

BOROUGH OF BERLIN
RE-ORGANIZATION AGENDA
SATURDAY, JANUARY 6, 2018
MUNICIPAL BUILDING
59. SO. WHITE HORSE PIKE
BERLIN NJ
4:00 PM

RE-ORGANIZATION MEETING OF JANUARY 6, 2018 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 at the Berlin Hotel showing the date, place and time of said meeting.

INVOCATION:

Deacon Joe Beebe of Saint Simon Stock Parish Berlin, NJ will provide the Invocation.

OATHS OF OFFICE

Councilman Rick Miller will be sworn in by Howard Long Esq. His wife Chrissy, and children Ava, Blake and Brooke will hold the Bible.

Councilman Len Badolato will be sworn in by Howard Long Esq. His wife Diana, sister Donna, daughter Catherine and grandson Dean will hold the Bible.

ROLL CALL

Mayor Jim Bilella, Council Members, Pearce, Miller, Badolato, Rocco, Buchanan and MacDonnell.

MAYOR BILELLA ACKNOWLEDGES DISTINGUISHED GUESTS

RESOLUTION R1-1; 2018, APPOINTMENT OF HOWARD C. LONG, JR, ESQUIRE, FROM THE FIRM OF WADE, LONG, WOOD & LONG, LLC, OF LAUREL SPRINGS, NJ AS BOROUGH SOLICITOR FOR BERLIN BOROUGH YEAR 2018

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Motion; _____, Sec.; _____, Questions; RCV_____.

APPOINTMENT OF COUNCIL PRESIDENT

Motion to appoint the Council President Year 2018;

Motion; _____, Sec.; _____, RCV_____.

PLANNING BOARD APPOINTMENTS BY MAYOR

NEW APPOINTMENTS

- Michael McGowan Class II 1/1/18 – 12/31/18
- Jeannine Schumacher Class IV 1/1/18 – 12/31/21
- Patricia Cummings Alternate 1 1/1/17 – 12/31/18_(unexpired term of Schumacher)
- Fran Ballak Alternate 2 1/1/18 – 12/31/19

PLANNING BOARD MEMBER’S RECOGNITIONS

- James Bilella Class I 1/1/16 – 12/31/19
- Nick Maccaroni Class IV 1/1/15 – 12/31/18
- Dan Pomponio Class IV 1/1/15 – 12/31/18
- Ron Sabatini Class IV 1/1/16 – 12/31/19
- Andrew Simone Jr. Class IV 1/1/17 – 12/31/20
- Thomas Dulin Class IV 1/1/17 – 12/31/20

PLANNING BOARD COUNCIL REPRESENTATIVE

- Councilman Daniel MacDonnell (Class III)

Motion; _____, Sec.; _____, RCV_____.

- Class I Mayor’s term corresponds to time in office.
- Class II Official of Municipality other than a member of the Governing Body, 1-year term
- Class III Member of the Governing Body. 1-year term
- Class IV Other citizens of Municipality appointed by the Mayor. 4-year Term. N.J.S.A. 40A:55D-23

COMMITTEE APPOINTMENTS BY MAYOR WITH CONFIRMATION FROM COUNCIL

BUILDINGS, PARKS & RECREATION	Chairman Len Badolato Committee Members Rocco & Pearce
PUBLIC WORKS STREETS & ROADS	Chairman Dan MacDonnell, Committee Members Badolato & Bilella
WATER & SEWER	Chairman Ron Rocco Committee Members MacDonnell & Buchanan
PUBLIC SAFETY	Chairman Jim Pearce Committee Members Miller & Rocco
FINANCE	Chairman Mike Buchanan Committee Members MacDonnell & Miller
COMMUNICATIONS	Chairman Rick Miller Committee Members Bilella & Pearce
ECONOMIC DEVELOPMENT REAL ESTATE	Chairman Jim Bilella Committee Members Buchanan & Badolato

Motion; ____, Sec.; ____, RCV_____.

APPOINTMENTS OF OFFICIALS BY MAYOR WITH CONFIRMATION FROM COUNCIL

- | | | |
|-------------------------|------------------|-------------------|
| • Treasurer | Stacey DiVello | 1/1/18 – 12/31/18 |
| • Deputy Clerk | Dana McGarvey | 1/1/18 – 12/31/18 |
| • Deputy Registrar | Dana McGarvey | 1/1/18 – 12/31/18 |
| • Borough Historian | Beth Pomponio | 1/1/18 – 12/31/18 |
| • Fire Official | William Behnke | 1/1/18 – 12/31/18 |
| • Fire Safety Inspector | Joe Cornforth | 1/1/18 – 12/31/18 |
| • Fire Safety Inspector | Dennis Rosenbaum | 1/1/18 – 12/31/18 |
| • Plumbing Inspector | Michael DePalma | 1/1/18 – 12/31/18 |
| • Fire Chief | Michael Kernan | 1/1/18 – 12/31/18 |
| • Zoning Official | Michael DePalma | 1/1/18 – 12/31/18 |
| • Deputy EMC | Fred Tuttle | 1/1/18 – 12/31/18 |

Motion to approve; ____, Sec.; ____, RCV_____.

DEPARTMENT HEAD RECOGNITIONS FOR OFFICIALS AND SUB-OFFICIALS FOR THE BOROUGH OF BERLIN 2018

- CFO Michael Kwasizur
- Chief of Police Michael Miller
- Emerg Mgt Coord Michael Miller
- Ambulance Captain Lou DeMarco
- DPW Superintendent John Allsebrook
- Registered Municipal Clerk Lois Sahina
- Certified Municipal Registrar Lois Sahina
- Tax Assessor Theresa Stagliano
- Tax Collector Lisa Eggert
- Construction Official Michael DePalma
- Fire Sub Code Inspector Ron Snyder
- Housing Inspector Michael DePalma

HISTORIC PRESERVATION COMMISSION APPOINTMENT BY MAYOR WITH CONFIRMATION FROM COUNCIL

- Council Liaison Councilman Len Badolato 1/1/18 – 12/31/18
- Michelle Secrest Class C 4 yr 1/1/18 - 12/31/21
- Gail Mottershead Class C 4 yr 1/1/18 - 12/31/21
- Christine Reggio Alt 1 2 yr 1/1/18 – 12/31/19
- Lisa Doris Alt 2 2 yr 1/1/18 – 12/31/19

Motion; _____, Sec.; _____, RCV_____.

HISTORIC PRESERVATION COMMISSION RECOGNITION OF MEMBERS

- Tina Hoffman Class C 4 yr 1/1/15 – 12/31/18
- Brigitte Ross Class C 4 yr 1/1/15 – 12/31/18
- Andrew Simone Jr. Class C 4 yr 1/1/16 – 12/31/19
- Michele Taylor Class C 4 yr 1/1/16 – 12/31/19
- Jose Hernandez Class C 4 yr 1/1/16 – 12/31/19

RECOGNITION OF HISTORIC PRESERVATION COMMISSION ADVISORS

- Millard Wilkerson Jr – Mayor Emeritus
- Dan Pomponio - President, Berlin Borough Historical Society

Class A A person who is knowledgeable in building design and construction or architectural history who may reside in the borough.

Class B A person who is knowledgeable or with a demonstrated interest in Local history who may reside outside the borough.

Class C Members who must be residents of the Municipality who hold no Other Municipal position except they may be members of the Planning or Zoning Boards.

BOARD OF HEALTH MEMBERS APPOINTMENTS BY MAYOR WITH CONFIRMATION FROM COUNCIL

- Council Liaison Councilman Michael Buchanan 1/1/18 – 12/31/18
- Dan Molnar 3 yr 1/1/18 - 12/31/20
- Christina Miller 3 yr 1/1/18 - 12/31/20

Motion; ____, Sec.; ____, RCV__.

BOARD OF HEALTH RECOGNITION OF MEMBERS

- Michelle Primo 3 yr 1/1/16 - 12/31/18
- Denise Engle 3 yr 1/1/16 - 12/31/18
- Dolores Motluck 3 yr 1/1/17 - 12/31/19
- Dan Cleary 3 yr 1/1/17 - 12/31/19
- Kelly Foster 3 yr 1/1/17 - 12/31/19

LIBRARY TRUSTEES APPOINTMENTS BY MAYOR WITH CONFIRMATION FROM COUNCIL

- Nancy Grover 5 yr 1/1/18 – 12/31/22

Motion; ____, Sec.; ____, RCV__.

LIBRARY TRUSTEES RECOGNITION OF MEMBERS

- James Bilella Mayor
- Kristen Martello Community School Superintendent
- Janet Guerere 5 yr 1/1/17 – 12/31/21
- Robert Foster 5 yr 1/1/16 – 12/31/20
- Millard Wilkinson 5 yr 1/1/15 – 12/31/19
- Tina Hoffmann 5 yr 1/1/15 – 12/31/19
- Mary K Albertson 4 yr 1/1/15 – 12/31/18
- Kim Cunningham 4 yr 1/1/15 – 12/31/18

COURT APPOINTMENTS BY MAYOR WITH CONFIRMATION FROM COUNCIL

- **Municipal Prosecutor** Richard DeMichele 1 yr 1/1/18 – 12/31/18

Motion to appoint; _____, Sec.; _____, RCV_____.

- **Municipal Public Defender** Kristina M. Bryant 1 yr 1/1/18 – 12/31/18

Motion to appoint; _____, Sec.; _____, RCV_____.

- **Court Administrator** Kelly Foster 1 yr 1/1/18 – 12/31/18

Motion to appoint; _____, Sec.; _____, RCV_____.

MUNICIPAL COURT RECOGNITION

- Judge Krisden McCrink, J.M.C.

PROPERTY MAINTENANCE & CODE OFFICIAL APPOINTMENT BY MAYOR WITH CONFIRMATION FROM COUNCIL

- Bill Bansch 1 yr 1/1/18 – 12/31/18

Motion; _____, Sec.; _____, RCV_____.

PROPERTY MAINTENANCE BOARD APPOINTMENT BY MAYOR WITH CONFIRMATION FROM COUNCIL

- Property Maintenance Official Bill Bansch 1/1/18 – 12/31/18
- Council Representative Ron Rocco 1/1/18 – 12/31/18
- Planning Board Representative Ron Sabatini 1/1/18 – 12/31/18
- Zoning Official Michael DePalma 1/1/18 – 12/31/18
- Board of Health Michelle Primo 1/1/18 – 12/31/18
- Community Representative Cynthia Jennings 1/1/18 – 12/31/18

Motion; _____, Sec.; _____, RCV_____.

CELEBRATION ADVISORY COMMITTEE APPOINTMENTS BY MAYOR WITH CONFIRMATION FROM COUNCIL

- Council Liaison Councilman Rick Miller 1/1/18 – 12/31/18
- Tracy Salvatore Chairwoman 3 yr 1/1/16 - 12/31/18 (unexpired term of Schumacher)

Motion; ____, Sec.; ____, RCV ____.

CELEBRATION ADVISORY COMMITTEE RECOGNITION OF MEMBERS

- Christina Miller Vice-Chairwoman 3 yr 1/1/16 - 12/31/18

MEETING OPEN TO THE PUBLIC ON RESOLUTIONS ONLY

MEETING CLOSED TO THE PUBLIC

RESOLUTIONS

RESOLUTION R1-2; 2018, AUTHORIZATION TO ADOPT A TEMPORARY BUDGET FOR YEAR 2018.

Motion; ____, Sec.; ____, RCV ____.

RESOLUTION R1-3; 2018, APPOINTMENT OF DANIEL DIGANGI, CPA, FROM BOWMAN & COMPANY OF VOORHEES, NJ AS AUDITORS FOR THE BOROUGH OF BERLIN YEAR 2018.

Motion; ____, Sec.; ____, RCV ____.

RESOLUTION R1-4;2018, APPOINTMENT OF HUGH DOUGHERTY, P.E., CME, FROM PENNONI ASSOCIATES OF HADDON HEIGHTS, NJ AS GENERAL ENGINEERS AND TAX MAP OFFICIALS FOR THE BOROUGH OF BERLIN YEAR 2018.

Motion; ____, Sec.; ____, RCV ____.

RESOLUTION R1-5; 2018 APPOINTMENT OF HUGH DOUGHERTY, P.E., C.M.E. OF PENNONI ASSOCIATES OF HADDON HEIGHTS, NJ AS WATER & SEWER ENGINEERS FOR THE BOROUGH OF BERLIN YEAR 2018.

Motion; ____, Sec.; ____, RCV ____.

RESOLUTION R1-6;2018, A RESOLUTION APPOINTING JAMES CLARKIN, PP, AICP FROM CME ASSOCIATES OF SOUTH HOWELL, NJ AS MUNICIPAL PLANNER FOR THE BOROUGH OF BERLIN YEAR 2018.

Motion; ____, Sec.; ____, RCV ____.

RESOLUTION R1-7;2018, APPOINTMENT OF EDGEWOOD ASSOCIATES OF BERLIN, NJ AS RISK MANAGEMENT CONSULTANTS IN COMPLIANCE WITH THE MEL/JIF INSURANCE COMPANY FOR THE BOROUGH OF BERLIN YEAR 2018.

Motion; ____, Sec.; ____, RCV_____.

RESOLUTION R1-8; 2018, APPOINTMENT OF THE LAW FIRM OF PARKER MCCAY, PA AS BOND COUNSEL FOR THE BOROUGH OF BERLIN YEAR 2018.

Motion; ____, Sec.; ____, RCV_____.

RESOLUTION R1-9; 2018, APPOINTMENT OF STUART PLATT, ESQUIRE FROM THE LAW FIRM OF PLATT AND RISO, STRATFORD, NJ AS SPECIAL COAH COUNSEL FOR THE BOROUGH OF BERLIN YEAR 2018.

Motion; ____, Sec.; ____, RCV_____.

RESOLUTION R1-10;2018, APPOINTMENT OF ERI, CME AND MASER CONSULTING AS SPECIAL PROJECTS ENGINEERS FOR THE BOROUGH OF BERLIN YEAR 2018.

Motion; ____, Sec.; ____, RCV_____.

RESOLUTION R1-11; 2018, A RESOLUTION DESIGNATING THE COMMUNITY DEVELOPMENT BLOCK GRANT REPRESENTATIVES TO BE COUNCILMAN BUCHANAN AND ALTERNATE COUNCILMAN BADOLATO FOR YEAR 2018.

Motion; ____, Sec.; ____, RCV_____.

RESOLUTION R1-12; 2018, A RESOLUTION DESIGNATING THE FUND COMMISSIONER TO BE MILLARD WILKINSON, JR AND ALTERNATE FUND COMMISSIONER COUNCILMAN MILLER FOR YEAR 2018.

Motion; ____, Sec.; ____, RCV_____.

RESOLUTION R1-13; 2018, A RESOLUTION DESIGNATING THE SAFETY COORDINATOR FOR THE CAMDEN COUNTY JIF TO BE MILLARD WILKINSON, JR YEAR 2018.

Motion; ____, Sec.; ____, RCV_____.

RESOLUTION R1-14; 2018, A RESOLUTION AUTHORIZING THE BOROUGH CLERK/AND OR ADMINISTRATOR AND THE CERTIFIED PURCHASING AGENT TO ADVERTISE, RECEIVE AND OPEN BIDS.

RESOLUTION R1-15; 2018, A RESOLUTION FIXING THE RATE OF INTEREST TO BE CHARGED FOR THE DELINQUENCIES OF TAXES, WATER, SEWER AND ALL OTHER APPLICABLE MUNICIPAL CHARGES.

RESOLUTION R1-17; 2018, A RESOLUTION DESIGNATING THE COURIER POST OF CHERRY HILL, NJ (CIRCULATES 7 DAYS A WEEK) AND PHILADELPHIA INQUIRER OF PHILADELPHIA PA AS OFFICIAL NEWSPAPERS FOR BERLIN BOROUGH YEAR 2018.

RESOLUTION R1-16; 2018, A RESOLUTION ESTABLISHING THE CASH MANAGEMENT PLAN FOR YEAR 2018.

RESOLUTION R1-17; 2018, A RESOLUTION AUTHORIZING THE CFO TO ISSUE REFUNDS LESS THAN \$500 FOR THE YEAR 2018.

RESOLUTION R1-18; 2018, A RESOLUTION AUTHORITY THE MUNICIPAL CLERK TO ACCEPT AND APPROVE MERCHANTILE LICENSES FOR YEAR 2018.

RESOLUTION R1-19; 2018, A RESOLUTION ESTABLISHING THE PUBLIC MEETING FORMAT AS FOLLOWS:

1. Meeting called to order
2. Salute to the flag
3. Roll call
4. Dept Reports and Payment of Bills
5. Council and Mayor Reports
6. Ordinances
7. Public hearing on resolutions
8. Resolutions
9. Privilege of floor
10. Executive session (if required)
11. Adjournment

RESOLUTION R1-20; 2018, A RESOLUTION ESTABLISHING MEETING DATES FOR THE WORK SESSIONS AND COUNCIL MEETINGS TO BE AS FOLLOWS:

7:00 PM
Work Sessions

January 30, 2018
February 27, 2018
April 3, 2018
May 1, 2018
June 5, 2018
July 2, 2018
July 31, 2018
September 5, 2018
October 2, 2018
October 29, 2018
December 4, 2018

7:00 PM
Council Meetings

January 18, 2018
February 8, 2018
March 8, 2018
April 12, 2018
May 10, 2018
June 14, 2018
July 12, 2018
August 9, 2018
September 13, 2018
October 11, 2018
November 8, 2018
December 13, 2018

MAYOR AND COUNCIL MAY TAKE FORMAL ACTION AT ALL WORK SESSIONS

RESOLUTION R1-21; 2018, AUTHORIZATION TO APPROVE CONTRACT AWARD FOR GASOLINE TO **FLEET SERVICES, SUNOCO OIL CO./SUN TRACT, BOX 3440, BOSTON, MA. UNDER STATE CONTRACT NUMBER T0394 58886 (CFO HAS CERTIFIED FUNDS ARE AVAILABLE).**

RESOLUTION R1-22; 2018, AUTHORIZATION FROM COUNCIL TO ENTER INTO AN AGREEMENT WITH CAMDEN COUNTY ANIMAL CONTROL COOPERATIVE AGREEMENT AND VOORHEES ANIMAL ORPHANAGE FOR ANIMAL CONTROL SERVICES FOR THE YEAR 2018. (CERTIFICATION OF FUNDS COMING FROM THE ANIMAL TRUST FUND).

RESOLUTION 1-23; 2018, A RESOLUTION AUTHORIZING THERESA STAGLIANO AS AUTHORIZED AGENT TO REPRESENT THE BOROUGH OF BERLIN FOR TAX APPEALS.

RESOLUTION R1-24; 2018, APPROVAL FOR THE CONTINUING DISCLOSURE AGENT SERVICES AND APPOINTMENT AS INDEPENDENT REGISTERED MUNICIPAL ADVISOR OF RECORD TO BE **PHOENIX ADVISORS, LLC OF BORDENTOWN NJ.**

RESOLUTION R1-25; 2018, A RESOLUTION AUTHORIZING RHP TOWING FROM ATCO, LINDEN TOWING FROM LINDENWOLD, AND LENNY'S TOWING FROM MT. LAUREL TO BE THE AUTHORIZED TOWING COMPANIES FOR THE BOROUGH OF BERLIN.

RESOLUTION R1-26; 2018, A RESOLUTION AUTHORIZING MUNICIPAL ALLIANCE ON ALCOHOL AND DRUG ABUSE.

Motion to approve Resolutions R1-14 through R1-29 made by; _____, Sec.; _____, RCV_____.

PRIVILEGE OF FLOOR:

Motion to adjourn; _____, Sec.; _____, RCV_____.