

COUNCIL MEETING MINUTES

THURSDAY, FEBRUARY 13, 2020

MUNICIPAL BUILDING

59 SO. WHITE HORSE PIKE

BERLIN N J 08009

7:00 PM

Meeting was called to order by Mayor Rick Miller at approximately 7 pm

Flag salute was led by the mayor.

Sunshine notice was read by the Acting Administrator:

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 Rick Miller, Council President Jim Pearce, Council members Badolato, Simone, Hohing, Miller and Cummings all present.

Present also, Solicitor Howard Long.

Approval of minutes from October 1, 2019 workshop and the October 10, 2019 council meeting made by Pearce, Seconded by Hohing. Ayes, Pearce, Badolato, Simone, and Hohing. Councilmembers Miller and Cummings abstained.

DEPARTMENT HEAD REPORTS FOR THE MONTH OF DECEMBER 2019

Rental Inspections	\$ 300.00
Zoning fees	250.00
Re-sale Inspection Fees	1,250.00
Permit Fees	12,622.00
Community Center Fees	1,200.00
Tax collector's Report	984,424.34
Utility Report	932,813.28
Clerks Report	5,392.00
Court Administrator	81,941.70

Motion to approve department head reports for December 2019 made by Pearce, seconded by Hohing, Ayes, Pearce, Simone, Badolato, and Hohing. Councilmembers Miller and Cummings abstained.

DEPARTMENT HEAD REPORTS FOR THE MONTH OF JANUARY 2020.

Permit fees	\$13,571.00
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Rental Inspections	12,670.00
Zoning fees	150.00
Resale inspections fees	300.00
Community Center fees	8,800.00
Tax Collector's report	14,248.54
Utility report	64,306.72
Clerks report	13,857.00
Animal report	3,245.00
Court Administrators report	21,136.31

Motion to approve department head reports for the month of January 2020 made by Hohing and seconded by Badolato. All were in favor.

PAYMENT OF THE BILLS FOR THE MONTH OF JANUARY 2020 IN THE AMOUNT OF \$ 5,554,384.26. (This includes prior January payments, County Taxes and two months school taxes)

Motion to approve payment of the bills made by Pearce, seconded by Cummings. All were in favor.

COUNCIL REPORTS:

- BUILDINGS, PARKS, & RECREATION, Chairman Len Badolato
Councilman Badolato reports that the pump house roof has been completed. The parking lot needing ADA compliance with striping will be done once weather warms up so the work can be guaranteed. The firm Jersey Boys construction will be doing this work. Heating system in police department was recently repaired for \$800 and quotes are being sought for HVAC at the post office. Superintendent is looking for quotes for brackets to enforce the lighting on the sidewalks near the Community Center. Some playgrounds in the borough need up grading and he will seek money in this year's upcoming budget. Councilman Badolato welcomes and thanks acting administrator for her assistance
- PUBLIC WORKS, STREETS & ROADS, Chairman Andy Simone
Councilman Simone welcomes and thanks acting administrator for her assistance. Councilman Simone stated that he along with the mayor, Superintendent Allesbrook and borough engineer Hugh Dougherty from Pennoni Associates regarding the 2020 Berlin Roadways Improvement Program. Borough has been awarded \$245,000 from the NJDOT grant and borough will be budgeting another \$100,000 to the funding for improvements and maintenance to Berlin's infrastructure. Also discussed Simone adds is how to better utilize our Public Works Department to perform small capitol projects, rather than bidding. He states that public works is skilled to complete some of our small cope projects. Prices itemized for purchasing new equipment would be for a line striping

machine, a street sweeper, a bucket truck and roadway repair equipment. Also looking into shared services with other municipalities to reduce operating costs. Regarding recycling. Camden County wants to protect our natural environment Berlin Borough is one of 37 municipalities. The borough is trying to educate our residents regarding recycling. DPW issued notices to abstain from placing plastic bags in their recycling bins. Soft plastics such as plastic bags, bulk item wrapping, straws and similar items jam up conveyor belts and rotary equipment Simone states. He said a paper and digital flyer has been presented to both Berlin Community School and Our Lady of Mt. Carmel Schools to inform all ages throughout our community. He hopes Berlin can contribute to the County's movement on protecting our natural environment, resources and local wildlife.

- WATER & SEWER, Chairwoman Patricia Cummings

Councilwoman Cummings reports the following; 11 service calls for meter repair or replacement, 60 utility mark outs and monthly maintenance at both water plants were all completed for the month of January. The DPW has been exercising valves to keep in compliance with the Water Quality Accountability Act's annual requirements. The chemical feed piping at plant # 1 has been rebuilt. 1400 feet of new water main was installed on Park Avenue. Roadway restoration punch list repairs will be completed in Spring of this year. The water system SCADA is up and running. Engineer and SCADA professionals continue to work with Superintendent Allesbrook on yearly updates and necessary cybersecurity controls. The new Carriage Mews subdivision will add 17 new connections to the water system. Funding for 2020 utility projects is being reviewed by the CFO. Projects needed to be considered to stay in line with the New Jersey Water Quality Accountability Act include installing new water meters, painting of the Chestnut Avenue water tank and replacing undersized and aging water mains. Regarding sewer reporting. All routine monthly maintenance has been completed at the 10 pump stations and on the 10 emergency backup generators at the sewer pump stations. New Jet vac truck has been delivered and the DPW has been trained. Truck being utilized for optimal system maintenance. Sewer video camera is continuing to inspect sewer mains on schedule. Borough has taken over maintenance and operation of the Nexus Sewer Pump Station and the funding for 2020 sewer projects is being reviewed by the CFO listing SCADA installation for our 10 pump stations and repair of sewer mains.

- PUBLIC SAFETY, Chairman Jim Pearce

Councilman Pearce reports for the month of December 2019 there were 66 calls responded by the fire department, 2 rescues. Staff received in house training including para tech strut equipment. Fire department volunteer members took their time to sell 700 Christmas trees this year at the annual Christmas tree sale.

Also, on Christmas Eve the fire department volunteers managed to visit 160 residents as Santa Claus. Regarding the police department report. On January 20, 2020 Officer Knapp conducted a traffic stop for several traffic violations. He was met by Det. Feger who both worked together during the investigation. As a result, a search of the vehicle was conducted at which time the officers located 42 glassine baggies of crack cocaine, 59 bags of heroin and marijuana, and \$755 cash which was seized as a result of the arrest. Because of the continued diligence of these officers Pearce states they were named both Knapp and Feger were named our officers of the month. January police statistics were as follows; police handled 1983 calls, 135 total investigations were made, 53 arrests along with 35 motor vehicle accidents. There were 448 motor vehicle citations and \$9,973 of stolen property was discovered. For the month of January, the no need to speed campaign was focused on Chestnut/Malan Avenues. He states the Fireman's Installation Dinner was a success. Also, Chief Wilkinson attended the County Chiefs meeting on January 8. Thanks, Charleen Santora for helping the borough out on a temporary basis.

- COMMUNICATIONS, Chairman Jake Miller
Getting information for Berlin's Newsletter. Community yard sale will be held April 25 with rain date being April 26. Cost is \$5.00 for a yard sale permit with proceeds going to the Celebration Committee.
- FINANCE, Chairman Keith Hohing
Budget discussions for this upcoming 2020 year are in process along with contract negotiations for public works. There is a continuing effort to enhance the borough website and its content. Hohing encourages all residents and borough staff to utilize the website. He reports that the recent animal clinic held in the borough was a success and is also working on enhancing/automating the registration process via digital submission on our website by next year's renewal.
- MAYOR'S REPORT, Rick Miller
Working on a program for safe rides called Uber Ride Shares Foundation being started before St Patrick's Day this year. The construction for the County Park playground and path near ball field will start soon mayor reports. Thanks all planning board members for their input on this project. Also, thanks Councilwoman Cummings for attending a class on municipal government and thanks the entire council for their help in his first month as mayor. Thanks, Charleen Santora for filling in our absent administrator and clerk.
- SOLICITOR, Howard Long
Solicitor Long commends the mayor for doing a good job as mayor. Resolution on agenda to approval for the Marie Fleche Library to seek grant funding out of

the \$87.5 million dollars available for libraries. He notes that Resolution 02-18 is being added on for council's decision to approve the ASFSME contract for 2019 – 2021. Working on the foundation funding for the ride shares that is being done privately stating that no tax dollars are being used. Welcomes back Charleen Santora. States resolution on agenda to approve her temporary contract with one change regarding hours to be not to exceed 25 hours in a week.

RESOLUTIONS:

READING RESOLUTIONS R02-01; 2020 THROUGH R02-17; 2020

RESOLUTION R02-01;2020

A resolution of the Borough of Berlin, County of Camden, State of New Jersey, authorizing A Tax Sale Pursuant to N.J.S.A. 54:5-19 & the mailing of Tax Sale Notices Pursuant to N.J.S.A. 54:5-26

RESOLUTION R02-02; 2020

A 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 (5) dollars.

RESOLUTION R02-03; 2020

A resolution of the Borough of Berlin, County of Camden, State of New Jersey, authorizing a service charge for utility service appointments of \$50.00 after two (2) consecutive missed meter appointments.

RESOLUTION R02-04; 2020

A resolution of the Borough of Berlin, County of Camden, State of New Jersey, authorizing the refund of water escrow for Montebello SECTIONS 1, 1A, 2, 3, and 4 in the amount of \$2,078.93.

RESOLUTION R02-05; 2020

A resolution of the Borough of Berlin, County of Camden, State of New Jersey, authorizing the utility bill adjustments for the properties stated in the resolution.

RESOLUTION R02-06;2020

A resolution of the Borough of Berlin, County of Camden, State of New Jersey, authorizing the award of a Non-fair and Open Contract for administrative agent services for affordable housing matters

RESOLUTION R02-07;2020

A resolution of the Borough of Berlin, County of Camden, State of New Jersey, authorizing the resignation of Sharon Van Dyke as the Tax Office Clerk effective 1/17/20.

RESOLUTION R02-08;2020

A resolution of the Borough of Berlin, County of Camden, State of New Jersey, authorizing the resignation of Councilman Ron Rocco effective December 12, 2019.

RESOLUTION R02-09; 2020

A resolution of the Borough of Berlin, County of Camden, State of New Jersey, appointing Lois Sahina as the Public Agency Compliance Officer for the year 2020.

RESOLUTION R02-10; 2020

A resolution of the Borough of Berlin, County of Camden, State of New Jersey, authorizing the Temporary appointment of Charleen Santora as Acting Administrator for the Borough of Berlin effective February 10, 2020 up to but not exceeding June 1, 2020 not to exceed 25 hours per week.

RESOLUTION R02-11;2020

A resolution authorizing the appointment of Joseph Cornforth to the position of Fire Sub Code Inspector effective 2/14/2020 thru 12/31/2020.

RESOLUTION R02-12;2020

A Resolution authorizing the appointment of Bill Ackley to the position of Property Maintenance Official effective 2/14/2020 thru 12/31/2020.

RESOLUTION R02-13;2020

A resolution amending Resolution R1-22;2020, A resolution establishing meeting dates for the workshop/council meetings for the Borough of Berlin due to some dates listed in error. New dates are as follows:

- February 13, 2020
- March 12, 2020
- April 9, 2020
- May 7, 2020
- June 11, 2020
- July 9, 2020
- August 13, 2020
- September 10, 2020
- October 8, 2020
- November 12, 2020
- December 10, 2020

RESOLUTION R02-14;2020

A resolution authorizing a tax refund due to mortgage company overpayment for Block 2100, Lot 14 in the amount of \$1,492.65.

RESOLUTION R02-15;2020

A resolution authorizing the state Contract purchase of fire department equipment with Continental Fire & Safety, Inc. in the amount of \$134,382.35 grand funding. CFO has certified the funds.

RESOLUTION R02-16;2020,

A Resolution accepting the resignation of Property Maintenance Official Hal Talbot effective January 31, 2020.

RESOLUTION R02-17;2020,

A resolution supporting and endorsing the submittal of a formal grant application for the Berlin Public Library through the New Jersey Library Construction Bond Act Program set forth in N.J.A.C. 15:24-1 Et Seq.

RESOLUTION R02-18;2020

A resolution authorizing and ratifying a collective bargaining agreement by and between the Borough of Berlin and American Federation of State, County and Municipal Employees, AFL-CIO, AFSCME Council 63, local 3303-0, for the term commencing January 1, 2019 through December 31, 2021.

Meeting was open to the public on Resolutions R02-01 through R02-18;2020.

There was no public questions or comments on the resolutions.

Council President Peace asked the new meeting dates from Resolution R02-13;2020 be read into the minutes.

Motion to adopt Resolutions R02-01 through R2-18 made by Pearce, Seconded by Miller. All were in favor.

Privilege of floor.

Leslie Sheridan, 20 Hamilton Avenue, Berlin asks the council if they would ever consider banning plastic bags in the borough. Councilman Simone stated that Freeholder Young from the Board of Public Freeholders was involved in banning all single use plastics at all County facilities. Other alternatives would be to collect plastic bags at a designated location. Solicitor Long stated that there is a plastic bag issue through the state and suggests a letter from the mayor to all residents in the borough reminding residents to comply with the plastic bag ban. DEP is looking for a statewide solution. Simone states our recycling tonnage costs could rise if the borough does not comply and he suggests the need to get community more involved.

Good of the order.

Motion to adjourn was made by Councilman Hohing seconded by Councilman Simone. All were in favor.



Submitted by

Acting Administrator

Charleen Santora