

**BOROUGH OF BERLIN**  
**COUNCIL MEETING MINUTES**  
**THURSDAY, DECEMBER 14, 2017**  
**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 Jim Bilella, Council President Jim Pearce, Council Members Miller, Badolato, Rocco, Buchanan, & MacDonnell.

**ABSENT:** Councilman Miller

**PRESENT ALSO:** Solicitor Howard Long, Municipal Clerk Lois J. Sahina and Chief Financial Officer Michael T. Kwasizur

**APPROVAL OF MINUTES**

11/16/17- Council Meeting Minutes  
12/5/17- Work Session Minutes  
12/5/17 – Closed Session Minutes

**Motion to approve adoption of the minutes;** Councilman MacDonnell

**Sec.;** Council President Pearce

All present were in favor

**DEPARTMENT HEAD REPORTS FOR THE MONTH OF NOVEMBER 2017**

Permit fees	\$ 9,818.01
Zoning fees	\$ 835.00
Re-sale inspection fees	\$ 1,550.00
Rental Inspections	\$ 200.00
Community Center fees	\$ 324.00
Tax collector's report	\$ 3,829,786.46
Utility report	\$180,496.94
Clerks report	\$ 5,966.00
Animal report	\$ 3.60
Court Administrator	\$ 32,716.40

**READING RESOLUTIONS R12-01; 2017 THROUGH R12-02; 2017**

**MEETING OPEN TO THE PUBLIC ON RESOLUTIONS R12-01; 2017 and 12-02; 2017**

**MEETING CLOSED TO THE PUBLIC**

**RESOLUTIONS FOR APPOINTMENT AND PROMOTION OF OFFICERS**

**RESOLUTION R12-01; 2017**

**RESOLUTION OF THE BOROUGH OF BERLIN, COUNTY OF CAMDEN, CONFIRMATION OF COUNCIL OF MAYOR'S TO HIRE AND APPOINT ALFRED A. HESS, AS A CLASS II SPECIAL LAW ENFORCEMENT OFFICER.**

**RESOLUTION R12-02; 2017**

**RESOLUTION OF THE BOROUGH OF BERLIN, COUNTY OF CAMDEN, CONFIRMATION OF COUNCIL OF MAYOR'S APPOINTMENT PROMOTING POLICE OFFICER JOHN WAECHTLER TO THE POSITION OF SERGEANT**

**Motion to approve Resolutions R12-01; 2017;** Council President Pearce

**Sec.;** Councilman MacDonnell

All present were in favor

**POLICE DEPARTMENT APPOINTMENTS**

Mayor Bilella introduced Chief Michael Miller who will be pinning the badges on the two officer's uniforms.

Mr. and Mrs. Hess, Alfred's parents, held the Bible while Mayor Bilella swore in the new hire and appointment of Alfred A. Hess as a Class II Special Law Enforcement Officer.

Allyn, (wife) and Michael (son) of John held the Bible while Mayor Bilella swore in John Waechtler to the promoted position of Sergeant of the Berlin Borough Police Department.

**COUNCIL REPORTS:**

- **BUILDINGS & GROUNDS, Chairman Len Badolato**
  - Maintenance is almost completed inside the Borough Hall.
  - The engineer has finished his research on the ballfields drainage problem. He is ready to go over his findings with Councilman Rocco and Buchanan
  - The new paint colors and schematic of the hotel part of the library is completed. I will be going over this with Tina Hoffman and Cindy Williams this coming week.
  
- **STREETS & ROADS, Chairman Dan MacDonnell**
  - The 2017 Road Program on Constitution Blvd. is almost complete. They will be installing the speed bumps next week.

- We will be receiving an authorized street plan for the next five years from our engineer within the next two months. We will also be informed within the next few months of the grant money amount we will be receiving from the state for the upcoming 2018 Streets and Roads Project.
- **WATER & SEWER, Chairman Ron Rocco**
    - The Water Report from DPW was given including the number of service calls on water meters, areas which needed maintenance, water main breaks, leaks and total number of water shutdowns and locations for the month of November.
    - The Sewer Report was read along with maintenance reports on pump stations, generators and sewer blockages and locations for the month of November.
    - The 2017 vs. 2016 Tax Report for total income received for utilities was read. This report also included the total number of water and sewer connections.
    - There were no water complaints for the month of November.
    - In January, I will be attending a forecast meeting to discuss the upcoming projects of 2018.
- **HEALTH & RECREATION, Chairman Mike Buchanan**
    - The floors in the gym of the Community Center have been repaired by DPW.
    - The “Park Clean Up Day” that was scheduled for December 9, 2017 had to be cancelled due to the snow. A reschedule date with the County has not been determined at this time. Keep checking our website for a new date and time.
- **PUBLIC SAFETY, Chairman Jim Pearce**
    - The Public Safety Report for the month of November was read which included the amount of calls, investigations, drug arrests, accidents and warrants were issued for the month of November. The “No Need to Speed” campaign focused on Taunton, South Franklin, Chestnut and Malan Avenues.
    - Starting next meeting, Chief Miller will be submitting a statistical report of Radko’s performance.
    - The Fire Department Report was read listing total calls YTD and for the month of November.
- **FINANCE, Chairman Rick Miller** – Absent no report was given
- **MAYOR, Jim Bilella**
    - During this past month we have had two major events in town. We had our annual tree lighting ceremony on December 2, 2017. Thank you to all the volunteers from the Rotary, Solid Rock Church and DPW who helped to decorate the Town Hall grounds. On December 9, 2017 the DBRC once again sponsored the Historic House Tour. Both events were very well attended and successful.
- **SOLICITOR, Howard Long**
    - On tonight’s agenda you will see an ordinance addressing the master plan. This process started in 2016. The Borough Planning Board is focusing on revisions of ordinances in the areas of residential and commercial zoning. With these changes we are hoping to

make the borough more business friendly. As a result, this will help revitalize the downtown area.

- A lot of information was discussed at our last workshop meeting and the agenda reflects this with different resolutions and ordinances that are up for approval.
- I just want to remind everyone that the Borough Fire Department is an all-volunteer department. Every year they sell Christmas trees as a fundraiser. The trees are beautiful and it is for a good cause. I encourage everyone to support our volunteers in their efforts.

- **CHIEF FINANCIAL OFFICER, Michael T. Kwasizur** – No report was given

**Motion to approve department head reports;** Council President Pearce

**Sec.;** Councilman MacDonnell

All present were in favor

## **2ND READING ORDINANCES**

### **ORDINANCE 2017-13**

**ORDINANCE AUTHORIZING THE TRANSFER AND ACCEPTANCE OF PROPERTY AND EXECUTION OF CERTAIN DOCUMENTS FROM ACTREO, LLC, TO THE BOROUGH OF BERLIN, SPECIFICALLY 85-87 WHITE HORSE PIKE ALSO KNOWN AS BLOCK 1108, LOT 10, ON THE OFFICIAL TAX MAP OF THE BOROUGH OF BERLIN, COUNTY OF CAMDEN AND STATE OF NEW JERSEY, “AS IS”, FOR NOMINAL CONSIDERATION, SUBJECT TO CERTAIN TERMS**

**FLOOR OPEN TO THE PUBLIC** – No one spoke

**Motion to Adopt:** Councilman MacDonnell

**Sec.;** Council President Pearce

All present were in favor

### **ORDINANCE 2017-15**

**ORDINANCE OF THE BOROUGH OF BERLIN, COUNTY OF CAMDEN, AND STATE OF NEW JERSEY, AMENDING AND SUPPLEMENTING THE CODE OF THE BOROUGH OF BERLIN TO CODIFY AND IMPLEMENT THE PROVISIONS OF THE JANUARY 12, 2017 HOUSING ELEMENT AND FAIR SHARE PLAN AND THE JUNE 28, 2017 LAND USE ELEMENT OF THE MASTER PLAN AND TO SATISFY OTHER LEGAL REQUIREMENTS ASSOCIATED THEREWITH**

**FLOOR OPEN TO THE PUBLIC** – No one spoke

**Motion to Adopt:** Council President Pearce

**Sec.;** Councilman Badolato

All present were in favor

**ORDINANCE 2017-16**

**AN ORDINANCE ESTABLISHING CERTAIN RULES AND REGULATIONS FOR NON-PROFIT ORGANIZATIONS WITHIN THE BOROUGH OF BERLIN THAT EITHER RECEIVE BOROUGH FUNDS OR UTILIZE BOROUGH PROPERTY**

**FLOOR OPEN TO THE PUBLIC – No one spoke**

**Motion to Adopt:** Councilman MacDonnell

**Sec.;** Councilman Buchanan

All present were in favor

**ORDINANCE 2017-17**

**AN ORDINANCE ESTABLISHING A HOTEL AND MOTEL ROOM OCCUPANCY TAX IN THE BOROUGH OF BERLIN, COUNTY OF CAMDEN AND STATE OF NEW JERSEY**

**FLOOR OPEN TO THE PUBLIC – No one spoke**

**Motion to Adopt:** Council President Pearce

**Sec.;** Councilman MacDonnell

All present were in favor

**READING RESOLUTIONS R12-01; 2017 THROUGH R12-17; 2017**

**MEETING OPEN TO THE PUBLIC ON RESOLUTIONS R12-01; 2017 THROUGH R12- 17; 2017**

**MEETING CLOSED TO THE PUBLIC**

**RESOLUTION R12-03; 2017**

**AGREEMENT FROM BOROUGH COUNCIL TO MEMORIALIZE AGREEMENT WITH TREASURER/PURCHASING AGENT STACEY DIVELLO ALLOWING HER TO USE SEVEN (7) OF HER 17 YEARS OF PENSION SERVICE TIME FROM ANOTHER EMPLOYER TO COUNT TOWARDS HER TWENTY-FIVE (25) YEARS WITH THE BOROUGH'S REQUIRED 25 YEARS OF SERVICE FOR THE PURPOSE OF PAID HEALTH BENEFITS.**

**RESOLUTION R12-04;2017**

**RESOLUTION OF THE BOROUGH OF BERLIN, COUNTY OF CAMDEN, STATE OF NEW JERSEY, AUTHORIZING THE WAIVER OF WATER USAGE FEES IMPOSED UPON FIRE HYDRANTS WITHIN BERLIN BOROUGH, BERLIN TOWNSHIP, VOORHEES TOWNSHIP AND WINSLOW TOWNSHIP.**

**RESOLUTION R12-05; 2017**

**RESOLUTION OF THE BOROUGH OF BERLIN, COUNTY OF CAMDEN, STATE OF NEW JERSEY, AUTHORIZING THE WAIVER OF WATER USAGE FEES IMPOSED UPON THE RECREATIONAL FACILITIES WITHIN THE BOROUGH OF BERLIN & TWP. OF BERLIN**

**RESOLUTION R12-06;2017**

**RESOLUTION OF THE BOROUGH OF BERLIN, COUNTY OF CAMDEN, STATE OF NEW JERSEY, AUTHORIZING UTILITY BILL ADJUSTMENTS FOR THE FOLLOWING PROPERTIES.**

**RESOLUTION R12-07; 2017**

**RESOLUTION OF THE BOROUGH OF BERLIN, COUNTY OF CAMDEN, STATE OF NEW JERSEY, AUTHORIZING THE CANCELLATION OF CERTAIN TAXES WITH DELINQUENT AND CREDIT BALANCES UNDER FIVE DOLLARS**

**RESOLUTION R12-08; 2017**

**RESOLUTION OF THE BOROUGH OF BERLIN, COUNTY OF CAMDEN, STATE OF NEW JERSEY, AUTHORIZING THE CANCELLATION OF TAXES IN AMOUNT OF \$2,264.52 FOR BLOCK 1902 LOT 9 DUE TO THE APPROVAL OF A 100% TOTALLY DISABLED VETERAN.**

**RESOLUTION R12-09; 2017**

**RESOLUTION OF THE BOROUGH OF BERLIN, COUNTY OF CAMDEN, STATE OF NEW JERSEY ADOPTING AN AFFORDABLE HOUSING SPENDING PLAN**

**RESOLUTION 12-10;2017**

**RESOLUTION OF THE BOROUGH OF BERLIN, COUNTY OF CAMDEN, STATE OF NEW JERSEY ADOPTING A MARKET TO AFFORDABLE PROGRAM CONSISTENT WITH THE BOROUGH'S MEDIATION AGREEMENT**

**RESOLUTION R12-11; 2017**

**RESOLUTION OF THE BOROUGH OF BERLIN, COUNTY OF CAMDEN, STATE OF NEW JERSEY RELEASING THE PHASE I MAINTAINCE BOND FOR TAUNTON AVE**

**RESOLUTION R12-12; 2017**

**RESOLUTION OF THE BOROUGH OF BERLIN, COUNTY OF CAMDEN, STATE OF NEW JERSEY, AUTHORIZING THE REFUND OF DEVELOPERS ESCROW BALANCE**

**RESOLUTION R12-13; 2017**

**RESOLUTION OF THE BOROUGH OF BERLIN, COUNTY OF CAMDEN, STATE OF NEW JERSEY ORDERS THE FOLLOWING CHECKS BE ISSUED FOR REFUND OF OVERPAYMENTS TO BE CANCELLED.**

**RESOLUTION R12-14; 2017**

**A RESOLUTION AUTHORIZING THE BUDGET TRANSFER FUNDS FOR THE BOROUGH OF BERLIN**

**RESOLUTION R12-15; 2017**

**APPROVAL OF CH. 159 BUDGET INSERTION FOR THE FISCAL YEAR 2017 NEW JERSEY HISTORICAL PRESERVATION TRUST CERTIFIED LOCAL GOVERNMENT "CLG" GRANT IN THE AMOUNT OF \$24,999.00**

**RESOLUTION R12-16; 2017**

**RESOLUTION OF THE MAYOR AND COUNCIL OF THE BOROUGH OF BERLIN, COUNTY OF CAMDEN, STATE OF NEW JERSEY ADOPTING AN AFFIRMATIVE MARKETING PLAN FOR THE BOROUGH OF BERLIN**

**RESOLUTION R12-17; 2017 - A RESOLUTION AUTHORIZING THE CANCELLATION OF ALL OUTSTANDING CHECKS OVER 1 YEAR OLD**

**Motion to approve Resolutions R12-03 through R12-17; 2017 -**

**Sec.:**

**RCV; Pearce \_\_\_ Miller \_\_\_ Badolato \_\_\_ Rocco \_\_\_ Buchanan \_\_\_ MacDonnell \_\_\_**

**• PRIVILEGE OF THE FLOOR**

Joe Theurer  
41 Coleman Road  
Berlin, NJ 08009

What exactly is resolution 12-09; 2017 in regards to?

Mayor Bilella – This resolution is in direct relationship to the COAH requirements that are already in place and set forth by the State of New Jersey. We have already adopted our COAH plan through and until 2025. This resolution does not change anything, but is merely addressing the developers and the Affordable Housing Trust Fund to formally adopt a Spending Plan prior to spending any of the funds in its Trust fund.

**PAYMENT OF THE BILLS FOR THE MONTH OF DECEMBER, 2017 IN THE AMOUNT OF \$1,113,005.18**

**Motion to approve payment of the bills; Council President Pearce**

**Sec.**; Councilman Buchanan  
All present were in favor

**Motion to adjourn.** Council President Pearce  
**Sec.**, Councilman Badolato  
All present were in favor

Lois J. Sahina  
Registered Municipal Clerk  
December 14, 2017