

January 7, 2019

**BERLIN TOWNSHIP
MAYOR AND COUNCIL REORGANIZATION MEETING**

Mayor Magazzu opened the meeting at 12:00 p.m. and stated that pursuant to the requirements of the Open Public Meetings Law, notice of this meeting was advertised in the Record Breeze and Courier Post newspapers and posted on the bulletin board.

All in attendance joined in the Salute to the Flag

County Clerk, Joseph Ripa administered the Oath of Public office to Frank Epifanio who was then seated as Member of Council.

Count Clerk, Joseph Ripa administered the Oath of Public office to Jerome McIntosh who was then seated as Member of Council.

All in attendance joined in the Salute to the Flag.

ROLL CALL: Mayor Magazzu, Councilman Epifanio, Councilman Morris, Councilman McIntosh, Councilwoman Marion Bodanza

Also Present: Joyce Tinnes, Chief Financial Officer, Stuart Platt, Solicitor, Josh Shellenberger, Zoning Officer, Leonard Check, Chief of Police

Guests: Municipal Prosecutor Donna Platt, Judge Ryan Nicholas Trabosh, Court Administrator Maria Reed, Bowman Company, Daniel DiGangi, Tax Collector, Dana O'Hara,

Mayor Magazzu, open the floor for nomination for Council President. Councilman Epifanio nominated **Christopher Morris** for Council President, Councilwoman Bodanza seconded.

RESOLUTION 2019- 1 PRESIDENT OF COUNCIL

WHEREAS, N.J.S.A. 40:69A-120 provides that the Council shall select from among its members a President of the Council who shall serve in place of the Mayor in the event of his absence disability or refusal to act;

NOW, THEREFORE, BE IT RESOLVED by the Council of the Township of Berlin that **CHRISTOPHER MORRIS**, having been selected by the Council, shall serve as President of the Council of the Township of Berlin from January 7, 2019 until December 31, 2019.

Motion by Councilman Epifanio, second by Councilwoman Bodanza to adopt resolution 2019-1. Resolution adopted by call of the roll, five members present voting in the affirmative.

RESOLUTION 2019 - 2 APPOINTMENT OF SOLICITOR

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

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Township of Berlin, County of Camden, that **STUART PLATT, ESQUIRE**, of , NJ be appointed the Municipal Attorney of the Township of Berlin for a period of one year (1) commencing January 1, 2019 until December 31, 2019 to perform professional services ordinarily provided by and required of a Municipal Attorney, and to receive such compensation as may be reasonable for such services.

Said **STUART PLATT, ESQUIRE**, is a person authorized by law to practice a recognized profession in the State of New Jersey, which practice is regulated by the laws of this State; to wit, the profession of Municipal Attorney. These professional services are necessary and are required by this municipality.

Motion by Council President Morris, second by Councilman Epifanio to adopt resolution 2019-2. Resolution adopted by call of the roll, five members present voting in the affirmative.

RESOLUTION 2019- 3 APPOINTMENT OF SPECIAL COUNSEL

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

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Township of Berlin, County of Camden, that **WILLIAM M. TAMBUSI**, of , BROWN & CONNERY LLP, WESTMONT NJ be appointed the Labor Counsel of the Township of Berlin for a period of one year (1) commencing January 1, 2019 until December 31, 2019 to perform professional services ordinarily provided by and required of a Labor Counsel, and to receive such compensation as may be reasonable for such services.

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

Motion by Council President Morris, second by Councilman Epifanio to adopt resolution 2019-3. Resolution adopted by call of the roll, five members present voting in the affirmative.

RESOLUTION 2019- 4 APPOINTMENT OF REGISTERED MUNICIPAL ACCOUNTANT

January 7, 2019

WHEREAS, the Local Public Contracts Law (N.J.S.A. 40A:11-1 et seq.) requires that the Resolution authorizing the award of contract for "Professional Services" under the fair and open contract provisions of N.J.S.A.19:44A-20.4 et seq; and must be publicly advertised;

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Township of Berlin, County of Camden, that **DANIEL DiGANGI, C.P.A.** of BOWMAN AND COMPANY, 601 White Horse Road, Voorhees, New Jersey 08043 be appointed the Registered Municipal Auditor of the Township of Berlin commencing January 1, 2019, until December 31, 2019 to perform the professional services ordinarily provided by a Registered Municipal Auditor of the State of New Jersey, and to receive such compensation as may be reasonable for such services. Said **DANIEL DiGANGI, C.P.A.** is a person authorized by law to practice a recognized profession in the State of New Jersey, said practice is regulated by the laws of this State; to wit, the profession of Registered Municipal Auditor. These professional services are necessary and are required by this Municipality.

Motion by Council President Morris, second by Councilman Epifanio to adopt resolution 2019-4. Resolution adopted by call of the roll, five members present voting in the affirmative.

RESOLUTION 2019- 5 APPOINTMENT OF BOND COUNSEL

WHEREAS, the Local Public Contracts Law (N.J.S.A. 40A:11-1et seq.) requires that the Resolution authorizing the award of contract for "Professional Services" under the fair and open contract provisions of N.J.S.A.19:44A-20.4 et seq; and must be publicly advertised;

NOW, THEREFORE, BE IT RESOLVED by the mayor and Council of the Township of Berlin, County of Camden, that **PHILIP A. NORCROSS** of Parker McCay , 7001 Lincoln Drive West, Marlton, NJ 08053 be appointed Financial Consultant for the Sale of Bonds of the Township of Berlin for a period of one year (1) commencing January 1, 2019 until December 31, 2019 to perform the professional services ordinarily provided by a Financial Consultant of the State of New Jersey, and to receive such compensation as may be reasonable for such services.

Said **PHILIP A. NORCROSS** is the person authorized by law to practice a recognized profession in the State of New Jersey, said practice is regulated by the laws of this State; to wit, the profession of registered Attorneys. These professional services are necessary and are required by this municipality.

Motion by Council President Morris, second by Councilman Epifanio to adopt resolution 2019-5. Resolution adopted by call of the roll, five members present voting in the affirmative.

RESOLUTION 2019- 6 APPOINTMENT OF PROJECT ENGINEER

January 7, 2019

WHEREAS, the Local Public Contracts Law (N.J.S.A. 40A:11-1 et seq.) requires that the Resolution authorizing the award of contract for "Professional Services" " under the fair and open contract provisions of N.J.S.A.19:44A-20.4 et seq; and must be publicly advertised;

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Township of Berlin, County of Camden, that **KEY ENGINEERS** to be appointed the Construction Inspection Engineers of the Township of Berlin for a term of one year commencing January 1, 2019 until December 31, 2019, to perform professional services ordinarily provided by and required of a Project Engineer. These professional services are necessary and are required by this municipality.

Motion by Council President Morris, second by Councilman Epifanio to adopt resolution 2019-6. Resolution adopted by call of the roll, five members present voting in the affirmative.

RESOLUTION 2019-7 RESOLUTION CONFIRMING THE APPOINTMENT OF JOYCE TINNES AS CHIEF FINANCE OFFICER FOR THE TOWNSHIP OF BERLIN.

WHEREAS, Joyce Tinnes will then be appointed for a four year term from January 1, 2019 to December 31, 2023: and

WHEREAS, this appointment does not confer tenure on **Joyce Tinnes** as Berlin Township Chief Financial Officer unless and until she is appointed an additional term beyond December 31, 2023.

Motion by Councilman Epifanio, second by Councilman McIntosh to adopt resolution 2019-7. Resolution adopted by call of the roll, five members present voting in the affirmative.

RESOLUTION 2019-8 COMMITTEES OF COUNCIL (FINANCE)

WHEREAS, N.J.S.A. 40:69A-123 et seq., provides for the appointment and designation of Committees of Council;

NOW, THEREFORE, I PHYLLIS A. MAGAZZU, Mayor of the Township of Berlin, hereby appoint **JOYCE TINNES, CHRISTOPHER MORRIS** to serve on said Finance Committee.

Motion by Councilman Epifanio, second by Councilman McIntosh to adopt resolution 2019-8. Resolution adopted by call of the roll, five members present voting in the affirmative.

RESOLUTION 2019-9 APPOINTMENT OF A QUALIFIED PURCHASING AGENT

January 7, 2019

WHEREAS, the Mayor and Council of the Township of Berlin hereby appoints **Joyce Tinnes** as Purchasing Agent, with specific relevance to the authority, responsibility, and accountability of the purchasing activity of the contracting unit; and

WHEREAS **Joyce Tinnes** term will be from, from January 1, 2019 to October 1, 2019 or until she is certified as a Qualified Purchasing Agent, as issued by the Director of the Division of Local Government Services in accordance with N.J.A.C. 5:34-5 et seq.

NOW BE IT RESOLVED, that Mayor and Council hereby appoints Joyce Tinnes as the Purchasing Agent for the Township for Berlin to exercise the duties as stated above.

Motion by Councilman Epifanio, second by Councilman McIntosh to adopt resolution 2019-9. Resolution adopted by call of the roll, five members present voting in the affirmative.

RESOLUTION 2019-10 APPOINTMENT OF IMPROVEMENT SEARCH CLERK

BE IT RESOLVED by the Mayor and Township Council of the Township of Berlin, that **CATHERINE UNDERWOOD** be and is hereby appointed Improvement Search Clerk effective January 1, 2019 until December 31, 2019.

Motion by Councilman Epifanio, second by Councilman McIntosh to adopt resolution 2019-10. Resolution adopted by call of the roll, five members present voting in the affirmative.

RESOLUTION 2019-11 APPOINTMENT OF SEWER DEPARTMENT CLERK

BE IT RESOLVED by the Mayor and Council of the Township of Berlin that **DANA O'HARA** be and is hereby appointed Sewer Clerk for the Township of Berlin, effective January 1, 2019 and terminating December 31, 2019

Motion by Councilman Epifanio, second by Councilman McIntosh to adopt resolution 2019-11. Resolution adopted by call of the roll, five members present voting in the affirmative.

RESOLUTION 2019-12 APPOINTMENT OF TAX SEARCH CLERK

BE IT RESOLVED by the Mayor and Council of the Township of Berlin that **DANA O'HARA** be and is hereby appointed **Tax Search Clerk** for the Township of Berlin, effective January 1, 2019 and terminating December 31, 2019.

Motion by Councilman Epifanio, second by Councilman McIntosh to adopt resolution 2019-12. Resolution adopted by call of the roll, five members present voting in the affirmative.

RESOLUTION 2019-13 APPOINTMENT OF SEWER/TAX DEPARTMENT CLERK

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BE IT RESOLVED by the Mayor and Council of the Township of Berlin that **COLLEEN DAWSON** be and is hereby appointed Sewer Clerk for the Township of Berlin, effective January 1, 2019 and terminating December 31, 2019.

Motion by Councilman Epifanio, second by Councilman McIntosh to adopt resolution 2019-13. Resolution adopted by call of the roll, five members present voting in the affirmative.

RESOLUTION 2019-14 APPOINTMENT OF C-2 OPERATOR

BE IT RESOLVED by the Mayor and Council of the Township of Berlin, Camden County, New Jersey that **CHARLES RIEBEL JR.** be and is hereby appointed the C-2 Operator of the Sewer Department of the Township of Berlin, effective January 1, 2019 until December 31, 2019.

Motion by Councilman Epifanio, second by Councilman McIntosh to adopt resolution 2019-14. Resolution adopted by call of the roll, five members present voting in the affirmative.

RESOLUTION 2019-15 APPOINTMENT OF AN INSURANCE BROKER

WHEREAS, the Local Public Contracts Law (N.J.S.A. 40A:11-1 et seq.) requires that the Resolution authorizing the award of contract for "Professional Services" " under the fair and open contract provisions of N.J.S.A.19:44A-20.4 et seq; and must be publicly advertised;

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Township of Berlin, County of Camden, that **CONNER STRONG BUCKELEW** to be appointed the Insurance Broker of the Township of Berlin for a term of one year commencing January 1, 2019 until December 31, 2019, to provide Risk Management Services. These professional services are necessary and are required by this municipality.

Motion by Councilman Epifanio, second by Councilman McIntosh to adopt resolution 2019-15. Resolution adopted by call of the roll, five members present voting in the affirmative.

RESOLUTION 2019-16 APPOINTMENT OF COMMISSIONER AND ALTERNATE FOR JOINT INSURANCE FUND

BE IT RESOLVED by the Mayor and Council of the Township of Berlin that the following appointments to the Joint Insurance Fund Committee be and they are hereby made as follows, commencing January 1, 2019

CATHERINE UNDERWOOD	-	FUND COMMISSIONER
PHYLLIS MAGAZZU	-	ALTERNATE FUND COMMISSIONER

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CHUCK RIEBEL	-	SAFETY DELEGATE
JEROME MCINTOSH	-	ALTERNATE SAFETY DELEGATE
MICHAEL C. AVALONE	-	RISK MANAGEMENT CONSULTANT

Motion by Councilman Epifanio, second by Councilman McIntosh to adopt resolution 2019-16. Resolution adopted by call of the roll, five members present voting in the affirmative.

RESOLUTION 2019-17 APPOINTMENT OF PUBLIC AGENCY COMPLIANCE OFFICER

BE IT RESOLVED by the Mayor and Council of the Township of Berlin that it hereby appoints **CATHERINE UNDERWOOD** as the Public Agency Compliance Officer until December 31, 2019.

Motion by Councilman Epifanio, second by Councilman McIntosh to adopt resolution 2019-17. Resolution adopted by call of the roll, five members present voting in the affirmative.

RESOLUTION 2019- 18 APPOINTMENT OF ZONING OFFICER

WHEREAS, N.J.S.A. 40:69A-122 provides that the Mayor, with the advice and consent of the Council, shall appoint such other officers as may be provided for the Office of Zoning Officer;

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Township of Berlin, County of Camden, that **JOSHUA SHELLENBERGER** be appointed the Zoning Officer, commencing January 1, 2019 until December 31, 2019.

Motion by Councilman Epifanio, second by Councilman McIntosh to adopt resolution 2019-18. Resolution adopted by call of the roll, four members present voting in the affirmative. Mayor Magazzu abstained.

RESOLUTION 2019-19 APPOINTMENT OF PUBLIC DEFENDER

WHEREAS, N.J.S.A. 40:69a-122 provides that the Mayor with the advice and consent of the Council shall appoint such other officers as may be provided by ordinance; and **WHEREAS**, Section 3-2E of the Code of the Township of Berlin provides for the office of the Municipal Court;

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NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Township of Berlin that the following appointment be made for the year commencing January 1, 2019 until December 31, 2019.

PUBLIC DEFENDER - ROBERT E. DEPERSIA, II

Motion by Councilman McIntosh, second by Councilwoman Bodanza to adopt resolution 2019-19. Resolution adopted by call of the roll, five members present voting in the affirmative.

RESOLUTION 2019 -20 APPOINTMENT OF MUNICIPAL PROSECUTOR

WHEREAS, N.J.S.A. 40:69A-122 provides that the Mayor, with the advice and consent of the Council, shall appoint such other officers as may be provided by Ordinance; and **WHEREAS**, Section 3-2E of the Code of the Township of Berlin provides for the office of the Municipal Court;

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Township of Berlin that the following appointment be made for the year commencing January 1, 2019 until December 31, 2019

PROSECUTOR - DONNA SIGEL PLATT

Motion by Councilman McIntosh, second by Councilwoman Bodanza to adopt resolution 2019-20. Resolution adopted by call of the roll, five members present voting in the affirmative.

RESOLUTION 2019- 21 APPOINTMENT OF DEPUTY COURT ADMINISTRATOR

WHEREAS, N.J.S.A. 40-69a-122 provides that the Mayor with advice and consent of the Council, shall appoint such other officers as may be provided by Ordinance; **WHEREAS**, Section 3-2E of the Code of the Township of Berlin provides for the Office of the Municipal Court;

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Township of Berlin, in the County of Camden, State of New Jersey, that the following appointments be made as follows:

DEPUTY COURT ADMINISTRATOR -VICKI TAYLOR until December 31, 2019

Motion by Councilman McIntosh, second by Councilwoman Bodanza to adopt resolution 2019-21. Resolution adopted by call of the roll, five members present voting in the affirmative.

**RESOLUTION 2019- 22 APPOINTMENT OF EMERGENCY MANAGEMENT
DEPUTY COORDINATOR**

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WHEREAS, N.J.S.A. 40:69A-122 provides that the Mayor with the advice and consent of Council, shall appoint such officers as may be provided by ordinance; and

WHEREAS, 3-2 of the Code of the Township of Berlin provides for the appointment of Emergency Management Deputy Coordinators;

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Township of Berlin that **BRANDON MOORE, GEORGE BUNDICK JR and HENRY BIRKENHEUER.** be and hereby appointed Emergency Management Deputy Coordinator for the Township of Berlin for a term commencing January 1, 2019 until December 31, 2019.

Motion by Councilman McIntosh, second by Councilwoman Bodanza to adopt resolution 2019-22. Resolution adopted by call of the roll, five members present voting in the affirmative.

RESOLUTION 2019- 23 APPOINTMENT OF LOCAL EMERGENCY PLANNING COMMITTEE

WHEREAS, N.J.S.A. 40:69A-122 provides that the Mayor with the advice and consent of the Council, shall appoint such other officers as may be provided by ordinance;

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Township of Berlin, that the following persons be and they are hereby appointed Emergency Management Advisory Council members until December 31, 2019.

**PHYLLIS MAGAZZU
CHRISTOPHER MORRIS
STUART PLATT
CHARLES J. RIEBEL, JR.
CATHERINE UNDERWOOD
DANIEL GATTI
LEONARD CHECK
MELLISSA DILUZIO
LOUIS DE MARCO JR.
MICHAEL SCHAFFER
TERESA VANDERGRIFT
Dr. EDYTHE AUSTERMUHL
SAHARA SAM REPRESENTATIVE
WALMART REPRESENTATIVE
HOME DEPOT REPRESENTATIVE
SHOPRITE REPRESENTATIVE
SINCLAIR MOVING COMPANY REPRESENTATIVE**

Motion by Councilman McIntosh, second by Councilwoman Bodanza to adopt resolution 2019-23. Resolution adopted by call of the roll, five members present voting in the affirmative.

RESOLUTION 2019-24 APPOINTMENT OF MSI PLANNING COORDINATOR

BE IT RESOLVED by the Mayor and Council of the Township of Berlin that

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CHARLES RIEBEL is hereby appointed MSI Planning Coordinator; and

BE IT FURTHER RESOLVED, that **CATHERINE UNDERWOOD** is hereby appointed Deputy MSI Planning Coordinator commencing January 1, 2019 until January 31, 2019.

Motion by Councilman McIntosh, second by Councilwoman Bodanza to adopt resolution 2019-24. Resolution adopted by call of the roll, five members present voting in the affirmative.

RESOLUTION 2019- 25 APPOINTMENT OF A MUNICIPAL COORDINATOR FOR DISABLED

BE IT RESOLVED by the Mayor and Council of the Township of Berlin that **THERESA VANDERGRIFT** be and is hereby appointed the Municipal Coordinator for the Disabled commencing January 1, 2019 until December 31, 2019.

Motion by Councilwoman Bodanza, second by Council President Morris to adopt resolution 2019-25. Resolution adopted by call of the roll, five members present voting in the affirmative.

RESOLUTION 2019- 26 APPOINTMENT OF COORDINATOR ON AGING

WHEREAS, N.J.S.A. 40:69A-122 provides that the Mayor with the advice and consent of the Council, shall appoint such other officers as may be provided by ordinance; and **NOW, THEREFORE, BE IT RESOLVED** by the Mayor and Council of the Township of Berlin that **THERESA VANDERGRIFT** be and is hereby appointed Coordinator on Aging for the Township of Berlin commencing January 1, 2019 until December 31, 2019.

Motion by Councilwoman Bodanza, second by Council President Morris to adopt resolution 2019-26. Resolution adopted by call of the roll, five members present voting in the affirmative.

RESOLUTION 2019- 27 APPOINTMENT OF SECRETARY BOARD OF HEALTH

WHEREAS, N.J.S.A. 40:69A-122 provides that the Mayor with the advice and consent of Council, shall appoint such other officers as may be provided by ordinance; and **NOW, THEREFORE, BE IT RESOLVED** by the Mayor and Council of the Township of Berlin that **JOSHUA SHELLENBERGER** be and is hereby appointed for the Township of Berlin as Secretary of the Board of Health Commencing January 1, 2019 until December 31, 2019.

Motion by Councilwoman Bodanza, second by Council President Morris to adopt resolution 2019-26. Resolution adopted by call of the roll, four members present voting in the affirmative. Mayor Magazzu abstained.

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RESOLUTION 2019-28 RESOLUTION OF THE TOWNSHIP OF BERLIN TO CREATE AND APPROVE THE FOLLOWING MEMBERS TO THE BOARD OF HEALTH ADVISORY COMMITTEE

WHEREAS, the Governing Body of the Township of has created a Board of Health Advisory Committee.

NOW, THEREFORE, BE IT RESOLVED, by the Mayor and Council of the Township of Berlin, that the appointments be made as follows:

Phyllis Magazzu
Christopher Morris
Jerome McIntosh
Marion Bodanza
Frank Epifanio

NOW BE IT RESOLVED by the Mayor and Council of the Township of Berlin that the above are hereby appointed as members of the Board of Health Advisory Committee effective January 1, 2019 and terminating December 31, 2019.

Motion by Councilwoman Bodanza, second by Council President Morris to adopt resolution 2019-28. Resolution adopted by call of the roll, five members present voting in the affirmative.

RESOLUTION 2019-29 APPOINTMENT OF PROPERTY MAINTENANCE INSPECTOR

BE IT RESOLVED by the Mayor and Township Council of the Township of Berlin, that **JOSHUA SHELLENBERGER, ROBERT BRAY** be and is hereby appointed as Property Maintenance Inspector for a term commencing January 1, 2019 until December 31, 2019.

Motion by Councilwoman Bodanza, second by Council President Morris to adopt resolution 2019-29. Resolution adopted by call of the roll, four members present voting in the affirmative. Mayor Magazzu abstained.

RESOLUTION 2019-30 RESOLUTION APPOINTMENT OF COUNCIL LIAISON FOR NEIGHBORS HELPING NEIGHBORS

BE IT RESOLVED by the Mayor and Township Council of the Township of Berlin, that **JEROME McINTOSH , MARION BODANZA** and **FRANK EPIFANIO** be and is here by appointed liaison for neighbors helping neighbors effective January 1, 2019 until December 31, 2019.

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Motion by Councilwoman Bodanza, second by Council President Morris to adopt resolution 2019-30. Resolution adopted by call of the roll, five members present voting in the affirmative.

RESOLUTION 2019-31 APPOINTMENT OF ANIMAL CONTROL OFFICER

BE IT RESOLVED by the Mayor and Council of the Township of Berlin that **JOSHUA SHELLENBERGER** be and is hereby appointed the Animal Control Officer for the Township of Berlin commencing January 1, 2019 until December 31, 2019.

Motion by Councilwoman Bodanza, second by Council President Morris to adopt resolution 2019-31. Resolution adopted by call of the roll, four members present voting in the affirmative. Mayor Magazzu abstained.

RESOLUTION 2019-32 APPOINTMENT OF ADMINISTRATIVE SECRETARY LAND USE OFFICE

BE IT RESOLVED by the Mayor and Township Council of the Township of Berlin, that **KELLEY SHENDOCK** be and is hereby appointed Administrative Secretary Land Use Office effective January 1, 2019 until December 31, 2019.

Motion by Councilman Epifanio, second by Councilman McIntosh to adopt resolution 2019-32. Resolution adopted by call of the roll, five members present voting in the affirmative.

RESOLUTION 2019-33 APPOINTMENT OF FIRE SUB-CODE OFFICIAL/FIRE INSPECTOR

WHEREAS, N.J.S.A. 40:69A-122 provides that the Mayor with the advice and consent of the Council, appoint such other officers as may be provided by ordinance; and **WHEREAS**, Section 3-3 of the Code of the Township of Berlin provides for a Department of Public Safety, and 3-30 provides for the enforcement of the fire regulations of the Township of Berlin;

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Township of Berlin, that pursuant to N.J.S.A. 52:27D-126 **RALPH JONES**. be and is hereby appointed FIRE SUB-CODE OFFICIAL for a four year term commencing January 1, 2019 and terminating December 31, 2022.

Motion by Councilman Epifanio, second by Councilman McIntosh to adopt resolution 2019-33. Resolution adopted by call of the roll, five members present voting in the affirmative.

RESOLUTION 2019-34 RESOLUTION TO APPOINT A DEPUTY DIRECTOR OF PUBLIC WORKS

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WHEREAS, N.J.S.A. 40:69A-122 provides that the Mayor, with the advice and consent of the Council, shall appoint such other officers as may be provided by ordinance; and

WHEREAS, the Township of Berlin Code provides for a Deputy Director of Public Works.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Township of Berlin, County of Camden, that **ANDREW SIMONE** be appointed the Deputy Director of Public Works for a term commencing January 1, 2019 and ending December 31, 2019

Motion by Councilman Epifanio, second by Councilman McIntosh to adopt resolution 2019-34. Resolution adopted by call of the roll, five members present voting in the affirmative.

RESOLUTION 2019-35 APPOINTMENT OF MEMBERS TO THE PLANNING BOARD

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

WHEREAS, Section 20-2 et seq., of the Code of the Township of Berlin provides for the creation of a PLANNING BOARD shall consist of the following;

CRAIG DEGEORGE – Class IV Member to 12-31-19

BETSY SIMPSON – Class IV Member 12-31-22

JOE PANTANO- Class IV Member 12-31-22

FRANK McHENRY- Class IV **Vice-Chairman** to 12-31-19

SAM SYKES Alternate II to 12-31-20

MICHAEL DEPALMA – Class II Construction Code Official until
December 31, 2019

CHRISTOPHER MORRIS – Class III Councilperson to 12-31-2019

PHYLLIS MAGAZZU – Class I Mayor to 12-31-19

DAVID CARLAMERE- Solicitor to 12-31-19

DAVID ROWAN- Solicitor to 12-31-19

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

Motion by Councilman Epifanio, second by Councilman McIntosh to adopt resolution 2019-35. Resolution adopted by call of the roll, five members present voting in the affirmative.

RESOLUTION 2019- 36 APPOINTMENT OF COORDINATOR FOR CLEAN COMMUNITIES MODEL PROGRAM

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BE IT RESOLVED by the Mayor and Council of the Township of Berlin that **CHUCK RIEBEL** is hereby appointed as Coordinator for the Clean Communities Model Program I and that the Public Works Department of the Township of Berlin, be designated the Agency responsible for grant implementation effective January 1, 2019.

Motion by Councilman Epifanio, second by Councilman McIntosh to adopt resolution 2019-36. Resolution adopted by call of the roll, five members present voting in the affirmative.

RESOLUTION 2019-37 RESOLUTION AUTHORIZING THE APPOINTMENT OF REPRESENTATIVE AND ALTERNATE TO THE CAMDEN COUNTY COMMUNITY DEVELOPMENT ADVISORY BOARD

WHEREAS, there is hereby established an annual requirement of a Municipality to appoint a voting representative, and alternate to the Camden County Community Development Advisory Board; and

WHEREAS, the Township of Berlin wishes to continue to be a voting member of said board in conjunction with the existing Cooperation Agreement;

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Township of Berlin that **MARION BODANZA** is hereby appointed to serve as the representative from the Township of Berlin to the Camden County Community Development Advisory Board and

FURTHER, JEROME McINTOSH and FRANK EPIFANIO is hereby appointed to serve as the alternate members,

FURTHER, a certified copy of this Resolution is to be submitted to the County Community Development Office.

Motion by Councilman Epifanio, second by Councilman McIntosh to adopt resolution 2019-37. Resolution adopted by call of the roll, five members present voting in the affirmative.

RESOLUTION 2019-38 CONFIRMING APPOINTMENT OF PLANNING BOARD SOLICITOR

WHEREAS, the Local Public Contracts Law (N.J.S.A. 40A:-11-1 et seq.) requires that the Resolution authorizing the award of contract for "Professional Services" without competitive bids must be publicly advertised;

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Township of Berlin, County of Camden, that **DAVID CARLAMERE & DAVID ROWAN ESQUIRE**, be appointed the Planning Board Attorney of the Township of Berlin for a period of one year (1) commencing **January 1, 2019 until December 31, 2019** to perform professional services ordinarily provided by and required of a Planning Board Attorney, and to receive such compensation as may be reasonable for such services. Said **DAVID CARLAMERE & DAVID ROWAN ESQUIRE**, is a person authorized by law to practice a recognized profession in the State of New Jersey, which practice is regulated

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by the laws of this State; to wit, the profession of Planning Board Attorney. These professional services are necessary and are required by this municipality.

Motion by Councilman McIntosh, second by Councilwoman Bodanza to adopt resolution 2019-38. Resolution adopted by call of the roll, five members present voting in the affirmative.

RESOLUTION 2019-39 AUTHORIZING PURCHASES THROUGH STATE CONTRACTS

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, it is contemplated that it will be necessary or desirable to obtain materials, supplies, and equipment under said State Contracts, during the year 2019;

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Township of Berlin that Department Heads are hereby authorized to purchase, without the necessity of a separate resolution, such materials, supplies, and equipment as shall be available under State Contract, to the Township pursuant to N.J.S.A.40A:11-12, in those cases 1) where it is desirable and in the best interests of the Township of Berlin to make such purchases and 2) where the amount of the purchase, with regard to the aggregation of like purchases made at separate times in the year 2019, is less than the threshold set in accordance with N.J.S.A. 40A:11-3; and

BE IT FURTHER RESOLVED that all purchases by the Township of Berlin pursuant to N.J.S.A. 40A:11-12 which are, with regard to aggregation, in excess of the bid limit established pursuant to N.J.S.A. 40A:11-3, shall be the subject of a separate authorizing resolution by the Mayor and Council of the Township of Berlin

Motion by Councilman McIntosh, second by Councilwoman Bodanza to adopt resolution 2019-39. Resolution adopted by call of the roll, five members present voting in the affirmative.

RESOLUTION 2019- 40 DESIGNATION OF OFFICIAL DEPOSITORY FOR THE YEAR 2019

WHEREAS, N.J.S.A. 40A:5-14 mandates that the governing body of a municipal corporation shall, by resolution passed by a majority vote of the full membership thereof, designate as a depository for its monies a bank or trust company having its place of business in the state and organized under the laws of the United States or this state;

January 7, 2019

NOW, THEREFORE, BE IT RESOLVED on the 7th day of January, 2019, by the Mayor and Council of the Township of Berlin, County of Camden, State of New Jersey, that **BANK OF AMERICA, REPUBLIC BANK, SOUTH JERSEY FEDERAL CREDIT UNION** be and is hereby designated as depositories for the Township of Berlin for the year 2019.

Prior to the deposit of any municipal funds in the above-mentioned depositories, said bank shall file with the Chief Financial Officer a statement indicating that the bank is covered under the Government Units Deposit Protection Act (RS. 17:9-41).

Motion by Councilman McIntosh, second by Councilwoman Bodanza to adopt resolution 2019-40. Resolution adopted by call of the roll, five members present voting in the affirmative.

RESOLUTION 2019- 41 DESIGNATION OF BANKS FOR INVESTMENT PURPOSES

WHEREAS, there will be excess Berlin Township funds from time to time; and **WHEREAS**, it is in the best interest of the Township of Berlin to invest these funds at the highest rate of interest available;

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Township of Berlin that the Treasurer be and hereby authorized to invest these funds in the following banks:

BANK OF AMERICA

SANTANDER BANK

FULTON BANK

REPUBLIC BANK

STATE OF NEW JERSEY CASH MANAGEMENT FUND

Any other banks with GUDPA certification

Motion by Councilman McIntosh, second by Councilwoman Bodanza to adopt resolution 2019-41. Resolution adopted by call of the roll, five members present voting in the affirmative.

RESOLUTION 2019-42 DESIGNATION OF OFFICIAL NEWSPAPERS

WHEREAS, Section 3 of the Open Public Meetings Act, Chapter 231, P.L., 1975, requires that certain notice of meetings be submitted to two (2) newspapers, one of which shall be the official newspaper; and

WHEREAS, the second newspaper designated by this body must be the one which has the greatest likelihood of informing the public within the jurisdictional boundaries of this body of such meeting;

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

January 7, 2019

1. **COURIER POST**, Cherry Hill, New Jersey, and **RECORD BREEZE**, Blackwood, New Jersey are hereby designated as the official newspaper of the township. The designation of the newspapers shall be for a period of one (1) year commencing January 1, 2019 until December 31, 2019.

2. It is the opinion of this body that the above named newspapers have the greatest likelihood of informing the public within the jurisdictional area of this body of such meetings.

Motion by Councilman McIntosh, second by Councilwoman Bodanza to adopt resolution 2019-42. Resolution adopted by call of the roll, five members present voting in the affirmative.

RESOLUTION 2019- 43 RESOLUTION ADOPTING THE CASH MANAGEMENT PLAN OF THE TOWNSHIP OF BERLIN

WHEREAS, N.J.S.A.40A:5-14 requires every municipality to adopt a Cash Management Plan;

WHEREAS, the attached plan, which has been prepared pursuant to the provisions of N.J.S.A.40A:5-14, sets forth the basis for the deposits and investments of certain public funds of the Township of Berlin;

NOW, THEREFORE, BE IT RESOLVED that the Cash Management Plan be adopted and in effect for the period January 1, 2019 through December 31, 2019. A copy of said plan is on file in the office of the Township Clerk.

Motion by Councilman McIntosh, second by Councilwoman Bodanza to adopt resolution 2019-43. Resolution adopted by call of the roll, five members present voting in the affirmative

RESOLUTION 2019- 44 AUTHORIZING CONTRACT FOR EXTRAORDINARY, UNSPECIFIED SERVICES

WHEREAS, there exists a need for dental insurance coverage; and

WHEREAS, the maximum amount of the contract is \$ 55,000.00 and said funds are available in an appropriation entitled **DELTA DENTAL** Group Insurance and have been certified by the local finance officer, said certification being attached; and

WHEREAS, N.J.S. 40A:11-1 et seq. requires that the resolution authorizing the award of contracts for "Extraordinary, Unspecifiable Services" without competitive bids and the contract itself must be available for public inspection; and

WHEREAS, the Chief Financial Officer has certified that this meets the statute and regulations governing the award of said contract;

January 7, 2019

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Township of Berlin as follows:

1. The Mayor and Township Clerk are hereby authorized and directed to execute the attached agreement with Delta Dental Plan of NJ.
2. This contract is awarded without competitive bidding as an "Extraordinary Unspecifiable Service" in accordance with 40A:11-5(l)(a) of the Local Public Contracts Law because it cannot be reasonably described in written specifications and insurance qualifies as a EUS under the provisions of the statute.

Motion by Councilman McIntosh, second by Councilwoman Bodanza to adopt resolution 2019-44. Resolution adopted by call of the roll, five members present voting in the affirmative.

RESOLUTION 2019- 45 RESOLUTION TO SET THE INTEREST RATE CHARGES ON DELINQUENT TAXES

WHEREAS, R.S. 54:4-67 permits the governing body of each municipality to fix the rate of interest to be charged for nonpayment of taxes or assessments subject to any abatement or nonpayment of taxes or assessments subject to any abatement or discount for the late payment of taxes as provided by law; and

WHEREAS, R.S. 54:4-67 has been amended to permit the fixing of said rate of 8% on the first \$1,500.00 of the delinquency and 18% on any amount in excess of \$1,500.00.

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

1. The Tax Collector is hereby authorized and directed to charge 8% on the first \$1,500 of taxes becoming delinquent after due date and 18% on any amount of taxes in excess of \$1,500.00 becoming delinquent after due date, subject to any abatement or discount for the late payment of taxes as provided by law.
2. There will be a ten (10) day grace period for quarterly tax payments made by cash, check or money order.
3. This resolution shall be published in its entirety once in the Record Breeze Newspaper.
4. A certified copy of this resolution shall be provided by the Office of the Township Clerk to each of the following:
 - a) Tax Collector
 - b) Township Attorney
 - c) Township Auditor
 - d) Department of Financial Services

January 7, 2019

Motion by Councilman McIntosh, second by Councilwoman Bodanza to adopt resolution 2019-45. Resolution adopted by call of the roll, five members present voting in the affirmative.

RESOLUTION 2019- 46 RESOLUTION TO SET THE INTEREST RATE CHARGED ON DELINQUENT SEWER BILLS

WHEREAS, R.S. 54:4-67 permits the governing body of each municipality to fix the rate of interest to be charged for nonpayment of sewer bills subject to any abatement or discount for the late payment of sewer bills as provided by law; and

WHEREAS, R.S. 54:4-67 has been amended to permit the fixing of said rate of 18% per annum.

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

1. The Tax Collector is hereby authorized and directed to charge 18% per annum of sewer bills becoming delinquent after due date, subject to any abatement or discount for the late payment of sewer bills as provided by law.
2. There will be a ten (10) day grace period for quarterly sewer payments made by cash, check or money order.
3. This resolution shall be published in its entirety once in the Record Breeze Newspaper.
4. A certified copy of this resolution shall be provided by the Office of the Township Clerk to each of the following:
 - a) Tax Collector
 - b) Township Attorney
 - c) Township Auditor
 - d) Department of Financial Services

Motion by Councilman McIntosh, second by Councilwoman Bodanza to adopt resolution 2019-46. Resolution adopted by call of the roll, five members present voting in the affirmative.

RESOLUTION 2019- 47 RESOLUTION TO ADD SURCHARGE ON DELINQUENT REAL ESTATE TAXES OVER \$10,000.00

WHEREAS, pursuant to N.J.S.A. 54:4-67, , the Governing Body of a Municipality may establish a penalty to be assessed to a taxpayer with a delinquency in excess of \$10,000.00 and who fails to pay that delinquency prior to the end of the fiscal year.

January 7, 2019

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Township Council of the Township of Berlin that it hereby authorizes a 6% penalty to be assessed on any tax delinquency in excess of \$10,000.00 where said delinquency has not been paid prior to the end of the fiscal year.

BE IT FURTHER RESOLVED that this Resolution shall become effective on the date of its adoption.

Motion by Councilman McIntosh, second by Councilwoman Bodanza to adopt resolution 2019-47. Resolution adopted by call of the roll, five members present voting in the affirmative.

RESOLUTION 2019- 48 RESOLUTION SETTING FEE FOR EXECUTION OF DUPLICATE TAX SALE CERTIFICATE NJSA 54:5-52-1

WHEREAS, in case of the destruction or loss of a tax title certificate which was issued by the Township of Berlin in the State of New Jersey held in the municipality, the collector of taxes in said municipality shall issue and execute a new certificate of tax sale in place of the one which has been destroyed or lost, and;

WHEREAS, the tax collector shall be duly authorized to do so by resolution of the governing body of said municipality, and;

WHEREAS, the municipality may charge a fee not to exceed \$100 for such a duplicate certificate, so;

THEREFORE, BE IT RESOLVED by the Mayor and Council of the Township of Berlin that the costs for such duplicate certificate is set at \$100.

Motion by Councilman McIntosh, second by Councilwoman Bodanza to adopt resolution 2019-48. Resolution adopted by call of the roll, five members present voting in the affirmative.

RESOLUTION 2019- 49 RESOLUTION AUTHORIZING THE TAX COLLECTOR TO SET UP PARTIAL PAYMENT AGREEMENTS FOR CURRENT TAXES N.J.S.A. 54:5-68

WHEREAS, the owners of property located in the Township of Berlin, would like the opportunity to pay taxes on a timely basis in monthly installments, and;

WHEREAS, no delinquencies are recorded and current year real estate taxes are being paid in these monthly payments, and;

WHEREAS, payments will be due the first day of each month with a ten day grace period, so;

NOW, THEREFORE BE IT RESOLVED by the Mayor and Council of the Township of Berlin that pursuant to New Jersey Statutes Annotated, authorization is granted to allow the Tax Collector to enter into an agreement for monthly installments upon request of the owner on any property within the Township of Berlin for the payment of current taxes through monthly installments, and;

BE IT FURTHER RESOLVED, that if these monthly installments fall delinquent more than ten days after the due date, then such agreement shall be void and the

January 7, 2019

delinquency will revert back to the original date and the Township shall enforce the delinquency allowed by statute.

Motion by Councilman McIntosh, second by Councilwoman Bodanza to adopt resolution 2019-49. Resolution adopted by call of the roll, five members present voting in the affirmative.

RESOLUTION 2019- 50 RESOLUTION TO SET A SERVICE CHARGE FOR RETURNED CHECKS

WHEREAS, N.J.S.A. 40:5-18 states that a governing body may provide for the imposition of a service charge to be added for a check returned for insufficient funds not to exceed \$20.00.

BE IT RESOLVED by the Mayor and Council of the Township of Berlin that in accordance with the above stated statute the fee of \$20.00 will be assessed for each check returned for insufficient funds.

Motion by Councilman McIntosh, second by Councilwoman Bodanza to adopt resolution 2019-50. Resolution adopted by call of the roll, five members present voting in the affirmative.

RESOLUTION 2019-51 RESOLUTION TO SET THE TIMES AND DATES FOR THE BERLIN OF TOWNSHIP ANNUAL MEETINGS

The following is the schedule of Year 2019 Mayor and Council meetings which will be held at the Berlin Township Municipal Hall located at 135 Route 73 South, West Berlin New Jersey 08091. All meetings will be held on the Second and Fourth Monday of the month at 5:30 p.m. If a legal holiday falls on a meeting date then the meeting will be cancelled. Meetings for the year 2019 will be held as follows:

**Berlin Township
Mayor and Council 2019 Meetings Dates
The meetings will begin at 5:30 pm**

**January Monday 7th, 2019 Reorganization Meeting
12:00 Noon**

January	28
February	11
March	11
March	25
April	8
May	13

January 7, 2019

June	10
July	1
August	5
September	9
October	28
November	25
December	16

Motion by Councilman McIntosh, second by Councilwoman Bodanza to adopt resolution 2019-51. Resolution adopted by call of the roll, five members present voting in the affirmative.

RESOLUTION 2019- 52 ADOPTING ROBERT’S RULES OF ORDER TO GOVERN THE CONDUCT OF ALL MEETINGS OF THE TOWNSHIP OF BERLIN

WHEREAS the Mayor and Council of the Township of Berlin shall conducted meetings and;

WHEREAS Robert’s Rules of Order are rules and regulations needed to conduct the business of a meeting.

BE IT RESOLVED by the Mayor and Council of the Township of Berlin, in the County of Camden, that all meetings of the Township Council shall be governed by, and conducted in accordance with, Robert’s Rules of Order.

Motion by Councilwoman McIntosh, second by Council President Morris to adopt resolution 2019-52. Resolution adopted by call of the roll, five members present voting in the affirmative.

RESOLUTION 2019-53 AUTHORIZING THE FILING OF TAX APPEALS

WHEREAS, there exists a need for filing of Tax Appeals for the Township of Berlin; and

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Township of Berlin, County of Camden, State of New Jersey that authorization is given to **DANIEL GATTI**, Tax Assessor to file these Tax Appeals on behalf of the Township of Berlin in all property tax matters

Motion by Councilwoman McIntosh, second by Council President Morris to adopt resolution 2019-53. Resolution adopted by call of the roll, five members present voting in the affirmative.

RESOLUTION 2019-54 CONTINUING RESOLUTION

January 7, 2019

WHEREAS, it is the policy of the Mayor and Council of the Township of Berlin to review and examine all previously adopted Resolutions;

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Township of Berlin, County of Camden, that all appointments, ordinances, amendments and supplements thereto, including all resolutions of the Township of Berlin heretofore in existence as of December 31, 2018, may continue for a period of sixty (60) days or at the pleasure of the Mayor and Council except in so far as they may be inconsistent with any and all appointments, ordinances, amendments and supplements adopted by the Mayor and Council of the Township of Berlin on this date, January 7, 2019.

Motion by Councilwoman McIntosh, second by Council President Morris to adopt resolution 2019-54. Resolution adopted by call of the roll, five members present voting in the affirmative.

RESOLUTION 2019-55 RESOLUTIONS AUTHORIZING THE MAYOR TO SIGN AN AGREEMENT WITH PHOENIX ADVISORS, LLC TO SERVE AS CONTINUING DISCLOSURE AGENT AND INDEPENDENT REGISTERED MUNICIPAL ADVISOR

WHEREAS, the Township of Berlin has agreed through the execution of Continuing Disclosure Agreements (“CDAs”) in connection with one or more past bond issuances to provide certain financial and other information and notices, within specified timeframes, in a manner prescribed by the regulators of the underwriter that purchased said bond issues; and

WHEREAS, it is beneficial to retain the assistance of Phoenix Advisor who are experts and registered with the Securities and Exchange Commission, with knowledge and experience in these matters, to assist in assuring compliance with CDAs and to stand ready to provide advice as needed with the issuance of municipal debt; and

WHEREAS, Phoenix Advisors, LLC has submitted a proposal for 2019 for a one year period beginning January 1, 2019 to provide the following:

- a) Continuing Disclosure Agent – Ongoing for a fee of \$1,050.00 for up to three outstanding issues plus \$100 for each additional issue and \$200 for each new bond issue set up during the year. The setup fee will be invoiced at the time the new bonds are issued.
- b) Independent Registered Municipal Advisor (IRMA) – There is no separate fee charged. As IRMA, Phoenix would be available to answer general questions concerning outstanding debt issues or prepare preliminary project analyses. A separate fee addendum would be added should the Township choose to have Phoenix involved in a debt issuance.

WHEREAS, funds are available as set forth for section a in Bond Ordinance 2016-5 account # C-04-15-861-160503 and for section b shall be charged as per Resolution approving the addendum should it be required;

January 7, 2019

NOW, THEREFORE BE IT RESOLVED, by the Mayor and Council of the Township of Berlin that the Mayor is hereby authorized to sign a contract with Phoenix Advisors, LLC to serve as Continuing Disclosure Agent and Independent Registered Municipal Advisor for a period of one year commencing on January 1 2019.

Motion by Councilwoman McIntosh, second by Council President Morris to adopt resolution 2019-55. Resolution adopted by call of the roll, five members present voting in the affirmative.

**TOWNSHIP OF BERLIN
RESOLUTION 2019-56**

CY 2019 TEMPORARY BUDGET FOR CURRENT FUND, SEWER OPERATING FUND, OPEN SPACE AND HISTORICAL PRESERVATION TRUST FUND AND CALCULATION OF MAXIMUM ALLOWABLE APPROPRIATIONS

WHEREAS, revised statutes 40A:2-12 provides that where there are any contracts, commitments or payments that are to be made prior to the adoption of the Calendar Year 2019 Budget, temporary appropriations should be made for the purposes and accounts required in the manner and time provided; and

WHEREAS, the date of this resolution is within the first thirty (30) days of the Calendar Year 2019 Budget and is twenty-six and one quarter percent (26.25%) of the total appropriations made for all purposes in the Calendar Year 2018 Budget, excluding appropriations; and

NOW, THEREFORE BE IT RESOLVED, by the Mayor and Council of the Township of Berlin that the foregoing is the Temporary Budget for the Calendar Year 2019; and twenty-six and one quarter percent (26.25%) of the total appropriations made for all purposes in the budget for the year 2018 Calendar Year excluding appropriations made for interest and debt redemption charges, capital improvement fund and public assistance.

CURRENT FUND TEMPORARY BUDGET

		\$
CY 2018 Budget Appropriations		10,849,860.32
Less:	2018 Appropriations for Debt Service	\$ 1,387,400.00

January 7, 2019

		\$
	Capital Improvement Fund	916,000.00
		\$
	Subtotal	8,546,460.32
		X 0.2625
		\$
		<u>2,243,445.83</u>
Add:	2019 Appropriations for Debt Service	\$ <u>882,771.50</u>
		\$
	Total	<u><u>3,126,217.33</u></u>

GENERAL GOVERNMENT
Mayor & Council

		\$
	Salaries & Wages	21,813.75
		\$
	Other Expenses	7,586.25
Township Clerk		
		\$
	Salaries & Wages	26,223.75
		\$
	Other Expenses	11,051.25
Finance Administration		
		\$
	Salaries & Wages	27,378.75
		\$
	Other Expenses	5,591.25
Audit Services		
		\$
	Other Expenses	9,922.50
Revenue Administration		
	Salaries & Wages	
	Other Expenses	
Tax Assessment Administration		
		\$
	Salaries & Wages	20,212.50
		\$
	Other Expenses	4,515.00

January 7, 2019

Legal Services & Costs		\$
	Other Expenses	19,687.50
Engineering Services		\$
	Salaries & Wages	33,390.00
		\$
	Other Expenses	7,586.25
 LAND USE ADMINISTRATION		
Planning/Zoning Board		\$
	Salaries & Wages	3,937.50
		\$
	Other Expenses	2,625.00
 CODE ENFORCEMENT		
		\$
	Salaries & Wages	32,051.25
		\$
	Other Expenses	13,650.00
 INSURANCE		
Liability Insurance		\$
	Other Expenses	78,093.75
Worker's Compensation		\$
	Other Expenses	32,576.25
Employee's Group Insurance		\$
	Other Expenses	357,000.00
Health Benefit Waiver		\$
	Other Expenses	9,187.50
Unemployment Insurance		\$
	Other Expenses	3,675.00
 PUBLIC SAFETY FUNCTIONS		
Municipal Court		\$
	Salaries & Wages	32,366.25

January 7, 2019

		\$
Public Defender	Other Expenses	14,148.75
		\$
Police Department	Other Expenses	131.25
		\$
	Salaries & Wages	463,863.75
		\$
Emergency Management	Other Expenses	38,406.38
		\$
	Salaries & Wages	577.50
		\$
Aid to Volunteer Ambulance Company	Other Expenses	393.75
		\$
Municipal Prosecutor	Other Expenses	5,250.00
		\$
	Salaries & Wages	3,727.50
		\$
	Other Expenses	131.25
PUBLIC WORKS		
Streets & Roads		
		\$
	Salaries & Wages	17,876.25
		\$
	Other Expenses	7,927.50
Solid Waste Collection		
		\$
	Salaries & Wages	121,091.25
		\$
Buildings & Grounds	Other Expenses	3,583.13
		\$
	Salaries & Wages	12,416.25
		\$
Vehicle Maintenance	Other Expenses	11,956.88
		\$
	Salaries & Wages	18,690.00

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		\$
	Other Expenses	29,990.63
HEALTH & HUMAN SERVICES		
Public Health		
		\$
	Salaries & Wages	1,312.50
		\$
	Other Expenses	131.25
PARKS & RECREATION		
Recreation Services		
		\$
	Salaries & Wages	1,365.00
		\$
	Other Expenses	1,365.00
Maintenance of Parks		\$
	Salaries & Wages	10,027.50
		\$
	Other Expenses	-
Maintenance of Free Public Library		\$
	Salaries & Wages	6,956.25
		\$
	Other Expenses	2,730.00
Celebration of Public Events		\$
	Other Expenses	3,412.50
Payment of PY Bills		\$
	Other Expenses	25.00
UTILITIES		
		\$
Traffic Signal Maintenance		14,332.50
		\$
Electricity & Natural Gas		24,753.75
		\$
Street Lighting		30,187.50
		\$
Telephone		6,693.75
Telecommunication Charges		\$

January 7, 2019

	1,050.00
	\$
Water	1,312.50
	\$
Petroleum Products (Fuel Oil & Gas)	24,937.50
	\$
Sewer	1,653.75
	\$
Solid Waste Disposal	52,500.00
STATUTORY EXPENDITURES	
	\$
PERS	47,788.13
	\$
PFRS	100,593.94
	\$
Social Security	64,312.50
	\$
DCRP	3,150.00
OPERATIONS EXCLUDED FROM CAPS	
	\$
Solid Waste Recycle Tax	1,968.75
NJPDES - Stormwater Management	
	\$
Salaries & Wages	11,287.50
	\$
Other Expenses	4,980.94
	\$
FEDERAL & STATE GRANTS	
	-
	\$
TOTAL TEMPORARY APPROPRIATIONS	1,920,796.56
MUNICIPAL DEBT SERVICE	
	\$
Principal	420,000.00
	\$
Interest	205,256.26
	\$
TOTAL TEMPORARY CURRENT FUND APPROPRIATIONS	<u><u>2,546,052.82</u></u>

January 7, 2019

SEWER OPERATING FUND TEMPORARY BUDGET

			\$
	CY 2018 Budget Appropriations		1,110,500.00
Less:	2018 Appropriations for Debt Service	\$ 596,000.00	
			\$
	Capital Improvement Fund	-	
			\$
	Subtotal		514,500.00
		X	0.2625
			\$
			<u>135,056.25</u>
Add:	2019 Appropriations for Debt Service		\$ 611,275.01
			<u>611,275.01</u>
			\$
	Total		<u><u>746,331.26</u></u>
Sewer Operating			\$
	Salaries & Wages		45,071.25
			\$
	Other Expenses		83,895.00

January 7, 2019

		<u>\$</u>
		212,861.25
Debt Service		
		<u>\$</u>
	Principal	270,000.00
		<u>\$</u>
	Interest	51,209.38
STATUTORY EXPENSES		
		<u>\$</u>
PERS		2,520.00
		<u>\$</u>
Social Security		3,465.00
		<u>\$</u>
Unemployment Compensation		400.00
		<u>\$</u>
TOTAL TEMPORARY SEWER OPERATING FUND APPROPRIATIONS		<u><u>753,316.88</u></u>

**OPEN SPACE, RECREATION FARMLAND & HISTORIC PRESERVATION TRUST FUND
TEMPORARY BUDGET**

		<u>\$</u>
CY 2018 Budget Appropriations (Open Space Trust)		161,800.00
		<u>\$</u>
		161,800.00
	X	0.2625
		<u>\$</u>
		42,472.50
		<u>\$</u>
		-
		<u>\$</u>
Total		<u><u>42,472.50</u></u>

January 7, 2019

OPEN SPACE TRUST

	\$
Salaries & Wages	30,371.25
	\$
Other Expenses	12,101.25
	<hr/>
	\$
TOTAL OPEN SPACE, RECREATION, FARMLAND & HISTORIC PRESERVATION FUND APPROPRIATIONS	42,472.50
	<hr/> <hr/>

Motion by Councilwoman McIntosh, second by Council President Morris to adopt resolution 2019-56. Resolution adopted by call of the roll, five members present voting in the affirmative.

Greeting and Statements of Mayor and Council

Mayor Magazzu

Happy New Year and thank you for taking time out of your day to attend our reorganization meeting. I know that your time is precious and appreciate you spending this afternoon with us.

Congratulations again to our Council President, Chris Morris. I look forward to continue working with him. I appreciate his knowledge and experience! He is a true asset to our council and to our entire town! Thanks, Chris, for accepting the position again!!!

I would also like to thank my colleagues on the council for their faith in me, and continuing to support and work with me for the betterment of Berlin Township. Frank and Jerome, congratulations on your newly re-elected positions on Council!!! I am sure you will continue to contribute all the hard work and time as you have given in the past to our residents in our town!! Marion, thank you again for being the compassionate caring almost motherlike council member. Your truly are a caring person!!! But as I have said countless times, I appreciate your friendship! I think being able to call your colleagues also friends, benefits the town! We respect and most of the time, like each other!!!! We don't always agree but always do what is best for our residents! And that is what puts us above other towns!

This Council is strong and truly committed to serve Berlin Township. We work well with our County Freeholders, our Assemblyman Louis Greenwald and Assemblywoman Pam Lampit, our Senator Jim Beach, and our Congressman Donald Norcross, all to benefit our residents and businesses.

To our Camden County Clerk, Joe Ripa, thank you for the honor of coming today and swearing in our newly elected councilmen. But most important, thank you for the honor of being our friend!!! You will always be considered family in our town

January 7, 2019

Our newly appointed CFO, Joyce Tinnis who has successfully steered us through her first few months on the job!!! She is doing an excellent job and fits right in our township family! To Lori Campsano, our former CFO, thank you for you over 25 years of service to our town! I wish all the luck, health and happiness with your retirement

Our township clerk, Cathy Underwood, is a hardworking and happy, pleasant person. Those of us that rely on her dedication and attention to detail know just how much she contributes to our success. She never fails to attack any project or job without enthusiasm and dedication. Thank you, Cathy and your staff, for all your hard work this past year.

I would also like to take a moment to thank all our employees in Berlin Township. They do an outstanding, professional job every day, and we all appreciate their efforts. I would like to recognize our exceptional township staff and professionals, including our police department and Chief Lennie Check, our township Tax Collector, Dana O'Hara, our Public Works director and municipal engineer, Chuck Reibel, our land use secretary, Kelly Shendock, our court administrator, Maria Reed and our Zoning officer/Animal Control officer Josh Shellenberger. Also, thanks to the many citizens who volunteer to serve Berlin Township on our Planning and Zoning Boards. Together all these individuals do a terrific job keeping this town safe, keeping it running very smoothly and providing high-quality services to Berlin Township residents. When things run smoothly, sometimes those in charge and their employees might go un-noticed, but I would like to publicly tell you all that Council and I have noticed, and appreciate all your hard work which makes Berlin Township run so well.

A special thanks to our West Berlin Fire Department. I can tell you that you will never find a group of more dedicated volunteers who literally risk their own lives to protect everyone in our area. They, along with our Berlin Ambulance squad spend hundreds of selfless hours serving our community. They have earned and deserve our profound thanks.

Volunteers in all areas are vital to our safety as well as to our many recreational programs, boards and committees. I have a very positive outlook for 2019, and will continue to enjoy working with this council, township workers and all of our community volunteers to continue to keep Berlin Township a most desirable place to live, work and enjoy life.

To our professionals, Stuart Platt, one of the best solicitors in our county, really the state, for all the professional good advice he gives us, that we listen to most of the time, our excellent auditors, Bowman and Company, particularly Danny DiGangi, our newly appointed municipal judge, Ryan Trabosh, and our caring municipal Prosecutor, Donna Platt. Thank you all for your professionalism and expertise.

To the voters of Berlin Township, thank you for putting your faith in our experience and knowledge and for giving us one of the greatest privileges and opportunities

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of our careers, to serve as your Mayor and Council. We want you all to know that we will never take your support for granted. I understand that your trust and confidence is not guaranteed but must be earned every day. As your Mayor and Council, we took an oath to serve you to the best of our ability. We take that oath very seriously. We will work tirelessly for the betterment of our town. The residents of Berlin Township deserve no less.

And last, but definitely not least, I would like to thank my husband, my best friend and mom and my entire family for their complete support in this journey!! I would not be here in this chair, if it were not for their encouragement and belief in me.

In closing, I'd like to wish everyone peace and prosperity in 2019. May God bless you, your families and all of us on the Township Council. And may we all gather again in this room 12 months from now, to celebrate and enjoy the mutual connections which have brought us together this afternoon. And God Bless America!!!!

Council President Morris

Council President concurred with Mayor Magazzu remarks. President Morris thanked the residents of Berlin Township for their continued support and looks forward to the New Year with his colleagues.

Peace be with you all and may God Bless each of us and keep us safe in 2019. Happy New Year!

Councilman Epifanio

Councilman Epifanio remarked greetings to our elected officials, honorable guests and township employees, to the residents of Berlin Township, thank you for re-electing me and my running mate Jerome. I look forward to year 2019 and working together with my fellow council members and mayor as we continue to make Berlin Township the great community that it is!

I also would like to thank my family, without your continued love and support I would not be sitting here today, thank you.

Councilman McIntosh

Councilman McIntosh agreed with the councilmembers remarks and stated that he is honored to work along with these fine individuals and considers them as family.

Councilman McIntosh thanks his family and friends who are here today to support him and wished everyone a Happy New Year.

Councilwomen Bodanza

Councilwomen Bodanza congratulated Councilman Epifanio and Councilman McIntosh. Councilwoman stated that Berlin Township is a great little town and she is proud to be a part of it. She wished everyone a Happy and Healthy New Year.

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Public Portion

Motion by Councilman Epifanio, second by Council President Morris 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.

No Comments were to be heard

Motion by Councilman McIntosh, second by Councilwoman Bodanza 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.

Adjourn

Motion by Councilman Epifanio, second by Council President Morris to adjourn the meeting at 12:45 pm. Motion carried by voice vote, all members voting in the affirmative. Meeting adjourned 12:45 pm

Catherine Underwood, Township Clerk

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