Chairman Len Badolato**
* **Traffic Calming** - Measures are being taking to calm traffic along the White Horse Pike

Greg Fusco and myself will be meeting with DOT. We will be sending in a proposal and application to DOT to address the crosswalk problems, bump outs, and shoulder striping  
 - **Electric Outlets** - I am currently receiving quotes to have electrical outlets installed on the street lights on White Horse Pike. This would enable us to hang light up wreaths on the poles during the Christmas season.

* **Cupola** - The restoration and painting of the cupola should begin in approximately six weeks
* **Dill House** - Once the Dill House is restored, the DBRC is planning on having their main office located at this location.
* **Christmas Tree** - The large pine tree in front of Borough Hall has been looked at by Brian Bansky from Tree Masters. He is going to start treating the roots as it appears to be dying. Hopefully the treatments will save the tree, which is always decorated and used at our annual tree lighting ceremony at Christmas time.
* **Fence** - DPW has sanded and repainted the rod iron fence that enclosed the front of the borough hall.
* **PUBLIC WORKS, STREETS & ROADS, Chairman Simone**
* **Drainage Problem** - Our administrator went out to assess the drainage problem on Park Ave. and New Freedom Road. DPW went out and cleaned up and the flow is better now.

**Recycling** -There is a nationwide problem with recycling, especially in NJ as it is so densely populated. Residents need to be educated on how to recycle. Labels showing what is recyclable are currently being made to have DPW place on the lid of all of the residents recycle carts.

* **WATER & SEWER, Chairman Ron Rocco**
* **Water & Sewer Statistics** - The water and sewer department statistics were given for the month of May comparing the 2018 totals to the 2019 totals.
* **Water Complaints** - There were no water complaints for the month of May

**-** **Lime System** - There was a new lime system put in plant two

**-**  **Mark Outs** -There were 84 mark-outs done for the month of May

* **Emergency Repair Contract** - On 5/29/19 the lowest most reliable bidder for the Emergency Repair Contract was R.D. Zeuile. I would ask for your support tonight on resolution R06-04;2019 awarding this contract.
* **SCADA** - Our SCADA system is working very well and we are currently working on the cyber security aspects
* **Chestnut Ave Water Tank** - Our engineer, administrator and myself went out to the Chestnut Ave Water Tank to assess what needs to be done next year for the repainting inside and outside of the tank. I am currently looking for funding to supplement this major job.
* **Jet Truck** - The new jet vac truck needed in our DPW Department, has been ordered.

**-** **Flags** - Tomorrow is Flag Day so proudly display your flags

**-** **Pump #6** - An evaluation of pump #6 on Cross Keys Road will need to be done to determine if it should be shut down

* **PUBLIC SAFETY, Chairman Jim Pearce**

**-** **Officer of the Month** -The Officer of the month for May is Officer Hess.

* **Police Statistics** - Statistics were given for the month of April
* **Fire Department** -Statistics were given for the month of May
* **Rt 30 & Franklin Ave** - Progress is being made at the State to reconfigure the traffic at the intersection of Rt. 30 & Franklin Ave. A left- hand turn arrow is one of the planned changes to be made.

**MAYOR BIELLA ASKED COUNCIL IF HE COULD GO OUT OF ORDER OF THE AGENDA TO MAKE PRESENTATIONS**

**READING RESOLUTIONS R06-01; 2019 THROUGH R06-02; 2019**

**RESOLUTIONS R06-01; 2019**

A RESOLUTION FROM THE BOROUGH OF BERLIN, COUNTY OF CAMDEN, STATE OF NEW JERSEY, PROMOTING SGT. THEODORE J. VARANO TO THE POSITION OF LIEUTENANT OF THE BERLIN BOROUGH POLICE DEPARTMENT

**RESOLUTIONS R06-02; 2019**

A RESOLUTION FROM THE BOROUGH OF BERLIN, COUNTY OF CAMDEN, STATE OF NEW JERSEY, PROMOTING PATROLMAN JOSHUA SMITH TO THE POSITION OF SERGEANT OF THE BERLIN BOROUGH POLICE DEPARTMENT

**MEETING OPEN TO THE PUBLIC ON RESOLUTIONS R06-01; 2019 AND R06-02; 2019** - No one spoke

**MEETING CLOSED TO THE PUBLIC**

**Motion to approve Resolutions R06-01; 2019 and R06-02; 2019 -** Council President Pearce

**Sec;** Councilman Miller

All Present were in favor

**SWEARING IN OF NEW OFFICERS BY CHIEF WILKINSON & MAYOR BIELLA**

SWEARING IN OF SGT. THEODORE J. VARANO TO THE POSITION OF LIEUTENANT FOR THE BERLIN BOROUGH POLICE DEPARTMENT. HIS WIFE JENNA VARANO AND HIS DAUGHTER ROSALIE VARANO WILL HOLD THE HOLY BIBLE

SWEARING IN OF PATROLMAN JOSHUA SMITH TO THE POSITION OF SEARGENT. OF THE BERLIN BOROUGH POLICE DEPARTMENT. HIS WIFE GINA SMITH WILL HOLD THE HOLY BIBLE

(**Continuation of Council Head Reports)**

* **COMMUNICATIONS, Chairman Rick Miller** -
* **WEBSITE** - We are moving forward and getting closer to test our new website that is being built. The new website is more user friendly and ADA compliant.
* **BCS Graduation** - The 8th grade graduation will be held at Eastern High School. The video will begin at 5:30 pm followed by the start of graduation at 6:00 pm
* **Camp Long** -**A**-**Coming** - There are only two more weeks that registrations will be accepted for this year’s camp. Please contact Erin for more information.
* **FINANCE, Chairman Mike Buchanan** -
* **Vehicles** - I have been working very closely with our CFMO with the purchase of new vehicles
* **Recycling Costs** - The cost of recycling has drastically increased. Not all trash is recyclable. If it is separated correctly is costs us $80.00 per ton. If mixed and incorrect is costs us $150.00.
* **REAL ESTATE, Mayor Jim Bilella** -
* **War Memorial** - Thanks were extended to DPW for cleaning up the War Memorial @ Taunton Ave. and the White Horse Pike
* **SOLICITOR, Howard Long**
* **Executive Session** -Mayor and Council will need to go into Executive Session tonight to discuss personal issues and rental inspection issues
* **Stop Signs** -Two stop signs are needed at Jones Ave and Coleman and issues on Franklin Ave also need to be talked about
* **Hal Talbot** - Hal currently is one of our part time police in class at Berlin Community. We need to do a resolution tonight and do waiver in order for Hal to also work part time as a Class II officer at the Borough Hall. This will have no impact with his schedule at school and there will be no increase to his salary. Hal has been retired for 5 years which makes him eligible to perform in these positions.
* **ADMINISTRATOR, William Behnke**
* **Generator** - Thanks were extended too Mayor and Council for all of their help in getting the new generator at the fire house up and running.
* **Cyber Security** -I have been working closely with our IT company to make sure our SCADA system is set up with Cyber Security.
* **Lighting** -The halogen lighting outside of the borough hall has been changed to led lighting
* **2020 Road Program** -The application for the 2020 Road Program has been submitted
* **Playgrounds** - I am looking for grants that can help fund and upgrade the playgrounds. These projects are very expensive. Maybe green acres funding or the recreation trust can help to get the projects started.
* **Rt 73 & Washington Ave** - There are two ordinances on tonight’s agenda for 1st reading, 2019-09 & 2019-10. Ordinance 2019-10 is a specific ordinance that is directed at the Rt. 73 & Washington Ave. high speed area. I think a letter should be drafted and given to the residents to see if they are in agreement to this ordinance.

**1st READING ORDINANCES**

**ORDINANCE NO. 2019-09**

**AN ORDINANCE AMENDING THE CODE OF THE BOROUGH OF BERLIN TO ADD CHAPTER 315, ARTICLE XVI, SCHEDULES, §315-37, SCHEDULE VI: STOP INTERSECTIONS**

**Motion to Introduce:** Council President Pearce

**Sec.;** Councilman Simone

All present were in favor

**ORDINANCE NO. 2019-10**

**AN ORDINANCE AMENDING THE CODE OF THE BOROUGH OF BERLIN TO ADD CHATPER 315, ARTICLE XX: WASHINGTON AVENUE, PROHIBITED PARKING AT CERTAIN AREAS**

**Motion to Introduce:** Councilman Rocco

**Sec.;** Councilman Simone

Before roll call vote**,** Councilman Buchanan asked what originated this ordinance? Councilman Simon explained that this ordinance would be prohibited on certain areas of Washington Ave. A traffic study was done in this area. Councilman Pearce wanted to make that the residents in this area are comfortable with this? Mr. Long explained that this is only a first reading and we have a month before this ordinance is read again.After discussion,

A Roll Call Vote was taken and all were in favor

**READING RESOLUTIONS R06-03; 2019 THROUGH R06-15; 2019**

**RESOLUTION R06-03; 2019**

A RESOLUTION OF THE BOROUGH OF BERLIN, COUNTY OF CAMDEN, STATE OF NEW JERSEY, AWARDING THE BID OF THE VALVE EXERCISER TO WATER WORKS SUPPLY CO., INC. OF POMPTON PLAINS, NJ IN THE AMOUNT OF $69,163.48

**RESOLUTION R06-04; 2019**

A RESOLUTION OF THE BOROUGH OF BERLIN, COUNTY OF CAMDEN, STATE OF NEW JERSEY, TO ACCEPT AND AWARD THE BID FOR THE EMERGENCY REPAIR CONTRACT TO R.D. ZEULI OF WEST BERLIN NJ

**RESOLUTION R06-05; 2019**

RESOLUTION OF THE BOROUGH OF BERLIN, COUNTY OF CAMDEN, STATE OF NEW JERSEY, APPROVING FIVE LIQUOR LICENSES FOR THE YEAR 2019-2020

**RESOLUTION R06-06; 2019**

A RESOLUTION FROM THE BOROUGH OF BERLIN, COUNTY OF CAMDEN, STATE OF NEW JERSEY, APPROVING TO ENTER IN TO A SHARED SERVICE AGREEMENT WITH THE CHERRY HILL FIRE DISTRICT

**RESOLUTION R06-07; 2019**

A RESOLUTION FROM THE BOROUGH OF BERLIN, COUNTY OF CAMDEN, STATE OF NEW JERSEY, APPROVING DPW SUMMER HELP HIRE ALEX SHAW EFFECTIVE IMMEDIATELY

**RESOLUTION R06-08; 2019**

A RESOLUTION FROM THE BOROUGH OF BERLIN, COUNTY OF CAMDEN, STATE OF NEW JERSEY, APPROVING DPW SUMMER HELP HIRE MATTHEW EARLE

EFFECTIVE AS OF JUNE 24, 2019

**RESOLUTION R06-09; 2019**

A RESOLUTION FROM THE BOROUGH OF BERLIN, COUNTY OF CAMDEN, STATE

OF NEW JERSEY APPROVING A BUDGET INSERTION FOR THE FISCAL YEAR 2019 FOR THE CLEAN COMMUNITIES GRANT IN THE AMOUNT $16,841.84

**RESOLUTION R06-10; 2019**

A RESOLUTION OF THE BOROUGH OF BERLIN, COUNTY OF CAMDEN, STATE OF NEW JERSEY, APPROVING PENNONI TO RECEIVE $1,800 FOR PROFESSIONAL SERVICES TO PREPARE DOCUMENTATION THAT IS REQUIRED BY THE NJDOT FOR THE GRANT APPLICATION SUBMISSION FOR THE 2020 ROAD IMPROVEMENT PROGRAM

**RESOLUTION R06-11 2019**

A RESOLUTION FROM THE BOROUGH OF BERLIN, COUNTY OF CAMDEN, STATE OF NEW JERSEY APPROVING THE REFUND OF PERMIT FEES $ 205.00 TO HUTCHINSON PLUMBING AND HEATING

**RESOLUTION R06-12; 2019**

A RESOLUTION FROM THE BOROUGH OF BERLIN, COUNTY OF CAMDEN, STATE OF NEW JERSEY, APPROVING THE MEMORANDUM OF UNDERSTANDING TO TRANSFER VEHICLE FROM THE TOWNSHIP OF PENNSAUKEN TO THE BOROUGH OF BERLIN

**RESOLUTION R06-13; 2019**

A RESOLUTION FROM THE BOROUGH OF BERLIN, COUNTY OF CAMDEN, STATE OF NEW JERSEY, APPROVING THE PURCHASE OF THREE 2020 POLICE CARS THROUGH STATE CONTRACT

**RESOLUTION R06-14; 2019**

A RESOLUTION FROM THE BOROUGH OF BERLIN, COUNTY OF CAMDEN, STATE OF NEW JERSEY, APPROVING THE PURCHASE OF A 2019 TAHOE FOR THE BERLIN FIRE COMPANY #1 TO REPLACE THEIR EXISTING 1999 FORD EXPEDITION

**RESOLUTION R06-15; 2019**

A RESOLUTION FROM THE BOROUGH OF BERLIN, COUNTY OF CAMDEN, STATE OF NEW JERSEY, APPOINTING HAL J. TALBOT 3RD FROM A SPECIAL LAW ENFORCEMENT OFFICER CLASS III, TO A SPEICAL LAW ENFORCEMENT OFFICER CLASS II

**MEETING OPEN TO THE PUBLIC ON RESOLUTIONS R06-03; 2019 THROUGH R06-15 ;2019** - No one spoke

**MEETING CLOSED TO THE PUBLIC**

**Motion to approve Resolutions R06-03; 2019 through R06-15; 2019** -Councilman Simone

**Sec.;** Council President Pearce

All present were in favor

**PRIVILEGE OF THE FLOOR**

**Brenda Rowand**

**39 Joan’s Lane Berlin, NJ**

Ms. Rowland addressed Mayor and Council with concern about the April 2019 minutes. She felt that although certain residents did introduce themselves during this meetings privilege of the floor and our Chief also referred to them by name and address, that this should not be put into the minutes as her concerns were for the safety of these residents.

**Christine Reilly**

**Bryce Road, Berlin, NJ**

Ms Reilly was issued a violation due to her trash cans not being placed in the proper place on her property. She was very upset, as she explained that her middle unit has no access to the back yard, unless she drags her carts through her house.

Council members including Badolato, Pearce and Buchanan along with Solicitor Long engaged in conversation in order to find the best solution while abiding by the ordinance that is in place.

**Motion to go into Executive Session** - Council President Pearce

**Sec;** Councilman Buchanan

All present were in favor

**EXECUTIVE SESSION**

**Motion to come out of Executive Session** - Councilman Pearce

**Sec;** - Councilman Badolato

All present were in favor

**GOOD OF THE ORDER -** Councilman Buchanan thanked all of Council for working together to get these issues resolved

**Motion to adjourn;** Councilman Pearce

**Sec.,** Councilman Badolato

All present were in favor

Lois J. Sahina

Registered Municipal Clerk

June 13, 2019