

BOROUGH OF BERLIN  
COUNCIL MEETING MINUTES  
THURSDAY, MAY 11, 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.

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

**APPROVAL OF MINUTES**

4/13/2017 - Council Meeting Minutes  
4/13/2017 - Closed Session Minutes  
5/02/2017 - Work Session Minutes  
5/02/2017 - Closed Session Minutes

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

Permit fees	\$ 10,064.00
Zoning fees	\$ 195.00
Re-sale inspection fees	\$ 700.00
Rental Inspections	\$ 100.00
Community Center fees	\$ 900.00
Tax collector's report	\$ 1,620,527.90
Utility report	\$ 141,878.54
Clerks report	\$ 3,030.00
Animal report	\$ 3,317.00
Court Administrator	\$ 23,408.73

**Motion to approve:** Councilman Badolato

**Sec.:** Council President Pearce

**RCV:** All present were in favor- for meeting minutes of 5/02/17

**ABSTAIN:** Councilman Buchanan not present for 4/13/17 meeting

## **COUNCIL REPORTS:**

- **BUILDINGS & GROUNDS, Chairman Len Badolato**
  - Atlantic Electric was offering free trees and the Borough was able to obtain three new trees. One of them being an Eastern Rose bud tree. They do very well in the climate of South Jersey and are a very hearty breed.
  - DPW will be installing 3 to 4 sections of fencing in the grassy area near the library entrance.
  - The Historical Commission has been awarded a \$20,000.00 grant.
  - The home located on 11 Jackson road has been saved from demolition as an agreement with the owners of this property, Jason Schaffer, is donating this property to the borough for \$1.00 in exchange for two other buildable plots. He also is donating this property with the terms that if the property is not in the process of revitalization within the next three years that he will be given the right of first right of refusal if the borough needs to sell the property. The money that will be used to refurbish the property will be from fundraisers and grants. No tax dollar money will be used towards this property.
  - A light will be installed outside the new entrance at the back of the library. We are currently gathering ideas and looking at different styles that will lend its self to the historic preservation of our town.
- **STREETS & ROADS, Chairman Dan MacDonnell**
  - The drainage area near Leroy Avenue has been drained and the rubbish in now removed.
  - The Sidewalk Improvement Phase III will be going out to bid in the near future. It will be done during the summer months when school is not in session and the traffic on Clementon Road is of lesser volume.
  - We are waiting to determine our next road project. After we are awarded, we will determine the roads that will be addressed and the scope of the project. The County reviewed the engineers plans for the traffic lights on Cross Keys Road. They made some suggestions on how to improve the engineer's plans. The engineers are now revising their plans
- **WATER & SEWER, Chairman Ron Rocco**
  - The clean up on Katherine Avenue is now completed.
  - There is a resolution on tonight's agenda for the upcoming sewer project.
  - The repairs on White Horse Pike are also completed.
  - We received 5 bids for the Sewer Rehabilitation Project. We estimated it would cost \$130,000.00 to do the project. The lowest most reasonable bid was \$83,000.00 and awarded to Standard Pipe Services.
  - DPW will be continuing to do water repairs during the Month of May. The Water & Sewer Income and Water Connections Reports were given for the month of April.
  - Thanks, were extended to our Vets and those that are serving our country. A moment of silence was given in remembrance to those who fought for our freedom and gave their lives for our country. Please remember all those on this upcoming Memorial Day.

- HEALTH & RECREATION, Chairman Mike Buchanan
  - Thanks, were extended to our military.
  - The May 13th Saturday park cleanup has been cancelled due to the upcoming in climate weather that is predicted for this weekend. It is rescheduled for Sunday, May 21, 2017 @ 10:00 am and the macro invertebrate demonstration will take place afterwards at the lake.
  - There are still many items in the lost and found at the Community Center. Debbie Simon has notified all the groups that have a key fob and told them to let the groups know to claim their lost items. If items are not claimed by June 17<sup>th</sup>, they will be donated.
  - The DPW is currently looking at the locations where they can put 8 regular and 8 recycle cans at the ball fields.
  - There is a checkers contest being held at “The Spot” located at the Voorhees Town Center in Voorhees Township, NJ.

### **APPOINTMENT OF A POLICE OFFICER**

Mayor Jim Bilella announced that at this time we will be to swearing in SLEO Officer Arthur Knapp as a Patrolman. We will be going out of order of the stated agenda to make this appointment.

Motion: Council President Pearce  
 Sec: Councilman MacDonnell

Mayor Bilella swore in Arthur Knapp as a Berlin Borough Patrolman. His parents Arthur and Delores held the bible. Lieutenant Wilkinson pinned Officer Knapp.

- PUBLIC SAFETY, Chairman Jim Pearce
  - The reports for public safety were given.
  - The Police are hosting the upcoming Police Week on May 15<sup>th</sup> – 19<sup>th</sup>
  - The Police will be making presentations at OLMC and BCS during this week in relationship to Police week.
  - There is a resolution on tonight’s agenda about the upcoming Fire Company coin drops this June and September.
  - There is also a rider resolution on tonight’s agenda about the K-9 Officer, in reference to the donations of the residents.
  - A Mother’s Day acknowledgement was given to all mothers.
- FINANCE, Chairman Rick Miller
  - The upcoming 90<sup>th</sup> celebration of the Borough of Berlin will be moved to May 20th from 2-4 pm due to the pending storm that is predicted this weekend.
  - The budget is on the agenda tonight to be adopted for the 2017 year. This budget is a “Budget for the future”. We will continue to give high levels of community service to residents. We will be improving our roads with a new infrastructure of our sewer

lines and although there will be a slight increase of 3.8 cents which will amount to \$7.35 per house hold per month and \$1600.00 per year this will be the lowest fiscal impact to our residents. We are working hard to create economic development in our borough. This increase is only the boroughs tax portion. It does not include the library, county, school and open space portions.

We are in the process of purchasing The Simone Family Farms with the Berlin Auction. This will be finalized in the Fall of 2017. The funds to purchase this land will be taken from the “Open Space Tax Funds” collected since 2008. This fund was created because the residents voted to be taxed for open space for opportunities in the future.

We recently purchased a K-9 Officer dog for future public safety of our residents. In July, we will be launching our new DPW direct work order system. Residents will be able to contact DPW directly with a work order for problems that are related to the DPW that need to be addressed. E.g. Trash issues, water problems, street issues. They will get a follow up after the problem has been addressed.

- MAYOR, Jim Bilella
  - We are looking forward to our 90th year Celebration of Berlin Borough and our 60th Borough Celebration of our library, both being held on Saturday, May 20, 2017.
  - I would like to congratulate former Mayor John Armano as he was presented with the Mayor Emeritus - Former Mayor of the Year award by the New Jersey Conferences on May April 27, 2017. I was able to attend this presentation and our sincere congratulations are extending from myself and Council.
  - I had the opportunity to meet with Owens Corning about the evaluation plan of this property. There are some environmental issues that need to be addressed and I expressed how important it is to get this area cleaned up. This land is an excellent opportunity to develop. This property is 42 acres, which when cleaned up could help spur development. The remediation work plan is being reviewed by the State and their results would be available approximately December of 2017. This plan would set limits to what can be done with this property and is critical in the development and subdivision of this land. This would also help produce more retailables in our borough.
  - On Saturday, May 27, 2017, the Local Boy Scout Troop 48 will be putting flags on the graves sites at Berlin Cemetery.
  - Councilman MacDonnell - We will honor our vets and those that are serving our country at our traditional Memorial Day Ceremony, which will begin at 9:00 am at the Borough Hall. Afterwards, a small luncheon will be sponsored by our local VFW. Following lunch, a flag burning ceremony will be held.
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- SOLICITOR, Howard Long – No report was given
- CHIEF FINANCIAL OFFICER, Michael T. Kwasizur – No report was given

Motion: Councilman Miller

Sec.: Councilman Badolato

RCV: All present were in favor

**PRIVILEGE OF THE FLOOR:**

Bill Bansch  
78 New Freedom Road  
Berlin NJ 08009

I have had the privilege of serving this community to the best of my abilities for the last 18 months as the boroughs Property Maintenance Officer. I have been told that some residents are complaining of selective summoning. Before I write a summons, the resident is given two written warnings. I have been accused of stalking and harassing a certain resident whom was sighted for installing a new fence without obtaining a prior permit. This was brought to the attention of our Zoning Department, not myself, whom I did neither stalk nor harass.

I have recently had the K-Mart shopping property cleaned up. DPW assisted in the removal of trash, wild growth and uncut grass areas. There were five trailers that were parked illegally in this lot. I contacted the owners and they are now removed. Only one of these five were issued a summons. There were illegal skate board ramps on this location, which I had removed and had no trespassing signs installed.

**RESOLUTION R05-01; 2017** – A RESOLUTION OF THE BOROUGH OF BERLIN, COUNTY OF CAMDEN, CONFIRMATION OF COUNCIL OF MAYOR’S APPOINTMENT PROMOTING POLICE OFFICER ARTHUR KNAPP FROM SLEO II TO PATROLMAN

Motion; Council President Pearce  
Sec.; Councilman MacDonnell  
RCV; All present were in favor

**2<sup>ND</sup> READING ORDINANCES BEFORE BUDGET ADOPTION**

**ORDINANCE 2017-05** -ORDINANCE TO EXCEED THE MUNICIPAL BUDGET COST OF LIVING ALLOWANCE AND TO ESTABLISH A CAP BANK (N.J.S.A. 40A:4-45.14)

Opened floor to the public: No one spoke  
Closed floor to the public  
Motion to adopt: Councilman MacDonnell  
Sec.; Councilman Rocco  
RCV; All present were in favor

**2017 GENERAL, WATER, SEWER AND OPEN SPACE BUDGET.**

**RESOLUTION R05-02;2017,** Whereas, N. J. S. 40A:4-8, as amended by 7 L. 2015, c. 95 14, 20-15, provides that the budget may be read by title only at the time of the public hearing if a resolution is passed by not less than a majority of the full governing body, providing that at least one week prior to the date of hearing, a complete copy of the budget has been made available for public inspection and has been made available to each person upon request; and WHEREAS, these two conditions have been met; and NOW, THEREFORE BE IT RESOLVED, that the budget shall be read by title only.

Motion to Adopt: Councilman Miller  
Sec.; Councilman Rocco  
RCV – All present were in favor

**RESOLUTION R05-03** AUTHORIZING THE ADOPTION OF THE 2017 GENERAL, WATER & SEWER BUDGET APPROPRIATING \$8,138,947.36 FOR THE GENERAL BUDGET, \$3,215,191.00 FOR WATER, \$845,789.00 FOR SEWER AND \$210,817.00 FOR OPEN SPACE.

**HEARING OPEN TO THE PUBLIC ON THE 2017 GENERAL, WATER, SEWER, AND OPEN SPACE BUDGET** – No one spoke

**HEARING CLOSED TO THE PUBLIC**

Motion to Adopt the 2017 Budget: Councilman MacDonnell  
Sec.: Councilman Buchanan  
RCV – All present were in favor

**2<sup>ND</sup> READING ORDINANCES AFTER BUDGET ADOPTION**

**ORDINANCE 2017-06** -GENERAL CAPITAL ORDINANCE\_BOND ORDINANCE AUTHORIZING THE ACQUISITION OF VARIOUS CAPITAL EQUIPMENT AND THE COMPLETION OF VARIOUS CAPITAL IMPROVEMENTS IN AND FOR THE BOROUGH OF BERLIN, COUNTY OF CAMDEN, NEW JERSEY; APPROPRIATING THE SUM OF \$994,150 THEREFOR; AUTHORIZING THE ISSUANCE OF GENERAL OBLIGATION BONDS OR BOND ANTICIPATION NOTES OF THE BOROUGH OF BERLIN, COUNTY OF CAMDEN, NEW JERSEY, IN THE AGGREGATE PRINCIPAL AMOUNT OF UP TO \$944,740; MAKING CERTAIN DETERMINATIONS AND COVENANTS; AND AUTHORIZING CERTAIN RELATED ACTIONS IN CONNECTION WITH THE FOREGOING

Opened floor to the public: No one spoke  
Closed floor to the public  
Motion to adopt: Councilman Rocco  
Sec.: Councilman MacDonnell  
RCV; All present were in favor

**ORDINANCE 2017-07** -WATER UTILITY - BOND ORDINANCE AUTHORIZING THE ACQUISITION OF VARIOUS EQUIPMENT FOR THE WATER UTILITY SYSTEM IN AND FOR THE BOROUGH OF BERLIN, COUNTY OF CAMDEN, NEW JERSEY; APPROPRIATING THE SUM OF \$185,000 THEREFOR; AUTHORIZING THE ISSUANCE OF GENERAL OBLIGATION BONDS OR BOND ANTICIPATION NOTES OF THE BOROUGH OF BERLIN, COUNTY OF CAMDEN, NEW JERSEY, IN THE AGGREGATE PRINCIPAL AMOUNT OF UP TO \$185,000; MAKING CERTAIN DETERMINATIONS AND COVENANTS; AND AUTHORIZING CERTAIN RELATED ACTIONS IN CONNECTION WITH THE FOREGOING

Opened floor to the public: No one spoke  
Closed floor to the public

Motion to adopt; Councilman Rocco  
Sec.; Councilman Badolato  
RCV; All present were in favor

### **1st READING ORDINANCES**

**ORDINANCE 2017-08** – ORDINANCE ESTABLISHING A PUBLIC RIGHT OF WAY ON BLOCK 1502, LOT 13 IN THE BOROUGH OF BERLIN

Motion to introduce; Councilman MacDonnell  
Sec.; Councilman Rocco  
RCV; All present were in favor

### **RESOLUTIONS**

**MEETING OPEN TO THE PUBLIC ON RESOLUTIONS R05-04;2017 THROUGH R05-12; 2017** – No one spoke

### **MEETING CLOSED TO THE PUBLIC**

**RESOLUTION R05-04; 2017** - A RESOLUTION OF THE BOROUGH OF BERLIN, COUNTY OF CAMDEN, STATE OF NEW JERSEY, AUTHORIZING THE CANCELLATION OF TAXES IN AMOUNT OF \$3,727.62 FOR BLOCK 2206 LOT 27 DUE TO THE APPROVAL OF A TOTALLY DISABLED VETERAN.

**RESOLUTION R05-05; 2017**- A RESOLUTION REQUESTING PERMISSION FOR THE BERLIN BOROUGH FIRE COMPANY #1 STATION 211 TO CONDUCT TWO COIN DROPS, SATURDAY 6/3/17 & 9/9/17 ON ROUTE 30 & WASHINGTON AVENUE

**RESOLUTION R05-06;2017** - A RESOLUTION APPROVING THE 2017 CAMP LONG-ACOMING EMPLOYEES AND EMPLOYEE RATES

**RESOLUTION R05-07; 2017** – A RESOLUTION TO AUTHORIZE THE BOROUGH OF BERLIN TO AUCTION SURPLUS & UNUSED PROPERTY ON GOVDEALS

**RESOLUTION R05-08;2017** – A RESOLUTION REQUESTING PERMISSION FOR THE DEDICATION BY RIDER FOR POLICE K9 REQUIRED BY NJSA 40A; 4-39

**RESOLUTION R05-09;2017** – A RESOLUTION AUTHORIZING BOROUGH ENGINEERS TO DEVELOP THE PLAN FOR BASEBALL FIELD DRAINAGE

**RESOLUTION R05-10;2017** – A RESOLUTION AUTHORIZING BOROUGH ENGINEERS TO DEVELOP THE PLAN FOR SOCCER FIELD PATH LIGHTING

**RESOLUTION R05-11;2017** – A RESOLUTION AUTHORIZING THE AWARD OF A BID FOR RELINING THE SECTION OF THE SEWER PIPE ALONG THE WHITE HORSE PIKE TO STANDARD PIPE SERVICES LLC IN THE LOW BID AMOUNT OF \$83,700.00

**RESOLUTION R05-12;2017** – A RESOLUTION AUTHORIZING THE BOROUGH TO ENTER INTO AN AGREEMENT WITH THE SCHAEFFER LANDS LLC REGARDING THE PROPERTY LOCATED AT 11 JACKSON ROAD, BERLIN, NJ 08009

**Motion to approve Resolutions**

**R05-04 through R05-12; 2017** - Councilman Badolato  
**Sec.;** Councilman Buchanan  
**RCV;** All present were in favor

- **PRIVILEGE OF THE FLOOR** – No one spoke

**PAYMENT OF THE BILLS FOR THE MONTH OF MAY, 2017 IN THE AMOUNT OF \$2,612,1488.93**

**Motion;** Councilman Miller  
**Sec.;** Councilman Buchanan  
**RCV-** All present were in favor

**Motion to adjourn;** Councilman Miller  
**Sec.,** Council President Pearce  
**Voice Vote -** All present were in favor

Lois J. Sahina  
Registered Municipal Clerk  
May 11, 2017