



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

COUNCIL MEETING MINUTES

THURSDAY, SEPTEMBER 11, 2025

REGULAR MEETING TO BEGIN 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 – 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 August 14, 2025, regular meeting minutes, Motion; Council President Miller Seconded.;
Councilman Hohing AIF All in favor.

Approval of August 14, 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

Councilman Badolato talks about Atlantic City Electric replacing all the streetlights that are out on the White Horse Pike.

Explains that Atlantic City Electric is using the basketball courts at Berlin County Park as temporary housing station while they are doing some work.

- **PUBLIC WORKS, STREETS & ROADS** - Councilman Wilkinson
-
- **43 tons** of single stream recycling was collected for the month of August. (CC Cooperative Plan)
 - Recycling removal costs – Variable market-based rate.
 - See **R2-39:25** Cooperative Pricing System **ID #57-CCCPS**.
- **305 tons** of trash were collected for the month of August.
- **800 pounds** of electric waste was collected for the month of August.
 - No cost to Boro for the removal by *Magnum Recycling*.
- **3 tons** of baled cardboard were collected for the month of August.
 - Included in the CC Cooperative Program.
- **DPW Operations Upgrades. DPW has been operating out of Trailer for over a full year.**
 1. 06/28/2024 – meeting for DPW Office and Garage upgrades. Attended by: Mike Kwaisur, John Allsebrook, Chris Kunder – Pennoni, Ann Marie Miller, McKeirnan Architects, Millard Wilkinson. (Meeting notes and Renderings attached).
 2. 08/16/2024 - See attached borrowing analysis forwarded by CFO. Amortization schedule prepared by Phoenix Advisors.
 - a. **Site Work:** Parking Lot / Storm Water - \$750,000.00
 - b. **Office Building:** Current Plan **\$3 Mil** – See plan for cutbacks (will come in lower)

Revision was submitted \$2.34 Mil down from above original of \$3.24 difference of \$900K

Garage Addition: Current Plan **\$2.6 Mil** – Fits 8 Utility Vehicles / Mezzanine for Storage.

Existing Storage Building: Upgrades to current plan - **\$140,000.00**

Seeking approval to delegate DPW to begin “Clean-up” of this site.

DPW Work Trailer rental for the month of March - **\$435.00 (Monthly Rate)**.

CFO advised “Current Plan” could be as much as 0.04 cent tax increase. The CFO will investigate running a proposed pay-out schedule from Phoenix. The CFO will also investigate implementation through stages.

The current decision to borrow is in a hold pattern to analyze the cost of material & interest on loans.

3. Discussion with the Mayor and Council is needed on how to proceed with the implementation needed.
 - a. Investigating the cost of a “trailer” or pod construction like the addition to BCS. No information forwarded as of this report.

- Miscellaneous DPW:

1. **The Bill List** – Reviewed 09/11th
2. Nothing to report for month of August 2025.
3. **2025 Budget proposed worksheets** –
4. **2025 Capital Improvement Requests** –

WATER & SEWER - Councilwoman Cummings -

Water & Sewer Department Report

- 12 service orders for meter repair or replacement were completed in August.
- 77 utility mark outs were completed in August.
- Monthly maintenance at **both** water plants was completed in August.
- 8 Water-Meter Replacements in August.
- Hydrant Flushing – Scheduled for October 2025.
- Miscellaneous Water:
 1. **Bill List** – Reviewed 09/11th
 2. Damaged Fire hydrant – Franklin Ave. – Restored full fire-protective service.
 3. Well #8 – Ground Testing for the site was conducted by “*Pennoni*” per their original recommendations. To be coordinated by John Allsebrook, Anne Marie Miller, and Chris Kunder.
 - 10/08 – Received Geotech Report from Allsebrook - Emailed 10/8.
 - Recommendations for building repairs are documented in Geotech Report.
 - **No advisement on how to proceed as of this report.**
 4. *American Water Co.*
 - The **State of NJ DEP mandates** Berlin Boro purchases, 600,000 gallons of water per day, or 18 million gallons of water per month from *American Water Co.*

Sewer:

- Completed all routine *monthly maintenance* at our **10 pump stations** in August.
- Completed all the routine *monthly maintenance* on our **10 emergency backup generators** at the sewer pump stations in August.
- **Miscellaneous Sewer:**
 1. **Bill List** – Reviewed 09/11th
 2. 03/12/2025 – S. Franklin/Presidential – Undermining situation was determined to be damage/Crack to sewer main observed through camera footage.
 - Main is along a Camden Co. roadway however it is our responsibility.
 - Main is outdated and composed of asbestos
 - Footage shows dirt filling the main though the compromised area.
 - 03/12 – footage to be viewed by Chris Kunder of Pennoni. Report forthcoming.
 - 05/22 – Bid Specifications to be posted
 - 06/12 – Contract to be awarded at June’s meeting.
 1. Project Awarded to RD Zeuli.
 - 06/23rd – Preconstruction meeting scheduled at 59 S. WHP.
 - 07/14th – Construction scheduled to begin to replace main. See attached detour provided from BBPD.
 - Franklin Ave Sewer Project completed it in August 2025.
 3. Berlin Villages Development – repaired the sewer force main serving development. Included in repair was 3 faulty air release valves.
 4. **2025 budget proposed worksheets** – see attached
 5. **2025 Capital Improvement Requests** – See attached

Police Department Report- Councilman Hohing

► Statistical Data

- 2,570 total calls for service compared to 2,666 in July
- 194 summonses compared to 142 in July
- 32 arrests compared to 16 in July
- 34 motor vehicle crashes compared to 24 in July
- 161 traffic stops compared to 111 in July

► Directed Patrols

- Tansboro Road for speeding violations ongoing directed patrols through Sept.
- W. Broad Ave for stop sign violations directed patrols ongoing through Sept.
- Winding Way/ Evergreen for ATV/ Dirt Bikes ongoing
- White Horse Pike/ Marshall for vehicles not stopping for school bus ongoing

► **Tag Reader Cameras**

- o 501,783 total license plates read compared to 582,527 in July
- o 56 searches for vehicles involved in criminal activity compared to 67 in July
- o 2 summonses issued from tag reader hits compared to 39 in July
- o 8 traffic stops related to tag reader hits compared to 14 in July.

► **Community Policing**

- o National Night Out took place August 5th where officers participated in 6 block parties with Berlin Borough residents and spent time with Spring Oak Assisted living residents.
- o K-9 Car Show August 19th was a tremendous success with over 200 vehicles attending.

► **K-9 Clyde**

- o Mandatory in-service training 08/21/2025
- o 1 total deployment during mv stop to assist Clementon Police where the occupants were arrested for possession of suspected methamphetamine

► **Miscellaneous**

- o Sgt. Arthur Knapp named officer of the month for August
- o New full time police officer Joshua Bevan began academy training Aug 29th with an anticipated graduation date in March 2026

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

Councilman Mascarenhas gave updates on the new score boards and dugouts for the Berlin Borough fields

➤ **FINANCE** – Council President Miller-

Council President Miller goes over revenues collected from Borough Departments.

Revenues Collected Report for June 2025

Permit fees \$9557.00

Rental inspection fees \$1100.0

Zoning Fees \$750.00

Resale inspection fees \$1400.00

Community Center \$2250.00

Tax collector \$2,629,361.54

Utility Collector \$117,228.90

Animal license fee \$116.00

Clerk's Office \$6449.00

Court Office \$21,159.08

SOLICITOR – Mr. Howard Long- goes over the ordinances on this evening's agenda.

MAYOR Miller

Talks about an upcoming meeting with the DOT in regard to Franklin Avenue and the White Horse Pike.

Speaks about the timing of the lights at the intersection of White Horse Pike and Cross Keys Road.

OLD BUSINESS

SECOND READING ON ORDINANCE - 2025-11

ORDINANCE OF THE BOROUGH OF BERLIN AMENDING CERTAIN LAND USE REGULATIONS SET FORTH IN SECTIONS 335-78 E (2) AND 335-80 E (2) OF THE LAND USE ORDINANCE OF THE BOROUGH OF BERLIN.

Meeting open to the public on Ordinance No. 2025-11, Councilman Mascarenhas, Second.; Councilman Hohing ,AIF All in favor.

Meeting closed to the public on Ordinance No. 2025-11 Councilman Mascarenhas , Second; Councilman Hohing, AIF All in favor .

Motion to adopt Ordinance No. 2025-11 Council President Miller , Second.; Councilman Hohing, RCV All in favor.

SECOND READING ON ORDINANCE - 2025-12

ORDINANCE OF THE BOROUGH OF BERLIN AMENDING CERTAIN PROVISIONS OF CHAPTER 256, ENTITLED, RENTAL PROPERTIES, IN THE BOROUGH OF BERLIN.

Meeting open to the public on Ordinance No. 2025-12, Councilman Mascarenhas , Second.; Councilman Hohing ,AIF All in favor .

Meeting closed to the public on Ordinance No. 2025-12 Council President Miller , Second; Councilman Mascarenhas , AIF All in favor. .

Motion to adopt Ordinance No. 2025-12 Councilman Hohing, Second.; Council President Miller , RCV All in favor.

NEW BUSINESS

FIRST READING ON ORDINANCE - 2025-13

BOND ORDINANCE PROVIDING FOR VARIOUS IMPROVEMENTS TO MUNICIPAL BUILDINGS AND GROUNDS, BY AND IN THE BOROUGH OF BERLIN, IN THE COUNTY OF CAMDEN, STATE OF NEW JERSEY; APPROPRIATING \$150,000 THEREFOR AND AUTHORIZING THE ISSUANCE OF \$142,500 BONDS OR NOTES TO FINANCE PART OF THE COST THEREOF.

Motion: Councilman Wilkinson _ Second: Councilman Badolato RCV: AI in favor.

CONSENT AGENDA Resolutions R9-149:2025 to R9-157:2025

Motion to open to the public: Council President Miller Second; Councilman Hohing AIF:
All in favor.

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

RES. R9-149:2025

Resolution approving the hiring of Alicia Hoos as Confidential Account Clerk for the Borough of Berlin, effective September 5, 2025.

RES. R9-150:2025

Resolution approving the sale of Borough vehicles no longer in use to be sold on Gov Deals, one (1) 2011 Dodge Charger , Vin# 2B3CL1CG5BH587914.

RES. R9-151:2025

Resolution approving the refund for an overpayment on the 2025 Mercantile license for Sergio's Pizza Place ,LLC Cheskas Snackbar in the amount of \$60.00.

RES. R9-152:2025

Resolution awarding the Annual On-Call Contract to RD Zeuli , INC in the low bid amount of \$277,096.40.

RES. R9-153:2025

Resolution approving the refund for 18 Smokey Run , due to overpayment, to NJ Housing and Mortgage Finance Agency, in the amount of \$2,707.13.

RES. R9-154:2025

Resolution reappointing SLEO 2 Officer Anthony Massi for the duration of the 2025-2026 school year.

RES. R9-155:2025

Resolution reappointing SLEO 3 Officer Brian Mazziotta for the duration of the 2025-2026 school year.

RES. R9-156:2025

Resolution reappointing SLEO 3 Officer Robert Murray for the duration of the 2025-2026 school year.

RES. R9-157:2025

Approving September payment of bills in the amount of \$3,454,066.91.

MOTION TO APPROVE RESOLUTIONS R9-149:2025 to R9-157:2025 Council President Miller , Sec. ;Councilman Hohing , RCV All in favor.

PRIVILEGE OF FLOOR

Motion to open the public portion: Councilman Hohing

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

Motion to close the public portion: Councilman Mascarenhas

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

GOOD OF THE ORDER

Motion to adjourn: Councilman Wilkinson

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

Submitted by:
Rachel von der Tann
Municipal Clerk

Public Comments

Berlin Resident

Asks about the Napa Parking lot “no cut through sign”

Mayor explains the Police department cannot issue tickets for cutting trough to get to traffic lights, only avoiding one.

Resident also ask about the Street Sweeper schedule.