

BOROUGH OF BERLIN
COUNCIL MEETING MINUTES
THURSDAY, JULY 13, 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, Municipal Clerk Lois J. Sahina and Chief Financial Officer Michael T. Kwasizur

APPROVAL OF MINUTES

6/06/2017 - Work Session Minutes
6/06/2017 - Two Closed Session Minutes
6/10/2017 - Auction of 69 White Horse Pike Minutes (for Information purposes only)
6/15/2017 - Council Meeting Minutes
6/15/2017 - Closed Session Minutes
7/05/2017 - Work Session Minutes
7/05/2017 - Closed Session Minutes

Motion to approve: Councilman Badolato

Sec; Councilman MacDonnell

All present were in favor

Abstained; Councilman Miller Work Session Minutes 6//06/17

Abstained; Council President Pearce Work Session Minutes 07/05/17

DEPARTMENT HEAD REPORTS FOR THE MONTH OF JUNE 2017

Permit fees	\$ 11,133.00
Zoning fees	\$ 335.00
Re-sale inspection fees	\$ 1,200.00
Rental Inspections	\$ 8,800.00
Community Center fees	\$ 450.00
Tax collector's report	\$ 252,151.46
Utility report	\$ 595,065.62

Clerks report	\$ 26,497.00
Animal report	\$ 2,105.00
Court Administrator	\$ 28,403.51

Motion to approve: Councilman Miller

Sec.: Councilman Buchanan

RCV: All present were in favor

COUNCIL REPORTS:

- BUILDINGS & GROUNDS, Chairman Len Badolato
 - The lettering on the front and side doors of Borough Hall is completed.
 - I met with John from DPW about the location of the new sign. This sign will be placed at the side entrance of the building and will list the borough offices.
 - The DVRC store fronts of Maggie’s Bake Shop, Jam Rock, and Key Engineers are now completed. They are now working with the owner of 95 and 99 South White Horse Pike. These are the next two store fronts that will be addressed.
 - Over the last couple of years there have been a lot of improvements to the downtown area. All of the street lighting on the north side of the Pike now match. All of the bases of each light have been re-painted. We replaced the dead trees along the White Horse Pike at no charge to the tax payers.
 - I will be meeting with Tina Hoffmann and Andy Simone this weekend, to finalize the paperwork to apply for a \$50,000 grant for 11 Jackson Road.
 - The property on 11 Jackson Road has some interesting facts. The original owner of 11 Jackson Road, James Dill, was a builder. He built many of the early homes in Berlin Borough in the 1800’s. He also built the Wooster Home on Tansboro Road. Unfortunately, when he was only 56 years old when he was working on a roof and tragically fell to his death.

- STREETS & ROADS, Chairman Dan MacDonnell
 - The Sidewalk Project on Clementon Road, Safe Pathways to School, will begin in approximately two weeks. The goal would be to complete this project prior to the start of the 2017-18 School Year. They will work on the intersection of Franklin Avenue and Clementon Road first. This intersection has high traffic volume due to when the students are dropped off and picked up from school.
 - We were just recently awarded a little under \$200,000.00 for the NJDOT 2017 Road Program. These funds which will be used on Constitution Boulevard. This is a main corridor to the Berlin Community School. This project is now in the hands of the engineer and in the design phases. The construction will begin after the designs are completed. We will be obtaining quotes for this project in August. Work will begin in September and continue into October before the winter months set in.
 - The Tansboro County Road Project is going to be wrapped up within the next few weeks. I spoke to the engineer this past week and they are almost done the areas in Berlin Borough. They are now headed into Winslow Township.
 - We will be getting quotes for lighted pedestrian crosswalks for the three sidewalk intersections on the White Horse Pike. They will have push buttons and flashing LED

lights to help control traffic. Hopefully this will help pedestrians and bikers cross more easily. We are hoping to have them installed by the end of the summer.

- **WATER & SEWER, Chairman Ron Rocco**

- The Water and Sewer Statistical Reports for June of 2016 vs. 2017 were given. They included income and connections.
- There were no water quality complaints or major breaks for the month of June.
- All routine pumps were maintained and satisfactorily completed.
- The remote water reading device is now up and running.
- The sewer project for the work on Franklin to Hayes will include a total of 950 linear feet and begin on July 17. It is planned to be completed in September.
- I asked the engineers in May to give me an estimated cost of all the forecasted sewer work that needs to be done. Based on the condition of the mains analysis the date, 37,000 ft. of asepsis cement pipe and 51,000 ft. of clay pipe will require lining, at an annual expense of \$200,000 per year the pipe lining can be completed over a period of twenty years. They suggested that all piping be cleaned and televised which should take approximately two to five years and cost approximately \$420,000. In the future to we will be purchasing the televised service which would cost \$150,000 which would save the borough \$15,000 per survey. This service can also be used as a shared service in the future.
- I am in the process of trying to locate names of Vietnam War Veterans who's address at the time was Berlin Borough. I want to list them on the War Memorial on Tansboro Road.

- **HEALTH & RECREATION, Chairman Mike Buchanan**

- Camp Long-a-Coming has a record breaking number of campers for the 2017 camp season. The camp was increased from four weeks to six weeks.
- There were some lights that were not functioning at the Community Center that have now been fixed by DPW.
- We will be going out for bid on the lighting project at the Soccer Field.
- I wanted to thank the ICCA for a great July 4th Celebration Parade.
- I also would like to thank Mr. Kwasizer for his hard work in creating the borough magnet. It displays the trash, bulk, recycle collection along with the leaf collection schedule. It addresses a lot of concerns and this is a great tool for our residents.

- **PUBLIC SAFETY, Chairman Jim Pearce**

- I would like to thank our ICCA, Fire, Police, EMS and for all of their help with the July 4th Parade. I am very proud of our services in this town.
- The Police and Fire statistical reports for the month of June were read comparing 2016 vs. 2017. The Fire Company had 72 calls for the month of June and a total of 385 for the year 2017.
- Chief Miller informed me that Swift 911 is being used for bigger emergencies and not regular information they need to get to the residents.
- Our new K-9 police officer, Radko, started on duty yesterday, July 12, 2017. On his first day of service he was able to lead officers to his first drug arrest. Thanks to the residents

and council for supporting this idea of getting a police dog to help combating the drug problem in the community.

- There was a nice article in the Berlin Sun about the upcoming “National Night Out” which will be held on August 1, 2017. Officer Wolf is arranging this year’s event. This year separate neighborhoods and street events are being asked to get together, instead of one main central location.
 - We will continue to focus on obtaining different grants for the police department. Chief Miller has applied for “The Federal Body Armor” grant and the CFO is working on the “Federal Cops Hiring” Grant.
 - Listing of all arrests, calls, DWI, citations and accidents were given for the month of June.
 - The police concentrated their “No Need to Speed Campaign” on Westbury, Egg Harbor Road and Park Drive on for the month of June.
- FINANCE, Chairman Rick Miller
 - The tax bills will be going out shortly. We are in the process of composing a letter to explain the tax increase which will be enclosed with the tax bills.
 - 2016 Audit must be signed tonight.
 - CFO reached out to me about getting a system called “Constant Contact”. This would provide another resource for our residents to obtain Borough information. Prices are being looked at for this service.
 - Fire Chief Behnke spoke to me about getting permission for the Fire Company to help clear the paths in the County Park. This would help the Fire Company get some training with their chain saws. The County has agreed to this and the final details are being finalized.

MAYOR, Jim Bilella

- I would like to thank DPW, ICCA, Fire, EMS and employees that volunteered in helping to set up and clean up for this year’s parade.
- The new dump truck was highlighted at the start of the parade. Thank you to all the DPW employees who helped to decorate our new vehicle.
- I had the opportunity on behalf of our Council and myself to present a proclamation to former resident, Logan Ryan. He is an NFL football player, formerly with the New England Patriots and now plays for the Tennessee, Titans. He sponsored a camp for children to try and bring sports programs and camps back into the community and is a great supporter of an animal shelter program. He is a very down to earth individual and we are proud to say he is from our town. Thank you for all the good things you are doing for the community.
- The Planning Board approved the Land Use Element of the Master Plan at their July 10, 2017 meeting. This sets up the vision of our town. This is a long process and it is a lot of work. The COAH housing section of this process has been completed. This involves a lot of zoning and land use requirements. It will now go to Council and gives us the ability to change some of our zoning. The last time this was evaluated was twenty years ago. We can now update our zoning codes for commercial businesses and this will help bring business into our town.

- The Planning Board just received an application from Virtua. Over the last 5-6 years they have only been utilizing 20,000 sq. ft., with the use of the ER and lab services. There facility has a total of 60,000 sq. ft. They are a non-profit organization and don't pay property taxes and are not generating any economic activity because it is almost vacant. The application which was submitted to the Planning Board is for a new program called "The Castle Program". It is for approximately 30 patients through the ages of 5-12 who would attend Monday-Friday, 9-5, including a staff of about 15 people.
 - The library has been renovated, had their grand opening and celebrated their 60th anniversary. They have seen an increase in the check out of their books and use of the media. More people are using the library and are using the resources of our library and not the County library. The library is not only about the books, it is a Media Center where people can go to use technology and other resources.
 - The newsletter will be coming out in the Fall. This will be another method to get news out to the residents. We will need information from all of the council members to be included in the newsletter.
- SOLICITOR, Howard Long
 - We had a very productive workshop last week. I just want to highlight a few things which were discussed. Councilman MacDonnell and Councilman Badolato asked if a 1st Reading Ordinance could be added to tonight's agenda. This ordinance would establish certain rules and regulations for Non-Profit Organizations that receive borough funds or utilize borough property. This would be in terms in obtaining the appropriate insurance information making sure they are a qualified certified Non-Profit with the state. This not only protects the Borough, but it protects the organizations and most of all the children that utilize these organizations. If there are no objection, I will incorporate that into a 1st reading tonight and then we can move the time line up and perhaps adopt that at our next meeting in August.
 - We have executed the agreement of sale for Simone Farms. The CFO has put an ordinance of introduction on tonight's agenda. This is the initiation of the funding mechanism for us to proceed to closing of this agreement, hopefully at the end of September beginning of October. This ordinance is on the agenda for consideration.
 - We also have our Ordinance for 2nd reading which will be for adoption to execute any and all documents with the donation of the historic parcel, located at block 1400 lot 14, which was discussed previously with Council and Mayor. We are now in a position to except that historic property as a donation, free of charge without the expenditure of any tax payer dollars.
 - There was a minimum bid price set on resolution R07-12; 2017 on the sale of 103 & 104 Maine Ave, on Block 500 Lot 1 Block 501 Lot 1 with a minimum bid price of \$100,000.00.

Mayor- so the first reading ordinance will be 2017-11?

Mr. Long- Yes

- CHIEF FINANCIAL OFFICER, Michael T. Kwasizur
- “Constant Contact” can be tried free before the next work session. We can get it up and running, then we can talk about all of its features and pricing.

READING ORDINANCE

2ND READING ORDINANCES

ORDINANCE 2017-09

ORDINANCE AUTHORIZING THE TRANSFER AND ACCEPTANCE OF PROPERTY AND EXECUTION OF CERTAIN DOCUMENTS FROM SCHAEFFER LAND, LLC TO THE BOROUGH OF BERLIN, IDENTIFIED AS LOT “C” COMPRISED OF A PARCEL OF LAND AND BUILDING AS SET FORTH IN THE SETTLEMENT AGREEMENT AUTHORIZED BY RESOLUTION R6-15; 2017, BEING A PORTION OF BLOCK 1400, LOT 14, ON THE OFFICIAL TAX MAP OF THE BOROUGH OF BERLIN, COUNTY OF CAMDEN AND STATE OF NEW JERSEY

MEETING OPEN TO THE PUBLIC ON ORDINANCE 2017-09; No one spoke

CLOSE THE PUBLIC PORTION

Motion to Adopt: Councilman Badolato

Sec.; Councilman Miller

RCV; All present were in favor

RESOLUTION R7-01; 2017

RESOLUTION OF THE BOROUGH OF BERLIN, COUNTY OF CAMDEN, STATE OF NEW JERSEY, AMENDING THE 2017 CAPITAL BUDGET FOR ORDINANCE 2017-10

Motion to Adopt: Councilman MacDonnell

Sec.; Councilman Rocco

RCV; All present were in favor

1ST READING ORDINANCES

ORDINANCE 2017-10

ORDINANCE AUTHORIZING THE ACQUISITION OF CERTAIN REAL PROPERTY IN AND FOR THE BOROUGH OF BERLIN, COUNTY OF CAMDEN, NEW JERSEY; APPROPRIATING THE SUM OF \$2,000,000 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 \$1,900,000; MAKING CERTAIN COVENANTS; AND AUTHORIZING CERTAIN RELATED ACTIONS IN CONNECTION WITH THE FOREGOING.

Motion to Introduce: Councilman MacDonnell
Sec.; Councilman Badolato
RCV; All present were in favor

ORDINANCE 2017-11

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

Motion to Introduce: Councilman MacDonnell
Sec.; Councilman Badolato
RCV; All present were in favor

READING RESOLUTIONS R07-02; 2017 THROUGH R07-14; 2017

MEETING OPEN TO THE PUBLIC ON RESOLUTIONS R07-02; 2017 THROUGH R07-14; 2017 –No one spoke

MEETING CLOSED TO THE PUBLIC

RESOLUTION R7-02; 2017

RESOLUTION OF THE BOROUGH OF BERLIN, COUNTY OF CAMDEN, STATE OF NEW JERSEY, AUTHORIZING 2nd QTR. 2017 UTILITY BILL ADJUSTMENTS FOR THE FOLLOWING PROPERTIES.

RESOLUTION R7-03; 2017

RESOLUTION OF THE BOROUGH OF BERLIN, COUNTY OF CAMDEN, STATE OF NEW JERSEY, AUTHORIZING TAX REFUND IN THE AMOUNT OF \$612.29 FOR BLOCK 2206 LOT 27 DUE TO EXEMPT VETERAN.

RESOLUTION R07-04; 2017

RESOLUTION OF THE BOROUGH OF BERLIN, COUNTY OF CAMDEN, STATE OF NEW JERSEY, AUTHORIZING TAX REFUND IN THE AMOUNT OF \$558.25 FOR BLOCK 2304 LOT 34 DUE TO EXEMPT VETERAN.

RESOLUTION R7-05; 2017

AUTHORIZING AGREEMENT BETWEEN THE CAMDEN COUNTY IMPROVEMENT AUTHORITY AND THE BOROUGH OF BERLIN FOR THE COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM YEAR 2017-2018

RESOLUTION R07-06; 2017

A RESOLUTION ACCEPTING THE ANNUAL AUDIT OF ITS BOOK, ACCOUNTS AND FINANCIAL TRANSACTIONS FOR THE YEAR 2016

RESOLUTION R07-07; 2017

RESOLUTION OF THE BOROUGH OF BERLIN, COUNTY OF CAMDEN, STATE OF NEW JERSEY, AUTHORIZING THE RELEASE OF THE PERFORMANCE GUARANTEE, LETTER OF CREDIT IN THE AMOUNT OF \$130,593.60 AND ACCEPTING THE MAINTENANCE GUARANTY NEW LETTER OF CREDIT REPRESENTING THE AMOUNT OF \$9,673.60 FOR THE WATER SERVICE FOR SECTION 4a JS HOVNANIAN, MONTEBELLO IN BERLIN TOWNSHIP

RESOLUTION R7-08; 2017

A RESOLUTION AUTHORIZING THE REFUND OF REGISTRATION FEES FOR CAMP LONG A COMING TO JANICE MINERVA IN THE AMOUNT OF \$145.00

RESOLUTION R7-09; 2017

A RESOLUTION AUTHORIZING THE REFUND OF REGISTRATION FEES FOR CAMP LONG A COMING TO NOELLE PIZZILEO IN THE AMOUNT OF \$70.00

RESOLUTION R7-10; 2017

RESOLUTION OF THE BOROUGH OF BERLIN, COUNTY OF CAMDEN, CONFIRMATION OF COUNCIL OF MAYOR'S APPOINTMENT HIRING ROGER STRONG AS A PART-TIME ATTENDANT AT THE COMMUNITY CENTER

RESOLUTION R07-11; 2017

RESOLUTION OF THE BOROUGH OF BERLIN, COUNTY OF CAMDEN, STATE OF NEW JERSEY, TO AUTHORIZE BOROUGH ENGINEERS TO BEGIN DEVELOPING PLANS FOR THE RESTORATION AND PAINTING OF THE HISTORIC HOTEL EXTERIOR

RESOLUTION R07-12; 2017

RESOLUTION AUTHORIZING THE ADVERTISEMENT FOR THE SALE OF LAND LOCATED AT 103 AND 104 MAINE AVE, (BLOCK 500, LOT 1; AND BLOCK 501, LOT 1), TO INCLUDE A MINIMUM BID AMOUNT OF \$100,000.00, IN ACCORDANCE WITH THE REQUIREMENTS OF THE LOCAL LANDS AND BUILDINGS LAW

RESOLUTION R07-13; 2017

RESOLUTION AUTHORIZING THE BOROUGH TO ACCEPT BIDS FOR THE INSTALLATION OF WALKWAY LIGHTING ALONG THE PATHWAY WAYS SURROUNDING THE SOCCER FIELDS

RESOLUTION R07-14; 2017

RESOLUTION AUTHORIZING THE BOROUGH ENGINEERS TO DESIGN PLANS FOR THE CONSTITUTION BLVD. ROAD PROJECT.

Motion to approve Resolutions R07-02 through R07-14; 2017- Councilman MacDonnell

Sec.; Council President Pearce

RCV; All present were in favor

• **PRIVILEGE OF THE FLOOR**

Bill Bansch
79 New Freedom Road
Berlin, NJ 08009

- During the last few years, New Freedom Road has been dug up numerous times by South Jersey Gas to replace an older gas line that leaked. Between the intersection of Summit and Aristone Drive, because of the poor workmanship by SJG, the road is now a mess.. This is a problem for my neighbors and myself. Every time a tractor trailer goes down the road, my house shakes. I have already replaced two windows. I would like to meet with council and show you pictures of the bad workman ship that has taken place to fix the areas that were dug up on New Freedom Road.
- Councilman MacDonnell – This is a County owned road. I have reached out to the county engineer and am waiting to hear from her. If I don't hear from her I have a meeting scheduled with her next week and will address this matter then.
- Councilman Rocco – Thanks were extended to the Berlin Borough and Berlin Township residents for the appreciation, applause and patriotic comments that they showed to us as we walked along the parade route. All the military folks said the same thing, that it was deeply appreciated and it made us proud to be Americans.

PAYMENT OF THE BILLS FOR THE MONTH OF JUNE, 2017 IN THE AMOUNT OF \$ 2,051,270.57

Motion; Council President Pearce

Sec.; Councilman Miller

RCV- All present were in favor

ANYTHING FOR THE GOOD OF THE ORDER – No one spoke

Motion to adjourn; Council President Pearce

Sec., Councilman MacDonnell

RCV- All present were in favor

Lois J. Sahina
Registered Municipal Clerk
July 13, 2017