



**BOROUGH OF BERLIN**  
MUNICIPAL BUILDING  
59 SOUTH WHITE HORSE PIKE  
BERLIN, NJ 08009

**REGULAR MEETING MINUTES**

THURSDAY, OCTOBER 14, 2021 – 7:00 PM

**CALL TO ORDER AND FLAG SALUTE**

Mayor Rick Miller called the meeting to order at 7:00 p.m. and led the Pledge of Allegiance.

**SUNSHINE NOTICE**

Mayor Miller stated that adequate notice of this meeting had 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 said meeting's date, place, and time.

**ROLL CALL**

Councilman Len Badolato – PRESENT  
Councilwoman Patricia Cummings – PRESENT  
Councilman Keith Hohing – ABSENT  
Councilman Jake Miller – PRESENT  
Councilman Andrew Simone – ABSENT  
Council President Jim Pearce – PRESENT  
Mayor Rick Miller – PRESENT

Also, Present: Howard Long, Solicitor  
Michaela Bosler, Municipal Clerk  
Debra DiMattia, CFO/Acting Administrator  
Millard Wilkinson, Police Chief

**APPROVAL OF MINUTES:**

September 9, 2021 Workshop Meeting  
September 9, 2021 Regular Meeting  
September 9, 2021 Executive Session

Badolato motioned to approve the minutes. Cummings seconded the motion, which passed with all members present voting in favor in a Roll Call Vote.

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**COUNCIL REPORTS**

- BUILDINGS, PARKS, & RECREATION – Councilman Len Badolato recognized Johanna M Davis and Caitlyn Coleen Kirk for getting their silver award from the Girl Scouts for designing and building the garden in front of the Dill House. Ms. Davis came to the podium and explained their design choices for the garden. Mayor and Council thanked Ms. Davis for the explanation and congratulated Ms. Davis and Ms. Kirk on their award. Councilman Badolato reported that the Community Center coordination has been in limbo due to COVID and the vacancy of Debbie Simone, former Community Center Coordinator, and that he will be taking more responsibility in having the use coordinated. He further reported that the inside of the Dill House is being painted and floors are being sanded down. Plans to have Camden County College use the building for historic or arts program are in the works. The Berlin Library has painted a mural on the fence by Alicia Mackenzie. The Historic Preservation Commission received a grant from Camden County for designation signs, and a sign was made by Michelle Secrest and was installed a few days ago.
  
- PUBLIC WORKS, STREETS & ROADS - Councilman Andrew Simone was not present to give his report.
  
- WATER & SEWER - Councilwoman Patricia Cummings reported the Fire Hydrant flushing started on October 4<sup>th</sup> and will be completed on October 29<sup>th</sup>. Water main break was repaired on Fairview Ave. and E. Taunton Ave. 71 utility mark out request were completed. All routine maintenance at both water plants were completed. For sewer, completed all routine monthly maintenance at our 10 pump stations. Completed all routine monthly maintenance on our 10 emergency backup generators at the sewer pump stations. Phase II of SCADA system installation has started.
  
- PUBLIC SAFETY – Council President Pearce reported that OEM is available for residents and departments within the Borough of Berlin for any assistance. EMS answered 265 calls; 98 of those calls were within Berlin Borough. Fire Department responded to 52 calls for service and continued to receive their training on Tuesday nights. They continue to staff their safe for grant crews and they are available to Berlin residents. Police Department handled a total of 1,365 calls. Continued with the No Need to Speed campaign, and are attending training with the Attorney General and Camden County Prosecutors Office.
  
- COMMUNICATION – Councilman Keith Hohing was not present to give his report.
  
- FINANCE – Chairman Jake Miller reported the revenues collected during the month. Councilman Miller reported that Councilman Hohing is maintaining the updates on the Borough website and continues to be present for various interviews for Police, Construction, and Court offices. Councilman Miller reported that Councilman Simone has met with the engineer to re-evaluate the need to repave Hillcroft Rd. as requested by members of the public from September 9<sup>th</sup> Council Meeting.

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- SOLICITOR – Solicitor Howard Long had nothing to report.
- MAYOR – Mayor Rick Miller reported that Halloween hours will be on 10/31 from 3pm-7pm. He reported that on the agenda is a resolution to accept the resignation of Debbie Simone, Technical Assistant to the Construction Office/Planning Board Secretary. He thanked Debbie for her many years of service and dedication to the Borough of Berlin. He thanked the Clerk and Administrator for helping fill in during the transition, and announced there is a resolution to appoint her replacement in a few weeks. Announced that the Planning Board approved a resolution for Monaco E. Karting for an indoor go-kart facility at the old K-Mart building, and they hope to be open by Summer 2022.

Miller motioned to approve the monthly reports. Pearce seconded the motion, which passed with all members present voting in favor in a Roll Call Vote.

**UNFINISHED BUSINESS**

- ORD. 2021-14      AMENDING ORDINANCE 2021:11 ESTABLISHING SALARIES

Cummings motioned to open the public hearing on Ordinance 2021-14. Badolato seconded the motion, which passed with all members present voting in favor in a Voice Vote.

There were no comments from the public.

Miller motioned to close the public hearing on Ordinance 2021-14. Pearce seconded the motion, which passed with all members present voting in favor in a Voice Vote.

Pearce motioned to adopt Ordinance 2021-14. Badolato seconded the motion, which passed with all members present voting in favor in a Roll Call Vote.

**RESOLUTIONS**

The Mayor stated the following resolutions are to be approved as a consent agenda. Council can at this time request to remove any of the resolutions from the consent agenda and they can be voted on separately. No resolutions were removed from the consent agenda.

- RES. 2021:131      AUTHORIZING A SHARED SERVICE AGREEMENT BY AND BETWEEN THE TOWNSHIP OF VOORHEES AND THE BOROUGH OF BERLIN TO SHARE A BID CONTRACT FOR TEMPORARY LABOR SERVICES
- RES. 2021:132      AUTHORIZING THE ACCEPTANCE OF RESIGNATION TENDERED BY DEBORAH SIMONE, TECHNICAL ASSISTANT TO CONSTRUCTION OFFICIAL, ZONING OFFICER, COMMUNITY CENTER COORDINATOR, HOUSING COORDINATOR, PUBLIC WORKS SECRETARY, AND LAND USE BOARD SECRETARY EFFECTIVE OCTOBER 1, 2021
- RES. 2021:133      RESOLUTION AUTHORIZING THE ACCEPTANCE OF A MAINTENACE BOND ON

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BEHALF OF BERLIN MULTI FAMILY, L.L.C. FOR THE ATER AND SEWER  
IMPROVEMNTS FOR THE VILLAGE AT BERLIN, BLOCK 1700, LOTS 1 AND 3

- RES. 2021:134 AUTHORIZING THE PURCHASE OF ONE (1) ELGIN WHIRLWIND 1-MV SINGLE STREET SWEEPER THROUGH SOURCEWELL COOPERATIVE PURCHASING PROGRAM UNDER CONTRACT 122017-FSC
- RES. 2021:135 RESOLUTION ADOPTING PERSONNEL POLICIES AND PROCEDURES FOR THE BOROUGH OF BERLIN, COUNTY OF CAMDEN AND STATE OF NEW JERSEY
- RES. 2021:136 APPOINTMENT OF PART-TIME VIOLATIONS CLERK FOR MUNICIPAL COURT OFFICE – SADIE PILLING
- RES. 2021:137 APPOINTMENT OF ZONING OFFICER – WAYNE HANS, SR.
- RES. 2021:138 APPOINTMENT OF TECHNICAL ASSISTANT TO CONSTRUCTION OFFICIAL/PLANNING BOARD SECRETARY – BRANDY KEANE
- RES. 2021:139 PAYMENT OF BILLS – OCTOBER 2021
- RES. 2021:140 RESOLUTION TO ENTER INTO EXECUTIVE SESSION
- RES. 2021:141 RESOLUTION AUTHOIZING THE RELEASE OF PERFORMANCE GUARANTEES FOR WATER SERVICE FROSECTIONS 5 AND 6, JS HOVNANIAN, MONTEBELLO, CONDITIONED UPON RECEIPT AND ACCEPTANCE OF A MAINTANENCE GUARANTEE
- RES. 2021:142 RESOLUTION FO THE BOROUGH OF BERLIN, COUNTY OF CAMDEN, APPOINTING CORRINE DOWDEL AS TRUSTEE TO THE MARIE FLECHER LIBRARY IN THE BOROUGH OF BERLIN

Pearce motioned to open the meeting for public comment on the resolutions. Miller seconded the motion, which passed with all members present voting in favor in a Voice Vote.

There were no comments from the public.

Pearce motioned to close the meeting for public comment on the resolutions. Cummings seconded the motion, which passed with all members present voting in favor in a Voice Vote.

Miller motioned to approve the consent agenda. Pearce seconded the motion, which passed with all members present voting in favor in a Roll Call Vote.

**PRIVILEGE OF THE FLOOR**

Pearce motioned to open the meeting to the public for privilege of the floor. Cummings seconded the motion, which passed with all members present voting in favor in a Voice Vote.

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- There were no comments from the public

Miller motioned to close the meeting to the public for privilege of the floor. Cummings seconded the motion, which passed with all members present voting in favor in a Voice Vote.

**GOOD OF THE ORDER**

- None

**ADJOURN**

Pearce motioned to adjourn the meeting at 7:18 PM. Badolato seconded the motion with all members present voting in favor in a Voice Vote.

Minutes respectfully submitted by:



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Michaela Bosler, RMC  
Municipal Clerk