

**FEBRUARY 27, 2012**

**BI-MONTHLY MEETING OF THE MAYOR AND COUNCIL OF THE TOWNSHIP OF BERLIN, CAMDEN COUNTY, NEW JERSEY AT BERLIN TOWNSHIP MUNICIPAL HALL FEBRUARY 27, 2012 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, Councilwoman Bodanza, Councilman Epifanio, Councilman McIntosh, Mayor Magazzu

**Also Present-** Stuart Platt, Solicitor, Chuck Riebel, Engineer/ Director Public Works, Lori Campisano, CFO, Chief of Police J.Jackson

**Absent-**

**DEPARTMENTAL REPORTS**

**A. CHANGE ORDERS AND VOUCHERS**

None at this time

**B. RESOLUTIONS FOR CONSIDERATION**

1. Camden County Community Development Block Grant Program, Year 34 (\$24,000)

I recommend that the Governing Body consider passing a resolution for the street improvements to Hill Avenue, from Fairview Avenue to the dead end or another eligible project.

2. Haddon Avenue Steetscape, Phases 1 and 3 (Federally Funded - \$555,420)

I request that the Governing Body pass a resolution authorizing the Mayor to sign the Federal Aid Agreement.

**C. ENGINEER'S REPORT**

1. Camden County Community Development Block Grant Program Year 34 (\$24,000)

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I recommend that the Governing Body consider selecting an eligible project and passing the necessary resolution (the County has provided a model resolution) at the Council Meeting in February. We will prepare the Project Description Form and submit it with the signed and sealed resolution to the County C.D.B.G., prior to the submission deadline of March 23, 2012.

2. Construction of Porous Concrete Sidewalk Along N.J.S.H. Route 73 Northbound – Jackson Road to Edgewood Avenue (N.J.D.O.T. FY's 2008 and 2009 Funding)

We have met with the Contractor, porous concrete supplier, and a representative of the concrete association to discuss the quality of the material and corrective measures to be taken by the Contractor.

The Contractor will be applying a sealing and binding treatment when the weather becomes more suitable for the application. The Contractor will also be providing a multi- year maintenance guarantee. I continue to recommend that final payment not be made and the retainage to be held until the corrective work is performed by the Contractor. Since the closing of the project will be delayed, we will submit an invoice for partial payment for the amount, which has been paid to the Contractor to date.

3. N.J.D.O.T. FY 2012 MUNICIPAL AID APPLICATIONS

I have recently spoken to a representative of the N.J.D.O.T., Local Aid Office. They expected to make the announcement of the selected projects at the end of January, 2012.

The Township submitted applications for the following street improvements projects.

Priority No. 1 – Oak Avenue

N.J.D.O.T. Ramp to 80 feet past Clover Avenue \$94,000

Priority No. 2 – Hazel Avenue

Cushman Avenue to Chestnut Avenue \$236,000

4. N.J.D.O.T. FY 2012 Safe Routes to School Program

After reviewing the application requirements for this Federally funded program, it became evident that we were not able to submit an application in December 2011. In anticipation and preparation for the submission of an application for next year, we have scheduled a Kick-Off Meeting for February 2, 2012 at 2:00pm.

5. 2011 Street Improvement Program

We are currently performing the design and preparation of the construction/bid documents. It appears that the bids will be received in March, 2012.

The following projects are included in this program:

a. Base Bid

1) Mt. Vernon Avenue: Minck Avenue to Franklin Avenue  
*Partial N.J.D.O.T. Funding*

2) Edgewood Avenue: Cooper Road to limit of N.J.D.O.T.  
Project Near Rt. 73  
*Partial N.J.D.O.T. Funding*

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Reconstruction of the Intersection of Grove Avenue and Cleveland Avenue

*Funded in Bond Ordinance No. 2011-26*

- 3) Trench pavement improvements along Krumm Avenue from McClellan Avenue to Franklin Avenue

*Funded in Bond Ordinance No. 2011-26*

b. Alternate Bid No. 1

- 1) Construction of Built up Bituminous Driveway Aprons at 136 and 138 Veterans Avenue

*Funded in Bond Ordinance No. 2011-26*

c. Alternate Bid No. 2

Street Improvements at Storm Inlet, Along Mt. Vernon Avenue, at the School Property

*Funded in Bond Ordinance No. 2011-26*

d. Alternate Bid No. 3

Grade and Construct Stone Surface- McClellan Avenue Dead End

*Funded in Bond Ordinance No. 2011-26*

We expect to receive bids in February 2012.

6. Haddon Avenue Streetscape, Phases 1 and 3  
(Federal Funding - \$555,420)

The last Council Meeting on January 23, 2012, the Governing Body authorized the advertisement for the receipt of bids. The N.J.D.O.T. is requiring that the advertisement be published by February 27, 2012.

We are currently, reviewing the bid documents to confirm that they comply with the N.J.D.O.T. requirements.

7. Hill Avenue Storm Drainage Improvements  
(C.D.B.G Years 32 (\$30,257) and Year 33 (27,900))

We are currently performing the design and construction/bid documents. It, now appears that bids were received in March, 2012.

The Governing Body has adopted Ordinance No. 2011-26, authorizing the funding for this project.

8. Camden County Open Space Recreation Enhancement Program

We will be performing the design and preparing the construction documents for the following projects:

- a. Surface improvements to the basketball and tennis courts at the Spruce Avenue Recreation Complex (Round 12 funding) \$25,000
- b. Band Shell at Luke Avenue Recreation Complex (Round 10 and 12 funding) \$50,000

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I anticipate the receipt of bids in the Spring, 2012. I am hopeful that the Public Works Department staff will be able to erect the band shell structure in mid to late 2012.

### 9. Municipal Building

#### a. HVAC System

Mayor Magazzu and Mr. Shellenberger have met with representatives of Tozour-Trane to discuss current operational issues and possible preventative maintenance services. Mayor Magazzu has given me the proposal for maintenance services. Once I have reviewed the document, I will submit my recommendations to the Governing Body for your consideration.

#### b. Freestanding Monument Sign

General Sign has fabricated and installed the sign and LED sign. We are in the process of obtaining a price for the installation of ground mounted sign lighting and electrical connection for the LED sign. The Public Works Department will be constructing the planter walls, in the immediate future.

#### c. Installation of Wallboards Within the Unfinished Rooms

If time permits, this winter, the Public Works Department may install the electrical conduit, receptacle boxes and wallboards, where possible.

#### d. School Bell

The bell is being stored at the Public Works Department. I believe that the intent is to mount the bell on a platform and place it in the lobby.

#### e. Roof Membrane

The roofing sub-contractor, for initial building construction, has been repairing leaks as they become evident, under the current warranty. I recommend, in the near future, that the Governing Body consider the installation of a new roof membrane and insulation system.

#### f. Irrigation and Landscaping

We are currently preparing a landscape plan for consideration for plantings, in the future. We may perform the design for the irrigation systems or have this work performed by a designer.

Once the designs have been completed and accepted, we will be contacting irrigation, landscape suppliers and contractors to see if they would be willing to donate materials and services for this work.

### 10. Bate Avenue Playground and Former Municipal Building

Key Engineers, Inc. has completed the additional, updated work to verify the locations of the control points. We are, currently, finalizing the establishment of the boundary lines and I expect to issue the final survey in the immediate future.

### 11. Storm Drainage Improvements

#### a. Storm Drainage Issues Within the Southwest Portion of the Township

I will be contacting the N.J.D.O.T. to determine the status of their removal of the blockage on their property, which contains the stormwater management facility.

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I have received a response from the Delaware Valley Regional Planning Commission, regarding my request for their possible assistance to address the drainage issues. They have informed me that they do not have any funding programs to address this matter and have suggested possible programs, through other agencies. Most of these programs, also, would not be applicable for this matter.

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

We must, still perform the surveying fieldwork, design and preparation of the construction plans. Once completed, we must submit the plans to Public Service Electric and Gas Company for their consideration for the granting of a storm drainage easement, across their property.

We had discussed, as an interim measure, the construction of the storm drainage system on Lester Avenue and stormwater basin at the Luke Avenue Recreation Area to try to alleviate some of the stormwater runoff issues.

At this time, I do not foresee the Public Works Department being able to devote the necessary time to perform the construction of these interim improvements.

### b. 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. Betze 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.

### c. Maintenance of the Spillway/Outlet Structure at Berlin Circle Plaza

I will perform periodic inspections and notify the property manager of any undesirable storm water outflow conditions.

## 12. Redesignation of Pinelands Zoning and Extension of Sanitary Sewer to Edgewood Avenue and Allied Parkway

The Governing Body had introduced amending Ordinance No. 2012-1. The Planning Board, prior to the Governing Body holding the public hearing and adoption of the ordinance, must review and submit their recommendation to the Governing Body. Once the ordinance is adopted, the Pinelands staff members expect the Commission staff to expedite the review and approval process.

## 13. Request For Additional Sewer Allocation

We are waiting for the N.J.D.E.P. to approve the increase in allocation, which is expected to occur this month.

14. Request For Ordinance Amendment For Responsibilities For Sanitary Sewer  
As directed by the Governing Body, I am researching the matter to determine what has been the past polic
15. No Passing Zone Along Cooper Road  
I must complete the engineering study and submit my recommendations to the Governing Body.

**D. PUBLIC WORKS DEPARTMENT**

1. GREASE TRAP MAINTENANCE

I recommend that the Township inspect and enforce the regulations, as we are experiencing problems with the grease accumulation in the Township sanitary sewer system. I recommend that the Governing Body consider amending the ordinance to allow for the sewer staff to inspect and enforce the regulations, in addition to the Plumbing Sub-Code Official.

2. CAPITAL PURCHASES

The Governing Body has passed Ordinance No. 2011-26, authorizing the funding for various pieces of equipment. We are in the process of purchasing the snow removal equipment.

3. NO CUT THROUGH TRAFFIC SIGNS

The signs have been installed.

4. FEMA REIMBURSEMENT FOR PUBLIC WORKS DEPARTMENT COSTS FOR HURRICANE IRENE

I continue to provide the additional, required information to the FEMA representative, while he continues to reduce the amount of eligible costs.

5. COLLECTION OF SOLID WASTE

I recommend that a trash collection vehicle be purchased in the immediate future to allow for the replacement of one of the aged trash trucks. I would be glad to discuss this matter, with the Governing Body, in further detail.

**E. SHARED SERVICES**

1. ENGINEERING SERVICES WITH SOMERDALE BOROUGH

Both municipalities have passed resolutions to continue the services for 2012. I must prepare the Contract document and submit it to Mr. Platt's office for their review and comments.

**SOLICITORS REPORT**

1. Water Agreement with Berlin Borough
2. C & M Repair Environmental
3. Bate Avenue Property Former Municipal Site
4. Oddmund Angel, Block 200, Lot 1
5. Clarification of Lateral Utility Lines
6. Police Operating Procedures

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7. Wal-Mart Expansion Project
8. Pine lands Comprehensive Management Plan
9. Berlin Township ADS. Estate of Raj Kumar Chopra
10. Berlin Township ADS. David Carp
11. Berlin Twp.ADS. Linda Fabrico
12. Mustafa Muhammad ADS. Berliin TWP Police Department
13. Berlin Twp. ADS. Abdul Mansary
14. Berlin Twp. ADS.Jennifer Vernacchio as Guardian Hannah Maslanka
15. Open Space Camden County Round 12 Enhancement
16. Pineland Zone Changes
17. DPW Labor Negotiations
18. Revision to Animal Shelter

### **POLICE DEPARTMENT**

Chief Jackson stated at last month meeting they had apprehended a suspect for the fires through out town. He has since been arrested and has confessed. Chief remarked that they are looking at fires in surrounding states. Chief also reported that the Dare classes have been completed and wanted to clarified some comments from last meeting on the class two Officers. Jackson stated that the full time Officers hours could be up to 40 hour if needed. Not necessary 40 hours a week, it could be 15 one week and 28 next week and that with no health benefits.

### **MAINTENANCE DEPARTMENT**

Josh Shellenberger commented that a vacant house on Magnolia had been vandalized and that he had sent a letter to the bank letting them know of the situation and to secure the property. Josh spoke to Sons of Italy on a trash issue from their property. He also had a resident apply for a chicken permit and also sent a letter out to C&M for property maintenance issues and parking.

### **Proclamation Black History Month**

**WHEREAS** it is the intention of the Mayor and Council of Berlin Township to focus attention on noteworthy occasions and events; and

**WHEREAS** in 1976, February was enacted as National Black History Month, serving as a time to study, reflect on, and recognize those African American Pioneers of the Past, Present, and Future; and

**WHEREAS** the purpose of Black History Month is to recognize and celebrate the achievements and the central role African Americans have played in U.S. History; and

**WHEREAS** on February 25th, the Berlin Township, East Berlin, West Berlin Historical Association hosts the 2<sup>nd</sup> Annual Celebrating the

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African American Community: A Tribute to Family & Culture; and

**WHEREAS** the Township recognizes all the enormous contributions of African-Americans in the history of Berlin Township, the state of New Jersey, and the nation as a whole; and

**WHEREAS** the Mayor and Council strongly support the initiatives and events promoted by the Berlin Township, East Berlin, West Berlin Historical Association.

**NOW, THEREFORE, I, PHYLLIS MAGAZZU**, by virtue of the authority vested in me as Mayor of the Township of Berlin, County of Camden, State of New Jersey, do hereby proclaim February as

Black History Month

in the Township of Berlin and do urge all citizens to join with me and Council in recognizing this historic time.

**Resolution 2012- 80**

**Payment of Bills - February 27, 2012**

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>
Ronald Conklin	Berlin Twp Rehab Loan Trust	\$	150.00
Robert E. DePersia, II, Esq.	Mun Public Defender Trust		225.00
	Mun Public Defender Trust		450.00
Treasurer, State of New Jersey	Dog Trust		636.00

**CONFIRMING**

America on Line	01-201-31-443-2077	32.90
Dr. Ruggiero	Dog Trust	330.00
America on Line	01-201-31-443-2077	32.90
Verizon Communications	01-201-20-120-2105	140.63
Verizon Communications	01-201-31-443-2077	96.49
State of NJ Health Benefits	01-201-23-220-2092	55,383.64

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State of NJ Health Benefits	01-201-23-220-2092	24,244.50
Ameriflex	Flex Claims Account	75.00
Camden County Treasurer	01-208-55-020-3000	964,478.44
	01-208-55-020-3000	62,543.08
	01-209-55-020-3000	63,862.61
	01-211-55-020-3000	29,742.88
Verizon Communications	01-201-31-443-2077	99.99
Ameriflex	Flex Claims Account	75.00
Camden County Animal Shelter	Dog Trust	1,088.00
Payroll, Current Fund	1/5/2012	78,967.67
Payroll, Sewer Operating Fund	1/5/2012	3,451.94
Payroll, Current Fund	1/12/2012	54,601.07
Payroll, Sewer Operating Fund	1/12/2012	3,355.59
Payroll, Current Fund	1/19/2012	56,782.41
Payroll, Sewer Operating Fund	1/19/2012	3,169.42
Payroll, Current Fund	1/26/2012	76,178.80
Payroll, Sewer Operating Fund	1/26/2012	3,249.21

Motion by Councilman Epifanio, second by Councilman McIntosh to adopt Resolution 2012-80. Resolution adopted by call of the roll, five members present voting in the affirmative.

**RESOLUTION 2012- 81 RESOLUTION REQUESTING THE ISSUANCE OF RAFFLE LICENSES FOR PEACE**

**WHEREAS**, the Berlin Township Peace Organization, 225 Grove Avenue, West Berlin New Jersey has requested the issuances of license by the Township of Berlin for;

**March 30, 2012 Sundaes with the Bunny**

**On- Premises 50/50 Cash Raffle**

**NOW, THEREFORE, BE IT RESOLVED** by the Mayor and Council of the Township of Berlin that it hereby authorizes the issuances of licenses to the Berlin Township Peace Organization, 225 Grove Avenue, West Berlin New Jersey for the Date of March 30, 2012

Motion by Councilwoman Bodanza, second by Council President Morris to adopt Resolution 2012-81. Resolution adopted by call of the roll, five members present voting in the affirmative.

**APPROVAL OF CORRESPONDENCE CALENDAR FOR JANUARY 2012**

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Motion carried by Council President Morris, second by Councilman Epifanio to receive and file the correspondence calendar for January 2012. Motion carried by voice vote, all present voting in the affirmative.

### **CONSENT AGENDA**

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.

### **ALL OTHER BUSINESS**

Council President Morris stated the Historical Society held their second annual Black History Event on February 25, 2012 here at the Municipal Building. Council President noted that it was a huge success. Councilman McIntosh thanked Mayor and Council for all their help and support.

### **PUBLIC PORTION**

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 favor. Mayor Magazzu opened the meeting to the public.

No comments were to be heard.

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

Mayor Magazzu asked if there was anything else before they adjourned.

Councilman Epifanio commented that he was at the school board meeting on Thursday and was happy to see the amount of kids reading 500,000 words or more.

Mayor Magazzu commented that it was very impressive to see.

### **ADJOURN**

Motion by Council President Morris, second by Councilman McIntosh to adjourn the meeting at 5:15 pm. Motion carried by voice vote, all members present voting in the affirmative.

Meeting adjourned 5:15 pm

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Catherine Underwood, Township Clerk

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