



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

REORGANIZATION MEETING MINUTES

WEDNESDAY, JANUARY 5, 2022 – 6:00 PM

CALL TO ORDER AND FLAG SALUTE

Mayor Miller called the meeting to order at 6:00 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 the Philadelphia Inquirer, and posted on the Borough Hall Bulletin Board showing the said meeting's date, place, and time.

OATHS OF OFFICE

Patricia Cummings was sworn in as Councilwoman by Solicitor Howard Long, Esq.; Her daughter, Alexis Souza held the Bible.

Jacob Miller was sworn in as Councilman by Solicitor Howard Long, Esq.; His wife, Robin Miller, and children, Jacob and Olivia Miller, held the Bible.

ROLL CALL

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

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

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- Public Safety Chairman Jim Pearce
Co-Chairs Keith Hohing & Jake Miller

- Finance Chairman Jake Miller
Co-Chairs Jim Pearce & Keith Hohing

- Communications Chairman Keith Hohing
Co-Chairs Jake Miller & Jim Pearce

Miller motioned to approve the Council Committees for 2022. Pearce seconded the motion, which passed with all members present voting in favor in a Voice Vote.

APPOINTMENT OF BOROUGH OFFICIALS

The Mayor nominated the following individuals as Borough Officials for the year 2022:

- Treasurer Stacey DiVello 1/1/2022 – 12/31/2022
- Fire Official William Behnke 1/1/2022 – 12/31/2022
- Fire Safety Inspector Joe Cornforth 1/1/2022 – 12/31/2022
- Fire Safety Inspector Dennis Rosenbaum 1/1/2022 – 12/31/2022
- Fire Chief Michael Kernan 1/1/2022 – 12/31/2022
- Zoning Official Wayne Hans 1/1/2022 – 12/31/2022
- Deputy EMC Fred Tuttle 1/1/2022 – 12/31/2022
- Deputy EMC Craig Falstick 1/1/2022 – 12/31/2022
- P.A.C.O. Debra DiMattia 1/1/2022 – 12/31/2022
- Property Maintenance Vince DeMatteo 1/1/2022 – 12/31/2022

Simone motioned to appoint the above listed individuals as Borough Officials for the year 2022. Cummings seconded the motion, which passed with all members present voting in favor in a Voice Vote.

APPOINTMENT OF JIF COMMISSIONER AND COORDINATOR

The Mayor nominated the following individuals as JIF Commissioner and Coordinator for the year 2022:

- JIF Fund Commissioner Millard Wilkinson, Jr. 1/1/2022 – 12/31/2022
- JIF Safety Coordinator Millard V. Wilkinson 1/1/2022 – 12/31/2022

Pearce motioned to appoint the above listed individuals as JIF Commissioner and Coordinator for the year 2022. Hohing seconded the motion, which passed with all members present voting in favor in a Voice Vote.

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APPOINTMENT OF COMMUNITY DEVELOPMENT BLOCK GRANT REPRESENTATIVES

The Mayor nominated the following individuals as CDBG Representatives for the year 2022:

- C.D.B.G. Coordinator Councilman Andy Simone 1/1/2022 – 12/31/2022
- C.D.B.G. Alternate Debra DiMattia 1/1/2022 – 12/31/2022

Badolato motioned to appoint the above listed individuals as CDBG Representatives for the year 2022. Cummings seconded the motion, which passed with all members present voting in favor in a Voice Vote.

DEPARTMENT HEAD RECOGNITIONS FOR OFFICIALS AND SUB-OFFICIALS FOR YEAR 2022

The Mayor recognized the following individuals as department heads for the year 2022:

- CMFO/Administrator Debra DiMattia
- Municipal Clerk/Registrar Michaela Bosler
- Chief of Police Millard V. Wilkinson
- Project Coordinator William Behnke
- Emergency Mgt. Coordinator Rushi Pandya
- Ambulance Captain Lou DeMarco
- DPW Superintendent John Allsebrook
- Tax Assessor Theresa Stagliano
- Tax Collector Leigha Bogdanowicz
- Construction Official Edward Toussaint
- Electrical Inspector Sal Catalina
- Fire Sub Code Inspector Ron Snyder
- Housing Inspector Edward Toussaint

APPOINTMENT OF HISTORIC PRESERVATION COMMISSION

The Mayor nominated the following individuals to be appointed to new terms for Historic Preservation Commission members:

- Councilman Len Badolato Council Liaison 1/1/2022 – 12/31/2022
- Michelle Secrest Class C 1/1/2022 – 12/31/2025
- Gail Mottershead Class C 1/1/2022 – 12/31/2025
- Lisa Doris Alternate, Class C 1/1/2022 – 12/31/2023
- Karina Evers Alternate, Class C 1/1/2022 – 12/31/2023

The Mayor recognized the following individuals and their existing appointments to the Historic Preservation Commission:

- Tina Hoffman Class C 1/1/2019 – 12/31/2022
- Hal Taylor Class C 1/1/2020 – 12/31/2023
- Jose Hernandez Class C 1/1/2020 – 12/31/2023

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| • Tracy Salvatore | Class C | 1/1/2020 – 12/31/2023 |
| • Luke Evers | Class C | 1/1/2021 – 12/31/2024 |
| • Millard Wilkinson Jr | Advisor | Mayor Emeritus |

Badolato motioned to appoint the new members of the Historic Preservation Commission. Simone seconded the motion, which passed with all members present voting in favor in a Voice Vote.

APPOINTMENT OF BOARD OF HEALTH

The Mayor nominated the following individuals to be appointed to new terms for Board of Health members:

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| • Councilman Keith Hohing | Council Liaison | 1/1/2022 – 12/31/2022 |
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The Mayor recognized the following individuals and their existing appointments to the Board of Health:

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| • Dan Molnar | Member | 1/1/2021 – 12/31/2023 |
| • Christina Miller | Member | 1/1/2021 – 12/31/2023 |

Miller motioned to appoint the new members of the Board of Health. Pearce seconded the motion, which passed with all members present voting in favor in a Voice Vote.

APPOINTMENT OF LIBRARY TRUSTEES

The Mayor nominated the following individuals to be appointed to new terms for Library Board of Trustees:

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| • Deanna Schuenemann | Trustee | 1/1/2022 – 12/31/2026 |
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The Mayor recognized the following individuals and their existing appointments to the Library Board of Trustees:

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| • Nancy Grover | Trustee | 1/1/2018 – 12/31/2022 |
| • Corrine Dowdel | Trustee | 1/1/2021 – 12/31/2025 |
| • Mary K. Albertson | Trustee | 1/1/2019 – 12/31/2023 |
| • Kim Cunningham | Trustee | 1/1/2019 – 12/31/2023 |
| • Millard Wilkinson, Jr. | Trustee | 1/1/2020 – 12/31/2024 |
| • Tina Hoffmann | Trustee | 1/1/2020 – 12/31/2024 |
| • Mayor Rick Miller | Mayor | |
| • Dr. Joseph Campisi | Berlin Community School Superintendent | |

Badolato motioned to appoint the new members of the Library Board of Trustees. Hohing seconded the motion, which passed with all members present voting in favor in a Voice Vote.

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APPOINTMENT OF MUNICIPAL COURT OFFICIALS

The Mayor nominated the following individuals to be appointed to new terms for Municipal Court:

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| • Kristen McCrink, JMC | Judge | 1/1/2022 – 12/31/2024 |
| • Richard DeMichele | Prosecutor | 1/1/2022 – 12/31/2022 |
| • Francis Falkenstein | Public Defender | 1/1/2022 – 12/31/2022 |
| • Kelly Foster | Court Administrator | 1/1/2022 – 12/31/2022 |

Pearce motioned to appoint Municipal Court officials. Hohing seconded the motion, which passed with all members present voting in favor in a Voice Vote.

APPOINTMENT OF PROPERTY MAINTENANCE BOARD

The Mayor nominated the following individuals to be appointed to new terms for Property Maintenance Board:

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| • Len Badolato | Council Representative | 1/1/2022 – 12/31/2022 |
| • Mike Foster | Planning Board
Representative | 1/1/2022 – 12/31/2022 |
| • Wayne Hans | Zoning Official | 1/1/2022 – 12/31/2022 |
| • Dan Molnar | Board of Health | 1/1/2022 – 12/31/2022 |
| • Carri Alper | Community Representative | 1/1/2022 – 12/31/2022 |

Hohing motioned to appoint the new members of the Property Maintenance Board. Miller seconded the motion, which passed with all members present voting in favor in a Voice Vote.

APPROVAL OF MINUTES

- | | |
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| DECEMBER 9, 2021 | WORKSHOP MEETING |
| DECEMBER 9, 2021 | EXECUTIVE SESSION |
| DECEMBER 9, 2021 | REGULAR MEETING |

Badolato motioned to approve the minutes. Cummings 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.

- RES. 2022:003 APPOINTING HUGH DOUGHERTY, P.E., OF PENNONI ASSOCIATES FROM HADDON HEIGHTS, NJ AS MUNICIPAL ENGINEER FOR THE BOROUGH OF BERLIN FOR THE YEAR 2022.

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- RES. 2022:004 APPOINTING HUGH DOUGHERTY, P.E., CME OF PENNONI ASSOCIATES FROM HADDON HEIGHTS, NJ AS WATER & SEWER ENGINEER FOR THE BOROUGH OF BERLIN FOR THE YEAR 2022.
- RES. 2022:005 APPOINTING DANIEL M. DIGANGI OF BOWMAN & ASSOCIATES, FROM VOORHEES, NJ, AS AUDITOR FOR THE BOROUGH OF BERLIN FOR THE YEAR 2022.
- RES. 2022:006 APPOINTING CHRISTOPHER DOCHNEY OF CME ASSOCIATES AS MUNICIPAL PLANNER FOR THE BOROUGH OF BERLIN FOR THE YEAR 2022.
- RES. 2022:007 APPOINTING EDGEWOOD ASSOCIATES OF BERLIN, NJ AS RISK MANAGEMENT CONSULTANTS FOR THE BOROUGH OF BERLIN FOR THE YEAR 2022.
- RES. 2022:008 APPOINTING STUART PLATT, ESQ. OF THE LAW FIRM OF THE PLATT LAW GROUP, FROM STRATFORD, NJ AS SPECIAL COAH COUNSEL FOR THE BOROUGH OF BERLIN FOR THE YEAR 2022
- RES. 2022:009 APPOINTING ERI, CME & COLLIERS ENGINEERING AS SPECIAL PROJECTS ENGINEERS FOR THE BOROUGH OF BERLIN FOR THE YEAR 2022
- RES. 2022:010 ADOPTING TEMPORARY BUDGET FOR THE YEAR 2022
- RES. 2022:011 SETTING THE RATE OF INTEREST TO BE CHARGED FOR THE DELINQUENCIES OF TAXES, WATER, SEWER, AND ALL OTHER APPLICABLE MUNICIPAL CHARGES.
- RES. 2022:012 ADOPTING THE CASH MANAGEMENT PLAN FOR THE YEAR 2022
- RES. 2022:013 DESIGNATING THE COURIER POST OF CHERRY HILL, NJ, THE RETROSPECT OF COLLINGSWOOD, NJ, AND THE PHILADELPHIA INQUIRER OF PHILADELPHIA, PA AS OFFICIAL NEWSPAPERS FOR THE BOROUGH OF BERLIN FOR THE YEAR 2022
- RES. 2022:014 ESTABLISHING MEETING DATES AND FORMAT FOR THE YEAR 2022
- RES. 2022:015 APPOINTING PHOENIX ADVISORS, LLC OF BORDENTOWN, NJ. AS INDEPENDENT REGISTERED MUNICIPAL ADVISOR FOR DISCLOSURE AGENT SERVICES.
- RES. 2022:016 APPOINTING RHP TOWING, FROM ATCO, NJ AND LINDEN TOWING, FROM

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LINDENWOLD, NJ TO BE THE AUTHORIZED TOWING COMPANIES FOR THE
BOROUGH OF BERLIN FOR THE YEAR 2022

- RES. 2022:017 AWARDING CONTRACT TO JHARTE ASSOCIATES OF BERLIN AS THE
MANAGED IT PROVIDER FOR THE BOROUGH OF BERLIN FOR THE YEAR 2022

- RES. 2022:018 APPOINTING THERESA STAGLIANO AS AUTHORIZED AGEND FOR TAX
APPEALS

- RES. 2022:019 AUTHORIZING THE ADOPTION OF THE 2021 CAMDEN COUNTY, NEW JERSEY
HAZARD MITIGATION PLAN UPDATE

- RES. 2022:020 APPROVING PARTICIPATION WITH THE STATE OF NEW JERSEY GRANT
PROGRAM ADMINISTERED BY THE DEPARTMENT OF LAW AND PUBLIC
SAFETY, OFFICE OF THE ATTORNEY GENERAL

- RES. 2022:021 APPOINTING DEBRA DIMATTIA AS PUBLIC AGENCY COMPLIANCE OFFICER

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

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

PRIVILEGE OF THE FLOOR

Badolato 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.

There were no comments from the public.

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

GOOD OF THE ORDER

- Councilwoman Cummings – Stated that it is an honor to serve the Berlin community and is grateful to work with everyone for another term.
- Councilman Miller – Thanked the residents and voters for electing him. Commented that he feels honored to work with such a hard working group of people, and is looking forward for another term.

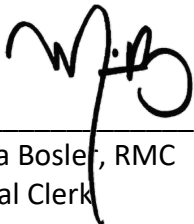
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- Councilman Simone – Congratulated everyone on their new appointments and thanked those recognized in their existing appointments. Looking forward to the new year.
- Councilman Hohing – Thanked Mayor and Council, the residents for their vote of confidence, and stated he is looking forward to the upcoming year.
- Councilman Badolato – Thanked the Borough employees and departments for their continued service, especially during COVID. Thanked Mayor and Council for their help and support. Thanked his wife for continued support.
- Council President Pearce – Stated it is an honor to serve the Berlin community for many years, and is grateful for all of the Borough employees, professionals, and volunteers. Thanked everyone for their hard work.
- Mayor Miller – Commended the Borough employees on their hard work. Thanked public safety employees and volunteers for their services. Thanked all of the family members of Mayor and Council for their support. Congratulated Councilwoman Cummings and Councilman Miller on their newly elected terms of office.

ADJOURN

Pearce motioned to adjourn the meeting at 6:25 PM. Badolato seconded the motion with all members present voting in favor in a Voice Vote.

Minutes respectfully submitted by:



Michaela Bosler, RMC
Municipal Clerk