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**BOROUGH OF BERLIN**

MUNICIPAL BUILDING

59 SOUTH WHITE HORSE PIKE

BERLIN, NJ 08009

**COUNCIL MEETING MINUTES**

THURSDAY, SEPTEMBER 14, 2023

REGULAR MEETING TO BEGAN IMMEDIATELY AFTER THE 6:30 PM WORKSHOP MEETING

**CALLED THE MEETING TO ORDER – Mayor Miller**

**PLEDGE OF ALLEGIANCE**

**STATEMENT OF ADVERTISEMENT:**

Notice of this meeting has been provided to the Courier Post and the Philadelphia Inquirer and is posted on the Borough Hall Bulletin Board stating the time, date, and the place of the meeting.

**ROLL CALL:**

Councilman Badolato - Absent

Councilwoman Cummings – Present

Councilman Hohing – Absent

Councilman Mascarenhas – Present

Councilman Wilkinson – Present

Council President Miller- Absent

Mayor Miller – Present

Also present: Solicitor, Howard Long – Present

Co-Administrator, Charleen Santora – Present

Co-Administrator, Bill Behnke – Absent

Deputy Municipal Clerk, Rachel von der Tann, CMR – Present

**APPROVAL OF MINUTES**

Workshop and regular meeting minutes of August 10, 2023

Motion to approve: Councilwoman Cummings Seconded: Councilman Mascarenhas AIF: All

**COUNCIL REPORTS**

* BUILDINGS, PARKS, & RECREATION Councilman Badolato
* PUBLIC WORKS, STREETS & ROADS - Councilman Wilkinson
* WATER & SEWER - Councilwoman Cummings
* PUBLIC SAFETY – Councilman Hohing
* COMMUNICATION – Councilman Mascarenhas
* FINANCE – Council President Miller
* SOLICITOR- Howard Long
* MAYOR Miller

**COUNCIL REPORTS**

* BUILDINGS, PARKS, & RECREATION Councilman Badolato

The equipment for the installation of the new pathway lights along the walking paths by the soccer fields has been ordered. A delivery date is tentative but was told the poles and light fixtures should arrive within the next two week. Arden electric is planning to proceed with installation by the end of September. They will be wired into the panel in the rec center. This will provide a secure safety feature.

There will be 30 fiberglass poles and 30 aluminum LED post top lights. These can withstand high winds and severe weather.

* PUBLIC WORKS, STREETS & ROADS - Councilman Wilkinson

Councilman Wilkinson says a compactor will be installed on September 29, 2023. He explains that the compactor will help in compacting carboard. He then states the Borough ordered a baler that will help in leaf pick up, which he mentions will be starting in November. He also tells residents the Borough has purchased an excavator, this will help clear debris from inlets.

Councilman Wilkinson thanks DPW for handling the painting in the Bel Air neighborhood.

* WATER & SEWER - Councilwoman Cummings - See attached report.

Councilwoman Cummings discusses hydrant flushing that will begin in October.

Mr. Long comments that he has had a few inquiries about when the Borough does their hydrant flushing. Mr. Long suggests that the Borough should advertise more, making residents aware of when the hydrant flushing is taking place.

Councilwoman Cummings agrees.

* PUBLIC SAFETY – Councilman Hohing – Absent, no report.
* COMMUNICATION – Councilman Mascarenhas

Councilman Mascarenhas states that the new Borough Website is up and running.

* FINANCE – Council President Miller- Absent, see report.
* SOLICITOR – Mr. Long talks about the procedure for handling any mercantile license that the Borough has received complaints about. He says a town would never want to discourage any business. In instances like this, in order to keep complaints to a minimum and residents happy, he suggests issuing a license on a 30 day temporary basis with stipulations and open public hearing.
* MAYOR Miller-

The Mayor acknowledged the 23rd anniversary of September 11, 2001. Thanks, the Fire Department for everything they do.

Mayor Miller thanked Councilman Wilkinson for honoring the Marines at Battleship New Jersey. The mayor thanked Councilman Wilkinson for his service and thanked him for continuing to honor those that severed and lost their life.

The mayor states that the Berlin Rotary will be hosting the Borough Tree Lighting on December 2, 2023. Time will be either 6 or 6:30 pm.

The mayor says we will be keeping the same hours for Halloween this year. The trick or treating hours are from 3pm – 7pm.

**NEW BUSINESS**

CONSENT AGENDA Resolutions R9-173:2023 to R9-192:2023

Motion to open to the public: Councilman Mascarenhas Seconded: Councilwoman Cummings AIF: All

Motion to close public portion: Councilwoman Cummings Seconded: Councilman Mascarenhas AIF: All

**RES. R9-173:2023**

Resolution authorizing the intent to award a contract under Sourcewell Co-op purchasing program for the purchase of a Truck Mounted Self-Contained Vacuum Debris Collector for the Department of Public Works.

**RES. R9-174:2023**

Resolution authorizing the intent to award a contract under Sourcewell Co-op purchasing program for the purchase of an Excavator for the Department of Public Works.

**RES. R9-175:2023**

Resolution authorizing Dennis Rosenbaum to active membership of the Berlin Borough Fire Department.

**RES. R9-176:2023**

Resolution appointing John Allsebrook as alternate Designated Employee Representative (DER) for the Borough of Berlin in compliance with the Joint Insurance Fund.

**RES. R9-177:2023**

Resolution approving the place-to-place liquor license transfer of Treah, INC (Ollie Gators Pub)

Current License Number 0405-33-002-007

**RES. R9-178:2023**

Resolution approving the Southern New Jersey Regional Employee Benefits Fund Indemnity and Trust Agreement commencing November 1, 2023, to December 31,2025.

**RES. R9-179:2023**

Resolution reappointing Anthony Massi as School Resource Officer for the 2023/2024 school year.

**RES. R9-180:2023**

Resolution reappointing Shannon Wilson as School Resource Officer for the 2023/2024 school year.

**RES. R9-181:2023**

Resolution reappointing Robert Murray as School Resource Officer for the 2023/2024 school year.

**RES. R9-182:2023**

Resolution appointing Stacey Divello as Public Agency Compliance Officer for the Joint Insurance Fund

**RES. R9-183:2023**

Resolution authorizing the tax refund of $2011.35 for Block 2505 Lot 7 due to overpayment.

**RES. R9-184:202**

Resolution authorizing 3rd quarter 2023 utility bill adjustments for water account #’s 3587-2, 33422-0 and 50548-1 due to backwards meter.

**RES. R9-185:2023**

Resolution authorizing the refund of sewer payment in the amount of $777.12 for Block 1804 Lot 1 to 9 Linden Avenue due to overpayment.

**RES. R9-186:2023**

Resolution authorizing the tax refund of $762.98 for Block 2400 Lot 28 due to overpayment.

**RES. R9-187:2023**

Resolution authorizing the use of an electronic tax sale for 2022 scheduled for November 21, 2023.

**RES. R9-188:2023**

Resolution authorizing change order #1 to MSP Construction Corp. in the amount of $5,415.41 for the 2022 Watermain Upgrade Project.

**RES. R9-189:2023**

Resolution authorizing submission of application for New jersey Department of Transportation Safe Routes to School Program for sidewalk improvements.

**RES. R9-190:2023**

Resolution approving the payment of bills – September 2023 totaling $2,793,659.47.

**RES. R9-191:2023**

Resolution authorizing to enter into a contract from 9/14/2023 to 9/14/2024 with Hale Trailers of West Berlin, NJ for (1) utility trailer to be placed at DPW yard on Watsontown New Freedom Road in the amount of $5,220.00 for office use.

**RES. R9-192:2023**

Resolution of the Borough of Berlin authorizing the rejection of all bids for the Chestnut Tank Painting Project Pursuant to N.J.S. A 40A:11-13.2.

Motion to approve Consent Agenda Resolutions R9-173:2023 TO R9- 192:2023Councilman Wilkinson

Second: Councilwoman Cummings RCV: All

**PRIVILEGE OF FLOOR**

Motion to open the public portion: Councilman Mascarenhas

Seconded: Councilwoman Cummings AIF: All Opposed: None

Motion to close the public portion:

Seconded: Councilman Mascarenhas AIF: All Opposed: None

**CLOSED SESSION**

Motion to enter executive session: Councilwoman Cummings

Seconded: Councilman Mascarenhas AIF: All Opposed: None

Motion to close executive session: Councilman Mascarenhas

Seconded: Councilwoman Cummings AIF: All Opposed: None

**GOOD OF THE ORDER**

Motion to adjourn: Councilman Mascarenhas

Seconded: Councilman Wilkinson AIF: All Opposed: None

Submitted by:

Rachel von der Tann

Deputy Municipal Clerk

**Public Comment**

Deborah DeFillipo, Berlin resident

Thanks Police Chief Michael Scheer for his efforts is handling the traffic patterns at Franklin and Blackwood Clementon Road. She said he is a huge help assisting her since she is new to the crossing guard position.

Connie Adams

Asks council if there are any plans to repave Tansboro road between Gardens and New Freedom next to Diamond Auto.

The Mayor says he reached out to the state, however this street is between two county roads.

Mr. Long suggests reaching out to the County and State Legislatures to let them this is now becoming a safety issue.