

BOROUGH OF BERLIN
WORKSHOP MEETING MINUTES
MONDAY, OCTOBER 29, 2018
MUNICIPAL BUILDING
59 SOUTH WHITE HORSE PIKE
BERLIN, NJ 08009
7:00 P.M.

MEETING CALLED TO ORDER:

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 Bilella, Council President Miller, Council Members Pearce, Badolato, Rocco, Buchanan, & MacDonnell.

PRESENT ALSO: Solicitor Howard Long and Municipal Clerk Lois J. Sahina

COUNCIL DISCUSSION:

- **BUILDINGS, PARKS, & RECREATION, Chairman Len Badolato**
 - **Blaese Property** - We need to wait six more months until we can file for the Blaese's Tires property. After acquiring, we then have to wait 60 to 90 days for a judgement.
 - **Dill House** - The DBRC is working on the roof of the Dill House. The grant that we received from the County is covering the cost of this project.
 - **County Grant** - The DBRC will be filling again for the County Grant. Hopefully we will be awarded that same amount as last year, which was \$25,000.
 - **Fosters Brick Building** - The Fosters own "All in One Balloons & More" located on the White Horse Pike. They also own the brick building next to this store. They are interested in turning this location into an ice cream parlor. They already own all of the equipment, it is just a matter of moving forward with this idea.

- **PUBLIC WORKS, STREETS & ROADS, Chairman Dan MacDonnell**
 - **Speed Humps** - Chief Miller, Councilman Pearce and myself identified the areas where the speed humps will be placed. Jones Lane (right near the playground), Orchard Ave (at the playground) and Taunton Ave between Haines & Broad.
 - **Bridge Fire** - There was a small fire on the railroad tracks under the bridge that connects Berlin Borough and Berlin Township. The bridge is now open.
 - **Streets & Roads Complaints** - Councilman MacDonnell suggested Mayor and Council put together a larger plan of how to address the overwhelming complaints that are received about streets and roads. The traffic in our town has become increasing heavier. Many people are using the side streets to cut through and avoid traffic. Maybe some of these streets should also have "No Parking" signs installed. Councilman Pearce stated

that you can't even get down South Brill because parking is allowed on both sides of the street. Councilman MacDonnell suggested that our Streets and Roads Committee should not only focus on the road programs, but all of these other issues on side streets. Mr. Long suggested that we have a different engineer do a traffic study and to install "No Cut Through" signs between certain hours. The #1 problem that people in Camden County are concerned with is traffic. Councilman Miller suggested that the Chief have more police on the street enforcing speeding vehicles. Focus on issuing more tickets. We could also have ghost cars placed on different streets in the Borough. On a weekly basis they could be moved to different locations. Currently, we don't have permits to issue to residents who have "No Parking" signs on their street. The Chief will be informed to make up some sort of permits for these residents.

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

- After the budget is settled, I will present what work that needs to be addressed in 2019 regarding the Water and Sewer Departments.

- **PUBLIC SAFETY, Chairman Jim Pearce**

- **Lieutenant Position** - The Police Department needs to fill the vacant Lieutenant position. Promoting from within would only be an additional \$5000 increase to another officers pay. Councilmen Rocco, Miller and myself agreed to have the Chief narrow down the selection and give the recommendation to Council. We would like to have this in place by our December meeting.
- **Legal Fees** - Our unexpected legal fees were over \$60,000 this year. This was due to the two terminations in the Police Department.
- **Fire Company Generator** – Deputy Chief Behnke has been working on the purchase of a new generator for the Fire Company. He is making progress.

- **COMMUNICATIONS, Chairman Rick Miller**

- **Website** - I spoke with Mike Ferrara who manages our website. He can update our website which would be more user friendly for our residents. He would design it with fewer clicks to get where you want to go. The cost of this new design would range from \$4000 to \$8000. Mr. Long suggested that we move forward with this in 2019 and also get a total of three quotes.

- **FINANCE, Chairman Mike Buchanan**

- **ASCME Contract** - I have reviewed the ASCME Contract with Dawn, Andrea, Debbie and Sharon. There are some minor adjustments in the verbiage they would like changed. They are also asking for a 2-3% increase in pay and a reduction in the payment amount they contribute to their healthcare benefits.
- **CFMO Interviews** - We currently have two interviews set up for 11/1/18. After we review these candidates, we will see if we need to renew our ad in the League of Municipalities Job Listing Section.

- **Water Accountability Act** - In 2019, we will be required to hire two new employees for DPW. We need to comply with the standards that the “Water Accountability Act” will be demanding. Hiring will take place after the review of the 2019 budget.
- **Part Time Administrator Position** – No decision has been made at this time.
- **PNC Bank** - The PNC Bank has closed its downtown location. The drive thru service in the Borough parking lot will still be available, but only with ATM services.
- **Shredding Event** - Our 2nd Shredding Event will take place on November 3, 2018 from 9 -11:30 am in the Borough Hall parking lot.

- **ECONOMIC DEVELOPMENT & REAL ESTATE, Mayor Jim Bilella**

- **Project Save** - “Project Save” is a new County run pilot program. Chief Miller made us aware of this program. We can opt into this shared service by resolution. This will be offered at no cost to the Borough. This new program would direct people who have drug charges the option of going through this counseling program. In return, their charges will be reduced. After the one-year program is completed, we can always look at the local program that Virtua offers.
- **Best Practices** - On November 12th our best practices must be submitted to the State. It must be done so we can continue to receive State Aid. Dan DiGangi will be contacted to help with the Storm Management Plan. Stacey has also helped answer some of these questions. There are also N/A areas that don’t need to be completed because they don’t apply to our Borough.
- **SOLICITOR - Howard Long** - I am suggesting to Mayor and Council that we go into Executive Session tonight to discuss personnel matters. My report will be given at that time.

Mayor Bilella

Motion to go into Executive Session - Councilman MacDonnell
 Sec; - Councilman Buchanan
 All present were in favor

EXECUTIVE SESSION - Personnel Matters will be discussed

Motion to come out of Executive Session - Councilman Miller
 Sec; - Councilman Pearce
 All present were in favor

2ND READING ORDINANCE 2018 -20

READING ORDINANCE 2018 -20

AN ORDINANCE OF THE BOROUGH OF BERLIN, COUNTY OF CAMDEN AND STATE OF NEW JERSEY, AMENDING CHAPTER 241 OF THE CODE OF THE BOROUGH OF BERLIN, ENTITLED “PEDDLERS, SOLICITORS AND CANVASSERS”

HEARING OPEN TO THE PUBLIC ON ORDINANCE 2018 - 20 - No one spoke

HEARING CLOSED TO THE PUBLIC ON ORDINANCE 2018 -20

Motion to Adopt: Councilman MacDonnell
Sec.; Councilman Pearce
All present were in favor

PRIVILEGE OF THE FLOOR: No one spoke

Motion to adjourn; Councilman MacDonnell
Sec., Councilman Buchanan
All present were in favor

Lois J. Sahina
Registered Municipal Clerk
October 29, 2018