



**BOROUGH OF BERLIN
59 SOUTH WHITE HORSE PIKE
BERLIN, NJ 08009**

**REORGANIZATION MEETING AGENDA
THURSDAY, JANUARY 4, 2024, 7:00 PM**

REORGANIZATION MEETING OF JANUARY 4, 2024, IS CALLED TO ORDER BY MAYOR MILLER

FLAG SALUTE

SUNSHINE STATEMENT

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 The Philadelphia Inquirer and posted on the Borough Hall Bulletin Board located within the Municipal Building showing the date, place and time of said meeting.

OATHS OF OFFICE

Mayor Elect Rick Miller will be sworn in by Commissioner Jeffrey L. Nash. His wife Chrissy along with children Ava, Blake and Brooke will hold the Bible.

Councilman Elect Len Badolato will be sworn in by Commissioner Jeffrey L. Nash. His wife Diana will hold the Bible.

Councilman Elect Keith Hohing will be sworn in by Commissioner Jeffrey L. Nash. His wife June will hold the Bible.

ROLL CALL

Mayor Rick Miller
Councilman Len Badolato
Councilman Keith Hohing
Councilman Jake Miller
Councilwoman Patricia Cummings
Councilman Millard Wilkinson
Councilman Carl Mascarenhas

MAYOR MILLER ACKNOWLEDGES DISTINGUISHED GUESTS

RES. R1-1:2024 APPOINTMENT OF HOWARD C. LONG, JR., ESQUIRE, FROM THE FIRM WADE, LONG, WOOD, & LONG, LLC, OF LAUREL SPRINGS, NJ AS BOROUGH SOLICITOR FOR THE YEAR 2024.

Motion: _____ Second: _____ RCV: _____

RES. R1-2:2024 APPOINTMENT OF ANNE MARIE MILLER TO THE POSITION OF ADMINISTRATOR FOR THE BOROUGH OF BERLIN EFFECTIVE JANUARY 1, 2024, TO DECEMBER 31, 2024.

Motion: _____ Second: _____ RCV: _____

RES. R1-3:2024 APPOINTMENT OF RACHEL VON DER TANN AS MUNICIPAL CLERK (RMC) FOR THE BOROUGH OF BERLIN FOR A THREE (3) YEAR TERM EFFECTIVE JANUARY 1, 2024 TO DECEMBER 31, 2026

Motion; _____, Sec.; _____. RCV_____.

RES. R1-4;2024, APPOINTMENT OF CHARLEEN SANTORA AS ADMINISTRATIVE CONSULTANT ON A MONTH-TO-MONTH BASIS EFFECTIVE JANUARY 1, 2024.

Motion; _____, Sec.; _____, RCV_____.

MOTION TO APPOINT COUNCIL PRESIDENT

Motion to appoint _____ as Council President for the year 2024 _____ Sec., _____ RCV_____

NEW BUSINESS

INTRODUCTION OF ORDINANCE 2024-01

AN ORDINANCE AMENDING CHAPTER 52, ARTICLE II, OFF DUTY EMPLOYMENT, SPECIFICALLY 52-19, PAYMENT REQUIREMENT OF THE CODE OF THE BOROUGH OF BERLIN, COUNTY OF CAMDEN AND STATE OF NEW JERSEY.

Motion to Introduce: _____ Sec., _____ RCV_____.

Second reading will be held on Thursday, February 8, 2024

MAYOR’S APPOINTMENTS OF PLANNING BOARD MEMBERS

NEW APPOINTMENTS

- Mayor Rick Miller Class I 1/1/2024 – 12/31/2027
- Wayne Hans Class II 1/1/2024- 12/31/2024
- Councilman Millard V. Wilkinson Class III 1/1/2024 – 12/31/2024
- Michael McGowan Class IV 1/1/2024 -12/31/2026
(Unexpired Term of Michael Foster)
- Fran Ballak Class IV 1/1/2024 – 12/31/2027
- Eric Hahn Alternate, Class IV 1/1/2024 – 12/31/2027

Motion: _____ Second: _____ RCV: _____

RECOGNITION OF PLANNING BOARD MEMBERS

- Dan Pomponio Class IV 1/1/2023 - 12/31/2026
- Harry Earle Class IV 1/1/2021 - 12/31/2024
- John Cole Alternate, Class IV 1/1/2023 - 12/31/2024
- Ken Ryker Class IV 1/1/2021 – 12/31/2024
- Jeannie Schumacher Class IV 1/1/2022 – 12/31/2025

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 for a 4-year. Term. N.J.S.A. 40A:55D-23

COMMITTEE APPOINTMENTS BY MAYOR WITH CONFIRMATION FROM COUNCIL

- Buildings & Grounds, Parks & Recreation** Len Badolato, Carl Mascarenhas
- Public Works, Streets & Roads** Patricia Cummings, Millard Wilkinson
- Water & Sewer** Len Badolato, Patricia Cummings
- Public Safety** Keith Hohing, Carl Mascarenhas
- Finance** Keith Hohing, Jake Miller
- Youth Athletics, Community Events** Jake Miller, Millard Wilkinson

Motion: _____ Second: _____ RCV: _____

MAYOR’S APPOINTMENTS OF HISTORIC PRESERVATION COMMISSION MEMBERS WITH CONFIRMATION FROM COUNCIL

NEW APPOINTMENTS

- Len Badolato Council Liaison 1/1/2024 – 12/31/2024
- Hal Taylor Class C 1/1/2024– 12/31/2027
- Jose Hernandez Class C 1/1/2024 – 12/31/2027
- Tracy Salvatore Class C 1/1/2024 – 12/31/2027
- Lisa Doris Alternate, Class C 1/1/2024 – 12/31/2025
- Karina Evers Alternate, Class C 1/1/2024 – 12/31/2025

Motion: _____ Second: _____ RCV: _____

RECOGNITION OF HISTORIC PRESERVATION COMMISSION MEMBERS

- Tina Hoffman Class C 1/1/2023 – 12/31/2026
- Luke Evers Class C 1/1/2021 – 12/31/2024
- Michelle Secrest Class C 1/1/2022 – 12/31/2025
- Gail Mottershead Class C 1/1/2022 – 12/31/2025

RECOGNITION OF HISTORIC PRESERVATION COMMISSION ADVISORS

- Millard Wilkinson, Jr Mayor Emeritus
- 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.*

MAYOR’S APPOINTMENTS OF BOARD OF HEALTH MEMBERS WITH CONFIRMATION OF COUNCIL

NEW APPOINTMENTS

- Councilman Keith Hohing Council Liaison 1/1/2024 – 12/31/2024
- Diana Badolato Member 1/1/2024 – 12/31/2026
- Christina Miller Member 1/1/2024 – 12/31/2026

Motion: _____ Second: _____ RCV: _____

MAYOR’S APPOINTMENTS OF LIBRARY TRUSTEES MEMBERS WITH CONFIRMATION OF COUNCIL

NEW APPOINTMENTS

- Mary K. Albertson Trustee 1/1/2024 – 12/31/2028

Motion: _____ Second: _____ RCV: _____

RECOGNITION OF LIBRARY TRUSTEE MEMBERS

- Nancy Grover Trustee 1/1/2023 – 12/31/2027
- Corrine Dowdel Trustee 1/1/2021 – 12/31/2025
- Millard Wilkinson, Jr. Trustee 1/1/2020 – 12/31/2024
- Deanna Schuenemann Trustee 1/1/2022 – 12/31/2026
- Mayor Rick Miller Mayor
- Dr. Brenda Harring Berlin Community School 1/1/2024 - 12/31/2024
Interim Superintendent

MAYOR’S APPOINTMENTS OF BOROUGH OFFICIALS WITH CONFIRMATION OF COUNCIL

- Treasurer Stacey Divello 1/1/2024 – 12/31/2024
- Fire Official William Behnke 1/1/2024 – 12/31/2024
- Fire Safety Inspector Joe Cornforth 1/1/2024 – 12/31/2024
- Fire Safety Inspector Dennis Rosenbaum 1/1/2024 – 12/31/2024
- Fire Chief Michael Kernan 1/1/2024 – 12/31/2024
- Zoning Official Wayne Hans 1/1/2024 – 12/31/2024
- Deputy EMC Fred Tuttle 1/1/2024 – 12/31/2024
- Deputy EMC Craig Fallstick 1/1/2024 – 12/31/2024
- P.A.C.O. Michael Kwasizur 1/1/2024 – 12/31/2024
- Property Maintenance Rushi Pandya 1/1/2024 – 12/31/2024
- Construction Official Al Hallworth 1/1/2024 – 12/31/2024
- Electrical Inspector John White 1/1/2024 – 12/31/2024
- Fire Sub Code Official Ron Snyder 1/1/2024 – 12/31/2024
- Plumbing Sub Code Inspector Dennis LaSasso 1/1/2024 – 12/31/2024
- Housing Inspector Dennis Rosenbaum 1/1/2024 – 12/31/2024

Motion: _____ Second: _____ RCV: _____

DEPARTMENT HEAD RECOGNITIONS FOR OFFICIALS AND SUB-OFFICIALS FOR YEAR 2024

- Chief of Police Michael Scheer
- Michael Kwasizur Chief Financial Officer
- Ambulance Captain Lou DeMarco
- Emergency Mgt. Coordinator Rushi Pandya
- DPW Superintendent John Allsebrook
- Tax Assessor Michael Bernardin
- Tax Collector Maggie Miller

MAYOR’S APPOINTMENT OF PROPERTY MAINTENANCE BOARD WITH CONFIRMATION OF COUNCIL

NEW APPOINTMENTS

- Len Badolato Council Representative 1/1/2024 – 12/31/2024
- Ken Ryker Planning Board Rep. 1/1/2024 – 12/31/2024

- Diana Badolato Member 1/1/2024 – 12/31/2024
- Josh Minardi Community Representative 1/1/2024 – 12/31/2024

Motion: _____ Second: _____ RCV: _____

APPOINTMENT OF JIF COMMISSIONER AND COORDINATOR

- JIF Fund Commissioner Millard V. Wilkinson 1/1/2024 – 12/31/2024
- JIF Safety Coordinator Rushi Pandya 1/1/2024 – 12/31/2024

Motion: _____ Second: _____ RCV: _____

APPOINTMENT OF COMMUNITY DEVELOPMENT BLOCK GRANT REPRESENTATIVES

- C.D.B.G. Coordinator Councilman Jake Miller 1/1/2024 – 12/31/2024
- C.D.B.G. Alternate Michael Kwasizur 1/1/2024 – 12/31/2024

Motion: _____ Second: _____ RCV: _____

COURT APPOINTMENTS WITH CONFIRMATION OF COUNCIL

NEW APPOINTMENTS

- Richard DeMichele Prosecutor 1/1/2024 – 12/31/2024
- Francis Falkenstein Public Defender 1/1/2024 – 12/31/2024
- Kelly Foster Court Administrator 1/1/2024 – 12/31/2024

Motion: _____ Second: _____ RCV: _____

RECOGNITION OF MUNICIPAL COURT JUDGE

Kristen McCrink, JMC Judge 1/1/2022 – 12/31/2024.

RESOLUTIONS:

Motion to open to the public for comment Resolutions R1-5:2024 to R1-31:2024

Motion: _____ Second: _____
 All in favor: _____ Opposed: _____

Motion to close public portion

Motion: _____ Second: _____
 All in favor: _____ Opposed: _____

RES. R1-5:2024 APPOINTING HUGH DOUGHERTY, P.E., CME OF PENNONI ASSOCIATES FROM HADDON HEIGHTS, NJ AS MUNICIPAL ENGINEER FOR THE BOROUGH OF BERLIN FOR THE YEAR 2024

Motion: _____ Second: _____ RCV: _____

RES. R1-6:2024 APPOINTING HUGH DOUGHERTY, P.E., CME OF PENNONI ASSOCIATES FROM HADDON HEIGHTS, NJ AS WATER & SEWER ENGINEER FOR THE BOROUGH OF BERLIN FOR THE YEAR 2024

Motion: _____ Second: _____ RCV: _____

RES. R1-7:2024 APPOINTING DANIEL M. DIGANGI OF BOWMAN & ASSOCIATES FROM VOORHEES, NJ AS AUDITOR FOR THE BOROUGH OF BERLIN FOR THE YEAR 2024

Motion: _____ Second: _____ RCV: _____

RES. R1-8:2024 APPOINTING ARCHER AND GREINER ,PC FROM VOORHEES, NJ AS BOND COUNSEL FOR THE BOROUGH OF BERLIN FOR THE YEAR 2024

Motion: _____ Second: _____ RCV: _____

RES. R1-9:2024 APPOINTING CHRISTOPHER DOCHNEY OF CME ASSOCIATES FROM HOWELL, NJ AS MUNICIPAL PLANNER FOR THE BOROUGH OF BERLIN FOR THE YEAR 2024

Motion: _____ Second: _____ RCV: _____

RES. R1-10:2024 APPOINTING EDGEWOOD ASSOCIATES OF BERLIN, NJ AS RISK MANAGEMENT CONSULTANTS FOR THE BOROUGH OF BERLIN FOR THE YEAR 2024

Motion: _____ Second: _____ RCV: _____

RES. R1-11:2024 APPOINTING STUART PLATT, ESQ. OF THE LAW FIRM OF THE PLATT LAW GROUP FROM STRATFORD, NJ AS SPECIAL COAH COUNSEL FOR THE BOROUGH OF BERLIN FOR THE YEAR 2024

Motion: _____ Second: _____ RCV: _____

RES. R1-12:2024 APPOINTING ERI, CME & COLLIERS ENGINEERING & DESIGN AS SPECIAL PROJECTS ENGINEERS FOR THE BOROUGH OF BERLIN FOR THE YEAR 2024

Motion: _____ Second: _____ RCV: _____

RES. R1-13:2024 APPOINTING JHARTE ASSOCIATES OF BERLIN AS THE MANAGED IT PROVIDER FOR THE BOROUGH OF BERLIN FOR THE YEAR 2024

Motion: _____ Second: _____ RCV: _____

RES. R1-14;2024 APPOINTING COSTIGAN AND COSTIGAN AS CONFLICT ATTORNEY FOR THE BOROUGH OF BERLIN FOR THE YEAR 2024.

Motion: _____ Second: _____ RCV: _____

Motion To Approve Consent Agenda for R1-15:2024 to R1-31:2024

Motion: _____ Seconded: _____

All in favor: _____ Opposed: _____

RES. R1-15:2024 ADOPTING TEMPORARY BUDGET FOR THE YEAR 2024

RES. R1-16:2024 SETTING THE RATE OF INTEREST TO BE CHARGED FOR THE DELINQUENCIES OF TAXES, WATER, SEWER, AND ALL OTHER APPLICABLE MUNICIPAL CHARGES

RES. R1-17:2024 ADOPTING THE CASH MANAGEMENT PLAN FOR THE YEAR 2024

RES. R1-18:2024 DESIGNATING THE COURIER POST OF CHERRY HILL, NJ, AND THE PHILADELPHIA INQUIRER OF PHILADELPHIA, PA AS OFFICIAL NEWSPAPERS FOR THE BOROUGH OF BERLIN FOR THE YEAR 2024

RES. R1-19:2024 ESTABLISHING COUNCIL AND WORKSHOP MEETING DATES FOR THE YEAR 2024 AS FOLLOWS; COUNCIL MEETINGS ARE THE 2ND TUESDAY OF EACH MONTH. WORKSHOP MEETINGS ARE ON THE 4TH THURSDAY EVERY OTHER MONTH BEGINNING FEBRUARY 2024.

REGULAR COUNCIL MEETING DATES 2024

February 8	August 8
March 14	September 12
April 11	October 10
May 09	November 14
June 13	December 12
July 11	

EVERY OTHER MONTH WORKSHOP MEETING DATES STARTING AT 6:30 PM ON 4TH THURSDAY OF FOLLOWING MONTHS:

Feb 22 August 22
April 25 October 24
June 27

- RES. R1-20:2024** APPOINTING BERLIN BOROUGH TAX ASSESSOR, MICHAEL BERNARDIN, AS AUTHORIZED AGENT FOR TAX APPEALS

- RES. R1-21:2024** APPROVING PARTICIPATION WITH THE STATE OF NEW JERSEY GRANT PROGRAM ADMINISTERED BY THE DEPARTMENT OF LAW AND PUBLIC SAFETY, OFFICE OF THE ATTORNEY GENERAL

- RES. R1-22:2024** AUTHORIZATION TO ENTER INTO A CONTRACT WITH CLEAN AND GREEN CLEANING COMPANY OF PINE HILL, NJ LOWEST OF 3 QUOTES EFFECTIVE JANUARY 1, 2024 – DECEMBER 31, 2024

- RES. R1-23:2024** AUTHORIZING THE BOROUGH OF BERLIN TO ENTER INTO A CONTRACT WITH VOORHEES ANIMAL ORPHANAGE OF VOORHEES NJ FOR ANIMAL SHELTER SERVICES EFFECTIVE JANUARY 1, 2024, TO DECEMBER 31, 2024

- RES. R1-24:2024** AUTHORIZING THE EXTENSION OF A SHARED SERVICES AGREEMENT BETWEEN THE BOROUGH OF BERLIN AND THE BOROUGH OF LAUREL SPRINGS (KATHLEEN SIMS) FOR CONSTRUCTION CLERK SERVICES ON A MONTH-TO-MONTH BASIS

- RES. R1-25:2024** AUTHORIZATION FROM COUNCIL TO APPROVE PART TIME TAX CLERK LYNN YOUNG TO FULL TIME TAX CLERK EFFECTIVE JANUARY 1, 2024.

- RES. R1-26:2024** AUTHORIZING THE BOROUGH OF BERLIN THROUGH THE BERLIN POLICE DEPARTMENT, TO PARTICIPATE IN THE DEFENSE LOGISTICS AGENCY, LAW ENFORCEMENT SUPPORT OFFICE, 1033 PROGRAM TO ENABLE THE BERLIN POLICE DEPARTMENT TO REQUEST AND ACQUIRE EXCESS DEPARTMENT OF DEFENSE EQUIPMENT

- RES. R1-27;2024** APPROVAL TO ENTER INTO A CONTRACT WITH MUNIDEX INC. FOR SOFTWARE AGREEMENT FOR YEAR 2024 TO COVER MAINTENANCE CONTRACTS.

- RES. R1-28;2024** APPROVAL TO ENTER INTO A CONTRACT WITH INDEPENDENT ANIMAL CARE SERVICES OF WEST BERLIN NJ FOR ANIMAL CONTROL SERVICES FOR THE YEAR 2024.

RES. RA-29;2024 APPONTMENT OF MARK SCHIENDELMAN FOR THE POSITION OF DESIGNATED EMPLOYER REPRESENTATIVE (DER) AS REQUIRED BY THE MUNICIPAL EXCESS LIABILITY JOINT INSURANCE FUND FOR ORGANIZATIONS WITH ONE OR MORE CDL DRIVERS.

RES. R1-30;2024 AUTHORIZATION FROM BOROUGH COUNCIL TO ENTER INTO AN AGREEMENT WITH TRIAD ASSOCIATRES OF VINELAND NJ FOR AFFORDABLE HOUSING ADMINISTRATIVE AGENT SERVICES FOR THE YEAR 2024.

RES. R1-31;2024 AUTHORIZATIN FROM BOROUGH COUNCIL TO CONTINUE WITH THE SERVICES OF TRIAD ASSOCIATES OF VINELAND NJ TO FOR GRANT INVESTIGATIONS FOR THE YEAR 2024.

RES. R1-32;2024 AUTHORIZATION ACCEPTING THE RESIGNATION OF MICHAEL FOSTER FROM THE PLANNING BOARD OF THE BOROUGH OF BERLIN EFFECTIVE JANUARY 1,2024

MOTION TO ADOPT RESOLUTIONS R1-15:2024 TO R1-31:2024

Motion: _____ Second: _____ RCV: _____

PRIVILEGE OF FLOOR

Motion to open the public portion: _____ Second: _____ RCV: _____

Motion to close the public portion: _____ Second: _____ RCV: _____

GOOD OF THE ORDER

Motion to adjourn: _____ Second: _____ RCV: _____

Rachel Von der Tann
Municipal Clerk