

**BOROUGH OF BERLIN**  
**COUNCIL MEETING MINUTES**  
**THURSDAY, MARCH 10, 2016**  
**MUNICIPAL BUILDING**  
**59 SO. WHITE HORSE PIKE**  
**BERLIN NJ 08009**

**MEETING CALLED TO ORDER BY COUNCIL PRESIDENT JIM PEARCE.**

**FLAG SALUTE LED BY COUNCIL PRESIDENT PEARCE.**

**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:** Council President Jim Pearce, Council members Kupchik, Miller, Badolato, Rocco and Buchanan were all in attendance. Mayor Bilella was unable to attend this meeting.

- **PRESENT ALSO:** Solicitor Howard Long and Administrator Charleen Santora.

- **APPROVAL OF MINUTES:**

Workshop minutes of February 2, 2016  
Closed session minutes of February 2, 2016  
Council meeting minutes of February 11, 2016  
Closed session minutes of February 11, 2016

Motion to approve made by Miller seconded by Buchanan. All were in favor.

- **DEPARTMENT HEAD REPORTS FOR THE MONTH OF FEBRUARY, 2016 INCLUDING THE AMBULANCE CALLS FOR 2015.**

|                               |                      |
|-------------------------------|----------------------|
| Tax Collectors report         | \$3,604,372.03       |
| Utility                       | 94,734.31            |
| Clerk's report                | 2,477.25             |
| Animal report                 | 1,367.60             |
| Construction permit fees      | 15,500.00            |
| Community rental fees         | 7,675.00             |
| Zoning fees                   | 215.00               |
| Re inspection fees            | 100.00               |
| Resale inspection fees        | 700.00               |
| Berlin Fire Dept. (Jan & Feb) | 159 incidents        |
| Bureau of Fire Prevention     | 92 local inspections |
|                               | 2,286.00             |

|                             |                       |
|-----------------------------|-----------------------|
| Zoning department report    | Attached              |
| AMBULANCE CALLS             | 2553 EMERGENCY CALLS  |
|                             | 538 MUTUAL ASSISTANCE |
| Property Maintenance report | Attached              |
| Municipal Court             | \$23,910.92           |

Motion Miller, Sec., Kupchik. All were in favor.

- **MAYOR AND COUNCIL REPORTS:**
- **BUILDINGS & GROUNDS,** Chairman Len Badolato reports that the elevator in municipal building is now in full working condition. /All signs were straightened by DPW throughout the borough. He is asking that the clothing bid be moved that is in the parking lot area near the police station. Councilman Pearce states that the DARE program is trying to obtain new ones.
- **STREETS & ROADS,** Chairman Michael Buchanan states that Resolution R3-19 will add two street lights in the vicinity of Crater Avenue in the borough and requests that a resolution be added showing the support from the borough for the Berlin Soccer Association’s application to the Camden County Open Space grant and also a resolution for two street lights at Kerhart and Cross Keys Road./Prices are being sought to remove two dead trees on Washington Avenue that is a safety hazard near the bus stop/He is concerned about Malan Avenue
- **WATER & SEWER,** Chairman Ron Rocco Greets all and thanks all for attending./He would like to have Pennoni Engineers proceed with the project for Katherine Avenue in regards to the water issue on that street explaining that the project will be bid and if all goes well the project should be complete by the beginning of next year. A motion was made by himself to proceed seconded by Councilman Buchanan. All of council was in favor. Also notes that DPW will be replacing two 2 inch blow off valves on Presidential Court.
- **HEALTH & RECREATION,** Chairman Rick Miller reports that Resolution R3-7 is on agenda to move forward with a ventilation system at the community center. /Working on pricing for reprogramming key fobs at community center. /The celebration committee flags are up for all those who purchased them. There has been a deduction in the cost of these flags by the committee and a refund to several vendors is on agenda. /Counselors are being sought for this year Camp Long A Coming. /Eastern Egg Hunt scheduled for March 20. /Public works sprucing up the borough’s playgrounds with mulch and other needs.
- **PUBLIC SAFETY,** Chairman Jim Pearce urges residents to join swift 911 that are posted on the borough web site that can be tailored to their wants. /Resolutions on agenda for the re-appointing of two Class II officers and to move forward with the body cameras for the police department. Councilman Pearce read the Chief’s report that will be attached to these minutes.

- **FINANCE, Chairman** Lynn Kupchik. 2<sup>nd</sup>. reading of Bond Ordinance is on agenda for council's consideration and the contractual salary ordinance is on agenda for introduction and the salary ordinance for non contractual salary ordinance is on agenda by title only for introduction that will be discussed at the budget workshop on Saturday. /Budget workshop will be held by the council on Saturday, March 12 at 8 am whereas the public is invited to attend.
- **MAYOR** Council President Jim Pearce read Mayor Bilella's report that is attached to these minutes.
- **SOLICITOR,** Howard Long did not have any report.
- **ADMINISTRATOR,** Charleen Santora reminded the public once again about free rabies clinic coming up on April 2 from 10 to noon at the DPW garage. /Key fob system was completed in the clerk's office allowing entrance into this office by all those who carry key fobs./Ordered vertical blinds for the front windows in borough hall completing the project started last year./All offices closed on Friday, March 25 is observance of Good Friday.

**ORDINANCES, 2<sup>ND</sup>. READING.**

**ORDINANCE NO. 2016-05, AN ORDINANCE OF THE BOROUGH OF BERLIN, IN THE COUNTY OF CAMDEN, NEW JERSEY, PROVIDING FOR VARIOUS CAPITAL IMPROVEMENTS AND RELATED EXPENSES IN AND FOR THE BOROUGH AND APPROPRIATING \$1,750.000 FOR SAID PURPOSES; AUTHORIZING THE ISSUANCE OF \$1,665,660 PRINCIPAL AMOUNT OF OBLIGATIONS OF THE BOROUGH TO FINANCE SAID PURPOSES; AND PROVIDING FOR OTHER MATTERS RELATING THERETO.**

Meeting open to the public on Ordinance No. 2016-05.

Meeting closed to the public.

Motion to adopt Ordinance No. 2016-05; Kupchik, Sec.; Miller, All were in favor.

**ORDINANCE INTRODUCTIONS:**

**ORDINANCE NO. 2016-06, AN ORDINANCE OF THE BOROUGH OF BERLIN BANNING THE SALE OF DOGS AND CATS FROM PET SHOPS.**

Motion to introduce: Miller, Sec.; Buchanan, All were in favor.

**ORDINANCE NO. 2016-07, AN ORDINANCE AMENDING ORDINANCE NO. 2015-01 SUPPLEMENTING CHAPTER 62 OF THE CODE OF THE BOROUGH OF BERLIN ENTITLED "SALARIES".**

Motion to introduce; Kupchik Sec., Miller all were in favor.

**ORDINANCE NO. 2016-08**, AN ORDINANCE AMENDING ORDINANCE NO. 2015-01 SUPPLEMENTING CHAPTER 62 OF THE CODE OF THE BOROUGH OF BERLIN ENTITLED SALARIES.

Motion to **introduce by title only**; Kupchik, Sec.; Buchanan, All were in favor.

**ORDINANCE NO. 2016-09**, AN ORDINANCE AMENDING CHAPTER 8 OF THE CODE OF THE BOROUGH OF BERLIN MODIFYING THE FEES OF THE BERLIN COMMUNITY CENTER USE.

Motion to **introduce by title only**; Miller, Sec.; Badolato, RCV\_\_\_\_\_.

**ORDINANCE NO. 2016-10**, AN ORDINANCE ESTABLISHING CERTAIN FEES FOR PARTICIPATION IN CAMP LONG A COMING.

Motion to **introduce by title only**; Miller, Sec.; Buchanan, All were in favor.

**RESOLUTIONS:**

Meeting open to the public on Resolutions R3-1; 2016 to R3-26; 2016  
Meeting closed to the public.

**R3-1;2016**, APPROVAL FROM COUNCIL TO USE THE PROFESSIONAL SERVICES OF PENNONI ASSOCIATES FOR THE SYNTHETIC ORGANIC COMPOUND WAIVER QUESTIONNAIRE FOR WELL # 15 IN THE AMOUNT OF \$3000. (CFO has certified the funds)

**R3-2;2016**, APPROVAL FROM COUNCIL TO PURCHASE A 36 X 48 CARVED SIGN FOR THE FOYER ENTRANCE BETWEEN THE POLICE DEPT. AND THE MUNICIPAL BUILDING FROM AMERICAN SIGNS, BERLIN NJ IN THE AMOUNT OF \$1100.00. (CFO has certified the funds).

**R3-3;2016**, AUTHORIZATION FROM BOROUGH COUNCIL TO ENTER INTO AN AGREEMENT WITH TRIAD ASSOCIATES OF VINELAND N J AS CONSULTANTS PROVIDING ADMINISTRATIVE AGENT SERVICES FOR COAH MONITORING FEES TO COME FROM THE ADMINISTRATIVE LINE UNDER COAH.

**R3-4;2016**, A RESOLUTION RESTRICTING SALES OF DOGS AND CATS AT PET SHOPS, ENCOURAGING MUNICIPALITIES TO ADOPT ORDINANCES TO DO THE SAME, AND AUTHORIZING ENFORCEMENT OF SUCH ORDINANCES BY THE DEPARTMENT OF HEALTH AND HUMAN SERVICES.

**R3-5;2016**, APPROVAL FROM COUNCIL TO PURCHASE A FAN COIL UNIT FROM DRISCOLL MECHANICAL LLC OF MT EPHRAIM, NJ, THE LOWEST OF

TWO QUOTES FOR THE MUNICIPAL BUILDING AT THE COST OF \$4500.00.  
(CFO HAS CERTIFIED FUNDS)

**R3-06;2016**, AUTHORIZING THE APPOINTMENT OF ENVIRONMENTAL RESOLUTIONS, INC. OF MOUNT LAUREL, N. J, CME ASSOCIATES OF MARLTON, NJ AND MASER CONSULTING OF MT LAUREL NJ FOR PROFESSIONAL SERVICES FOR SPECIAL GENERAL, WATER AND SEWER PROJECTS IN THE BOROUGH OF BERLIN.

**R3-7; 2016**, APPROVAL FROM COUNCIL FOR PROPOSAL FROM PENNONI ASSOCIATES FOR ENGINEERING SERVICES REQUIRED AT THE COMMUNITY CENTER FOR A VENTILATION SYSTEM IN THE AMOUNT OF \$10,100.00. (CFO HAS CERTIFIED THE FUNDS)

**R3-8;2016**, A RESOLUTION ACKNOWLEDGING THE APPOINTMENT BY THE CERTIFIED MUNICIPAL REGISTRAR CHARLEEN SANTORA TO APPOINT A TEMPORARY DEPUTY REGISTRAR AS PER R.S. 26:8-17 AS MANDATED BY THE STATE OF NEW JERSEY.

**R3-9; 2016**, A RESOLUTION AUTHORIZING THE COMMUNITY DEVELOPMENT BLOCK GRANT FUNDING AND GRANT ALLOCATION FOR THE SENIOR BUSING IN THE AMOUNT OF \$18,100.00 FOR YEAR 38 (2016-2017)

**R3-10;2016**, AUTHORIZATION FROM THE COUNCIL TO RE-APPOINTMENT GERMAN SALAZAR FOR ANOTHER ONE YEAR TERM AS CLASS II OFFICER FOR THE BOROUGH OF BERLIN POLICE DEPARTMENT..

**R3-11;2016**, AUTHORIZATION FROM BOROUGH COUNCIL TO RE-APPOINT BRET VETTERLY FOR ANOTHER ONE YEAR TERM AS CLASS II OFFICER FOR THE BOROUGH OF BERLIN'S POLICE DEPARTMENT.

**R3-12;2016**, APPROVAL FROM COUNCIL FOR THE POLICE DEPARTMENT TO PURCHASE BODY WORN CAMERAS FROM WATCH GUARD VISTA HD OF ALAN, TEXAS, STATE CONTRACT # A81300-T0106 IN THE AMOUNT OF \$18,869.00. (CFO HAS CERTIFIED THE FUNDS)

**R3-13; 2016**, A RESOLUTION APPROVING THE MAYOR AND ADMINISTRATOR TO SIGN THE PBA, LOCAL 362 CONTRACT EFFECTIVE JANUARY 1, 2015 THROUGH DECEMBER 31, 2017.

**R-14; 2016**, APPROVAL FOR 2016 APPROPRIATION RESERVES TRANSFER IN THE AMOUNT OF \$25,800.00.

**R3-15; 2016**, A RESOLUTION AUTHORIZING THE AMENDMENT OF THE 2016 TEMPORARY BUDGET.

**R3-16;2016**, APPROVAL FROM BOROUGH COUNCIL TO REFUND KNIGHT FUNERAL HOME \$50.00, ALL IN ONE BALLOONS \$100.00, COSTANTINO FUNERAL HOME \$100.00 AND ELITE TAX PREPARATIONS \$100.00 OF BERLIN NJ OUT OF THE CELEBRATION TRUST FUND DUE TO THE LOWERING OF THE COST OF THE FLAGS THESE VENDORS PURCHASED..

**R3-17;2016**, AUTHORIZATION FROM BOROUGH COUNCIL TO EXTEND THE LEASE AGREEMENT WITH PNC BANK LOCATED ON HARKER AVENUE , BERLIN NJ FOR A FIVE YEAR LEASE EFFECTIVE WHEN THE PRESENT LEASE RUNS OUT JULY 31, 2017 FOR ANOTHER FIVE YEARS EFFECTIVE AUGUST 1, 2017 THROUGH JULY 31, 2022 STARTING AT \$11,129.03 WITH 3% INCREASES PER YEAR EACH YEAR THEREAFTER.

**R3-18; 2016**, AUTHORIZATION FROM COUNCIL TO USE THE PROFESSIONAL SERVICES OF ENGINEER PENNONI ASSOCIATES FOR THE ADDRESSING OF SPECIFIC REMEDIATION REQUIREMENTS AT THE BERLIN BOROUGH WATER PLANT 2 LOCATED ON EVANINE DRIVE IN BERLIN FOR THE AMOUNT OF \$14,000. (CFO HAS CERTIFIED THE FUNDS)

**R3-19;2016**, APPROVAL FROM BOROUGH COUNCIL TO INSTALL TWO STREET LIGHTS ON ALREADY EXISTING POLES ON CRATER AND CROSS KEYS ROAD AND ON CRATER BY ATLANTIC CITY ELECTRIC AT A COST NOT TO EXCEED \$2614.88. (CFO HAS CERTIFIED THE FUNDS)

**R3-20;2016**, APPROVAL FROM COUNCIL TO ACCEPT THE RESIGNATION OF MARIE RYAN AS VICE CHAIR OF THE COMMUNITY ADVISORY COMMITTEE APPOINTING NEW VICE CHAIR SENNETTE KRUG EFFECTIVE IMMEDIATELY.

**R3-21; 2016**, AUTHORIZING THE EXECUTION OF A RETIREMENT AGREEMENT BY AND BETWEEN THE BOROUGH OF BERLIN AND POLICE CHIEF MICHAEL DELORENZO.

**R3-22;2016**, A RESOLUTION AUTHORIZING THE CANCELLATION OF 2016 TAXES IN THE AMOUNT OF \$4531.30 FOR BLOCK 2005 LOT 6 DUE TO A 100% TOTALLY DISABLED VETERAN.

**R3-23; 2016**, APPROVAL OF MERCANTILE LICENSE FOR MATTHEW DAVID TREMONT, T/A BULLDOZERS COLLECTIBLES AT THE BERLIN MART AND FOR FERNANDO GISONE, TA/ BERLIN UPHOLSTERY AT THE BERLIN MART.

**R3-24; 2016**, A RESOLUTION REAPPOINTING DPW SUPERINTENDENT JOHN ALLESBROOK FOR RECYCLE COORDINATOR FOR THE BOROUGH OF BERLIN FOR YEAR 2015.

**R3-25; 2016 A RESOLUTION SUPPORTING THE BERLIN SOCCER ASSOCIATION TO SEEK GRANT FUNDING FROM CAMDEN COUNTY OPEN SPACE.**

**R3-26; 2016 AUTHORIZING TWO STREET LIGHTS TO BE INSTALLED AT KERHART AND BERLIN CLEMENTON ROAD VICINITY.**

Motion to adopt Resolutions R3-1 through R3-26; 2016, ROCCO, Sec., MILLER, ALL WERE IN FAVOR.

- **PRIVILEGE OF FLOOR:**

Jeff Greenburg, 27 Coleman/Joans Lane complains to the governing body that the speeding on the road (s) is very excessive and ask for a speed bump. Pearce asked the streets and roads chairman to look into this. Councilman Buchanan said that he will add to the list of roads that he is working on putting speed bumps once the capital ordinance can be spent from. He notes that many areas are in need of either new stop signs or at least the painting of them. Asks water chairman Rocco to consider the Joans Lane traffic when the development starts for the Nexus site.

Janis Hueftle, 5 Briarhill

- **PAYMENT OF THE BILLS FOR THE MONTH OF FEBRUARY, 2016 IN THE AMOUNT OF \$1,947,674.99** Motion, Kupchik, Sec.Buchanan, All were in favor.

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

Charleen Santora, RMC  
Borough Clerk