



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

COUNCIL MEETING MINUTES
THURSDAY, JULY 10, 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 – Absent
Councilman Mascarenhas – Present
Councilman Wilkinson – Present
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 June 12 and 26, 2025, regular meeting minutes, Motion; Council President Miller Seconded.; Councilwoman Cummings AIF- Councilman Badolato abstained, all other members present AYE.

Approval of June 12, 2025, workshop meeting minutes, Motion; Council President Miller Seconded. Councilwoman Cummings AIF Councilman Badolato abstained, all other members present AYE.

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

Councilman Badolato began by expressing appreciation for the success of the **4th of July Parade**, noting it was a well-attended and enjoyable event for the community. He extended thanks to all volunteers, staff, and participants who contributed to making the celebration a success.

He also provided an update on **improvements to the grounds at Borough Hall**, including:

- Power washing and cleaning of exterior surfaces to remove stains
- Installation of new flowers and plants at the front entrance
- General beautification efforts to enhance the appearance and welcoming atmosphere of the municipal building.

Councilman Badolato commended the Public Works Department, and all involved for their efforts in maintaining and improving the Borough's facilities. He also thanked Administrator Anne Marie Miller for her efforts.

The DPW facility needs upgrades including paving where trucks are parked to meet environmental requirements and potential modular office solutions are being considered.

PUBLIC WORKS, STREETS & ROADS - The Council commended the **Department of Public Works (DPW)** for their exceptional efforts in preparing for the **4th of July Parade**. Their contributions went above and beyond routine responsibilities and were instrumental in ensuring the event ran smoothly.

Key actions taken by DPW included:

- 🎨 **Painting all curbing** along the designated parade route to enhance visibility and safety.
- 🚛 **Conducting additional street sweeping** along the route in advance of the parade to ensure a clean and presentable environment.
- 👮 **Coordinating closely with the Police Department (PD)**, which was also recognized for its outstanding performance under challenging conditions. The Council noted that parade day is never easy for law enforcement, and this year presented added complexity due to **numerous road closures and detours**.
- 🚧 **Ordering, retrieving, and deploying over 150 state-mandated traffic signs and barricades**, ensuring compliance with safety regulations and effective traffic management.

The Council expressed appreciation for the collaborative efforts between DPW and PD, emphasizing that their teamwork was critical to the parade's success.

NJDOT Municipal Aid Update

The Council provided an update regarding the **New Jersey Department of Transportation (NJDOT) 2025 Municipal Aid Program**. The Borough has been approved to receive **\$171,437** in funding for roadway improvements on **Ridgewood Avenue, Parker Avenue, and Wright Avenue**. The total projected cost of the project, as estimated by the Borough's engineers, is approximately **\$430,000**.

A formal resolution will be adopted to acknowledge and accept the funding, and to authorize the necessary steps to proceed with the project.

Additionally, the Council noted that the **NJDOT 2026 Municipal Aid Program** is currently under assessment. Preliminary discussions suggest that the 2026 application may include improvements to the **driveway leading up to the Community Center**, pending further review and engineering input.

WATER & SEWER - Councilwoman Cummings -

Water & Sewer Department Report

Water Department Activity:

- Completed **13 service orders** for meter repairs and replacements.
- Performed **72 utility markouts** throughout the Borough.
- **6 water meters** were replaced during the month.
- Routine monthly maintenance was conducted at **both water treatment plants**.

Sewer Department Update:

- The **Franklin Avenue Sewer Main Replacement Project** is scheduled to begin on **Monday, July 14th**.
 - The project experienced a brief delay due to pending permit approval from the County, which has now been received.
 - Work will be conducted during daytime hours only and is expected to be **completed before the start of the school year**.
 - **Police officers** will be present to manage traffic flow.
 - An **emergency exit road**—typically unused—will be temporarily opened to redirect traffic from **Constitution and Presidential Avenues**.
 - Minimal disruption is anticipated for residents and local traffic.

Pump Station Maintenance:

- Routine monthly maintenance was completed on all **10 pump stations**.
- The **emergency backup generator** was inspected and serviced.
- A **faulty transducer** at the **Enclave Pump Station** was successfully replaced.

General Operations:

All systems are currently **operating normally**, with **no issues reported** related to recent high temperatures or heat conditions.

➤ **PUBLIC SAFETY** – Councilman Hohing –

- A sewer main replacement project on Franklin Avenue is scheduled to begin July 14th, with traffic control measures and completion planned before school starts.

Police Department Report

Enforcement Activity:

- A total of **13 summonses** were issued as a result of **Tag Reader Camera** alerts.
- **7 traffic stops** were conducted in direct response to **Tag Reader hits**.

Community Policing & Events:

- The **Honor Guard** proudly participated in the **Berlin Community School graduation ceremony** held on **June 18th**.
- The **Eastern Junior Police Academy** was successfully conducted from **June 23rd through June 27th**, offering local youth an engaging introduction to law enforcement practices and community service.

Upcoming Events:

- **National Night Out** is scheduled for **August 5th**, promoting police-community partnerships and neighborhood camaraderie.

The annual **K-9 Car Show** will take place on **August 19th**, featuring demonstrations, classic vehicles, and opportunities to support the department's K-9 unit.

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

A Christmas market event was proposed with estimated costs of \$28,000 for tents, equipment and setup, aiming to generate revenue through 61 vendor tables at \$250 each plus sponsorships.

Mayor and Councils opinion, scale down Christmas market proposal: Develop smaller-scale pilot event with \$5,000 budget cap and secure vendor commitments before proceeding. Consider combining with existing Rotary tree lighting event.

➤ **FINANCE** – Council President Miller-

Council President Miller goes over revenues collected from Borough Departments.

Revenues Collected Report for June 2025

Permit fees \$8,110.00

Rental inspection fees \$800.00

Zoning Fees \$1,050.00

Resale inspection fees \$800.00

Community Center \$2400.00

Tax collector \$284,869.54

Utility Collector \$730,239.08

Animal license fee \$152.00

Clerk's Office \$15,378.40

Court Office \$19,984.38

SOLICITOR – Mr. Howard Long

➤ MAYOR Miller

Comments on monitoring Franklin Ave sewer project timeline: Ensure completion before school starts and maintain communication with affected residents regarding traffic changes.

- The 4th of July parade was successfully executed with coordination between multiple departments including police, fire, EMS, and DPW.

OLD BUSINESS

NONE

NEW BUSINESS

CONSENT AGENDA Resolutions R7-119:2025 to R7-128:2025

Motion to open to the public: Councilman Wilkinson Second; Councilman Badolato AIF: All in favor.

Motion to close public portion: Council President Miller Second; Councilwoman Cummings AIF: All in favor.

RES. R7-119:2025

Resolution Approving to submit a grant application and execute a grant contract with the New Jersey Department of Transportation for the Berlin Borough Fy 2026 Road Program Project.

RES. R7-120:2025

Resolution approving the proposal from Pennoni Associates to provide design , contract administration , inspection and construction management for the 2025 Road Program in the amount of \$72,900.00.

RES. R7-121:2025

Resolution approving professional services from Pennoni Associates to provide design and bidding services for an On-Call Contract for water and sewer utility emergency repairs and supplemental services in the amount of \$8,500.00.

RES. R7-122:2025

Resolution approving Borough Vehicles no longer in use to be sold on Gov Deals, one (1)1997 Ford Dump Truck VIN # 1FDYN80E1VVA42097, and one (1) 2005 Ford Crown Victorian VIN # 2FAFP71W35X115174.

RES. R7-123:2025

Resolution approving the purchase of two (2) 2025 Ford Police Interceptors PPV AWD through the Cranford co -op under Contract Number 24-01 Identifier #47-CPCPS in the amount of \$97,916.84.00.

RES. R7-124:2025

Resolution approving additional time to resolve outstanding balances, no interest and payment plans on a case-to-case basis, for those residents affected by the water meter replacement projects between January and December 2023.

RES. R7-125:2025

Resolution approving the continued contract, including new postage equipment ,one (1) PostBase Pro Base/Dynamic Scale, Auto Feeder, MailOne, through Key Business Solutions.

RES. R7-126:2025

Resolution approving payment of bills for the month of June in the amount of \$1,586,803,67.

RES. R7-127:2025

Resolution approving the hiring of Jeffrey Wyld for SLEO 2 Officer effective upon completion of successful background investigation for the duration of the 2025-2026 school year.

RES. R7-128:2025

Resolution approving the hiring of Michael Gallegos for SLEO 3 Officer effective upon completion of successful background investigation for the duration of the 2025-2026 school year.

MOTION TO APPROVE RESOLUTIONS R7-119:2025 to R7-128:2025 Councilman Wilkinson, Sec.; Councilman Badolato RCV All in favor .

PRIVILEGE OF FLOOR

Motion to open the public portion: Council President Miller

Seconded: Councilwoman Cummings AIF: All in favor. Opposed: None

Motion to close the public portion: Councilwoman Cummings

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

GOOD OF THE ORDER

Motion to adjourn: Councilwoman Cummings

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

Submitted by:
Rachel von der Tann
Municipal Clerk

Public comment

- DBRC presented plans for a temporary "pop-up park" at the 30-spot location, featuring free concerts, vendor spaces, and community gathering areas. These would be activities awaiting redevelopment.