

JANUARY 27, 2014

**BI-MONTHLY MEETING OF THE MAYOR AND COUNCIL OF THE TOWNSHIP OF BERLIN, CAMDEN COUNTY, NEW JERSEY AT BERLIN TOWNSHIP MUNICIPAL HALL JANUARY 27, 2014 AT 5:00 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 Courier Post, Record Breeze and posted on the bulletin board.

All in attendance joined in the Salute to the Flag.

**ROLL CALL**

**Present-** Council President Morris, Councilman Epifanio, Councilman McIntosh, Councilwoman Bodanza, Mayor Magazzu

**Also Present-** Solicitor, Cheryl Lynn Walters, CFO, Lori Campisano, Engineer/ Public Works Director, Chuck Riebel, Chief of Police Leonard Check, Josh Shellenberger, Maintenance/Animal Control

**Absent-**

**Chief of Police Leonard Check commented**

Shawn Park:

Shawn has applied for the position of a police officer with the Berlin twp. police department on 2 prior occasions. He did very well throughout all the processes but unfortunately was not selected at that time. I personally was excited to see him come out again this last time. I am pleased to say that he again did extremely well in this process and finished within the top 3 in all categories, sit ups, pushups, timed mile run, and two rounds of interviews.

Shawn is a lifelong resident of Berlin Twp. He attended St. Josephs High school in Hammonton, NJ Graduating in 2004.

He then attended Camden County College moving onto Rutgers University obtaining a Bachelors of Arts degree in 2010.

Shawn worked as a hitting instructor for the hit doctor for from June 2006 and the WaWa food market as an assistant manager until he was hired by Berlin Township in August 2013.

Shawn attended the Cape May County police academy from August 2013 until his graduation January 23, 2014. Shawn was ranked 12 out of 43 recruits and placed second in the physical fitness portion with an average score of 97.5.

I have spoken to Shawn many times about a career in law enforcement. He is very excited to get started and I hope that his enthusiasm stays with him throughout his career. I along with all the members of the police department am happy and excited to

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have Shawn joining our ranks. He is a great addition to the police department and I wish him luck throughout his career.

Wayne Bonfiglio,

Wayne joined the Berlin Twp. Police department on September 16, 1996. Prior to joining our department he worked as a patrol officer with the Merchantville Police department from January 17, 1996 til he joined Berlin twp. in September.

Since being a member of this department Wayne has worked as a patrol officer. He has also been an instructor of our bi-annual mandatory Attorney General training, This training consists Use of force, domestic violence, pursuit driving, and blood borne pathogens. Wayne is also a firearms instructor and qualifies our officers with their handguns, shotguns, and rifles.

D.J. Steen

D.J. is a lifelong resident of Berlin Twp. growing up on Lincoln Ave.

D.J. joined the Berlin Twp. Police Department on August 10, 1998. He worked in the patrol division throughout his career. In 2001 D.J. became a K-9 Officer and worked alongside his K-9 partner Faith until 2009. During that time he was responsible for taking a large amount of drugs off the streets of Berlin Twp. and the surrounding communities

I would like to congratulate Sgt. Bonfiglio and Sgt. Steen and wish them luck.

**Mayor Magazzu administered the oath of office to:**

- 1) Officer Shawn Park**
- 2) Sergeant Wayne Bonfiglio**
- 3) Sergeant Donald Steen**

**Mayor Magazzu congratulated and welcome Shawn to the Berlin Police Department. She remarked that he will be a great addition to Berlin Township family. Mayor also congratulated Sergeant Bonfiglio and Sergeant Steen and wished them luck with their new positions, Mayor stated that they will certainly be an asset to the police department and looks forward to working with them this coming year.**

### **Departmental Reports**

#### **ENGINEERS/PUBLIC WORKS DIRECTOR**

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

- 1. CONCRETE SIDEWALK ALONG RT. 73 NORTHBOUND,, JACKSON ROAD TO EDGEWOOD AVENUE**

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I recommend that the Governing Body consider approving final payment, in the amount of \$5,354.14.

**B. RESOLUTIONS AND ORDINANCES FOR CONSIDERATION**

**1. COLLECTION OF SOLID WASTE**

I recommend that the Governing Body consider authorizing the advertisement and opening of bids for the collection of solid waste for analysis of costs.

**2. SEWER JETTER/ VACUUM TRUCK AND APPARATUS**

I am hopeful that the Governing Body will consider taking action to award the contract for the purchase of this vehicle/apparatus.

**C. ENGINEER'S REPORT**

**1. 2013 STREET IMPROVEMENT PROGRAM**

- a. Proposal No. 1 – Improvements to Mt. Vernon Avenue from Minck Avenue to Franklin Avenue (Partial Funding Through N.J.D.O.T. - \$180,000)

The contractor has completed the construction. We will be performing a final inspection of the construction and preparing and issuing the punch list for the corrective items.

I have completed the measurements for the as-built quantities and have submitted them to the contractor. The contractor has requested a meeting to discuss the quantities as he has differing measurements.

We have received the testing results, for the hot mix asphalt courses. The test results reveal that corrective measures must be taken for the base and surfaces courses. We are discussing the matter with the contractor.

- b. Proposal Number 2-Improvements to Edgewood Avenue- From Cooper Road to the N.J.D.O.T. Project Near Rt. 73 (Partial Funding Through N.J.D.O.T. – (\$200,000.00)

The contractor, Lexa Concrete, LLC, has completed the construction of the concrete items and restoration behind the curb. The current winter weather has delayed the construction of the hot mix asphalt course. The contractor is waiting for suitable weather to perform this paving work.

Proposal No. 3 – Various Streets

The contractor, Charles Marandino, LLC, has completed the construction. I have informed them that they must replace the dead sod at the intersection of Grove and Cleveland Avenues. It is my understanding that the contractor will be performing this work on January 20, 2014.

- c. Construction of Doghouse Type “B” Inlet on Veteran’s Avenue

We had received a price of \$10,000 from Lexa Concrete, LLC for the construction of a Type “B” inlet, over the existing storm pipe, along Veteran’s Avenue, to intercept some of the stormwater, which is travelling along the street. I have informed the contractor that the

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price is too high. It is expected that the Public Works staff will construct the doghouse inlet and perform the pavement restoration.

### **2. IMPROVEMENTS TO LESTER AVENUE – DEAD END**

This project is included in Ordinance 2011-26 and is listed as “McClellan Avenue, to my mistake. I question if it will be necessary to amend the ordinance to list the correct street name. I intended to include this project with the street improvements to Hill Avenue project. I may request quotes to perform the work, by itself.

### **3. STREET IMPROVEMENTS TO HILL AVENUE (C.D.B.G. YEAR 35 FUNDING \$21,000 +/-)**

I must perform the preliminary design and prepare the construction cost estimate to determine if the current Township and C.D.B.G. funds are sufficient to cover the construction cost.

As requested by the Camden County CDBG Department, I will be completing and submitting the Environmental Review Record document to their office for their review and approval.

### **4. CAPITAL IMPROVEMENTS PROGRAM**

As you know, there are many streets, which are in need of improvements (pavement, storm drainage, curb, etc.), in the immediate or near future. There are, also, various improvements, which are necessary for recreation facilities, public buildings and sanitary sewer.

The Governing Body has adopted the bond ordinance for the improvements to the sewer pumping stations.

I recommend that, if possible, the Governing Body consider implementing a long capital improvements program. I intend to prepare a Recommendations Report, detailing a possible long range plan for capital improvements, in the future.

### **5. HADDON AVENUE STREETScape, PHASES 1, 2, AND 3, JEFFERSON AVENUE TO LUCAS AVENUE (FEDERAL TEA-21 FUNDS \$555,240)**

We have submitted the various closing documents to the N.J.D.O.T for their approval and recommendation of release of the final payment to the contractor. It is my understanding that the N.J.D.O.T. has accepted the documents, which we have submitted, and have accepted the project. We have recommended that the final payment be released to the contractor.

The contractor has submitted the maintenance bond, which I will forward to the Township Clerk.

### **6. N.J.D.O.T. FY 2014 APPLICATIONS**

We have, electronically, submitted the applications to the N.J.D.O.T. for the following projects

1. Oak Avenue- N.J.D.O.T. Ramp A to 80' Past Clover Avenue

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2. Hazel Avenue – Chestnut Avenue to Cushman Avenue

Typically, the State announces the selected projects at the end of the year. To date, the N.J.D.O.T. has not announced the selected projects.

**7. RECONSTRUCTION OF BASKETBALL COURT AT SPRUCE AVENUE RECREATION SITE (COUNTY OPEN SPACE GRANT - \$25,000)**

I had mentioned to the Governing Body that I did not believe that the construction cost will exceed the County grant amount. I would like to receive bids, for this project, in the same bid package as the Hill Avenue Street Improvements Project, in hopes of receiving more competitive process for the larger scale projects.

**8. PROPOSED DOG PARK AT LUKE AVENUE RECREATION AREA, COUNTY OPEN SPACE APPLICATION**

The application package was submitted to the County. It is my understanding that the Freeholders have not selected the projects to be funded.

**9. BANDSHELL AT LUKE AVENUE RECREATION AREA (COUNTY OPEN SPACE GRANT - \$25,000)**

I am hopeful that the Public Works staff will be able to construct the concrete foundation and floor. I believe that it will be necessary for a contractor to erect the band shell structure and install the electric due to the anticipated, limited amount of time which the Public Works staff will be able to devote to the erection of the structure.

**10. PERVIOUS CONCRETE SIDEWALK ALONG NORTHBOUND ROUTE 73 -JACKSON ROAD TO EDGEWOOD AVENUE (N.J.D.O.T. FY'S 2008 AND 2009 FUNDING)**

The Contractor has applied the hardener/sealer, in the test areas. We are processing the final voucher for payment. I recommend that the Governing Body consider approving the final payment. The release of payment must be held until the contractor submits the maintenance bond.

Once the payment has been made, we will be submitting the invoice to the N.J.D.O.T. for final reimbursement of the N.J.D.O.T. funds.

**11. MUNICIPAL CERTIFICATION FOR FUTURE FEDERAL FUNDED PROJECTS**

We must obtain the information from the N.J.D.O.T. Once received, we will inform the Governing Body and Ms. Campisano.

**12. NO PASSING ZONE ALONG COOPER ROAD**

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We are, currently, preparing the CAD profile plan, using the New Jersey – American Water Company plan. We will follow with the analysis to determine the portions of the road that meet the standard for no passing.

### **13. MUNICIPAL BUILDING**

#### a. Roof Membranes

We must perform the vertical and horizontal measurements of the existing conditions, perform the design, prepare the bid documents and receive bids. I expect to receive bids in the Spring, 2014 for construction to follow, shortly thereafter.

#### b. Improvements to the Unfinished General Assembly Rooms

We must complete the bid documents for the ceiling, the remainder of the ceiling lighting, HVAC system and reconfiguration of the fire suppression system.

I believe that it may be possible for the Public Works staff to install the vinyl tile floor, during the winter season 2013/2014.

#### c. Free Standing Monument Sign

Quite some time ago, had recommended that the Governing Body consider awarding a contract to Dandrea Masonry for the installation of the brick facing and concrete capping to the masonry block base. The Public Works Department has, recently painted the masonry block. If the Governing Body desires to have the brick facing installed along the planter walls, I will contract Dandrea Masonry to see if they will honor their price from some time ago.

#### d. Irrigation and Landscaping

The design for the irrigation system remains to be completed. I am hopeful that we will be able to have an irrigation contractor donate their design services. Otherwise, we must purchase design software to complete the task.

### **14. STORM DRAINAGE IMPROVEMENTS**

#### a. Lester Avenue Storm Drainage and Stormwater Management

##### 1) Phase 1-Construction of Storm Inlets Piping and Temporary Stormwater Basin

The utility companies have marked the locations of their respective utilities. We have completed the land surveying work and are preparing the construction and performing the engineering design. It is intended that the Public Works Department will perform the construction in the first half of 2014. It will be necessary for the Governing Body to appropriate the necessary funds for the construction of the improvements. Once the design has been completed, I will

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prepare a cost estimate for consideration for funding by the Governing Body.

2) Phase 2 – Extension of Storm Drainage to the Existing Stormwater Management System within the Luke Avenue Recreation Complex

We must perform the land surveying and engineering design. I will be preparing a cost estimate for the construction for consideration for funding by the Governing Body.

It will be necessary to obtain an easement for the proposed storm drainage piping, which will be crossing the P.S.E.G. lands.

b. Kelley Drive Stormwater Basin Reconstruction

At the last Council Meeting, the Governing Body passed Resolution No. 2013:200, authorizing the advertisement and opening of bids for the reconstruction of the basin. We must prepare the bid documents so that the reconstruction work can be performed. I am expecting that the construction documents will be completed in early 2014.

c. Mt. Vernon Avenue Storm Drainage at the Elementary School

On occasion, the street has flooded, due to the apparent limited capacity of the drainage system and receiving ditch, which is on the Board of Education property. I have discussed the matter with Mr. Pfluger, School Buildings and Grounds Superintendent. The ditch must be reconstructed to provide additional capacity and a positive outflow.

Mr. Pfluger has provided me with an incomplete version of a topographic map for the school property. I intend to attempt to decipher the contours and perform a preliminary design for said improvements. I intend to present the preliminary proposal to Mr. Fitz for his review and consideration for recommendation to the Board of Education.

Prior to any discussions with the Board of Education, I will present the matter to the Governing Body for your review and direction.

d. Storm Drainage Issues with the Southwest Portion of the Township

I had reported to the Governing Body that I am estimating that the overall construction cost for the necessary improvements is approximately \$11.8 million.

## **16. REQUEST TO THE PINELANDS COMMISSION FOR ADDITIONAL REDESIGNATION OF LANDS**

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We must prepare the documents to support the request for the redesignation of the Pinelands Zoning to allow for greater density development and the extension of sanitary to the re-designated areas.

The Pinelands Commission staff has presented various proposals for changes to the requirements to purchase Pinelands development credits (PDC's) for lands within the Regional Growth Area.

I have contacted Mr. Dandrea and recommended that he meet with Pinelands staff to see if it would be possible to incorporate his lots into the Regional Growth Area, as part of this change for PDC's. Mr. Dandrea has provided me with a plan, depicting the desired development of his lands, to present to the Pinelands staff.

### **17. MONTEBELLO PUMPING STATION**

The developer has, recently, requested that we meet with them to discuss the possible dedication to the Township. I expect that the meeting will be held before the end of this month. I will report to the Governing Body, after this meeting.

### **18. TAX MAP REVISIONS**

We have not completed the revisions to the Tax Maps.

### **19. FORMER MUNICIPAL BUILDING SITE, BATE AVENUE**

Key Engineers has completed the surveying fieldwork for the location of the existing improvements and have provided the respective CAD file. I am working with them to provide direction for the closure calculations. I am hopeful that I will be able to provide the necessary direction so I can issue the survey of the premises.

Key Engineers has submitted the Preliminary Site Assessment Report. I will review the document and forward it to the Governing Body with my comments and recommendations.

### **20. TRAFFIC SIGNAL TIMING CHANGES AT THE INTERSECTION OF HADDON AND FRANKLIN AVENUES**

Chief Check has recommended that the green time be extended for Haddon Avenue (coming from Voorhees Twp) between 4:30 and 6:30 p.m. In order to change the signal timing it is necessary to perform traffic counts and a traffic engineering study. It will also be necessary to obtain County consent of re-timing of the signal sequence.

The County Engineer has informed me that they expect construction for the improvements to the intersection, which includes the traffic signal upgrade and re-timing, to commence in March, 2014 and will take approximately five months to complete.

Since the construction project will not occur for some time, Chief Check has recommended that we proceed with the request for the interim timing changes to the existing traffic signal.

### **21. TRAFFIC CALMING PROGRAM**

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I believe that the Governing Body is still considering the implementation of a traffic calming program, using portable speed humps and warning signage, flashing speed notice boards with flashing white strobe lights and other traffic calming devices.

Residents along Minck Avenue, Fairview Avenue and Taunton Avenue have voiced their concerns with the excessive speeding, along their streets. Several residents along Mt. Vernon Avenue have voiced their concern of vehicles speeding within the section where the reconstruction project will be eliminating the high crown area at the intersections.

### **22. REVISIONS TO TRAFFIC ORDINANCE**

A meeting has been scheduled for January 23, 2014, with the Mayor and Solicitor's Office, to discuss the matter

### **23. INVESTIGATION FOR SIDEWALK ALONG OAK AVENUE**

At the Council Meeting, in November 2013, the Governing Body discussed the possible construction of sidewalk along one side of the street, due to the narrow width of the roadway. I will be investigating this matter and will report to the Governing Body.

## **D. PUBLIC WORKS DEPARTMENT**

### **1. SEWER JETTER/VACUUM TRUCK/APPARATUS**

Bids are scheduled to be opened on January 23, 2014. We will be preparing the Bid Summary and Engineer's Recommendation for review and hopeful, consideration for award of the contract by the Governing Body.

### **2. IMPROVEMENTS TO SEWER PUMPING STATIONS**

Ordinance No. 2013-12 was adopted at the last Council Meeting. We will begin to order the various items, perform the design for upgrades and make the improvements.

### **3. REPLACEMENT OF ROOF FOR SENIOR CITIZENS BUILDING**

We will be requesting quotes for the replacement of the roof shingles, in the immediate future, due to the poor condition of the existing shingles.

### **4. REQUEST FOR 2013 CAPITAL PURCHASES FOR VEHICLES AND EQUIPMENT**

I strongly recommend that the Governing Body consider allocating the necessary funds for trash trucks, dump trucks, tub grinder and several other vehicles and pieces of equipment for the Public Works Department. We have been experiencing frequent breakdowns, requiring repairs and making them unreliable and unavailable for usage for the performance of Public Works tasks.

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I would like to discuss this matter with the Governing Body, in the immediate future, so that the necessary actions can be taken to purchase these items.

### 5. **COLLECTION OF SOLID WASTE AND RECYCLABLES**

As you know, we have been experiencing frequent breakdowns of the collection vehicles, to the point where several of the trucks have been inoperable, at the same time. Luckily, the Boroughs of Berlin and Lindenwold have been gracious in, immediately, providing us with their collection vehicles so that solid waste and recyclables can be collected, in the Township, during the normal collection schedule.

I have requested quotes for the structural repair of the packer unit for trash truck no. 40. I have received one quote for the repair. Another vendor refuses to perform the repair, due to the poor structural condition of the existing steel frame members. This vendor has recommended that the packer unit be replaced. I am currently evaluating the matter and will be determining the best alternative, in the immediate future.

I have requested that the Governing Body consider allotting the necessary funds for several collection vehicles. I have recommended that the Governing Body consider automated trash collection vehicles and the purchase of 96 gallon totes, in connection with the purchase of the automated collection vehicles. I recommend that a cost analysis be performed to determine the best alternative for the Township. In order to achieve this analysis, I recommend that the Governing Body consider authorizing the advertisement for bids for the collection of solid waste, by a contractor.

I would note that it has been determined, in the past, that it was best for the Township to retain a staff to perform the collection of solid waste and recyclables, along with the performance of other public works duties.

### 6. **GREASE TRAP MAINTENANCE**

The Governing Body has adopted Ordinance No. 2013-11. We will be performing the inspections of those businesses, with grease traps, during the winter months.

### 7. **TEXTILE RECYCLING**

I must, still, meet with the Westville Public Works Superintendent to obtain the information, regarding the implementation of this program.

### 8. **LEAF COMPOST MATERIAL**

I had, previously, mentioned that we experienced extreme difficulty in having the composted leaves removed from the composting area as there was very little interest in the partially composted leaves, which resulted from the inability to grind the leaves, due to the tub grinder becoming inoperable. I strongly recommend that the Governing Body consider the purchase of a new tub grinder if the Township will continue to operate the

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composting facility. Otherwise, it will be necessary for the Township to haul the leaves to another municipal composting facility and pay for the disposal at their facility.

### 9. INSTALLATION OF SPEED BOARDS

The Public Works staff will be installing the speed board, with signage, at the locations directed by Chief Check. The installation has been delayed due to the need to collect the leaves, throughout the Township.

### 10. PERFORMANCE OF VARIOUS TASKS

Due to the current winter weather (snow, below freezing weather, etc.) the Public Works staff is still collecting leaves, throughout the Township. This task will continue for, at least, another week.

The trucks and equipment are being used for snow plowing and salting. Due to the age and condition of these truck, we have experienced break downs of the vehicles. The vehicles are being repaired, as necessary.

I am anticipating that the staff will be installing the tile floor in the two unfinished rooms, within the Municipal Building, during the winter months. The tile will be covered to protect it from being damaged by the HVAC, lighting and ceiling contractors. I am anticipating that these contractors will be performing their work, hopefully, in the Spring of 2014.

## SOLICITORS REPORT

1. Water Agreement with Berlin Borough
2. C & M Repair Environmental
3. Bate Avenue Property Former Municipal Site
4. DiluzioV. Berlin Township
5. Chief Jackson
6. Berlin Township ADS. Estate of Raj Kumar Chopra
7. Berlin Township ADS. David Carp
8. Berlin Twp. ADS. Jason Black
9. Berlin Twp. ADS. Jennnifer Vernacchio as Guardian Hannah Maslanka
10. Berlin Township ADS. Tarin Durham
11. Berlin Twp. ADS. Tyrone Powell
12. BerlinTwp. ADS. Sherry Quering
13. Open Public Records Act.
14. Fire Safety Ordinance
15. Traffic Ordinance Overhaul
16. Speed Humps
17. No Thur Traffic Ordinance
18. Towing Ordinance
19. Political Sign Ordinance
20. Nuisance Ordinance
21. Community Center Rental Ordinance

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**POLICE DEPARTMENT**

Chief of Police reported that the total numbers for 2013 are as follows:

Accidents- 374

Total arrests- 540, with a total of 36 drug arrests, 17 DWI arrests, 312 adults arrests, and 156 warrant arrests.

Summons issued -1852

The police department is investigating several incidents whereas the actor (s) burglarized unoccupied dwellings within the Twp. The actor(s) removed the copper piping.

01/19/2014 people reported that their vehicles and homes were hit with paint balls. The incidents took place in the area of Franklin Ave. There was no damage done to the homes or vehicles. The paint was able to be washed off.

**Training:**

Ptl. Brian Lex recently completed two week DARE training. This was a somewhat intense program whereas Ptl. Lex had to teach several lesson plans to children. Ptl. Lex will assist Sgt. Sheehan and Ptl. Murray with instruction at our schools from K-middle school. They instruct the children on the harmful effects of drugs, bullying, and general safety.

Myself, Sgt. Sheehan, and Sgt. Bonfiglio attended a Juvenile training. This training focused on various alternative actions besides arrest of the young juvenile for minor infractions.

**MAINTENANCE OFFICER/ANIMAL CONTROL**

**FIRST READING ORDINANCE 2014-1 OF THE TOWNSHIP OF BERLIN, COUNTY OF CAMDEN, AND STATE OF NEW JERSEY, AMENDING CHAPTER 220 OF THE CODE OF THE TOWNSHIP OF BERLIN ENTITLED "NUISANCES"**

Motion by Council President Morris, second by Councilwoman Bodanza to adopt Ordinance 2014-1 on first reading by title. Ordinance adopted by call of the roll, five members present voting in the affirmative

**FIRST READING ORDINANCE 2014-2 AMENDING ORDINANCE 2013-17 FIXING AND DETERMINING SALARY RANGES FOR THE OFFICERS AND EMPLOYEES OF THE TOWNSHIP OF BERLIN, COUNTY OF CAMDEN, NEW JERSEY**

Motion by Councilman McIntosh, second by Council President Morris to adopt Ordinance 2014-2 on first reading by title. Ordinance adopted by call of the roll, five members present voting in the affirmative

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**FIRST READING ORDINANCE 2014-3 OF THE TOWNSHIP OF BERLIN, COUNTY OF CAMDEN, AND STATE OF NEW JERSEY, AMENDING CHAPTER 320 OF THE CODE OF THE TOWNSHIP OF BERLIN ENTITLED "VEHICLES AND TRAFFIC"**

Motion by Council President Morris, second by Councilman McIntosh to adopt Ordinance 2014-3 on first reading by title. Ordinance adopted by call of the roll, five members present voting in the affirmative

**RESOLUTION 2014- 58 RESOLUTION AUTHORIZING QUARTERLY REIMBURSEMENT TO THE BOROUGH OF BERLIN BY THE TOWNSHIP OF BERLIN FOR ITS SHARE OF HALF OF THE ELECTRIC COSTS RELATING TO THE TRAFFIC SIGNAL AT THE INTERSECTION OF ROUTE 73 AND TAUNTON AVENUE IN ACCORDANCE WITH AGREEMENT MADE BETWEEN BOTH MUNICIPALITIES ON JANUARY 9, 1986.**

**WHEREAS**, a traffic signal was installed at the intersection of Route 73 and Taunton Avenue in 1986 per the request of the Borough of Berlin and the Township of Berlin; and

**WHEREAS**, an agreement was executed, dated January 9, 1986, between the Borough of Berlin, the Township of Berlin, and the State of New Jersey detailing each parties responsibility for installation costs and electric costs after the installation; and

**WHEREAS**, the agreement stated that the Borough of Berlin will provide through the utility company for necessary electric and pay all bills for the electric current, and the Township of Berlin will reimburse to the Borough of Berlin half their share of the electric current operating costs; and

**WHEREAS**, it has been determined that the Township of Berlin will reimburse quarterly to the Borough of Berlin for its share of half of the electric costs of the traffic signal, provided detail copies of the electric bills are presented to the Township of Berlin by the Borough of Berlin; and

**NOW, THEREFORE, BE IT RESOLVED** that the Mayor and Council of the Township of Berlin hereby authorize quarterly reimbursement to the Borough of Berlin for half of the electric costs relating to the traffic signal at the intersection of Route 73 and Taunton Avenue effective January 1, 2014 and continuing as long as the traffic signal remains at the intersection.

Motion by Councilwoman Bodanza, second by Council President Morris to adopt Resolution 2014-58. Resolution adopted by call of the roll, five members present voting in the affirmative.

**RESOLUTION 2014-59 RESOLUTION AUTHORIZING PURCHASES BASED UPON THE AWARD OF CONTRACT BY THE COUNTY OF CAMDEN TO OFFICE BASICS**

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**FOR THE PURCHASE OF OFFICE SUPPLIES IN ACCORDANCE WITH THE CAMDEN COUNTY COOPERATIVE PRICING SYSTEM ID#57-CCCPS.**

**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 12, 2013 at 11:00 a.m., Prevailing Time, for Bid A-41/2013 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**, bids were received from Office Basics, Inc., W.B. Mason Co., and Onlinetechstores.com; and

**WHEREAS**, the Office Basics, Inc., the lowest responsible 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 – 85 %;  
Highest Percentage Discount of Catalog Items Not Included – 40 %;  
Electronics Only – Calculators & Pencil Sharpeners – 27 %;  
Computer Related Supplies Only (\$44.00 and Under) – 31 %; and

**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 January 16, 2014, 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, 2014 through January 31, 2016; and

**WHEREAS**, funding for this purpose shall not exceed the maximum budgeted line items for office supplies in the Township's and temporary and/or permanent budgets of CY 2014, 2015, and 2016 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-41/2013, Purchase of Office Supplies for a term of two (2) years commencing February 1, 2014.

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Motion by Council President Morris, second by Councilman McIntosh to adopt Resolution 2014-59. Resolution adopted by call of the roll, five members present voting in the affirmative.

**RESOLUTION 2014-60 RESOLUTION CANCELING THE RECEIVABLE AND RESERVE BALANCE FOR THE DRIVE SOBER OR GET PULLED OVER GRANT.**

**WHEREAS**, a receivable and reserve balance of \$650.00 titled Drive Sober or Get Pulled Over Grant remains on the balance sheet at 1/27/14; and

**WHEREAS**, the grant is complete and 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 \$650.00 titled Drive Sober or Get Pulled Over Grant is hereby canceled.

Motion by Councilwoman Bodanza, second by Council President Morris to adopt Resolution 2014-60. Resolution adopted by call of the roll, five members present voting in the affirmative.

**RESOLUTION 2014-61 RESOLUTION AUTHORIZING THE PURCHASE OF ITEMS FROM VENDORS WITH STATE CONTRACT IN EXCESS OF BID THRESHOLD DURING CY 2014.**

**WHEREAS**, the Township of Berlin may, pursuant to N.J.S.A.40A:11-12, purchase materials, supplies and equipment under contracts entered into on behalf of the State of New Jersey by the Division of Purchases and Property in the Department of the Treasury; and

**WHEREAS**, purchases under the aforesaid State Contracts may be made by the Township without the necessity of advertising for bids or may be made in cases where advertisements for bids have produced either no bids or have produced rejected bids; and

**WHEREAS**, the following purchases will be made during CY 2014 in excess of the bid threshold:

<b>CONTRACT</b>	<b>VENDOR</b>	<b>ITEM</b>	<b>DATE OF EXPIRATION</b>
1. 80912	Majestic Oil Co. Inc.	Gasoline, Unleaded	2/28/15
2. 82767	Majestic Oil Co. Inc.	Diesel Fuel	10/31/14



**JANUARY 27, 2014**

Debt Service	1,248,800.00	
Capital Improvement Fund	0.00	
Improvements to Kelley Drive	150,000.00	<u>\$ 1,398,800.00</u>
		3,332,731.46

**GENERAL GOVERNMENT:**

Mayor & Council		
Salaries & Wages		15,000.00
Other Expenses		8,000.00
Township Clerk		
Salaries & Wages		23,000.00
Other Expenses		10,000.00
Finance Administration		
Salaries & Wages		27,000.00
Other Expenses		4,000.00
Audit Services		
Other Expenses		35,000.00
Revenue Administration		
Salaries & Wages		23,000.00
Other Expenses		3,000.00
Tax Assessment Administration		
Salaries & Wages		8,000.00
Other Expenses		2,000.00
Legal Services and Costs		
Expenses		20,000.00
Engineering Services and Costs		
Salaries & Wages		23,000.00
Other Expenses		3,000.00

**LAND USE ADMINISTRATION**

Planning/Zoning Board		
Salaries & Wages		3,000.00
Other Expenses		3,000.00

**CODE ENFORCEMENT AND ADMINISTRATION**

Uniform Construction Code		
Salaries & Wages		24,000.00
Other Expenses		7,000.00
Other Code Enforcement		
Other Expenses		300.00

**INSURANCE**

Liability Insurance		
Other Expenses		91,000.00
Workers Compensation Insurance		
Other Expenses		76,000.00

**JANUARY 27, 2014**

Employee Group Insurance	
Other Expenses	475,000.00
Health Benefit Waiver	5,000.00
Unemployment Insurance	
Other Expenses	2,000.00

**PUBLIC SAFETY FUNCTIONS**

Municipal Court	
Salaries & Wages	29,000.00
Other Expenses	11,000.00
Public Defender	
Other Expenses	500.00
Police Department	
Salaries & Wages	420,000.00
Other Expenses	26,000.00
Emergency Management	
Salaries & Wages	500.00
Other Expenses	3,500.00
Aid to Volunteer Ambulance Company	
Other Expenses	1,000.00
Municipal Prosecutor	
Salaries & Wages	4,000.00
Other Expenses	500.00

**PUBLIC WORKS FUNCTION**

Streets and Road Maintenance	
Salaries & Wages	26,000.00
Other Expenses	15,000.00
Traffic Signal Monitoring	
Other Expenses	10,000.00
Solid Waste Collection	
Salaries & Wages	105,000.00
Other Expenses	3,000.00
Buildings & Grounds	
Salaries & Wages	17,000.00
Other Expenses	8,000.00
Vehicle Maintenance	
Salaries & Wages	28,000.00
Other Expenses	26,000.00

**HEALTH AND HUMAN SERVICES FUNCTIONS**

Public health Services	
Other Expenses	500.00

**PARKS AND RECREATION**

Recreation Services and Programs

**JANUARY 27, 2014**

Other Expenses	2,600.00
Maintenance of Parks	
Salaries & Wages	8,400.00
Other Expenses	8,000.00
Maintenance of Free Public Library	
Salaries & Wages	7,000.00
Other Expenses	7,000.00

**OTHER COMMON OPERATING FUNCTIONS  
(UNCLASSIFIED)**

Celebration of Public Events	
Other Expenses	3,000.00

**UTILITIES EXPENSES AND BULK PURCHASES**

Electricity & Natural Gas	30,000.00
Street Lighting	24,000.00
Telephone	8,000.00
Telecommunication Charges	1,000.00
Water	3,000.00
Petroleum Products (Fuel Oil & Gas)	30,000.00
Sewerage	4,000.00
Landfill/Solid Waste Disposal Costs	40,000.00

**STATUTORY EXPENDITURES**

Public Employees Retirement System	1,000.00
Social Security	60,000.00
DCRP	1,000.00
Police & Fire Retirement System	0.00

**OPERATIONS EXCLUDED FROM CAPS**

Solid Waste Recycle Tax	2,000.00
NJPDES – Storm water Management	
Salaries & Wages	12,000.00
Other Expense	5,000.00

**FEDERAL & STATE GRANTS:**

**CAPITAL IMPROVEMENTS (AND CAPITAL  
IMPROVEMENT FUND)**

Capital Improvement Fund	0.00
Improvements to Kelley Drive	150,000.00

**MUNICIPAL DEBT SERVICE**

Bond Principal	955,000.00
Bond Interest	293,800.00

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TOTAL TEMPORARY CURRENT FUND APPROPRIATIONS		\$	3,280,600.00
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SEWER OPERATING FUND TEMPORARY BUDGET  
 Total of CY 2013 Appropriations  
 (Sewer Operating Fund) \$ 1,058,700.00

Less CY 2013 Appropriations for:

Debt Services	\$ 626,200.00		
Capital Improvement Fund	0.00		626,200.00
	Sub-total	\$	432,500.00
			X.2625
	Sub-total	\$	113,531.25

Add CY 2014 Temporary Appropriation for:

Debt Service	273,800.00		
Capital Improvement Fund		\$	273,800.00
Total Maximum Allowable Appropriations			\$ 387,331.25

SEWER OPERATING:

Salaries & Wages	40,000.00
Other Expenses	68,000.00
Debt Service – Payment of Bond Principal	255,000.00
- Payment of Bond Interest	18,800.00

STATUTORY EXPENDITURES

Public employees Retirement System	0.00
Social Security	4,000.00
Unemployment Compensation Insurance	1,000.00
TOTAL TEMPORARY SEWER OPERATING FUND APPROPRIATIONS	\$ 386,800.00

OPEN SPACE, RECREATION FARMLAND AND HISTORIC PRESERVATION TRUST FUND TEMPORARY BUDGET

Total of CY 2013 Appropriations  
 (Open Space Trust Fund) \$ 147,490.00

Less CY 2013 Appropriations for:

Debt Services	\$ 15,560.00		
Capital Improvement Fund	0.00		15,560.00
	Sub-total	\$	131,930.00
			X.2625

**JANUARY 27, 2014**

	Sub-total	\$	34,631.63
Add CY 2014 Temporary Appropriation for:			
Debt Service	7,800.00		
Capital Improvement Fund		\$	<u>7,800.00</u>
Total Maximum Allowable Appropriations		\$	42,431.63

**OPEN SPACE TRUST:**

Salaries and Wages		\$	18,000.00
Other Expenses			9,000.00
Interest on Bonds			1,530.00
Principal on Bonds			6,270.00
Down payment on improvements			<u>0.00</u>
<b>TOTAL OPEN SPACE, RECREATION, FARMLAND AND HISTORIC PRESERVATION FUND APPROPRIATIONS</b>		\$	34,800.00

Motion by Councilman Epifanio, second by Council President Morris to adopt Resolution 2014-62. Resolution adopted by call of the roll, five members present voting in the affirmative.

**RESOLUTION 2014-63 PAYMENT OF BILLS FOR JANUARY 2014**

WHEREAS, the Code of the Township of Berlin, Chapter 7-1 et seq., provides for the 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 to be paid.

<b>TO</b>	<b>ACCOUNT</b>	<b>AMOUNT</b>
Robert E. DePersia II, ESQ.	Municipal Public Defenders Trust	\$ 225.00
Carlamere & Rowan	PB Escrow #300	175.00
Township of Berlin-General Acct	PB Escrow #32	281.60
	PB Escrow #32	628.48
	PB Escrow #208	2,223.36
	PB Escrow #219	563.20
	PB Escrow #286	2,168.32
	PB Escrow #300	1,070.08
	PB Escrow #308	2,392.50
	PB Escrow #374	1,745.92
	PB Escrow #374	1,375.46
MGL Printing	Dog Trust	446.00
Voorhees Animal Orphanage	Dog Trust	400.00

**CONFIRMING**

**JANUARY 27, 2014**

Various Current Fund and Sewer Operating Fund Checks	See Bill List attached dated: 12/30/13	\$	39,553.29
Command Co., Inc.	G-02-55-761-0100		123,806.72
America Online	3-01-31-443-2077		37.99
Ameriflex	Flex Claims Account		75.00
Michael DePalma	3-01-22-195-2105		200.00
Ralph Jones	3-01-22-195-2105		200.00
NJ AES Office of Cont. Education	3-01-55-160-0163		35.00
Chief Leonard Check	3-01-25-240-2105		103.00
	3-01-25-240-2136		21.00
Postmaster of Cherry Hill	3-01-20-120-2022		310.22
America Online	3-01-31-443-2077		37.99
State of NJ Health Benefits	3-01-23-220-2092		61,954.71
State of NJ Health Benefits	3-01-23-220-2092		27,300.17
Township of Berlin-General Acct	PB Developers Escrow		232.67
	Snow Trust		2,093.41
TD Bank, N.A.	4-01-45-920-2105		200,000.00
	4-01-45-930-2105		235,137.50
TD Bank, N.A.	4-07-55-520-2105		255,000.00
	4-07-66-240-0262		66,949.38
	4-07-55-522-2105		4,174.62
	4-07-66-160-0168		82,660.38
Catherine Underwood-Petty Cash	4-01-55-103-0102		100.00
Chief Leonard Check-Petty Cash	4-01-55-103-0103		300.00
Verizon	4-01-31-443-2077		99.99
Payroll, Current Fund	12/24/2013		120,830.19
Payroll, Sewer Operating Fund	12/24/2013		5,963.92
Payroll, Current Fund	1/9/2014		130,833.56
Payroll, Sewer Operating Fund	1/9/2014		6,515.66

Motion by Council President Morris, second by Councilman Epifanio to adopt Resolution 2014-63. Resolution adopted by call of the roll, five members present voting in the affirmative.

**RESOLUTION 2014-64 RESOLUTION FOR SHARED SERVICES BY AND BETWEEN THE TOWNSHIP OF BERLIN AND THE BOROUGH OF SOMERDALE FOR PROFESSIONAL ENGINEERING AND ENGINEERING SUPPORT SERVICES.**

**WHEREAS**, the Township of Berlin desires to Share Services by and between the Berlin Township and the borough of Somerdale for Professional Engineering and Engineering support services; and

**WHEREAS**, the Township Of Berlin has determined that proceeding a shared service agreement would be beneficial to Berlin Township; and

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**NOW, THEREFORE, BE IT RESOLVED**, by the Mayor and Council of the Township of Berlin that the shared services by and between the Berlin Township and the Borough of Somerdale is hereby authorized: and

**NOW FURTHER, 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 hereby authorized to execute the attached Agreement on behalf of the Township of Berlin.

Motion by Council President Morris, second by Councilman McIntosh to adopt Resolution 2014-64. Resolution adopted by call of the roll, five members present voting in the affirmative.

**Correspondences for December 2013**

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

**Consent Agenda for December 2013**

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

**Approval of Minutes for December 16, 2013**

Motion by Council President Morris, second by Councilman Epifanio to approve the minutes for December 16, 2013. Motion carried by voice vote, five present voting in the affirmative.

**All Other Business**

Mayor and Council discussed the recent snow fall and the availability of the trucks for snow plowing. Many of the truck have been dealing with

**Public Portion**

Motion by Council President Morris, second by Councilman Epifanio 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.

Reverend Stafford Miller asked Public Works director when you look into privatizing trash will that have affect any lay offs in the department.

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Chuck replied that his analysis will take into consideration all the factors like the trucks, equipment verses privatizing the trash.

Reverend asked should the governing body put in place a policy for next year in helping the elderly, like raking leaves and shoveling snow.

Mayor Magazzu replied that in past years Mayor and Council were the ones helping the seniors with the snow and that the Township needs to look further into what the Township can do because of insurance liability.

Motion by Councilwoman Bodanza, second by Councilman Epifanio to close the meeting to the public. Motion carried by voice vote, all present voting in favor. Mayor Magazzu closed the meeting to the public.

**RESOLUTION 2014-65 PROVIDING FOR A MEETING NOT OPEN TO THE PUBLIC IN ACCORDANCE WITH THE PROVISIONS OF THE NEW JERSEY OPEN PUBLIC MEETINGS ACT, N.J.S.A. 10:4-12.**

**WHEREAS**, the Township of Berlin ("Township") is subject to the requirements of the Open Public Meetings Act, N.J.S.A. 10:4-6, et seq.; and

**WHEREAS**, the Open Public Meetings Act, N.J.S.A. 10:4-12, provides that an Executive Session, not open to the public, may be held for certain specified purposes when authorized by Resolution; and

**WHEREAS**, it is necessary for the Mayor and Council of the Township of Berlin to discuss in a session not open to the public certain matters relating to the item or items authorized by N.J.S.A. 10:4-12b and designated below:

*Matters Relating to Litigation, Negotiations and the Attorney-Client Privilege:*  
Any pending or anticipated litigation or contract negotiation in which the public body is, or may become a party. Any matters falling within the attorney-client privilege, to the extent that confidentiality is required in order for the attorney to exercise his ethical duties as a lawyer.

**NOW, THEREFORE, BE IT RESOLVED** by the Mayor and Council of the Township of Berlin, assembled in public session on January 27, 2014, that an Executive Session closed to the public shall be held on January 27, 2014, at 5:00 P.M. in the

**JANUARY 27, 2014**

Township of Berlin, 135 Route 73 South, West Berlin, New Jersey for the discussion of the following litigation matters: *Melissa DiLuzio v. Berlin Township, et al*, Superior Court of New Jersey, Docket No. L-001689-13; and *Joseph M. Jackson v. Township of Berlin*, Superior Court of New Jersey, Docket No. L-002339-13. The deliberations conducted in closed session may be disclosed to the public upon the determination of the Mayor and Council of the Township of Berlin that the public interest will no longer be served by such confidentiality.

Motion by Councilwoman Bodanza, second by Council President Morris to adopt Resolution 2014-65. Resolution adopted by call of the roll, five members present voting in the affirmative.

Motion made by Councilman Epifanio to come out of Executive Session, seconded by Councilwoman Bodanza. Motion carried by voice vote, five present voting in the affirmative.

**Adjourn**

Motion by Councilman Epifanio, second by Councilwoman Bodanza to adjourn the meeting at 8:05 pm. Motion carried by voice vote, all members present voting in the affirmative.

Meeting adjourned 8:05 pm

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Catherine Underwood, Township Clerk