



BOROUGH OF BERLIN
MUNICIPAL BUILDING
59 SOUTH WHITE HORSE PIKE
BERLIN, NJ 08009

COUNCIL MEETING MINUTES

THURSDAY, JUNE 12, 2025

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

MEETING CALLED TO ORDER

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 - Present
Councilwoman Cummings – Present
Councilman Hohing - Present
Councilman Mascarenhas - Present
Councilman Wilkinson – Absent
Council President Miller – Present
Mayor Miller – Present

Also present: Solicitor, Howard Long – Present
Administrator, Anne Marie Miller - Present
Municipal Clerk, Rachel von der Tann, RMC – Present

APPROVAL OF MINUTES

Approval of May 8, 2025, regular meeting minutes, Motion; Council President Miller Seconded.
Councilman Hohing AIF All in favor.

Approval of May 8, 2025, workshop meeting minutes, Motion; Council President Miller Seconded.;
Councilman Hohing AIF All in favor.

COUNCIL REPORTS

- **BUILDINGS & GROUNDS, PARKS, & RECREATION** - Councilman Badolato
- **PUBLIC WORKS, STREETS & ROADS** - Councilman Wilkinson
- **WATER & SEWER** - Councilwoman Cummings
- **PUBLIC SAFETY** - Councilman Hohing
- **YOUTH ATHLETICS , COMMUNITY EVENTS** - Councilman Mascarenhas

➤ **FINANCE** - Council President Miller

➤ **SOLICITOR** -Howard Long

➤ **MAYOR** - Rick Miller

➤ **BUILDINGS, PARKS, & RECREATION**

➤

Councilman Badolato reports on improvements to Berlin Park and ongoing landscaping projects at the Borough Hall. The council discusses plans for new plantings, repairs to the Berlin Hotel, and upcoming events at the Dill House, including a living history presentation and a paranormal investigation.

➤ **PUBLIC WORKS, STREETS & ROADS** - Absent

WATER & SEWER - Councilwoman Cummings -

Utility Department Update — Councilwoman Cummings

Councilwoman Cummings provided the following report regarding Utility Department operations:

- **Account Adjustments & Equipment Upgrades**
 - Approximately 130 utility accounts remain to be adjusted.
 - Equipment upgrades are still pending due to a modem issue awaiting resolution with Verizon, which will enable full system functionality once complete.
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- **Service Orders and Maintenance**
 - 11 service orders completed for water meter repairs and replacements.
 - 89 utility markouts performed across the Borough.
 - Monthly maintenance was successfully conducted on both water plants, including work on 10 meters.
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- **Water System Activities**
 - Town-wide fire hydrant flushing was completed.
 - The next scheduled flushing is set for October.
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- **Sewer System Operations**
 - Routine monthly maintenance completed on all 10 pump stations.
 - Monthly generator maintenance also conducted without issue.
 - A temporary malfunction at the Cross Keys Pump Station occurred due to out-of-calibration level floats; the floats were recalibrated, and the system has returned to normal operation.
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- **Franklin Avenue Sewer Project**
 - Preliminary work continues. A tentative schedule is being developed and will be provided in future update once finalized.

➤ **PUBLIC SAFETY** – Councilman Hohing –

Police Department Report — Councilman Hohing

- For the month of **May**, the Police Department responded to a total of **2,845 calls for service**, slightly decreased from **2,802** in April, demonstrating consistent activity.
- **Traffic Enforcement:**
 - **Summonses Issued:** 336 (up from 238 in April)
 - **Arrests:** 17 (down from 40 in April)
 - **Motor Vehicle Crashes:** 45 (up from 29)
 - **Traffic Stops:** 294 (up from 160)

Directed Patrols

- **Jackson Road:** Focused enforcement for speeding and stop sign violations.
 - 18 directed patrols conducted
 - 16 motor vehicle stops
 - 7 verbal warnings
 - 9 summonses issued
- **Leroy and Glenview Avenues:** Ongoing monitoring for stop sign compliance.

License Plate Reader (Tag Reader) Activity

- **Reads:** 611,000 plates scanned in May (up from 575,000 in April)
- **Vehicle Searches Related to Criminal Activity:** 102 (up from 22)
- **Summonses from Reader Hits:** 28 (from 20 reader hits; up from 11)
- **Traffic Stops from Reader Hits:** 27 (up from April totals)

Community Policing

- The Police Department participated in:
 - **DCS and Our Lady of Mount Carmel LEAD** graduations (May 7 & 8)
 - Job Fair attended by Sergeant Wolf and Detective Polly (May 7)
 - **Police Headquarters tour** given to Girl Scouts by Sergeant Wolf (May 9)
 - **Police Week celebrations** at BCS and Our Lady of Mount Carmel Schools (May 27–29)

K9 Unit Report

- No K9 deployments for the month of May.
- **Officer Recognition:**
 - **Officer of the Month:** Connor Mansfield
 - **Physical Training Test:** Conducted for full-time officer candidates on June 7.

➤ **YOUTH ATHLETICS AND COMMUNITY EVENTS** - Councilman Mascarenhas

Councilor Mascarenhas gives his reports on ongoing work to finish dugouts for baseball and softball fields. The council is set to vote on new scoreboards for the fields.

➤ **FINANCE** – Council President Miller-

Council President Miller goes over revenues collected from Borough Departments.

Revenues Collected Report for May 2025

Permit fees \$16,160.0

Rental inspection fees \$30,450.00

Zoning Fees \$600.00

Resale inspection fees \$150.0

Community Center \$2075.00

Tax collector \$5,579,288.42

Utility Collector \$20,569.82

Animal license fee \$496.00

Clerk's Office \$1,324.00

Court Office \$21,014.16

SOLICITOR – Mr. Howard Long

➤ **MAYOR Miller**

Mayor Miller gives his condolences on the passing of Millard Wilkinson Sr.

Discusses upcoming events such as the 4th of July Parade

OLD BUSINESS

SECOND READING ON BOND ORDINANCE - 2025-10

BOND ORDINANCE PROVIDING FOR VARIOUS 2025 GENERAL CAPITAL IMPROVEMENTS, BY AND IN THE BOROUGH OF BERLIN, IN THE COUNTY OF CAMDEN, STATE OF NEW JERSEY; APPROPRIATING \$265,000.00 THEREFOR AND AUTHORIZING THE ISSUANCE OF

\$251,750.00 BONDS OR NOTES TO FINANCE PART OF THE COST THEREOF.

Meeting open to the public on Ordinance No. 2025-10, Councilman Mascarenhas, Second.; Councilman Hohing, AIF All in favor.

Meeting closed to the public on Ordinance No. 2025-10 Councilman Mascarenhas, Second.; Councilman Hohing, AIF All in favor. .

Motion to adopt Ordinance No. 2025-10 Council President Miller, Second.; Councilman Hohing, RCV All in favor. .

NEW BUSINESS

CONSENT AGENDA Resolutions R6-95:2025 to R6-114:2025

Motion to open to the public: Councilman Mascarenhas Second; Councilman Hohing AIF: All in favor.

Motion to close public portion: Councilman Mascarenhas Second; Councilman Hohing AIF: All in favor.

RES. R6-95:2025

Resolution approving the SRO's salary increase from Berlin Community School effective July 1, 2025.

RES. R6-96:2025

Resolution approving the resignation of SRO officer Shannon Wilson effective June 13, 2025.

RES. R6-97:2025

Resolution approving the purchase of four (4) new baseball / softball scoreboards being purchased through Sourcewell Cooperative Purchasing Program, contract # 030223-DAK, in the amount of \$49,365.00.

RES. R6-98:2025

Resolution approving the purchase of one (1) 2025 Kenworth T380 4 x 2 Dump Truck being purchased through Sourcewell Cooperative Purchasing Program, contract # 032824-KTC, in the amount of \$224,827.00.

RES. R6-99:2025

Resolution approving the purchase of two (2) Lexmark 72' Lazer 31HP Lawnmowers being purchased under the ESCNJ Cooperative purchasing system, in the amount of \$31,224.28.

RES. R6-100:2025

Resolution approving the refund for a registered camper for Camp Long A Coming, who can no longer attend the camp program, in the amount of \$345.00.

RES. R6-101:2025

Resolution approving a substitute nurse for the last week of Camp Long A Coming.

RES. R6-102:2025

Resolution approving a Heat Stress Prevention Program to provide the necessary information to recognize, assess and properly control heat stress in the workplace environment and thereby prevent heat stress related injuries and illnesses.

RES. R6-103:2025

Resolution approving the quote from BISSDIGITAL to make upgrades to the Berlin Borough recording system in the amount of \$37,053.34.

RES. R6-104:2025

Resolution appointing Mary Kristen Alberston as new Director of the Marie Fleche Memorial Library.

RES. R6-105:2025

Resolution accepting resignations and new appointments for the Berlin Borough Marie Fleche Library. (see resolution).

RES. R6-106:2025

Resolution awarding the South Franklin Avenue Sewer Main Replacement Project to R.D Zeuli, Inc for the low bid amount of \$419,697.97.

RES. R6-107:2025

Resolution of the Borough of Berlin to Amend Adopted Budget (Chapter 159) for Special Items of Revenue and Appropriation N.J.S.A. 40A:4-87.

Council President Miller Abstained.

RES. R6-108:2025

Resolution authorizing renewal of the 2025-2026 liquor licenses for 1927 Pub House Inc, Pasta Vino, Lucien's Manor, Paris Caterers, Ollie Gators Pub, and Canals Liquor Store.

RES. R6-109:2025

Resolution from Pennoni Associates approving change order No. one (1) for the 2024 Berlin Borough Road Improvement Program awarded to Arawak Paving Co. Inc., decreasing the contract price by -\$8,606.96.

RES. R6-110:2025

Resolution approving the continued contract for Spatial Data Logic in the amount of \$15,200.00.

RES. R6-111:2025

Resolution approving June payment of bills in the amount of \$1,856,670.79.

RES. R6-112:2025

Resolution approving the extended due date for the Mercantile licenses for the Borough of Berlin until July 31, 2025.

RES. R6-113:2025

Resolution authorizing and directing the Planning Board of the Borough of Berlin to undertake a preliminary investigation to determine whether the proposed study area which includes certain block and lots, specifically, 69 South White Horse Pike A/K/A/ Block 1108

Lot 6, 71 South White Horse Pike A/K/A Block 1108 Lot 7, 79 South White Horse Pike A/K/A Block 1108 Lot 8 and 83 South White Horse Pike A/K/A Block 1108 Lot 9, are to be delineated as an area in need of redevelopment pursuant to the Local Redevelopment and Housing Law (N.J.S.A. 40a:12a-1 Et Seq).

RES. R6-114:2025

Resolution to approve the hiring of seasonal laborers for the Department of Public Works, for the Borough of Berlin, Matthew Alexander Siligrini, effective June 16,2025.

MOTION TO APPROVE RESOLUTIONS R6-95:2025 to R6-114:2025 ,Councilman Hohing Sec.; Councilman Mascarenhas RCV All in favor.

PRIVILEGE OF FLOOR

Motion to open the public portion: Council President Miller

Seconded: Councilman Hohing AIF: All in favor. Opposed: None

Motion to close the public portion: Council President Miller

Seconded: Councilman Hohing AIF: All in favor. Opposed: None

GOOD OF THE ORDER

Motion to adjourn: Councilman Badolato

Seconded: Council President Miller AIF: All in favor. Opposed: None

Submitted by:
Rachel von der Tann
Municipal Clerk

Residents' Comments

A resident raised concerns about road repairs on Sequoia Drive following construction, which was identified as a South Jersey Gas project that will be addressed after construction is completed. The council clarified the process of professional fees and escrow accounts for construction projects in the town.

A resident expressed concerns about a neighbor's shed placement, citing safety issues for their autistic child and requesting a review of the relevant ordinance. The council offered to mediate the dispute and suggested having the town planner review zoning ordinances for potential improvements.

A representative from Boy Scout Troop 48 proposed an Adopt-a-Road program as a civic responsibility and fundraising opportunity for the troop. The council expressed support for the idea and discussed potential implementation, including business sponsorships and appropriate road selection. The meeting concluded with the council agreeing to work on developing the Adopt-a-Road program outside of the formal council session.

A resident expressed concerns about speeding and heavy cut-through traffic on Chestnut Avenue. The street has no sidewalks, and the high volume of traffic is creating safety risks for children. The resident asked the Borough to consider solutions to cut down traffic going down the street.