

REORGANIZATION MEETING FOR THE TOWNSHIP OF BERLIN

1. Opening of meeting

Presentation of Certificate of Election and Administration of Oath of Public Office.

2. Seating of Council

3. Roll Call

4. Election of President of Council-

5. Mayor's appointments with advice and consent of Council
Unless noted, all appointments are until December 31, 2020

RESOLUTIONS ON CONSENT AGENDA

6. **Professional Appointments:**

- (a) Municipal Solicitor –
- (b) Special Counsel –
- (c) Registered Municipal Accountant –
- (d) Bond Counsel –
- (e) Construction Inspection Engineer-

Motion Morris, seconded Epifanio

7. **Administration and Finance, Township Events, Grants and School Board**

- (a) Chief Financial Officer-
- (b) Finance Committee –
- (c) Qualified Purchasing Agent-
- (d) Improvement Search Clerk-
- (e) Tax Collector-

- (f) Sewer Clerk-
- (g) Tax Search Clerk -
- (h) Sewer /Tax Clerk-
- (i) C-2 Operator –
- (j) Insurance Broker of Record-
- (k) Commissioner and Alternate and Safety Delegate and Alternate for Joint Insurance Fund –
- (l) Public Agency Compliance Officer Compliance Officer –
- (m) Zoning Officer –
- (n) Registrar of Vital Statistic-
- (o) Deputy Registrar of Vital Statistic-

Motion Epifanio, seconded Sykes

8. Law and Public Safety, Municipal Court, Emergency Management .

- (a) Public Defender –
- (b) Municipal Prosecutor –
- (c) Municipal Deputy Court Administrator-
- (d) Emergency Management Deputy Coordinators –
- (e) Local Emergency Management Planning Committee-
- (f) MSI Planning Coordinator and Deputy Coordinator –

Motion Sykes, seconded Bodanza

9. Property Maintenance, Board of Health and Senior Citizens And Disabled.

- (a) Coordinator for Disabled-
- (b) Coordinator on Aging –

- (c) Board of Health Liaison –
- (d) Board of Health Advisory Committee-
- (e) Property Maintenance Inspector-
- (f) Council Liaison for Neighbors helping Neighbors-
- (g) Animal Control Officer-

Motion Bodanza, seconded Morris

10. **Public Works and Sewer Department, Land Use, Planning Board**

- (a) Administrative Secretary Land Use –
- (b) Construction Official-
- (c) Building Inspector -
- (d) Plumbing Inspector-
- (e) Fire Inspector-
- (f) Electrical Inspector-
- (g) Deputy Director Public Works—
- (h) Members to Planning Board –
- (i) Coordinator for the Clean Communities Program –
- (j) Camden County Community Development Mayors Advisory Committee Representative -

Motion Epifanio, seconded Sykes

11. **Professional Appointments**

- (a) Planning Board Solicitor –
Motion Sykes, Seconded Bodanza

12. **Resolution authorizing the purchase of items from vendors with State Contract**

Motion Bodanza, seconded Morris

- 13. Resolution to Designate Official Depositories –
Motion Morris, seconded Epifanio
- 14. Resolution to Designate Banks for Investment Purposes-
Motion Epifanio, seconded Sykes
- 15. Resolution to Designate Official Newspapers –
Motion Sykes, Seconded Bodanza
- 16. Resolution accepting the Cash Management Plan
Motion Bodanza, seconded Morris
- 17. Resolution authorizing contract for Extraordinary Unspecified Services, Delta Dental Plan of NJ
Motion Morris, seconded Epifanio
- 18. Resolutions to set interest rate on delinquent taxes, sewer and to add surcharge on delinquent real estate taxes over \$10,000.00 and setting fee for execution of duplicate tax sale certificate, setting up partial payment agreements for current taxes and a service charge for returned checks.
Motion Epifanio, seconded Sykes
- 19. Resolution to Set Meeting Times and Dates:
Motion Sykes, Seconded Bodanza

BERLIN TOWNSHIP ANNUAL MEETING NOTICE

The following is the schedule of the regular meetings of the Mayor and Council of the Township of Berlin. All meeting shall be held at the Berlin Township Municipal Hall at 135 Route 73 South, Berlin Township, New Jersey. 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 2020 will be held as follows:

**Berlin Township
Mayor and Council 2020 Meetings Dates
The meetings will begin at 5:30 pm**

January Monday 6th, 2020 Reorganization Meeting 12:00 Noon

January	27
February	24
March	23
April	27
May	11

June	22
July	6
August	10
September	28
October	26
November	23
December	14

If the Monday Meeting Schedule falls upon a legal holiday the meeting will be cancelled for that week.

20. Resolution adopting **Robert's Rules of Order** to Govern the conduct of all meetings of the Township of Berlin
Motion Bodanza, seconded Morris
21. Resolution authorizing the filing of tax appeals.
Motion Morris, seconded Epifanio
22. Continuing Resolution
Motion Epifanio, seconded Sykes
23. Resolution Appointing Phoenix Advisor, As Continuing Disclosure Agent Services and Independent registered Municipal Advisor
Motion Sykes, Seconded Bodanza
24. Resolution CY 2019 Temporary Budget for Current Fund, Sewer Operating Fund, Open Space and Historical Preservation Trust Fund and Calculation of Maximum allowable appropriations.
Motion Bodanza, seconded Morris
25. RESOLUTION AUTHORIZING THE ENGINEER TO PREPARE, ADVERTISE TO GO OUT TO BID FOR THE NEW JERSEY DEPARTMENT OF TRANSPORTATION STREET IMPROVEMENTS FOR THE FOLLOWING STREETS, MA-2018 CLARENCE AVENUE 00271 AND TO MA-2019 SPRUCE AVENUE 00381.
Motion Bodanza, seconded Morris
26. RESOLUTION AUTHORIZING THE MAYOR TO AWARD AND SIGN A CONTRACT FOR COLLECTION AND PROCESSING OF ELECTRONIC DEVICES WITH THANKS FOR BEING GREEN LLC.
Motion Morris seconded Epifanio
27. Greeting and Statements of Council Members.

28. Public Portion
29. Adjournment

RESOLUTION 2020 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, 2020

**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**

RESOLUTION 2020 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 12-31-23

BETSY SIMPSON – Class IV Member 12-31-22

JOE PANTANO- Class IV Member 12-31-22

FRANK McHENRY- Class IV **Vice-Chairman** to 12-31-23

ALVINA MOORE Alternate II to 12-31-20

JOHN HOLROYD– Class II Construction Code Official until December 31, 2020

CHRISTOPHER MORRIS – Class III Councilperson to 12-31-2020

PHYLLIS MAGAZZU – Class I Mayor to 12-31-20

DAVID CARLAMERE- Solicitor to 12-31-20

DAVID ROWAN- Solicitor to 12-31-20

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.