

May 11, 2015

**BI-MONTHLY MEETING OF THE MAYOR AND COUNCIL OF THE TOWNSHIP OF BERLIN, CAMDEN COUNTY, NEW JERSEY AT BERLIN TOWNSHIP MUNICIPAL HALL MAY 11, 2015 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 Courier Post, Record Breeze and posted on the bulletin board.

All in attendance joined in the Salute to the Flag.

**ROLL CALL**

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

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

**Absent-** Councilwoman Bodanza

**DEPARTMENTAL REPORTS**

**PUBLIC WORKS / ENGINEER DEPARTMENT**

**A. CHANGE ORDERS AND VOUCHERS**

None at this time.

**B. RESOLUTIONS AND ORDINANCES FOR CONSIDERATION**

**1. IMPROVEMENTS TO HAZEL AVENUE**

I recommend that the Governing Body consider adopting the necessary ordinance, appropriating the necessary funds, and passing a resolution, authorizing the performance of the engineering work for the preparation of the plans and specifications and the advertisement and opening of bids.

**C. ENGINEER'S REPORT**

**1. MUNICIPAL BUILDING ROOF**

The contractor continues to construct the new roof membrane. It is expected that they will be completing the majority of the construction, within the next week. They will continue with the final work for a couple of more weeks. We have, recently recommended payment for the work, which was completed to date, with a retainage.

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We have been working with the Solicitor's Office, documenting the damages from the roof leak. It is my understanding that JIF has scheduled an adjuster to observe the conditions of the damaged items.

The Public Works staff installed plastic sheeting under the ceiling, in the administrative offices, in hope of intercepting any dust from the roof/ ceiling.

**2. CAMDEN COUNTY COMMUNITY DEVELOPMENT BLOCK GRANT FUNDS, YEAR 35 (\$21,000+/-), 35 SUPPLEMENTAL (\$11,410), 36 (\$21,000+/-) and 36 (\$25,800 +/-)**

I have not received any response to my request to the Congressman's Office to schedule a meeting with his staff and representatives of the Federal Housing and Urban Development to discuss the recent determination that there are no qualifying low-moderate income districts in the Township, which has affected the use of C.D.B.G. funds for various projects. I recommend that the Mayor consider discussing this matter with the Congressman.

The Governing Body has passed resolutions, redesignating the funds for the improvements to the Senior Citizens Building and the construction of handicap curb cuts at the intersection of Bate and Pine Avenues. The Deputy Director has ordered various roofing and ceiling materials. The Public Works staff is nearing the completion of the improvements to the roof. We have submitted the vendor's invoices for the materials to the County CDBG Office.

We have completed the design for the handicap curb cuts at the intersection of Pine and Bate Avenues. It is expected that the Public Works Department staff will be performing the construction of these improvements, in the near future.

The Country CDBG Program has informed us that the grant monies must be spent in the immediate future as the Federal agency is threatening to recapture all funds, which have not be spent in a timely manner.

**3. STREET IMPROVEMENTS TO HILL AVENUE**

As you know, the C.D.B.G. Year 36 funds can, no longer be used for the street improvements to Hill Avenue. As a result in the loss of the C.D.B.G. Year 36 funding, I believe that it will be necessary to allocate Township funds for this project. I will prepare a construction cost estimate to determine the amount of Township funds, which will be necessary to complete the construction of the project.

It is my intent to bid this project with the reconstruction of the basketball court at Spruce Avenue Recreation Park when all funding is available.

**4. BATE AVENUE SITE (FORMER MUNICIPAL BUILDING AND ADMINISTRATIVE BUILDING)**

I recommend that the Governing Body consider allocating the necessary funds for the environmental testing and analysis for the site and for the demolition of the former administrative building.

Key Engineers, Inc. has completed and issued the survey of premises.

I have, again, met with a local realtor to discuss market trends and the possible development of the site. He has recommended that the Township consider possible, residential twin homes for this lot. I recommend that the matter of possible alternatives for the development of the site be discussed with the members of the Governing Body and Planning Board. We have prepared a concept plan, depicting a possible twin homes layout, for use when reviewing and considering this possible proposal.

**5. MUNICIPAL BUILDING**

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a. Improvements to the Unfinished General Assembly Rooms

I expected to complete the bid documents for the ceiling, the remainder of the ceiling lighting, HVAC system and reconfiguration of the fire suppression system in early 2015 for a bid opening in early Spring, 2015. It appears that we will not be completing these documents until early Summer, 2015. We expect the roofing contractor to complete their work, this month, which will provide for the mounting curbs for the new roof top HVAC units.

It has been determined that the Public Works staff will install the vinyl floor tiles, after the above mentioned, contracted work has been completed.

We intend to coordinate the construction activities to avoid potential conflicts with the usage of the rooms for the scheduled events, in June.

b. 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.

We are hopeful that we can include a rainwater recapturing system for irrigation use. It appears, at this time, that there will not be sufficient funds available for this system, due to other, higher priority projects in the Township.

c. Recoating of the Front Parking Area

Due to the need to address higher priority projects, throughout the Township, I do not believe that funding will be allocated for this project, in the immediate future.

6. **PROPOSED DOG PARK AT LUKE AVENUE RECREATION COMPLEX (CAMDEN COUNTY OPEN SPACE FUNDING-\$25,000)**

We are nearing completion of the engineering design and preparation of the bid documents. We expect to receive bids in May, 2015 and construction to commence in the late Summer, 2015.

7. **APPLICATION FOR CAMDEN COUNTY OPEN SPACE/ RECREATION ENHANCEMENT FUNDS FOR THE RECONSTRUCTION OF THE SURFACE FOR THE LARGE HOCKEY RINK**

The application has been submitted for the reconstruction of the playing surface. The estimated construction cost is \$77,280. The funding is, typically, limited to \$25,000. Typically, it takes several months before the projects are selected and the Freeholders inform the successful applicants.

8. **BANDSHELL AT LUKE AVENUE RECREATION AREA (COUNTY OPEN SPACE GRANT- \$50,000)**

We expect to complete the design documents in mid- 2015. At this time, we are not sure if the Public Works staff will be able to devote enough time to perform the construction due to the demands for other public works tasks. If the staff is unable to perform the work, we will bid the project, after the design has been completed.

9. **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 intend to receive bids, for this project, in the same bid

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package as the Hill Avenue Street Improvements Project, in hopes of receiving more competitive process for the larger scale projects. Therefore, I recommend that the Governing Body consider allocating the necessary, additional funds for this project.

**10. 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.

**11. N.J.D.O.T. FY 2015 APPLICATIONS**

Applications were submitted to the N.J.D.O.T. for the following projects:

Priority 1-Hazel Avenue – Chestnut Avenue to Cushman Avenue

Priority 2- Oak Avenue- N.J.D.O.T. Ramp A to 80' Past Clover Avenue

The N.J.D.O.T. has informed the Township that they have allotted \$201,000 for the improvements to Hazel Avenue. The requested amount of funding was 236,000. The estimated construction cost is estimated to be \$210,627 and materials testing costs is estimated to be \$9,000. The engineering, contract administration and inspection will be performed by the Engineering Department.

I recommend that the Governing Body consider allocating the necessary funds and authorizing the preparation of the bid documents and advertisement for and the opening of bids for this project.

**12. PONDING ALONG HUDSON AVENUE AT 182 PATTON AVENUE**

As requested by Council President Morris, I have observed the conditions, where ponding is occurring along the edge of pavement, along Hudson Avenue. In order to determine the scope of the work to eliminate the ponding condition, we will take elevations of the existing pavement. I will, then, prepare a cost estimate for the necessary improvements for consideration by the Governing Body.

**13. IMPROVEMENTS TO THE WATER DISTRIBUTION SYSTEM BY BERLIN BOROUGH**

Over the past several years, we have been meeting with representatives from the Borough to discuss areas of concern of water quality and flow. As a result of the concern of water quality by residents at the dead ends of water mains along First Avenue, I have requested that the Borough investigate the condition and consider an interconnection of the dead end water mains. They have deferred the matter to their engineer. Once I receive their response, I will inform the Governing Body of their findings.

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

We will be obtaining the information, from the N.J.D.O.T., for this program, in the immediate future. We will complete the necessary documents, with the assistance from Ms. Campisano, and submit the documents for Federal and State approval, in the near future.

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**15. NO PARKING AND NO PASSING ZONES ALONG COOPER ROAD**

We still must complete the study to determine for the creation of the no passing zone along the road. Once completed, it is my understanding that the Governing Body will take formal action to request that the County Freeholders establish prohibition of passing and parking along the road.

**16. STORM DRAINAGE IMPROVEMENTS**

a. Lester Avenue Storm Drainage and Stormwater Management

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

We will be meeting, again, with the adjacent property owner to discuss the proposed construction of the storm cross drain and interim stormwater management basin.

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

It is my understanding that the funds must be re-allocated, in 2015, for this project. I am expecting to bid the work in the late Fall of this year.

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. A while ago, I 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 Dr. Austermuhl for her 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, some time ago that I am estimating that the overall construction cost for the necessary improvements is approximately \$11.8 million. I have requested a meeting with Congressman Norcross to discuss the possibility of receiving Federal funding, for this project.

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

I met with the representatives of the Pinelands Commission Planning staff to discuss the matters of greater development for the Dandrea and Triple-T parcels. The representatives have informed me that they will not consider the individual parcels but may consider a

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comprehensive approach to the development of the remaining Pinelands area. They have suggested that the Township prepare and submit a proposal for this comprehensive plan.

To date, I have not performed any additional work, regarding this matter.

**18. TAX MAP REVISIONS**

We have received the second round of review comments from the N.J. Department of Treasury and are preparing a list of questions, regarding these review comments. The Tax Assessor has informed us that the revisions to the tax maps are, no longer, pressing for the performance of the revaluation. We intend to resolve the issues with the review comments, we expect to re-submit the revised set of revised Tax Maps, in the Fall, 2015.

**19. TURNING MOVEMENTS ALONG ROUTE 73 AT MINCK AVENUE AND D'ANGELO DRIVE**

As requested by Councilman Epifanio, I contacted the N.J.D.O.T. West Berlin Maintenance Yard Supervisor regarding conflicting no u-turn signage for Route 73 northbound at Minck Avenue. The N.J.D.O.T. Supervisor has informed me that they will address the matter, as desired by the Township.

As part of the discussion of this matter, I requested that they consider the installation of a traffic control signal at the intersection with D'Angelo Drive. I informed them that Wal\*Mart is willing to pay for this installation. The Supervisor has provided me with the contact information for the N.J.D.O.T. representative, which we should make the formal request for the traffic signal installation. If directed by the Governing Body to do so, I will prepare and submit the formal request to the N.J.D.O.T.

**20. TRAFFIC CALMING PROGRAM**

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.

**21. REVISIONS TO TRAFFIC ORDINANCE**

The Mayor, Solicitor's Office and I continue to meet to discuss the possible changes to this section of the Township Code. I anticipate that it will take several more meetings to prepare a recommendations report for review and consideration by the Governing Body.

**22. REVISIONS TO THE STREET OPENING ORDINANCE**

As a result of some discussion with the Property Maintenance Officer, we discussed possible amendments with the Solicitor's Office. I believe that the Solicitor's staff is revising the amending ordinance to address the recent comments and concerns. We will be discussing the matter with the Solicitor's Office, at our meeting this month.

**23. REVISIONS TO THE TOWNSHIP CODE**

We continue to discuss revisions to various sections of the Code with the Solicitor's staff and intend to prepare and submit recommendations to the Governing Body and Planning Board for consideration for amendments to the respective codes.

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**24. 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.

**25. INVESTIGATION OF THE CONDITION OF THE RECENTLY CONSTRUCTED CONCRETE SIDEWALK ALONG HADDON AVENUE**

It has been brought to my attention and I have observed spalling of the concrete sidewalk, in several areas. I will investigate the matter, further, and report to the Governing Body with my recommendations.

**26. CONDITIONS OF THE HADDON AVENUE BRIDGE AND ROADWAY**

I reported to the Governing Body with the responses, which I had received from the County Engineer and Public Works Director. As directed by the Governing Body, I have asked representatives from N.J. Transit to inform me of the condition of the overall bridge. To date, I have not received any response from N.J. Transit.

The County Public Works Director has informed me that they will be patching the potholes, along the July 4<sup>th</sup> parade route along Haddon Avenue, in the near future.

**D. PUBLIC WORKS DEPARTMENT**

**1. RECYCLING TONNAGE REPORT FOR 2014**

We have compiled the information for the tonnages for the various recyclable materials, which were collected from the residential and commercial uses, in the Township, and submitted the report to the N.J.D.E.P.

**2. STORMWATER REPORT FOR 2014**

I have prepared and submitted the annual report, including the required, supplemental report, to the N.J.D.E.P.

**3. NEGOTIATIONS FOR CONTRACT WITH THE PUBLIC WORKS EMPLOYEES ASSOCIATION**

The current contract expires at the end of 2015. I recommend that the Association submit their requests for the next contract and a meeting be scheduled, shortly after the receipt of the list of their requests.

**4. COLLECTION OF SOLID WASTE AND RECYCLABLES**

I must complete the analysis and recommendations for the options for the collection of solid waste, recyclables, electronics waste, bulky waste and vegetation. I hope to complete this report, in the immediate future, for review and consideration for action by the Governing Body.

**5. STAFFING ISSUES**

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We anticipate the continuation of the use of temporary employees, on an as needed basis, until a determination has been made for staffing needs in the future.

**6. AUCTION FOR VEHICLES AND EQUIPMENT**

We expect to continue with additional electronic auctions in 2015. The recent auctions have been successful in removing various unused vehicles and equipment from the Township inventory.

**7. IMPROVEMENTS TO SEWER PUMPING STATIONS**

A.C. Schultes has completed the report for the evaluation of the pumping stations. I have, recently, sent them a letter, noting the deficiencies in the testing and reporting. At this time, I recommend that the payment for these services be held until the matter is resolved to the satisfaction of the Township.

I expect to begin receiving bids and quotes for the various improvements, in the near future.

**8. REQUEST FOR 2015 CAPITAL PURCHASES FOR VEHICLES AND EQUIPMENT**

I believe that the Governing Body is waiting for my sanitation collection, before they consider authorizing various capital purchases.

**9. TEXTILE RECYCLING**

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

**10. LEAF COMPOST MATERIAL**

I had, previously, mentioned that we have 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. We were fortunate to find an interested party to take the leaves in 2014

I strongly recommend that the Governing Body consider the purchase of a new tub grinder if the Township will continue to operate the composting facility. Otherwise, it is probable that it will be necessary for the Township to haul the leaves to another municipal composting facility and pay for the disposal at their facility. It is my understanding that it is probable that, due to higher priority projects, funding may not be available for the purchase of a tub grinder.

**11. POSSIBLE DIRECTORY SIGN FOR BUSINESSES ALONG HADDON AVENUE, BETWEEN**

In the immediate future, we will be providing the business along Haddon Avenue with the prices for directory signs at three intersections.

**12. REVIEW OF RATES FOR USE OF RECREATION FACILITIES**

I believe that the Governing Body will be reviewing the fees for consideration for adjustment to the rates for the use of the recreation facilities by organizations, other than the B.T.A.A.

**13. PERFORMANCE OF VARIOUS TASKS**

The staff has been performing various tasks, which typically occur in the Spring. They are performing improvements to the ballfields, patching potholes, sweeping the streets and other repairs, throughout the Township.

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We are anticipating that the staff will, also, be constructing the handicap curb cuts at the intersection of Bate and Pine Avenues and continuing with the improvements to the Senior Citizens Building.

**14. 2015 SAFETY MANAGEMENT PROGRAM**

I discussed the mandatory requirement, from JIF, for the placement of “put safety on a Council agenda” with the Governing Body. I believe that it is being considered for the Council Meeting in September.

**SOLICITOR REPORT**

1. Water Agreement with Berlin Borough
2. C & M Repair Environmental
3. Bate Avenue Property Former Municipal Site
4. Sherwood, Orio, Olyroyd & Fruggerio
5. Michael Curtis V. Berlin Township
6. Open Public Records Act
7. Ordinance Revisions
8. In Rem Tax Foreclosure
9. Montebello- Phase 4 Performance Guarantees
10. Municipal Roof Claim
11. Lester Avenue Drainage Project

**POLICE DEPARTMENT**

**Council Meeting Report**

Police Department: (April 2015 stats)

Total of 21 accidents, 98 alarm calls, 231 summonses, 46 total arrests which including 3 narcotics, 1 DWI, 1 juvenile and 13 warrant services.

On March 28, 2015 Officers were dispatched to the staples store for a report of a lap top that contained possible child pornography. Upon arrival Officers took custody of a lap top computer that contained images of young children. Investigation confirmed the images were child pornography. The owner of the computer was interviewed and confessed to searching for and downloading the images, he was charged accordingly.

On March 31, 2015 Sgt. Bonfiglio conducted a motor vehicle stop for tinted windows. The driver was found to be in possession of a 45 caliber handgun that he was wearing on his waistband. The driver was arrested for possession of a handgun without a valid permit to carry.

On April 15, 19, and 30, 2015 two different subjects were arrested for invasion of privacy. On three separate occasions these two individuals were in the Shop rite store videotaped up the skirt of unsuspecting females. The males were both charged accordingly.

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The department applied for and was awarded a 2015 click it or ticket grant from the Division of Highway traffic safety. The grant period runs from May 18-31, 2015. The department will be adding additional patrols to enforce seatbelt and other motor vehicle violations.

Department news:

On Thursday, 5/7/2015 I along with the Mayor and several officers from the department attended the FOP Lodge 56 police memorial service.

On Friday, 5/8/2015 The department was involved in Public Safety Appreciation night at Sahara Sam's. The department had police vehicles on location for children to inspect and a K-9 demo from the Voorhees Twp. Police Department.

This week is the start of Law Enforcement appreciation week. The police department will be visiting our schools on Thursday, 5/14/15 and conducting a tactical team demonstration for the children.

Respectfully submitted,

Leonard Check

**MAINTENANCE DEPARTMENT / ANIMAL CONTROL**

Josh Shellenberger remarked that he has sent out notices for high grass violations and maintenance issues such as damaged fences for residents and vacant properties. Josh remarked with the roof construction almost completed he has started cleaning the ceiling tiles along with the air filters.

Josh is working with residents in an area in East Berlin where cats have been an issues. He stated that he has since removed 6 cats from that area.

**SECOND READING AND PUBLIC HEARING ORDINANCE 2015-4 AN ORDINANCE AUTHORIZING A SPECIAL EMERGENCY APPROPRIATION OF \$125,000.00 FOR THE PREPARATION AND EXECUTION OF A COMPLETE PROGRAM OF REASSESSMENT OF REAL PROPERTY IN THE TOWNSHIP OF BERLIN, COUNTY OF CAMDEN, STATE OF NEW JERSEY.**

**WHEREAS**, the Camden County Board of Taxation has ordered, by Resolution adopted on 3/5/14, for the Township of Berlin, New Jersey (the "Township") to implement a municipal-wide reassessment of real property in the Township to be effective for the 2016 Tax Year; and

**WHEREAS**, the Local Budget Law of the State of New Jersey and in particular N.J.S.A. 40A:4-53, provides that a municipality may adopt an ordinance authorizing a special emergency appropriation for, among other things, the preparation and execution of a complete revaluation program or any program to update and make current any previous revaluations program when ordered by the county board of taxation;

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**NOW, THEREFORE, BE IT RESOLVED** by the Mayor and Council of the Township of Berlin, in the County of Camden, State of New Jersey as follows:

Section 1. A special emergency appropriation in the amount of \$125,000.00 is hereby authorized and made for the purpose of a complete program of reassessment of real property in the Township of Berlin, County of Camden, New Jersey.

Section 2. That said emergency appropriation shall be provided for in full in the budgets of the next succeeding years by the inclusion of not less than one-fifth of the total amount in each of the next succeeding annual budgets.

Section 3. The Township hereby authorizes the Chief Financial Officer to finance such appropriation from surplus fund available or by issuing special emergency notes from time to time in accordance with the provision of N.J.S.A. 40A:4-55, all shall be determined by and pursuant to a resolution or resolutions of the Township to be hereafter adopted.

Section 4. In accordance with the requirements of N.J.S.A. 40A:4-53, a copy of this ordinance as adopted shall be filed with the Director of the Division of Local Government Services in the Department of Community Affairs of the State of New Jersey.

Section 5. This ordinance shall take effect after publication after final adoption, as provided by law.

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 for questions or comments on Ordinance 2015-4

No comments were to be heard.

Motion by Council President Morris, 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 for questions or comments on Ordinance 2015-4.

Motion by Councilman Epifanio second by Councilman McIntosh to adopt Ordinance 2015-4. Ordinance approved by call of the roll, four members present voting in the affirmative.

**RESOLUTION 2015- 120 LIST OF UNCOLLECTIBLE TAXES DUE BACK FROM STATE.**

**To the Mayor and Council to the Township of Berlin:**

**I hereby submit to you a list of taxes, which in my opinion are uncollectible. I give the reasons why I deem them uncollectible, and I request that same be remitted and that I be relieved of the collection thereof as required by Revised Statutes of New Jersey, 1937, Title 54, Chapter 4.**

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| NAME                              | DESCRIPTION | YEAR | AMOUNT    | REASON                   |
|-----------------------------------|-------------|------|-----------|--------------------------|
| Willie Self, Jr.<br>Citizen       | 1415-26     | 2015 | 250.00    | Senior                   |
| Pasqualina D' Agostino<br>Citizen | 213-1.03    | 2015 | 250.00    | Senior                   |
|                                   |             |      | \$ 500.00 | TOTAL<br>to Aug/Nov 2015 |

**By resolution of the Mayor and Council of the Township of Berlin, the taxes listed above have been ordered remitted and the Collector relieved thereof.**

Motion by Councilman McIntosh, second by Councilman Epifanio to adopt Resolution 2015-120. Resolution adopted by call of the roll, four members present voting in the affirmative.

**RESOLUTION 2015-121 AUTHORIZING A SPECIAL EMERGENCY APPROPRIATION PURSUANT TO N.J.S.A. 40A:4-55 TOTALING \$125,000.00 FOR THE PREPARATION AND EXECUTION OF A COMPLETE PROGRAM OF REASSESSMENT OF REAL PROPERTY IN THE TOWNSHIP OF BERLIN, COUNTY OF CAMDEN, STATE OF NEW JERSEY.**

**WHEREAS**, the Mayor and Council of the Township of Berlin has found it necessary to make a Special Emergency Appropriation to meet certain extraordinary expenses incurred, or to be incurred by the municipal-wide reassessment of real property within the Township of Berlin to be effective for the 2016 Tax Year; and

**WHEREAS**, a Special Emergency Appropriation Ordinance has been adopted creating a special emergency appropriation of \$125,000.00 for the Preparation and Execution of a Complete Program of Reassessment of Real Property in the Township of Berlin and no adequate provision was made in the 2015 budget for the aforesaid purpose, and N.J.S.A. 40A:4-53 provides for the creation of a special emergency appropriation for the purpose above mentioned: and

**WHEREAS**, N.J.S.A.40A:4-55 provides that it shall be lawful for a local unit to finance such appropriation from surplus funds available and whereas such appropriation shall be provided for in the next succeeding annual budgets by the inclusion of an appropriation of at least one-fifth of the amount authorized pursuant to this act.

**NOW, THEREFORE BE IT RESOLVED** by the Mayor and Council of the Township of Berlin, County of Camden, State of New Jersey (by not less than two-thirds of all governing body members affirmatively concurring) that in accordance with the provisions of N.J.S.A. 40A4-55:

1. A special emergency appropriation is hereby made for the Preparation and Execution of a Complete Program of Reassessment of Real Property in the total amount of \$125,000.00.

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2. That the special emergency appropriation shall be provided for in the budgets of the next succeeding five years by inclusion of not less than \$25,000.00 which equals one-fifth of the amount authorized.
3. That two certified copies of this resolution be filed with the Director of the Division of Local Government Services; however, no approval is required from the Division.

Motion by Councilman McIntosh, second by Councilman Epifanio to adopt Resolution 2015-121. Resolution adopted by call of the roll, four members present voting in the affirmative.

**RESOLUTION 2015-122 RESOLUTION SUPPORTING THE CLICK IT OR TICKETS MOBILIZATION FROM MAY 18<sup>TH</sup> TO MAY 31<sup>ST</sup> 2015.**

**WHEREAS**, the safety and security of the citizens of Township of Berlin, County of Camden New Jersey and surrounding areas are vitally important; and

**WHEREAS**, a large percentage of our citizens regularly drive or ride in motor vehicles on our roadways; and

**WHEREAS**, the use of seat belts in passenger vehicles saved an estimated 12,174 lives in 2012; and

**WHEREAS**, regular seat belt use is the single most effective way to reduce fatalities in motor vehicle crashes; and

**WHEREAS**, May 18 through May 31, 2015, has been selected as the national **Click It or Ticket** mobilization enforcement period; and

**WHEREAS**, across the country law enforcement officers will actively be participating in the mobilization to ensure all motor vehicle occupants are buckled up day and night to reduce the risk of injury and death caused in traffic crashes; and

**WHEREAS**, increased enforcement of seat belt laws coupled with publicity has proven to be an effective method to increase seat belt use rates and decrease fatal crashes;

**THEREFORE BE IT RESOLVED** that the Mayor and Council of the Township of Berlin declares it's support for the Click It or Ticket seat belt mobilization both locally and nationally from May 18 – May 31, 2015 and pledges to increase awareness of the mobilization and the benefits of seat belt use.

Motion by Councilman McIntosh, second by Councilman Epifanio to adopt Resolution 2015-122. Resolution adopted by call of the roll, four members present voting in the affirmative.

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**RESOLUTION 2015-123 RESOLUTION REQUESTING THE ISSUANCE OF RAFFLE LICENSES FOR WOMEN OF HOPE RESOURCE CENTER.**

**WHEREAS**, the Women of Hope Resource Center has requested the issuances of a Raffle License by the Township of Berlin for;

**Fundraiser Walk-a-Thon May 30, 2015 10:00am to 2:00pm at F.O.P. HALL  
235 Pine Avenue West Berlin NJ 08091**

**On- Premises Draw Raffle (Basket / Auction)  
On –Premises 50/50**

**NOW, THEREFORE, BE IT RESOLVED** by the Mayor and Council of the Township of Berlin that it hereby authorizes the issuances of a raffle licenses to the Women of Hope Resource Center.

Motion by Councilman McIntosh, second by Councilman Epifanio to adopt Resolution 2015-123. Resolution adopted by call of the roll, four members present voting in the affirmative.

**RESOLUTION 2015-124 RESOLUTION REQUESTING THE INSERTION OF A SPECIAL ITEM OF REVENUE AND APPROPRIATION IN THE BUDGET OF ANY COUNTY OR MUNICIPALITY PURSUANT TO THE N.J.S.A. 40A:4-87 (CHAPTER 159 P.L. 1948) – CLICK IT OR TICKET GRANT.**

WHEREAS, N.J.S.A. 40A:4-87 provides that the Director of the Division of Local Government Finance may approve the insertion of any special item of revenue in the budget of any County or Municipality when such item shall have been made available by Law and the amount thereof was not determined at the time of the adoption of the budget; and

WHEREAS, said Director may also approve the insertion of an item of appropriation for equal amount;

WHEREAS, the Chief Financial Officer has certified that the Township has received a Click it or Ticket 2015 Grant from the NJ Division of Highway Traffic Safety for \$4,000.00;

BE IT FURTHER RESOLVED that a like sum of \$4,000.00 and the same is hereby appropriated under the caption of:

|                               |            |
|-------------------------------|------------|
| Operation “Excluded From CAP” |            |
| Click it or Ticket 2015 Grant | \$4,000.00 |

BE IT FURTHER RESOLVED that the Chief Financial Officer shall submit electronically the application to the Director of the Division of Local Government Services for approval.

**May 11, 2015**

Motion by Councilman McIntosh, second by Councilman Epifanio to adopt Resolution 2015-124. Resolution adopted by call of the roll, four members present voting in the affirmative.

**RESOLUTION 2015- 125 Payment of Bills – May 11, 2015.**

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> |
|---------------------------|----------------|----|---------------|
| Carlamere & Rowan         | PB Escrow #358 | \$ | 195.00        |
| Key Engineers             | PB Escrow #358 |    | 490.00        |
| Key Engineers             | PB Escrow #382 |    | 1,147.50      |
| Voorhees Animal Orphanage | Dog Trust      |    | 400.00        |
| Treasurer, State of NJ    | Dog Trust      |    | 53.40         |

**CONFIRMING**

|                                     |                  |  |            |
|-------------------------------------|------------------|--|------------|
| America On Line (3/23/15)           | 5-01-31-443-2077 |  | 40.99      |
| State of NJ Health Benefits-Active  | 5-01-23-220-2092 |  | 64,404.37  |
| State of NJ Health Benefits-Retired | 5-01-23-220-2092 |  | 33,885.65  |
| Payroll, Current Fund               | 04/30/2015       |  | 130,769.17 |
| Payroll, Sewer Operating Fund       | 04/30/2015       |  | 6,760.23   |

Motion by Councilman McIntosh, second by Councilman Epifanio to adopt Resolution 2015-125. Resolution adopted by call of the roll, four members present voting in the affirmative.

**RESOLUTION 2015-126 RESOLUTION AUTHORIZING THE ENGINEER TO PREPARE AND RECEIVE BIDS FOR THE NEW JERSEY DEPARTMENT OF TRANSPORTATION FISCAL YEAR 2015 MUNICIPAL AID GRANT FOR THE IMPROVEMENTS TO HAZEL AVENUE.**

WHEREAS the Township of Berlin has received a grant from the NJDOT for Fiscal Year 2105 Municipal Aid Program Grant for Improvements to Hazel Avenue in the amount of \$201,000.00; and

WHEREAS, it is recommended by the Township Engineer to move forward with the improvements to Hazel Avenue.

**BE IT RESOLVED**, by the Mayor and Council of the Township of Berlin, County of Camden, State of New Jersey hereby grants Township Engineer to prepare, advertise and accept bids for the NJDOT Fiscal Year 2105 Municipal Aid Program Grant for Improvements to Hazel Avenue.

**May 11, 2015**

Motion by Councilman McIntosh, second by Councilman Epifanio to adopt Resolution 2015-126. Resolution adopted by call of the roll, four members present voting in the affirmative.

### **Business Approvals**

#### **Mercantile**

**1) William Hoffman T/A Elite National Water Management LLC.** 342 Chestnut Avenue. Office warehouse facility, operate sales / administration staff in Office and Store waterproofing materials and some vehicles inside warehouse. Contractor for builders and homeowners.

**2) Daniel Pascucci T/A Scooch Enterprises Inc.** 401 Bloomfield Drive, Unit 1. Provider of home, garage and office organization products and epoxy flooring products.

Motion by Councilman Epifanio, second by Councilman McIntosh to approve the business licenses above. Licensed approved by call of the roll, four members present voting in the affirmative for license.

#### **Business Registration**

**1) Kenneth Guzzardo, 3 Dimensional Physical Therapy.** 115 Route 73 North. Physical Therapy.

Motion by Councilman Epifanio, second by Council President Morris to approve the Business Registration above. Business Registration approved by call of the roll, four members present voting in the affirmative for license.

#### **Solicitor Permit**

**1) Ryan Marconi T/A Allied Energy.** Door to Door Soliciting for energy assessment, NJ Clean Energy Program.

Motion by Councilman Epifanio, second by Council President Morris to approve Solicitors Permits for Ryan Marconi on the recommendation from the Chief of Police. Solicitor Permit approved by call of the roll, four members present voting in the affirmative.

### **Consent Agenda March and April 2015**

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

### **Correspondence Calendar April 2015**

**May 11, 2015**

Motion carried by Council President Morris, second by Councilman Epifanio to receive and file the correspondence calendar for April 2015. Motion carried by voice vote, all present voting in the affirmative.

**Approval of Meeting Minutes for April 27, 2015**

Motion by Councilman Epifanio, second by Councilman McIntosh to approve the Meeting Minutes for April 27, 2015. Motion carried by voice vote, four present voting in the affirmative.

**Approval of Executive Session Minutes for April 27, 2015**

Motion by Councilman McIntosh, second by Councilman Epifanio to approve the Executive Session Meeting Minutes for April 27, 2015. Motion carried by voice vote, four present voting in the affirmative.

**All Other Business**

- 1) Camden County Board of Freeholders Meeting will be held at Berlin Township on May 21, 2015 at 6:30 pm.
- 2) Damage Fence Keith McCaully

**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.

**No comments were to be heard**

Motion by Councilman Epifanio, second by Council President Morris 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 2015-127 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

## May 11, 2015

**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:

To discuss safety and legal matters regarding the Fourth of July Event.

**NOW, THEREFORE, BE IT RESOLVED** by the Mayor and Council of the Township of Berlin, assembled in public session on May 11, 2015, that an Executive Session closed to the public shall be held on May 11, 2015, at 5:00 P.M. in the Township of Berlin, 135 Route 73 South, West Berlin, New Jersey for the discussion of safety and legal matters regarding the Fourth of July Event

Motion by Councilman McIntosh, second by Councilman Epifanio to adopt Resolution 2015-127. Resolution adopted by call of the roll, four members present voting in the affirmative.

Motion by Councilman Epifanio, second by Council President Morris to come out of Executive Session, four members present voting in the affirmative.

### **Adjourn**

Motion by Councilman Epifanio, second by Council President Morris to adjourn the meeting at 8:10 pm. Motion carried by voice vote, all members present voting in the affirmative.

Meeting adjourned 8:10 pm

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Catherine Underwood, Township Clerk