

JANUARY 25, 2010

**BI-MONTHLY MEETING OF THE MAYOR AND COUNCIL OF THE TOWNSHIP OF BERLIN, CAMDEN COUNTY, NEW JERSEY, WAS HELD IN THE CONFERENCE ROOM OF THE SCHOOL BOARD ADMINISTRATIVE BUILDING, 225 GROVE AVENUE, WEST BERLIN, NEW JERSEY ON MONDAY JANUARY 25, 2010 AT 6:30 P.M.**

Mayor Magazzu opened the meeting and stated that pursuant to the requirements of the Open Public Meetings Law, notice of this meeting was advertised in the Record Breeze and posted on the bulletin board.

All in attendance joined in the Salute to the Flag.

**ROLL CALL**

**Present-** Councilman DiGangi, Councilman McIntosh, Council President Morris, Mayor Magazzu.

**Also Present-** Donafaye Zoll, Solicitor, Chuck Reibel, Engineer Michael Laginestra, Zoning Officer, Michael McGee, Director Public Works, Lori Campisano, CFO, Joseph Jackson, Chief Of Police, Ron Conklin, Grants

**Absent-** Councilman Batten

Chief of Chief Joseph Jackson presented awards to:

**Patrolman Silvestro  
Patrolman Lex  
Fire Officers Lieutenant Foster**

Chief of Police stated that these officers have gone above and beyond their duties for saving the lives of a family who had suffered carbon dioxide poisoning. If it wasn't for their quick actions this family would not be here today.

**GOOD AND WELFARE #1**

Motion by Council President Morris, second by Councilman McIntosh to open the meeting to the public. Motion carried by voice vote, all present voting in the affirmative. Mayor Magazzu opened the meeting to the public for comments.

Diana Horan asked what the hours of operation for Sahara Sam's were approved for?

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Mayor Magazzu stated that she didn't think that there was any set hours of operation in their plans.

Chuck Riebel, Township Engineer is going to check on the original application and get back to Mayor and Council.

Mary Soards, Pine Ave, is starting to get information together for the 100 year celebration and would like to get together with Mayor and Council to go over some ideas that the committee has in mind.

Councilman Digangi said that he would help in the planning of the anniversary celebration and would contact her and set up some meetings.

Mayor Magazzu said that we would incorporate the dedication of the New Municipal Building along with the anniversary.

Dominic Pinto, Lester Avenue, said that every time it rains, the property to the left of his house, floods and water run on to his front lawn. This lot has a retention pond on it and has been a problem since he has moved in. Dominic was wondering if anything was going to be done about it because he would like to purchase this property but not with these water conditions.

Mayor Magazzu stated the lot belongs to the Township and that we will have our Engineer take a look at the property to see what he would recommend to do.

No more comments were to be heard.

Motion by Council President Morris, second by Councilman DiGangi to close the meeting to public. Motion carried by voice vote, all present voting in the affirmative. Mayor Magazzu closed the meeting to the public.

## **ENGINEER'S REPORT**

**WE WOULD LIKE TO WISH EVERYONE A HAPPY, HEALTHY  
AND PROSPEROUS NEW YEAR!**

**We thank the Governing Body for the re-appointment as  
Township Engineer for 2010. We look forward to serving the  
Governing Body, municipal departments and residents of the  
Township of Berlin.**

### **A. CHANGE ORDERS AND VOUCHERS**

No change orders or vouchers to report at this time.

**B. ENGINEER'S REPORT**

1. **FY2011 FEDERAL APPROPRIATIONS REQUEST:** Mayor Magazzu has forwarded an email from Congressman Andrews' Office, providing information for the submission of requests for consideration for funding, through various Federal programs. The Request Forms must be emailed to the Congressman's office by 5:00 p.m. on February 17, 2010. This is the annual "wish list" request, which the Congressman requests from municipalities.

I recommend that the Governing Body consider the following projects for submission for the funding request.

a. Energy and Water Appropriations Request

- 1) Installation of Energy Efficient Roof System for the Municipal Building
- 2) Installation of Solar Energy System at the Public Works Complex
- 3) Water Main Extension along Collings Avenue and Hopewell Road (Berlin Borough Water System)

b. Interior and Environment Appropriations Request

- 1) Sanitary Sewer Extension to Public Works Complex and Businesses along Allied Parkway
- 2) Sanitary Sewer Extension along Cooper Road, Industrial Drive and Chestnut Avenue dead end
- 3) Stormwater Management and Improvements to Storm Drainage System – Southwest Portion of the Township (Haddon and Walker Avenues)

c. Transportation and HUD Appropriations Request

- 1) Improvements to Katherine Avenue
- 2) Improvements to Edgewood Avenue
- 3) Street Improvements to the Pinecrest Section
- 4) Street Improvements to the West Berlin Section

We would be glad to assist the Township in whatever capacity is determined to be necessary.

2. **PROPOSED MUNICIPAL BUILDING, N.J.S.H. ROUTE 73 AND DAY AVENUE (KEI# 422BT0804):**

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- a. Site Work: Due to the onset of the inclement winter weather, the site subcontractor has not been able to pave the proposed, rear parking area.

The current contract provides for the seal coating of the existing, front parking area. Due to the degradation of the pavement surface by construction equipment and materials and the pipe trenches, the Governing Body may want to consider a milling and bituminous overlay or surface preparation/micro resurfacing, rather than the seal coat.

- b. Landscaping and Irrigation System: These matters will be addressed at a later date.
3. **FORMER MUNICIPAL BUILDING SITE**: Due to an existing deed restriction for the site, the meeting with the N.J.D.E.P. Green Acres Program was cancelled. We will wait for further direction from the Governing Body.

4. **RESURFACING OF MT. VERNON AVENUE-FRANKLIN AVENUE TO MINCK AVENUE [N.J.D.O.T. FY2010 MUNICIPAL AID FUNDING\$180,000.00] (KEI #506BT0509)**: The N.J.D.O.T. has announced the allotment of \$180,000.00. The application requested \$254,000.00 (\$221,147.50 estimated construction cost plus \$32,852.50 for inspection and materials testing). The N.J.D.O.T. funds are reimbursed to the Township. The N.J.D.O.T. reimburses 75% of the eligible funds after the award of the construction contract and 25% after their acceptance of the construction.

The following is an estimate of the costs:

a.	Construction Cost	
	\$221,147.00	
b.	Engineering Cost	\$ 26,000.00
c.	Contract Administration and Inspection Cost	\$ 20,000.00
d.	Materials Testing Costs	<u>\$ 2,000.00</u>

Total Estimated Construction, Engineering, Inspection, Contract Administration and Materials Testing Costs	\$269,147.00
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I recommend that the Governing Body consider authorizing our office to perform the necessary engineering and prepare the bid documents so that bids can be received in late 2009/early 2010. Typically, opening bids, during this period of the year, results in the receipt of the most competitive bids as the contractors are developing their workload for the upcoming construction season.

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If the Township is not, financially, able to afford the entire cost, we recommend that the Proposal be structured to include a Base Bid and Alternate Bid(s) to allow the Governing Body to select the limits of the project, based on the availability of funds.

The N.J.D.O.T. has submitted a letter to Mayor Magazzu, informing her that funding was not allotted for the improvements to Hazel Avenue (Priority No. 2).

5. **SIDEWALK ALONG N.J.S.H. ROUTE 73, EDGEWOOD AVENUE TO JACKSON ROAD, (N.J.D.O.T. FY 2008 AND FY2009 FUNDING – \$320,000.00)**: We are preparing the necessary documents, for submission to the N.J. Pinelands Commission for the stormwater management and wetlands.
6. **TRAFFIC SIGNAL AND GEOMETRIC IMPROVEMENTS AT THE INTERSECTION OF COOPER ROAD AND TAUNTON AVENUE (KEI #393BT0203)**: On December 17, 2009 the Freeholders awarded the construction management/inspection services. It is anticipated that the preconstruction meeting will be held in the near future for construction in the Spring, 2010.
7. **SENIOR CITIZENS BUS, C.D.B.G. YEARS 30 AND 31 FUNDING-\$60,500.00<sup>+/-</sup> (KEI# 165.01BT0209)**: Mr. McGee has informed me that the bus has been delivered to the Public Works Department. We will be inspecting the bus to confirm compliance with the specifications. We have contacted Mr. John Daley to obtain his confirmation that they have received all necessary documentation and they have no objection to the Township making payment.
8. **HADDON AVENUE STREETScape IMPROVEMENTS (KEI #430BT1104 AND #431BT1104)**:
  - a. Phase 2 – Franklin Avenue to Bate Avenue (N.J.D.O.T. Discretionary Fund – \$200,000.00) (KEI #431BT0105). Mr. McGee has advised our office that the cobra head lighting has not been removed in the areas where the decorative lighting was installed. We have obtained the utility pole numbers and will forward a request for the removal of the cobra head light to Atlantic Electric.
  - b. Future Phases – Jefferson Avenue to Franklin Avenue and Walker Avenue – Bate Avenue to Lucas Avenue (FY2004 Transportation

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Enhancement Program and FY2005 SAFETEA-LU (KEI #29-430BT1104): As reported, the Governing Body had decided not to accept the funds and requested that the project be bypassed to the future time when the Township would be in the position to bond the project.

9. **N.J.D.O.T. MATTERS**

- a. Punch List Items – Sanitary Sewer Construction, N.J.D.O.T. Route 73 Project: I have not received any response from the Assistant Commissioner. I recommend that the Governing Body consider contacting the new Commissioner and request his assistance, regarding the matter. I would be glad to contact the new Commissioner, if acceptable to the Governing Body.
- b. Planting of Trees along the Rear of the Retail Center, Along the N.J.D.O.T. Ramp, Connecting Oak Avenue to Taunton Avenue (KEI #484BT0108): I am in the process of trying to discuss the matters of the tree planting, improvements to the trash enclosures and maintenance of the grease traps with a new property management representative. I have also contacted the N.J.D.O.T. representative to see if they are still able to install the trees since they have closed out the construction contract.
- c. Request for No U-Turn at Median Opening along Route 73 at the Proposed Driveway for the Golden Corral Restaurant: I have been told that the N.J.D.O.T. has issued the highway access permit for the proposed Golden Corral Restaurant. I have requested that the owner provide me with a copy of the permit so that we can determine if any improvements are required, by the N.J.D.O.T., for the median opening.

10. **CAMDEN COUNTY OPEN SPACE, ROUND 10 APPLICATION (KEI #487BT0208)**: This project is being handled by Mr. McGe.

11. **SANITARY SEWER EXTENSION ALONG ALLIED PARKWAY AND EDGEWOOD AVENUE**: I have requested that the representative from the Pinelands Commission inform me of any status for their review of the letter from the Berlin Borough Water Engineer and consideration for the sewer extensions and redesignation of the area. Once I receive their response, I will inform the Governing Body.

I had previously informed the Governing Body that Exceptional Medical intends to connect to the sanitary sewer main on Cushman Avenue.

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Therefore, they do not intend to contribute to the cost of the sewer main installation along Allied Parkway.

12. **SANITARY SEWER ALLOCATIONS:**

- a. Request for Increase in Allocation. As recommended by Mr. Kricun from the C.C.M.U.A., the Governing Body has decided to wait until the Spring of 2011 to push for the increase in allocation.
- b. Possible Request for Redesignation of Allocation for High Point II. I have been contacted by Mr. Tom Paparone. He has informed me that Voorhees may be constructing a sanitary main, which the High Point II Development can connect to. If this is the case, there would be no need for the development to connect to the Berlin Township collection system. Mr. Paparone has requested that a meeting be scheduled to discuss the matter.

Ms. Zoll has submitted correspondence, to the Governing Body, regarding this matter.

13. **U.S.D.A. WATER AND WASTE DISPOSAL LOANS AND GRANTS**

**PROGRAM:** We had submitted "Requests for Funding" for the following projects to the New Jersey Water Association:

- a. Extension of the Sanitary Sewer Collection System to Hopewell Road, Cooper Road and Collings Avenue (Pinelands)
- b. Extension of the Sanitary Sewer Collection System to Cooper Road, Taunton Avenue, Chestnut Avenue and Industrial Drive.
- c. Extension of the Sanitary Sewer Collection System from N.J.S.H. Route 73 to Cooper Road (near the Voorhees Township line). We have, recently, met with the representative of the USDA. He has informed us that the grants allocation and loan percentages, which may be available, are not what was stated by the N.J. Water Association representative.

At this time, it appears that the Township would be eligible for a 20 to 30% grant with the remaining being a loan at approximately 3.25% for a 40 year period. I believe that this program is offering the best financing, which is available for these projects.

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The USDA has received Federal Stimulus funds. It appears that these funds may only be available until October 2010. The funds are available on a first come – first serve basis. If the Governing Body is considering the pursuit of these grant/loan funds, I recommend that the Township submit a request for eligibility determination. It will be necessary for the CFO, Township Clerk and our office to prepare the documents for this request. The cost for our services is approximately \$4,500. Once the USDA determines eligibility, they will schedule a pre-application meeting. At this meeting, they will provide the approximation for the grant percentage.

14. **ALTERNATIVE ENERGY SOURCES:** I recommend that the Governing Body consider applying for the performance of the Local Energy Audit for the desired Township facilities. The N.J.B.P.U. consultant performs the audit and prepares a listing of energy efficiency improvements. The N.J.B.P.U. will provide 100% of the funds, upfront, for the implementation of these measures. There is a backlog in the performance of the audit. Therefore, I recommend that the Governing Body consider applying in the immediate future.

The N.J.B.P.U. is offering other programs for solar and wind energy sources. If the Governing Body is interested, I recommend that a meeting be scheduled with them to discuss possible projects, through these programs.

15. **AMENDMENTS TO LAND USE AND ZONING ORDINANCES**
- a. Tree Protection Ordinance. No update to report at this time.
  - b. Amendment to Zoning Ordinance for Alternative Energy Facilities. No action has been taken by the Planning Board as they are waiting for model ordinances to be issued by the N.J.D.C.A.

16. **CONVERSION OF TRAFFIC SIGNAL LIGHTS TO L.E.D.:** I was not able to obtain the cost-benefit analysis from a local traffic signal electrician. In researching the internet, it appears that the conversion of an intersection to LED costs approximately \$5,000 to \$6,000. The approximate life of a LED light is 5 to 6 years, where an incandescent bulb is 2 to 3 years. The LED light consumes 1/10 the electricity than an incandescent bulb. The savings in the reduction in energy consumption and reduced maintenance should result in a savings of approximately \$10,000.00 over the life of the LED light. The apparent break even point appears to be in approximately three years.

17. **ZONING OF BLOCK 2001, LOT 1, 120 E. COLLINGS AVENUE**

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**(KEI #353BT1001):** We have forwarded the information to Ms. Zoll for her review and comment.

18. **STATE LEGISLATION:**

- a. Additional Extension to the Permit Extension Act A4347/S3137. This legislation will further extend the expiration date of certain permits and approvals for proposed land development projects from the current date of July 1, 2010 to December 31, 2012.

The legislation was passed by Houses on January 11, 2010. Governor Corzine signed the bill into law on January 18, 2010.

- b. Extension of the Wastewater Quality Management Plan Requirements A4345/S2985. This bill extends the requirement of the wastewater planning agencies to establish or update wastewater management plans and extends the validity of the sewer and wastewater service areas, until April 7, 2011. The bill also requires the N.J.D.E.P. to act on any plan amendments within 90 days of a complete application and establish certain notice and hearing requirements when the N.J.D.E.P. proposes to remove property from the sewer service area.

The bill passed both Houses, on January 11, 2010. On January 18, 2009, Governor Corzine vetoed the bill. It is expected that Governor Christie will sign it into law.

- c. Solicitation of Residents for Board Variances and Vacancy/Removal of Board Member. Governor Corzine has signed The Citizen Service Act (Chap. 141, P.L. 2009). The law requires the municipal clerk to maintain a directory of the members of the local authorities, boards and commissions, along with other information.

The bill also provides for a Citizen Leadership Form for residents, which are interested in serving on these groups.

When the vacancy occurs, the Planning Board must notify the "appointing authority" of said removal.

- d. Regulation of Small Wind Energy Systems (A3740/S2528). This bill passed both Houses on January 11, 2010. The Governor has not signed it into law, yet.

The legislation limits the regulations, in which municipalities can impose for small wind energy systems. The following are considered to be unreasonable:

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- 1) Prohibiting these systems in all zoning districts.
- 2) Restricting tower height through application of a generic ordinance or not specifically addressing allowable heights.
- 3) Requiring setbacks greater than 150% of the system height.
- 4) Setting noise levels less than 55 decibels, at the property lines or not allowing for overages during short-term events of high winds and utility outages.
- 5) Setting electrical and structural design criteria that exceeds applicable codes.

The N.J.D.C.A. is required to issue a technical bulletin, which shall include a model ordinance, within 10 months of the enactment of the law.

The following bills have been signed into law:

- 1) Permitting the location of certain wind and solar facilities in industrial zones on parcels of land with 20 or more contiguous acres that are owned by the same person or entity (P.L. 2009, c.35-March 31, 2009).
- 2) Defines "inherently beneficial use" for purposes of zoning variance and specifically includes facilities and structures that supply electrical energy produced from wind, solar or photovoltaic technologies (P.L. 2009, c.146-November 20, 2009)

19. **SAFE ROUTES TO SCHOOLS**: We have provided Chief Jackson with the following information relative to the program:

1. One (1) copy of the Safe Routes to School FY2009 Application for Enforcement
2. One (1) copy of the Quotation from Stalker Radar for the speed board cabinet (hardwire)
3. One (1) copy of the Quotation from Stalker Radar for the speed board cabinet (solar) and electric

The New Jersey Department of Transportation will be announcing the acceptance of applications in March for submission to the Department in June for hopeful funding consideration in 2011.

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It is anticipated that funding for speed boards will be eligible through the New Jersey Department of Transportation Municipal Aid Program for Pedestrian Safety or Safe Routes to Schools.

Should you have any questions or comments in regard to the contents of this report, please contact me at this office.

**SOLICITOR'S REPORT**

- 1. Water Agreement with Berlin Borough
- 2. Increase Sewer Allocation Buildout
- 3. New Municipal Building
- 4. Nancy Anderson V. Berlin Township
- 5. Berlin Township ADS. Michael Brown
- 6. Berlin Township ADS. David Carp
- 7. Berlin Township ADS. Karen Cella
- 8. C&M Auto Repair Environmental Issues
- 9. 2009 Real Estate Tax Appeals
- 10. Highpoint II Sewer Connections
- 11. Berlin Township ADS, Richard Davies

**DIRECTOR OF PUBLIC WORKS**

Michael McGee, Public Works Director stated that the resurfacing of the hockey courts are completed and that the Athletic Club is very please on the way the courts turned out. Just a few minor details that need to be taken care of, weather permitted. We are now getting ready for the new soccer season to start in the next week or two.

**MAINTENANCE/ZONING DEPARTMENT**

Michael Laginestra said that we had the rabies clinic this past weekend and had a great turn out. Mike stated that this is the year that we do the dog census.

**SECOND READING AND PUBLIC READING ORDINANCE 2009-17 AN ORDINANCE FIXING AND DETERMINING SALARY RANGES FOR THE OFFICERS AND EMPLOYEES OF THE TOWNSHIP OF BERLIN, COUNTY OF CAMDEN, NEW JERSEY**

**BE IT ORDAINED** by the Mayor and Council of the Township of Berlin, Camden County, New Jersey as follows:

SECTION 1: That the following named officers and employees of the Township of Berlin, Camden County, New Jersey shall be paid within the following salary ranges for the calendar year 2010 as follows:

	.....SALARY RANGE.....	
POSITION	FROM	TO

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Mayor	\$ 27,000.00	\$ 32,000.00
President of Council	8,000.00	13,000.00
Councilpersons	6,000.00	11,000.00
Chief Financial Officer	75,000.00	80,000.00
Township Clerk	40,000.00	45,000.00
Assistant Township Clerk	23,000.00	28,000.00
Tax Assessor	23,000.00	28,000.00
Tax Collector	54,000.00	59,000.00
Sewer Clerk	3,000.00	8,000.00
Tax/Sewer Clerk	28,000.00	33,000.00
Finance Clerk	36,000.00	41,000.00
Municipal Judge	19,000.00	24,000.00
Municipal Court Administrator	50,000.00	55,000.00
Deputy Court Administrator	31,000.00	36,000.00
Court Recording Operator	0.00	77.00 per court
Prosecutor	12,000.00	17,000.00
Clerk Typist/Part Time	10.50 per hour	13.50 per hour
Student Clerk Typist	0.00	Minimum Wage
Fire Sub Code Official	7,000.00	12,000.00
Const. Code Official/Building Inspector	20,000.00	25,000.00
Plumbing Inspector	9,000.00	14,000.00
Electrical Sub Code Official/ Electrical Inspector	9,000.00	14,000.00
Administrative Secretary, Land Use	43,000.00	48,000.00
Sewer Department Standby	0.00	200.00 per month
Crossing Guards	0.00	11.07 per hour
Public Works – Clerk Typist	21,000.00	26,000.00
Property Maint/Board of Health Zoning Officer	44,000.00	49,000.00
Librarian	14,000.00	19,000.00
Emergency Management Coord.	3,000.00	8,000.00
Grants Coordinator	19,000.00	24,000.00
Bus Driver	0.00	16.05 per hour
Construction Mechanic	0.00	15.00 per hour
Building Custodian	0.00	12.98 per hour
Owners Representative New Municipal Building	0.00	25.00 per hour up to 2hrs. per day (max 10 hrs per wk)
Coordinator on Aging/Disabled	500.00	1,000.00
Chief of Police	102,000.00	107,000.00
Lieutenants of Police	84,000.00	89,000.00
Sergeants of Police	79,000.00	84,000.00
Patrolmen:		
Date of Hire	43,000.00	48,000.00
Beginning of 2 <sup>nd</sup> year	49,000.00	54,000.00
Beginning of 3 <sup>rd</sup> year	54,000.00	59,000.00
Beginning of 4 <sup>th</sup> year	60,000.00	65,000.00
Beginning of 5 <sup>th</sup> year	66,000.00	71,000.00

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Beginning of 6 <sup>th</sup> year	75,000.00	80,000.00
Police Department – Clerk Typist	24,000.00	29,000.00
Police Department – Clerk Typist – Part Time	0.00	13.19 per hour
Director of Public Works	84,000.00	89,000.00
Deputy Director of Public Works	50,000.00	55,000.00
Employees of Public Works Department	14.50 per hour	23.79 per hour
Temporary Public Works Employees	0.00 per hour	12.00 per hour

Motion by Council President Morris, second by Councilman DiGangi to open the meeting to the public. Motion carried by voice vote, all present voting in favor. Mayor Magazzu opened the meeting to the public for questions or comments on Ordinance 2009-17. There were no requests to be heard. Motion by Councilman DiGangi, second by Council President Morris to close the meeting to the public. Motion carried by voice vote, all present voting in favor. Motion by Council President Morris, second by Councilman DiGangi to adopt Ordinance 2009-17. Ordinance adopted by call of the roll, four members present voting in the affirmative.

**FIRST READING ORDINANCE 2010-1 AMENDING CHAPTER 125-14.1 SEC.A OF THE TOWNSHIP OF BERLIN- SEWER CONNECTION FEE**

Motion by Councilman DiGangi, second by Council President Morris to adopt Ordinance 2010-1 on first reading by title. Ordinance adopted by call of the roll, four members present voting in the affirmative.

**RESOLUTION 2010 - 55 APPOINTMENT OF LABOR COUNSEL**

**WHEREAS**, the Local Public Contracts Law (N.J.S.A. 40A:1-11-1 et seq.) requires that the Resolution authorizing the award of contract for "Professional Services" under the fair and open process must be publicly advertised;

**NOW, THEREFORE, BE IT RESOLVED** by the Mayor and Council of the Township of Berlin, County of Camden, that **WILLIAM M. TAMBUSI**, of BROWN & CONNERY LLP, WESTMONT NJ be appointed the Labor Counsel of the Township of Berlin for a period of one year (1) commencing January 25, 2010 until December 31, 2010 to perform professional services ordinarily provided by and required of a Labor Counsel, and to receive such compensation as may be reasonable for such services.

Said **WILLIAM M. TAMBUSI**, is a person authorized by law to practice a recognized profession in the State of New Jersey, which practice is regulated by the laws of this State; to wit, the profession of Labor Counsel. These professional services are necessary and are required by this municipality.

Motion by Councilman DiGangi, second by Council President Morris to adopt Resolution 2010-55. Resolution adopted by call of the roll, four members present voting in the affirmative.

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**RESOLUTION 2010-56 REQUEST FOR REDUCTION OF PERFORMANCE SURETY BOND FOR MONTEBELLO, SECTION 2A COMMUNITY CENTER**

**WHEREAS**, Hovbros Berlin, L.L.C., 900 Birchfield Drive, Mount Laurel, New Jersey, has requested, on behalf of Montebello, Sections 2A Community Center, a bond reduction, and

**WHEREAS**, the Engineer has recommended that the Township grant the following bond reduction:

**Bond No. 5033561 Section 2A, Copley Circle:  
Bond Amount of \$707,089.20 be reduced to \$243,643.00**

**NOW, THEREFORE, BE IT RESOLVED**, by the Mayor and Council of the Township of Berlin, Camden County, New Jersey, that the above Performance Guarantee Bond for Hovbros Berlin, LLC, (Montebello) be reduced as stated above.

Motion by Council President Morris, second by Councilman DiGangi to adopt Resolution 2010-56. Resolution adopted by call of the roll, four members present voting in the affirmative.

**RESOLUTION 2010- 57 RESOLUTION TO RECOMMEND THE APPOINTMENT OF A CLASS 4 MEMBER OF THE PLANNING AND ZONING BOARD.**

**WHEREAS**, N.J.S.A. 30:44-1.4 provides for the creation, membership and terms of a PLANNING BOARD; and

**WHEREAS**, The Mayor and Council recommended that alternate **JOE PANTANO** be appointed class IV member for a four year term expiring December 31, 2014; and

**WHEREAS**, The Mayor and Council recommended that **THOMAS GARRITY** and **FRANK EPIFANIO** be appointed alternate members for a two year term expiring December 31, 2012.

**NOW, THEREFORE, BE IT RESOLVED** that the above named individual shall serve his respective term pursuant to the provisions set forth in the New Jersey Statutes Annotated 40:55-1 et seq., and pursuant to the Code of the Township of Berlin, Section 20-1 et seq.

Motion by Council President Morris, second by Councilman DiGangi to adopt Resolution 2010-57. Resolution adopted by call of the roll, four members present voting in the affirmative.

**RESOLUTION 2010-58 RESOLUTION TO GRANT THE RELEASE OF ESCROW MONEY FOR CRICKET COMMUNICATIONS**

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**WHEREAS**, Cricket Communications Inc., 421 Route 73, block 1416, lot 3, has requested the release of their escrow money ; and

**WHEREAS**, the Engineer has recommended that the Township of Berlin grant the request for the release of Escrow money, in the amount of \$1460.00

**NOW, THEREFORE, BE IT RESOLVED** by the Mayor and Council of the Township of Berlin, that the request for the release of escrow money in the amount of \$1460.00 to Cricket Communications is hereby granted.

Motion by Council President Morris, second by Councilman DiGangi to adopt Resolution 2010-58. Resolution adopted by call of the roll, four members present voting in the affirmative.

**RESOLUTION 2010-59 RESOLUTION TO REFUND MARRIAGE AND CIVIL UNION CEREMONY FEES**

**WHEREAS**, Priti J. Patel applied for a Marriage Ceremony in the Township of Berlin, Camden County, New Jersey, has to withdraw her application due to family emergency;and

**WHEREAS**, Priti is requesting a refund of \$150.00 for marriage ceremony fees;and

**NOW, THEREFORE, BE IT RESOLVED** by the Mayor and Council of the Township of Berlin, Camden County, New Jersey that a refund of \$150.00 to be granted to Priti J. Patel.

Motion by Council President Morris, second by Councilman DiGangi to adopt Resolution 2010-59. Resolution adopted by call of the roll, four members present voting in the affirmative.

**Resolution 2010-60                      Payment of Bills    January 25, 2010**

WHEREAS, the Code of the Township of Berlin, Chapter 7-1 et seq., provides payment of claims after certification by the Treasurer and consideration by Mayor and Council.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Township of Berlin that the following claims are hereby approved and the bills be paid.

<b>TO</b>	<b>ACCOUNT</b>	<b>AMOUNT</b>
Blackwood Animal Hospital	Dog Trust	49.00
MGL Printing Solutions	Dog Trust	447.00
Robert E DePersia	Municipal Public Defender	225.00

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David F. Carlamere	Planning Board Esc #32	195.00
Green Grove Baptist Church	Planning Board Esc #314	4,567.50
KEI Associates	Planning Board Esc #286	887.50
	Planning Board Esc # 342	1,486.25
	Planning Board Esc # 351	256.25
	Planning Board Esc # 351	398.75
	Planning Board Esc # 351	431.25
	Planning Board Esc # 353	483.75
	Planning Board Esc # 88888	71.25
Mike's Car Wash	Planning Board Esc # 88888	1,579.76
Winner Ford	Police Forfeiture-State	21,738.00
Victory Lane	Stormwater Insp. Fee	1,719.58

**CONFIRMING**

Doctor Ruggerio	Dog Trust	300.00
Atlantic City Electric	07-201-55-502-2071	1,390.09
TD BANK	07-201-55-520-2105	180,000.00
	07-201-55-522-2105	113,152.50
	07-168-05-540-3000	92,751.25
America On Line	01-201-20-120-2105	32.90
	01-201-20-120-2105	32.90
Atlantic City Electric	01-201-31-435-2075	7,686.34
	01-201-31-435-2071	3,705.12
AT & T Mobility	01-201-31-440-2076	709.98
Berlin Twp Bd of Education	01-207-55-020-3000	710,393.00
Betty Ann Carson	01-201-20-110-2105	200.00
C.Construction	01-201-41-726-2105	385.00
Mobile Mini	01-201-26-310-2115	109.55
	01-201-26-310-2115	109.55
	01-201-26-310-2115	109.55
	01-162-05-010-3000	93.15
Palace Diner	01-201-26-290-2105	243.35
Nextel	01-201-31-440-2076	48.99
Search Exterminators	04-216-55-861-09021	2,250.00
Verizon	01-201-31-440-2076	1,773.41
Twp of Berlin Payroll Acct	01-201-23-225-2168	81.46
NJ State Health	01-201-23-220-2092	15,953.33
	01-201-23-220-2092	40,485.30
Payroll, Current Fund		12/3/2009 171,873.44

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Payroll, Sewer	12/3/2009	6,168.86
Payroll, Current Fund	12/10/2009	63,316.98
Payroll Sewer	12/10/2009	4,338.72
Payroll, Current Fund	12/17/2009	63,410.50
Payroll, Sewer	12/17/2009	4,338.87
Payroll, Current Fund	12/24/2008	77,473.67
Payroll, Sewer	12/24/2008	6,390.86
Payroll, Current Fund	12/31/2009	77,667.96
Payroll, Sewer	12/31/2009	4,338.88

Motion by Council President Morris, second by Councilman McIntosh to adopt Resolution 2010-60. Resolution adopted by call of the roll, four members present voting in the affirmative.

**RESOLUTION 2010- 61    RESOLUTION AUTHORIZING THE RELEASE OF FUNDS CURRENTLY ON DEPOSIT FOR STORMWATER INSPECTION FEES AND STORMWATER MAINTENANCE GUARANTEES**

**WHEREAS**, beginning in 2005 separate fees were collected and deposited from various property owners of retention basins for Stormwater Inspections and Stormwater Maintenance Guarantee Fees; and

**WHEREAS**, it has recently been determined that it is the property owners' responsibility, rather than the Township's responsibility, to inspect and maintain the stormwater systems on private property; and

**WHEREAS**, the following property owners have on deposit funds, including interest in some cases, which now may be released:

<u>Property Owner</u>	<u>Date of Initial Deposit</u>	<u>Type of Deposit</u>	<u>Amount to be Returned</u>
Victory Lane	6/21/05	Inspection	\$ 1,719.58

And, **WHEREAS**, the aforementioned property owner has entered into a amended Agreement for Maintenance and Inspection of Stormwater Management Facility to guarantee inspections and maintenance.

**NOW, THEREFORE, BE IT RESOLVED** by the Mayor and Council of the Township of Berlin that the above mentioned amount on deposit for Stormwater Inspection Fees and Stormwater Maintenance Guarantee be released to the property owners.

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Motion by Council President Morris, second by Councilman DiGangi to adopt Resolution 2010-61. Resolution adopted by call of the roll, four members present voting in the affirmative.

**RESOLUTION 2010-62 RESOLUTION CANCELING THE RECEIVABLE AND RESERVE BALANCE FOR NJDOT – HADDON AVENUE STREETScape PHASE 2 GRANT FOR \$3,180.00**

**WHEREAS**, a receivable and reserve balance of \$3,180.00 titled NJDOT- Haddon Avenue Streetscape Phase 2 from SFY 2006 remains on the balance sheet at 12/31/09; and

**WHEREAS**, the Township has made every attempt since October 2008 to recover the funds from the NJDOT; and

**WHEREAS**, the Township Engineer has notified the Township that the NJDOT has classified the project as closed and that funding is no longer available to reimburse the Township; and

**WHEREAS**, it is necessary to formally cancel the receivable balance and its' offsetting appropriation reserve balance from the balance sheet;

**NOW, THEREFORE, BE IT RESOLVED** by the Mayor and Council of the Township of Berlin that the receivable and reserve balance of \$3,180.00 titled NJDOT – Haddon Avenue Streetscape Phase 2 Grant is hereby canceled.

Motion by Council President Morris, second by Councilman McIntosh to adopt Resolution 2010-62. Resolution adopted by call of the roll, four members present voting in the affirmative.

**RESOLUTION 2010- 63 RESOLUTION AUTHORIZING PURCHASES BASED UPON THE AWARD OF CONTRACT TO OFFICE BASICS FOR PRICE ONLY CONTRACT FOR THE PROVISIONS OF OFFICE SUPPLIES**

**WHEREAS**, the County of Camden, as the lead agency for the Camden County Cooperative Pricing System, in which Berlin Township is a member, system identifier #57-CCCPS (Cooperative), received and opened bids at its Division of Purchasing on December 8, 2009 at 11:00 a.m., Prevailing Time, for Bid A-57, Purchase of Office Supplies Under the Camden County Cooperative Pricing System, System Identifier #57-CCCPS, the receipt of which bids were duly advertised in accordance with law: and **WHEREAS**, the Office Basics, Inc., the sole bidder, submitted pricing for each category, for both the County and participating municipalities in the Cooperative, as follows:

- Highest Percentage Discount of Catalog Item Included – 75 %;
- Highest Percentage Discount of Catalog Items Not Included – 36 %;
- Electronics Only – Calculators & Pencil Sharpeners – 27 %;
- Computer Related Supplies Only (\$100.00 and Under) – 31 %; and

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**WHEREAS**, Office Basics is the responsible bidder who complied with the specifications for bidding on behalf of the County of Camden and participating municipalities in the Cooperative; and

**WHEREAS**, by resolution adopted on December 17, 2009, the Camden County Board of Chosen Freeholders awarded contracts for Camden County's needs and participating municipalities in the Cooperative, under the aforementioned Bid to Office Basics; and

**WHEREAS**, the term of the contract awarded shall be for two (2) years commencing February 1, 2010; and

**WHEREAS**, funding for this purpose shall not exceed the maximum budgeted line items for office supplies in the SFY 2010 budget of the Township and temporary and/or permanent budgeted of SFY 2011 and 2012 and shall be encumbered in accordance with N.J.A.C. 5:34-5.3(b)(2); and

**NOW, THEREFORE, BE IT RESOLVED** by the Mayor and Council of the Township of Berlin that department heads are hereby authorized to purchase office supplies pursuant to Camden County Bid A-57, Purchase of Office Supplies for a term of two (2) years commencing February 1, 2010.

Motion by Councilman DiGangi, second by Councilman McIntosh to adopt Resolution 2010-63. Resolution adopted by call of the roll, four members present voting in the affirmative.

**RESOLUTION 2010- 64 RESOLUTION CONFIRMING THE AWARD OF A CONTRACT FOR THE REPAIR AND RECOATING OF HOCKEY COURTS TO NICKOLAUS CONSTRUCTION IN ACCORDANCE WITH PAY TO PLAY RULES DURING SFY 2010**

**WHEREAS**, the Township of Berlin entered into, and disbursed payment for a contract with Nickolaus Construction under Purchase Order #52058 in the amount of \$20,800.00 for the Repair and Recoating of Two Hockey Courts at Robert T. Clyde Park; and

**WHEREAS**, in accordance with the Pay to Pay Rules, N.J.S.A. Chapter 19 in effect, those contracts that are between \$17,500.00 and \$21,000.00 (bid threshold) must be formally approved by the governing body.

**NOW, THEREFORE, BE IT RESOLVED** that the Mayor and Council of the Township of Berlin hereby formally confirm the awarding of a contract with Nickolaus Construction for \$20,800.00 in accordance with the Pay to Play Rules, N.J.S.A. Chapter 19 for the Repair and Recoating of Two Hockey Courts at Robert T. Clyde Park.

Motion by Councilman DiGangi, second by Councilman McIntosh to adopt Resolution 2010-64. Resolution adopted by call of the roll, four members present voting in the affirmative.

**RESOLUTION 2010- 65 GOVERNING BODY CERTIFICATION OF THE ANNUAL AUDIT**

**WHEREAS**, N.J.S.A. 40A: 5-4 requires the governing body of every local unit to have made an annual audit of its books, accounts and financial transactions, and

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**WHEREAS**, the Annual Report of Audit for the year 2009 has been filed by a Registered Municipal Accountant with the Municipal Clerk pursuant to N.J.S.A. 40A: 5-6, and a copy has been received by each member of the governing body; and

**WHEREAS**, R.S. 52:27BB-34 authorizes the Local Finance Board of the State of New Jersey to prescribe reports pertaining to the local fiscal affairs; and

**WHEREAS**, the Local Finance Board has promulgated N.J.A.C. 5:30-6.5, a regulation requiring that the governing body of each municipality shall, by resolution, certify to the Local Finance Board of the State of New Jersey that all members of the governing body have reviewed, as a minimum, the sections of the annual audit entitled "Comments and Recommendations; and

**WHEREAS**, the members of the governing body have personally reviewed, as a minimum, the Annual Report of Audit, and specifically the sections of the Annual Audit entitled "Comments and Recommendations, as evidenced by the group affidavit form of the governing body attached hereto; and

**WHEREAS**, such resolution of certification shall be adopted by the Governing Body no later than forty-five days after the receipt of the annual audit, pursuant to N.J.A.C. 5:30-6.5; and

**WHEREAS**, all members of the governing body have received and have familiarized themselves with, at least, the minimum requirements of the Local Finance Board of the State of New Jersey, as stated aforesaid and have subscribed to the affidavit, as provided by the Local Finance Board; and

**WHEREAS**, failure to comply with the regulations of the Local Finance Board of the State of New Jersey may subject the members of the local governing body to the penalty provisions of R.S. 52:27BB-52, to wit:

R.S. 52:27BB-52: A local officer or member of a local governing body who, after a date fixed for compliance, fails or refuses to obey an order of the director (Director of Local Government Services), under the provisions of this Article, shall be guilty of a misdemeanor and, upon conviction, may be fined not more than one thousand dollars (\$1,000.00) or imprisoned for not more than one year, or both, in addition shall forfeit his office.

**NOW, THEREFORE BE IT RESOLVED**, That the Mayor and Council of the Township of Berlin hereby states that it has complied with N.J.A.C. 5:30-6.5 and does hereby submit a certified copy of this resolution and the required affidavit to said Board to show evidence of said compliance.

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Motion by Councilman DiGangi, second by Councilman McIntosh to adopt Resolution 2010-65. Resolution adopted by call of the roll, four members present voting in the affirmative.

**RESOLUTION 2010- 66 RESOLUTION TO ADOPT CORRECTIVE ACTION PLAN FOR THE AUDIT FOR THE YEAR ENDING JUNE 30, 2009**

**WHEREAS**, there is one recommendation in the audit for the year ending June 30, 2009 and therefore a corrective action plan has been submitted by the Chief Financial Officer.

**NOW, THEREFORE, BE IT RESOLVED**, by the Mayor and Council of the Township of Berlin that the corrective action plan be adopted and filed with the Division of Local Government Services.

Motion by Councilman DiGangi, second by Council President Morris to adopt Resolution 2010-66. Resolution adopted by call of the roll, four members present voting in the affirmative.

**RESOLUTION 2010- 67 RESOLUTION AUTHORIZING SHARED SERVICES WITH CAMDEN COUNTY FOR THE PARIS GRANTS PROGRAM**

Be it resolved by the mayor and council of the Township of Berlin, THAT:

**WHEREAS**, the State of New Jersey has launched its pioneering Public Archives and Records Infrastructure Support (PARIS) grant program to meet the strategic records management, preservation, and storage needs of county and municipal governments; and

**WHEREAS**, a top priority of the PARIS grants program is to achieve efficiencies of cost and operation through shared services and to create a service structure for municipalities that do not have the resources to create one for themselves; and

**WHEREAS**, in the 2010-11 grant cycle, priority funding will be given to county projects to perform shared services projects and other records management projects for all of their municipalities; and

**WHEREAS**, the Township of Berlin desires to collaborate with the County of Camden in the performance of the implementation of Records Inventory Management - Shared Services project and other Records Management projects; and

**WHEREAS**, the Township of Berlin is acknowledging that their eligible funding of \$40,000 will be leveraged with the County of Camden; and

**WHEREAS**, the Township of Berlin is acknowledging that the County of Camden would be both the lead agency and the applicant for such a proposal; and

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**NOW, THEREFORE, BE IT RESOLVED** by the Mayor and Council of the Township of Berlin, support and commit to cooperation and participation in the PARIS grant for the purposes set forth above, and to execute and deliver all documents required incident thereto.

**NOW, THEREFORE, BE IT RESOLVED** by the Mayor and Council of the Township of Berlin that this Resolution shall take effect immediately upon adoption.

Motion by Councilman DiGangi, second by Councilman McIntosh to adopt Resolution 2010-67. Resolution adopted by call of the roll, four members present voting in the affirmative.

**RESOLUTION 2010-68 RESOLUTION AUTHORIZING MAYOR TO SIGN AGREEMENT WITH ANIMAL WELFARE SOCIETY OF CAMDEN COUNTY**

**BE IT RESOLVED**, that the Mayor and Council of the Township of Berlin hereby authorizes the Mayor to execute an agreement between the Animal Welfare Society and the Township of Berlin.

**BE IT FURTHER RESOLVED**, that the contract expires on December 31, 2010, and the contract amount is \$480.00 monthly.

Motion by Councilman DiGangi, second by Councilman McIntosh to adopt Resolution 2010-68. Resolution adopted by call of the roll, four members present voting in the affirmative.

**RESOLUTION 2010- 69 RESOLUTION ENTERING INTO AN INTERLOCAL SERVICES AGREEMENT BY AND BETWEEN THE COUNTY OF CAMDEN AND THE TOWNSHIP OF BERLIN FOR ANIMAL CONTROL**

**BE IT RESOLVED** by the Mayor and Council of the Township of Berlin that the Township hereby enters into an Interlocal Services agreement with the County of Camden for animal control services; and

**BE IT FURTHER RESOLVED** that the Mayor is hereby authorized to execute and sign the Interlocal Services Agreement.

Motion by Council President Morris second by Councilman DiGangi to adopt Resolution 2010-69. Resolution adopted by call of the roll, four members present voting in the affirmative.

**RESOLUTION 2010-70 RESOLUTION CONSENTING TO AND AUTHORIZING THE MAYOR TO SIGN THE APPLICATION FOR TREATMENT WORKS APPROVAL FOR GOLDEN CORRAL RESTAURANT**

**WHEREAS**, the applicant, route 73 Reality, LLC proposes to construct a Golden Corral Restaurant on Block 903, Lot 10.01 and 10.03, 526 N. Route 73:

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**WHEREAS**, the proposed restaurant will connect to the Berlin Township sanitary sewer collection system. The estimated average daily sewer flow is projected to be 11,375 gallon per day. Therefore, the applicant must obtain Treatment Works approval (TWA) from the New Jersey Department of Environmental Protection; and

**WHEREAS**, Route 73 Realty, LLC will be responsible for the construction, operation and maintenance of the proposed sanitary sewer lateral; and

**WHEREAS**, the Township Engineer has review this application package and recommends that the Governing Body consider consenting to the project.

**NOW, THEREFORE BE IT RESOLVED** by the Mayor and Council for the Township of Berlin that the Governing Body consent to the project and will accept the connection of the proposed sanitary sewer lateral to the existing municipal sanitary sewer collection system and the sanitary sewer flow, which will be generated from the facility after it has been constructed and approved by the Township.

**BE IT FURTHER RESOLVED** that the Mayor is hereby authorized to sign the necessary forms relating to the application, on behalf of the Township and subject to the foregoing conditions.

Motion by Council President Morris second by Councilman McIntosh to adopt Resolution 2010-70. Resolution adopted by call of the roll, three members present voting in the affirmative one abstained.

**RESOLUTION 2010- 71 AUTHORIZING MAYOR TO EXECUTE AGREEMENT WITH THE NEW JERSEY HOUSING AND MORTGAGE FINANCE AGENCY AND THE TOWNSHIP OF BERLIN FOR "THE LIVE WHERE YOU WORK PROGRAM"**

**WHEREAS**, the Housing Mortgage Finance Agency has created the "Live Where You Work program in order to increase homeownership and enhance housing affordability opportunities within partner municipalities; and

**WHEREAS**, the program offers home-buying incentives to persons employed within participating municipalities; and

**WHEREAS**, additionally the "Live Where You Work Program" encourages the use of public transit and other forms of non-auto transportation for commuting to work, in furtherance of smart growth planning principals.

**WHEREAS**, the Governing Body determined that the agreement would be useful to the Township; and

**NOW, THEREFORE, BE IT RESOLVED** by the Mayor and Governing Body of the Township of Berlin, County of Camden and State of New Jersey, that the Mayor is

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hereby authorized to execute the attached Agreement on behalf of the Township of Berlin.

Motion by Council President Morris second by Councilman DiGangi to table Resolution 2010-71. Resolution tabled by call of the roll, four members present voting in the affirmative.

### **BUSINESS APPROVALS**

- 1) **Saladworks Cafe**, James Difillippo, 199 North Route 73, Fast food Restaurant. . Motion by Councilman DiGangi, second by Council President Morris to approve business license for Saladworks. License approved by call of the roll, four members present voting in the affirmative.
- 2) **Sports Fulfillment Inc**, Herbert Dubler, 401 Bloomfield Drive Suite 3 Shipping and packaging for home shopping network and QVC. Motion by Councilman DiGangi, second by Councilman McIntosh to approve business license for Sports Fulfillment Inc. License approved by call of the roll, four members present voting in the affirmative.
- 3) **Mayers Automotive Inc**. Thomas Sankowics, 770 Route 73 South. Used auto sales. Motion by Councilman McIntosh, second by Councilman DiGangi to approve business license for Mayers Automotive Inc. License approved by call of the roll, four members present voting in the affirmative.
- 4) **Jim Incognito Powerwash Co**, James Incognito, 1044 Industrial Drive unit 10. Powerwashing company and storage of equipment. Motion by Councilman DiGangi, second by Councilman McIntosh to approve business license for Jim Incognito Powerwashing Co. License approve by call of the roll, four members present voting in the affirmative.
- 5) **The Massage Center**, Richard G. Parkes, 545 Route 73 North. Therapeutic and Swedish relaxation massage performed for stress. Motion by Councilman DiGangi, second by Councilman McIntosh to table business license for The Massage Center. License tabled by call of the roll, four members present voting in the affirmative.

### **CONSENT AGENDA**

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Motion by Councilman DiGangi, second by Councilman McIntosh to receive and file the monthly reports on the consent agenda. Motion carried by voice vote, all present voting in the affirmative.

**APPROVAL OF CORRESPONDENCE CALENDAR FOR DECEMBER**

Motion carried by Councilman DiGangi, second by Council President Morris to receive and file the correspondence calendar for December 2009. Motion carried by voice vote, all present voting in the affirmative.

**APPROVAL OF DECEMBER 14, 2009 MEETING MINUTES**

Motion by Councilman DiGangi, second by Council President Morris to approve the minutes for December 14, 2009. Motion carried by voice vote, all present voting in the affirmative.

**APPROVAL OF JANUARY 4, 2010 MEETING MINUTES**

Motion by Councilman McIntosh, second by Councilman DiGangi to approve the minutes for January 4, 2010. Motion carried by voice vote, all present voting in the affirmative.

**GOOD & WELFARE #2**

Motion by Council President Morris, second by Councilman DiGangi to open the meeting to the public. Motion carried by voice vote, all present voting in the affirmative. Mayor Magazzu opened the meeting to the public for comments.

No comments were to be heard.

Motion by Councilman DiGangi, second by Council President Morris to close the meeting to public. Motion carried by voice vote, all present voting in the affirmative. Mayor Magazzu closed the meeting to the public.

**ALL OTHER BUSINESS**

No other business were to be heard.

**RESOLUTION 2010-72 CLOSED SESSION TO DISCUSS PERSONNEL MATTER IN THE POLICE DEPARTMENT**

**BE IT RESOLVED** by the Mayor and Council of the Township of Berlin that the Mayor and Council are now in going into closed session to discuss a personnel matter in the Police Department.

**ADJOURN**

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Motion by Councilman DiGangi, second by Councilman McIntosh to adjourn the meeting at 9:45 pm. Motion carried by voice vote, all members present voting in the affirmative.

Meeting adjourned 9:45 pm

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Catherine Underwood, Township Clerk