

**REORGANIZATION OF THE TOWNSHIP MAYOR AND COUNCIL  
TOWNSHIP OF BERLIN  
JANUARY 6, 2020**

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 were 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

Mayor Magazzu welcomed everyone in attendance.

**The Honorable Camden County Clerk, Joseph Ripa administered the Oath of Public office to Christopher Morris, Marion Bodanza and Samuel Sykes who was then seated.**

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

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

Guests: Honorable County Clerk, Joseph Ripa, Municipal Prosecutor, Donna Platt, Surrogate, Michelle Gentek-Mayer, Judge, Ryan Trabosh, Court Administrator, Maria Reed, Bowman Company, Daniel DiGangi, Waterford Township Mayor, Rick Yeatman, Waterford Township Deputy Mayor, Andy Wade, Waterford Township Councilman, Howard Wilson, Cherry Hill Fire Commissioner, Sara Lipsitt, Camden County Committee Member, Dante Magazzu, Planning Board Member Alvina Moore, Tax Collector, Dana OHara

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

**RESOLUTION 2020-1 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 6, 2020 until December 31, 2020.

Motion by Councilman Sykes, second by Councilman Epifanio to adopt resolution 2020-1. Resolution adopted by call of the roll, five members present voting in the affirmative.

### **RESOLUTION 2020 - 2 APPOINTMENT OF SOLICITOR**

**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, 2020 until December 31, 2020 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 2020-2. Resolution adopted by call of the roll, five members present voting in the affirmative.

### **RESOLUTION 2020- 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, 2020 until December 31, 2020 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 2020-3. Resolution adopted by call of the roll, five members present voting in the affirmative.

**RESOLUTION 2020- 4 APPOINTMENT OF REGISTERED MUNICIPAL ACCOUNTANT**

**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, 2020, until December 31, 2020 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 2020-4. Resolution adopted by call of the roll, five members present voting in the affirmative.

**RESOLUTION 2020- 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, 2020 until December 31, 2020 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 2020-5. Resolution adopted by call of the roll, five members present voting in the affirmative.

#### **RESOLUTION 2020- 6 APPOINTMENT OF PROJECT ENGINEER**

**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, 2020 until December 31, 2020, 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 2020-6. Resolution adopted by call of the roll, five members present voting in the affirmative.

#### **RESOLUTION 2020-7 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 Sykes to adopt resolution 2020-7. Resolution adopted by call of the roll, five members present voting in the affirmative.

#### **RESOLUTION 2020-8 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 Sykes to adopt resolution

2020-8. Resolution adopted by call of the roll, five members present voting in the affirmative.

**RESOLUTION 2020-9 APPOINTMENT OF A QUALIFIED PURCHASING AGENT**

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** appointment will be from, from January 1, 2020 to January 31, 2020.

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 Sykes to adopt resolution 2020-9. Resolution adopted by call of the roll, five members present voting in the affirmative.

**RESOLUTION 2020-10 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, 2020 until December 31, 2020.

Motion by Councilman Epifanio, second by Councilman Sykes to adopt resolution 2020-10. Resolution adopted by call of the roll, five members present voting in the affirmative.

**RESOLUTION 2020-11 RESOLUTION OF THE TOWNSHIP OF BERLIN AUTHORIZING THE APPOINTMENT OF DANA OHARA AS TAX COLLECTOR.**

**BE IT RESOLVED** by the Mayor and Council of the Township of Berlin that **DANA OHARA** shall be appointed Tax Collector for the Township of Berlin; and

**BE IT ALSO RESOLVED** by the Mayor and Council of the Township of Berlin that **DANA OHARA** has served as Tax Collector for the Township of Berlin for four consecutive years and shall be granted tenure of office upon filing with the Township Clerks office and the Division of Local Government Services a notification evidencing her compliance with said statute.

Motion by Councilman Epifanio, second by Councilman Sykes to adopt resolution 2020-11. Resolution adopted by call of the roll, five members present voting in the affirmative.

### **RESOLUTION 2020-12 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, 2020 and terminating December 31, 2020

Motion by Councilman Epifanio, second by Councilman Sykes to adopt resolution 2020-12. Resolution adopted by call of the roll, five members present voting in the affirmative.

### **RESOLUTION 2020-13 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, 2020 and terminating December 31, 2020.

Motion by Councilman Epifanio, second by Councilman Sykes to adopt resolution 2020-13. Resolution adopted by call of the roll, five members present voting in the affirmative.

### **RESOLUTION 2020-14 APPOINTMENT OF SEWER/TAX DEPARTMENT CLERK**

**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, 2020 and terminating December 31, 2020.

Motion by Councilman Epifanio, second by Councilman Sykes to adopt resolution 2020-14. Resolution adopted by call of the roll, five members present voting in the affirmative.

### **RESOLUTION 2020-15 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, 2020 until December 31, 2020.

Motion by Councilman Epifanio, second by Councilman Sykes to adopt resolution 2020-15. Resolution adopted by call of the roll, five members present voting in the affirmative.

### **RESOLUTION 2020-16 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, 2020 until December 31, 2020, to provide Risk Management Services. These professional services are necessary and are required by this municipality.

Motion by Councilman Epifanio, second by Councilman Sykes to adopt resolution 2020-16. Resolution adopted by call of the roll, five members present voting in the affirmative.

**RESOLUTION 2020-17 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, 2020

- |                            |   |                                    |
|----------------------------|---|------------------------------------|
| <b>CATHERINE UNDERWOOD</b> | - | <b>FUND COMMISSIONER</b>           |
| <b>PHYLLIS MAGAZZU</b>     | - | <b>ALTERNATE FUND COMMISSIONER</b> |
| <b>CHUCK RIEBEL</b>        | - | <b>SAFETY DELEGATE</b>             |
| <b>SAMUEL SYKES</b>        | - | <b>ALTERNATE SAFETY DELEGATE</b>   |
| <b>MICHAEL C. AVALONE</b>  | - | <b>RISK MANAGEMENT CONSULTANT</b>  |

Motion by Councilman Epifanio, second by Councilman Sykes to adopt resolution 2020-17. Resolution adopted by call of the roll, five members present voting in the affirmative.

**RESOLUTION 2020-18 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, 2020.

Motion by Councilman Epifanio, second by Councilman Sykes to adopt resolution 2020-18. Resolution adopted by call of the roll, five members present voting in the affirmative.

**RESOLUTION 2020- 19 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, 2020 until December 31, 2020

Motion by Councilman Epifanio, second by Councilman Sykes to adopt resolution 2020-19. Resolution adopted by call of the roll, four members present voting in the affirmative, Mayor Magazzu abstained.

**RESOLUTION 2020-20 RE- APPOINTMENT OF REGISTRAR OF VITAL STATISTICS**

**WHEREAS**, N.J.S.A. 40-69a-124 provides that the Mayor with the advice and consent of the Council, shall appoint such other officers and employees not otherwise provided for in this Title or by general law:

**NOW, THEREFORE, BE IT RESOLVED** by the Mayor and Council of the Township of Berlin, in the County of Camden, State of New Jersey, hereby appoints Catherine Underwood Registrar of Vital Statistics for a three year term commencing January 1, 2020 until December 31, 2022.

Motion by Councilman Epifanio, second by Councilman Sykes to adopt resolution 2020-20. Resolution adopted by call of the roll, five members present voting in the affirmative.

**RESOLUTION 2020-21 RE- APPOINTMENT OF DEPUTY REGISTRAR OF VITAL STATISTICS**

**WHEREAS**, N.J.S.A. 40-69a-124 provides that the Mayor with the advice and consent of the Council, shall appoint such other officers and employees not otherwise provided for in this Title or by general law:

**NOW, THEREFORE, BE IT RESOLVED** by the Mayor and Council of the Township of Berlin, in the County of Camden, State of New Jersey, hereby appoints Kathleen Jamison Deputy Registrar of Vital Statistics for a three year term commencing January 1, 2020 until December 31, 2022.

**Deputy Registrar: Kathleen Jamison CMR 3675**



Motion by Councilman Epifanio, second by Councilman Sykes to adopt resolution 2020-21. Resolution adopted by call of the roll, five members present voting in the affirmative.

**RESOLUTION 2020-22 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;

**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, 2020 until December 31, 2020.

**PUBLIC DEFENDER - ROBERT E. DEPERSIA, II**

Motion by Councilman Sykes, second by Councilwoman Bodanza to adopt resolution 2020-22. Resolution adopted by call of the roll, five members present voting in the affirmative.

**RESOLUTION 2020 -23 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, 2020 until December 31, 2020

**PROSECUTOR - DONNA SIGEL PLATT**

Motion by Councilman Sykes, second by Councilwoman Bodanza to adopt resolution 2020-23. Resolution adopted by call of the roll, five members present voting in the affirmative.

**RESOLUTION 2020- 24 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, 2020

Motion by Councilman Sykes, second by Councilwoman Bodanza to adopt resolution 2020-24. Resolution adopted by call of the roll, five members present voting in the affirmative.

**RESOLUTION 2020- 25 APPOINTMENT OF EMERGENCY MANAGEMENT DEPUTY COORDINATOR**

**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, 2020 until December 31, 2020.

Motion by Councilman Sykes, second by Councilwoman Bodanza to adopt resolution 2020-25. Resolution adopted by call of the roll, five members present voting in the affirmative.

**RESOLUTION 2020- 26 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**

Motion by Councilman Sykes, second by Councilwoman Bodanza to adopt resolution 2020-26. Resolution adopted by call of the roll, five members present voting in the affirmative.

**RESOLUTION 2020-27 APPOINTMENT OF MSI PLANNING COORDINATOR**

**BE IT RESOLVED** by the Mayor and Council of the Township of Berlin that **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, 2020 until January 31, 2020.

Motion by Councilman Sykes, second by Councilwoman Bodanza to adopt resolution 2020-27. Resolution adopted by call of the roll, five members present voting in the affirmative.

**RESOLUTION 2020- 28 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, 2020 until December 31, 2020.

Motion by Councilwoman Bodanza, second by Council President Morris to adopt resolution 2020-28. Resolution adopted by call of the roll, five members present voting in the affirmative.

**RESOLUTION 2020- 29 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, 2020 until December 31, 2020.

Motion by Councilwoman Bodanza, second by Council President Morris to adopt resolution 2020-29. Resolution adopted by call of the roll, five members present voting in the affirmative

**RESOLUTION 2020-30 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, 2020 until December 31, 2020.

Motion by Councilwoman Bodanza, second by Council President Morris to adopt resolution 2020-30. Resolution adopted by call of the roll, four members present voting in the affirmative, Mayor Magazzu abstained.

**RESOLUTION 2020-31 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  
Samuel Sykes  
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, 2020 and terminating December 31, 2020.

Motion by Councilwoman Bodanza, second by Council President Morris to adopt resolution 2020-31. Resolution adopted by call of the roll, five members present voting in the affirmative

**RESOLUTION 2020-32 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, 2020 until December 31, 2020.

Motion by Councilwoman Bodanza, second by Council President Morris to adopt resolution 2020-32. Resolution adopted by call of the roll, four members present voting in the affirmative, Mayor Magazzu abstained.

**RESOLUTION 2020-33 RESOLUTION APPOINTMENT OF COUNCIL LIAISON FOR NEIGHBORS HELPING NEIGHBORS**

**BE IT RESOLVED** by the Mayor and Township Council of the Township of Berlin, that **SAMUEL SYKES , MARION BODANZA** and **FRANK EPIFANIO** be and is here by appointed liaison for neighbors helping neighbors effective January 1, 2020 until December 31, 2020.

Motion by Councilwoman Bodanza, second by Council President Morris to adopt resolution 2020-33. Resolution adopted by call of the roll, five members present voting in the affirmative

**RESOLUTION 2020-34 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, 2020 until December 31, 2020.

Motion by Councilwoman Bodanza, second by Council President Morris to adopt resolution 2020-34. Resolution adopted by call of the roll, four members present voting in the affirmative, Mayor Magazzu abstained.

**RESOLUTION 2020-35 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, 2020 until December 31, 2020.

Motion by Councilman Epifanio, second by Councilman Sykes to adopt resolution 2020-35. Resolution adopted by call of the roll, five members present voting in the affirmative.

**RESOLUTION 2020-36 APPOINTMENT OF CONSTRUCTION CODE OFFICIAL**

**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**, Chapter 3, Section 3-6C of the Township of Berlin Code provides for the Office of Inspections;

**NOW, THEREFORE, BE IT RESOLVED** by the Mayor and Council of the Township of Berlin that **John Holroyd** be and is hereby appointed Construction Code Official for a four year term commencing January 1, 2020 until December 31, 2023.

Motion by Councilman Epifanio, second by Councilman Sykes to adopt resolution 2020-36. Resolution adopted by call of the roll, four members present voting in the affirmative, Councilwoman Bodanza abstained.

**RESOLUTION 2020-37 APPOINTMENT OF BUILDING INSPECTOR OFFICIAL**

**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**, Chapter 3, Section 3-6C of the Township of Berlin Code provides for the Office of Inspections;

**NOW, THEREFORE, BE IT RESOLVED** by the Mayor and Council of the Township of Berlin that **John Holroyd** be and is hereby appointed Building Inspector Official for a four year term commencing January 1, 2020 until December 31, 2023.

Motion by Councilman Epifanio, second by Councilman Sykes to adopt resolution 2020-37. Resolution adopted by call of the roll, four members present voting in the affirmative, Councilwoman Bodanza abstained.

**RESOLUTION 2020-38 APPOINTMENT OF PLUMBING INSPECTOR/PLUMBING SUB-CODE OFFICIAL**

**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**, Chapter 3, Section 3-6C of the Township of Berlin Code provides for the Office of Inspections;

**NOW, THEREFORE, BE IT RESOLVED** by the Mayor and Council of the Township of Berlin that **John Holroyd**, be and is hereby appointed Plumbing

Inspector/Plumbing Sub-Code Official for a four year term commencing January 1, 2020 until December 31, 2023.

Motion by Councilman Epifanio, second by Councilman Sykes to adopt resolution

2020-38. Resolution adopted by call of the roll, four members present voting in the affirmative, Councilwoman Bodanza abstained.

**RESOLUTION 2020- 39 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 **John Holroyd**. be and is hereby appointed FIRE SUB-CODE OFFICIAL for a four year term commencing January 1, 2020 and terminating December 31, 2023.

Motion by Councilman Epifanio, second by Councilman Sykes to adopt resolution 2020-39. Resolution adopted by call of the roll, four members present voting in the affirmative, Councilwoman Bodanza abstained.

**RESOLUTION 2020-40 APPOINTMENT OF ELECTRICAL SUB-CODE OFFICIAL/ELECTRICAL INSPECTOR**

**WHEREAS**, the Township of Berlin requires the services of an on-site inspector to perform electrical inspection services; and

**WHEREAS**, **SAL CATANIA** is a duly approved and licensed State Inspector for electrical services;

**NOW, THEREFORE, BE IT RESOLVED** by the Mayor and Township Council of the Township of Berlin that it hereby appoints **SAL CATANIA** Electrical Sub Code Official for a four year term commencing January 1, 2020 until December 31, 2023.

**BE IT FURTHER RESOLVED** that a copy of this Resolution shall be filed in the Office of the Township Clerk and filed with the New Jersey Uniform Construction Code Office and Department of Community Affairs for the State of New Jersey.

Motion by Councilman Epifanio, second by Councilman Sykes to adopt resolution 2020-40. Resolution adopted by call of the roll, five members present voting in the affirmative

**RESOLUTION 2020-41 RESOLUTION TO APPOINT A DEPUTY DIRECTOR OF PUBLIC WORKS**

**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, 2020 and ending December 31, 2020.

Motion by Councilman Epifanio, second by Councilman Sykes to adopt resolution 2020-41. Resolution adopted by call of the roll, five members present voting in the affirmative

**RESOLUTION 2020-42 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.

Motion by Councilman Epifanio, second by Councilman Sykes to adopt resolution 2020-42. Resolution adopted by call of the roll, five members present voting in the affirmative

**RESOLUTION 2020-43 APPOINTMENT OF COORDINATOR FOR CLEAN COMMUNITIES MODEL PROGRAM**



**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, 2020.

Motion by Councilman Epifanio, second by Councilman Sykes to adopt resolution 2020-43. Resolution adopted by call of the roll, five members present voting in the affirmative

**RESOLUTION 2020-44 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, SAMUEL SYKES 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 Sykes to adopt resolution 2020-44. Resolution adopted by call of the roll, five members present voting in the affirmative

**RESOLUTION 2020-45 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, 2020 until December 31, 2020** 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

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 Sykes, second by Councilwoman Bodanza to adopt resolution 2020-45. Resolution adopted by call of the roll, five members present voting in the affirmative

### **RESOLUTION 2020-46 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 2020;

**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 2020, 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 Councilwoman Bodanza, second by Council President Morris to adopt resolution 2020-46. Resolution adopted by call of the roll, five members present voting in the affirmative

### **RESOLUTION 2020- 47 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;

**NOW, THEREFORE, BE IT RESOLVED** on the 6<sup>rd</sup> day of January, 2020, 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 2020.

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 Council President Morris, second by Councilman Epifanio adopt resolution 2020-47. Resolution adopted by call of the roll, five members present voting in the affirmative

### **RESOLUTION 2020- 48 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 Epifanio, second by Councilman Sykes to adopt resolution 2020-48. Resolution adopted by call of the roll, five members present voting in the affirmative

### **RESOLUTION 2020-49 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:

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, 2020 until December 31, 2020.

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 Sykes, second by Councilwoman Bodanza to adopt resolution 2020-49. Resolution adopted by call of the roll, five members present voting in the affirmative

**RESOLUTION 2020- 50 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, 2020 through December 31, 2020. A copy of said plan is on file in the office of the Township Clerk.

Motion by Councilwoman Bodanza, second by Council President Morris to adopt resolution 2020-50. Resolution adopted by call of the roll, five members present voting in the affirmative

**RESOLUTION 2020- 51 AUTHORIZING CONTRACT FOR EXTRAORDINARY, UNSPECIFIED SERVICES**

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

**WHEREAS**, the maximum amount of the contract is \$ 65,000.00 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;

**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 Council President Morris, second by Councilman Epifanio to adopt resolution 2020-51. Resolution adopted by call of the roll, five members present voting in the affirmative

**RESOLUTION 2020- 52 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

Motion by Councilman Epifanio, second by Councilman Sykes to adopt resolution

2020-52. Resolution adopted by call of the roll, five members present voting in the affirmative

**RESOLUTION 2020- 53 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 Epifanio, second by Councilman Sykes to adopt resolution 2020-53. Resolution adopted by call of the roll, five members present voting in the affirmative

**RESOLUTION 2020- 54 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.

**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 Epifanio, second by Councilman Sykes to adopt resolution

2020-54. Resolution adopted by call of the roll, five members present voting in the affirmative

**RESOLUTION 2020- 55 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 Epifanio, second by Councilman Sykes to adopt resolution 2020-55. Resolution adopted by call of the roll, five members present voting in the affirmative

**RESOLUTION 2020- 56 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 delinquency will revert back to the original date and the Township shall enforce the delinquency allowed by statute.

Motion by Councilman Epifanio, second by Councilman Sykes to adopt resolution 2020-56. Resolution adopted by call of the roll, five members present voting in the affirmative

**RESOLUTION 2020- 57 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 Epifanio, second by Councilman Sykes to adopt resolution 2020-57. Resolution adopted by call of the roll, five members present voting in the affirmative

**RESOLUTION 2020-58 RESOLUTION TO SET THE TIMES AND DATES FOR THE BERLIN OF TOWNSHIP ANNUAL MEETINGS**

The following is the schedule of Year 2020 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 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**

<b>January</b>	<b>27</b>
<b>February</b>	<b>24</b>
<b>March</b>	<b>23</b>
<b>April</b>	<b>27</b>
<b>May</b>	<b>11</b>
<b>June</b>	<b>22</b>
<b>July</b>	<b>6</b>
<b>August</b>	<b>10</b>
<b>September</b>	<b>28</b>
<b>October</b>	<b>26</b>
<b>November</b>	<b>23</b>
<b>December</b>	<b>14</b>

Motion by Councilman Sykes, second by Councilwoman Bodanza to adopt resolution 2020-58. Resolution adopted by call of the roll, five members present voting in the affirmative



**RESOLUTION 2020- 59 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 Councilman Epifanio, second by Councilman Sykes to adopt resolution 2020-59. Resolution adopted by call of the roll, five members present voting in the affirmative

**RESOLUTION 2020-60 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 Council President Morris, second by Councilman Epifanio to adopt resolution 2020-60. Resolution adopted by call of the roll, five members present voting in the affirmative

**RESOLUTION 2020-61 CONTINUING RESOLUTION**

**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, 2019, 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 6, 2020.

Motion by Councilman Epifanio, second by Councilman Sykes to adopt resolution 2020-61. Resolution adopted by call of the roll, five members present voting in the affirmative

**RESOLUTION 2020-62 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 2020 for a one year period beginning January 1, 2020 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 outstanding obligation, if filings are required. There is a set-up charge for each new bond issuance. The set-up fee is \$450 but is discounted to \$200 if Phoenix Advisors serves as Municipal Advisor.
- 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;

**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 2020.

Motion by Councilman Sykes, second by Councilwoman Bodanza to adopt resolution 2020-62. Resolution adopted by call of the roll, five members present voting in the affirmative

**CY 2020 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 2020 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 2020 Budget and is twenty-six and one quarter percent (26.25%) of the total appropriations made for all purposes in the Calendar Year 2020 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 2020; and twenty-six and one quarter percent (26.25%) of the total appropriations made for all purposes in the budget for the year 2020 Calendar Year excluding appropriations made for interest and debt redemption charges, capital improvement fund and public assistance.

**CURRENT FUND TEMPORARY BUDGET**

			\$
	CY 2019 Budget Appropriations		11,065,045.70
			\$
Less:	2019 Appropriations for Debt Service	882,712.50	
			\$
	Capital Improvement Fund	1,435,000.00	
			\$
	Subtotal		8,747,333.20
		X	0.2625
			\$
			2,296,174.97
			<hr/>
			\$
Add:	2020 Appripiation for Debt Service		958,437.50
			<hr/>

	Total	\$ 3,254,612.47
GENERAL GOVERNMENT		
Mayor & Council		
	Salaries & Wages	\$ 22,227.19
	Other Expenses	\$ 7,737.98
Township Clerk		
	Salaries & Wages	\$ 26,737.46
	Other Expenses	\$ 11,445.00
Finance Administration		
	Salaries & Wages	\$ 22,312.51
	Other Expenses	\$ 5,786.95
Audit Services		
	Other Expenses	\$ 10,690.31
Revenue Administration		
	Salaries & Wages	\$ 20,616.75
	Other Expenses	\$ 4,605.31
Tax Assessment Administration		
	Salaries & Wages	\$ 5,683.13
	Other Expenses	\$ 1,593.12
Legal Services & Costs		
	Other Expenses	\$ 20,081.25
Engineering Services		
	Salaries & Wages	\$ 34,183.01
	Other Expenses	\$ 10,500.01
LAND USE ADMINISTRATION		
Planning/Zoning Board		
	Salaries & Wages	\$ 3,994.73
	Other Expenses	\$ 2,677.50

CODE ENFORCEMENT

	\$
Salaries & Wages	32,635.06
	\$
Other Expenses	13,923.05

INSURANCE

Liability Insurance

	\$
Other Expenses	196,247.00

Worker's Compensation

	\$
Other Expenses	-

Employee's Group Insurance

	\$
Other Expenses	364,140.00

Health Benefit Waiver

	\$
Other Expenses	9,371.25

Unemployment Insurance

	\$
Other Expenses	3,748.50

PUBLIC SAFETY FUNCTIONS

Municipal Court

	\$
Salaries & Wages	33,094.95

	\$
Other Expenses	14,431.75

Public Defender

	\$
Other Expenses	131.25

Police Department

	\$
Salaries & Wages	512,661.20

	\$
Other Expenses	42,157.50

Emergency Management

	\$
Salaries & Wages	579.86

	\$
Other Expenses	401.64

Aid to Volunteer Ambulance Company

	\$
Other Expenses	5,250.00

Municipal Prosecutor

		\$
	Salaries & Wages	3,798.90
		\$
	Other Expenses	133.88
PUBLIC WORKS		
Streets & Roads		
		\$
	Salaries & Wages	18,228.00
		\$
	Other Expenses	17,392.46
Solid Waste Collection		
		\$
	Salaries & Wages	121,091.25
		\$
	Other Expenses	3,654.79
Buildings & Grounds		
		\$
	Salaries & Wages	12,613.13
		\$
	Other Expenses	15,750.01
Vehicle Maintenance		
		\$
	Salaries & Wages	19,151.48
		\$
	Other Expenses	36,658.13
HEALTH & HUMAN SERVICES		
Public Health		
		\$
	Salaries & Wages	1,332.19
		\$
	Other Expenses	133.88
PARKS & RECREATION		
Recreation Services		
		\$
	Salaries & Wages	1,365.00
		\$
	Other Expenses	1,365.00
Maintenance of Parks		
		\$
	Other Expenses	10,027.50
Maintenance of Free Public Library		
		\$
	Salaries & Wages	7,095.11
		\$
	Other Expenses	2,784.61

Celebration of Public Events	\$
Other Expenses	3,480.75
Payment of PY Bills	\$
Other Expenses	-
UTILITIES	\$
Traffic Signal Maintenance	15,750.00
Electricity & Natural Gas	25,620.13
Street Lighting	31,244.06
Telephone	6,928.03
Telecommunication Charges	1,086.75
Water	1,358.44
Petroleum Products (Fuel Oil & Gas)	25,810.31
Sewer	1,706.25
Solid Waste Disposal	54,337.50
STATUTORY EXPENDITURES	\$
PERS	192,592.00
PFRS	440,347.27
Social Security	69,562.50
DCRP	3,213.00
OPERATIONS EXCLUDED FROM CAPS	\$
Solid Waste Recycle Tax	1,968.75
NJPDES - Stormwater Management	\$
Salaries & Wages	11,558.40
Other Expenses	5,500.69
FEDERAL & STATE GRANTS	\$
	-

TOTAL TEMPORARY APPROPRIATIONS		\$	2,604,285.37
MUNICIPAL DEBT SERVICE			
	Principal	\$	340,000.00
	Interest	\$	178,531.25
<b>TOTAL TEMPORARY CURRENT FUND APPROPRIATIONS</b>			<u>\$</u> <u>3,122,816.62</u>

**SEWER OPERATING FUND TEMPORARY BUDGET**

CY 2019 Budget Appropriations		\$	1,110,500.00
Less:	2019 Appropriations for Debt Service	\$	611,276.00
	Capital Improvement Fund	\$	-
	Subtotal	\$	499,224.00
		X	0.2625
		\$	<u>131,046.30</u>
Add:	2020 Appropriations for Debt Service	\$	<u>602,532.00</u>



	Total	\$ 733,578.30
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Sewer Operating		
	Salaries & Wages	\$ 46,008.64
	Other Expenses	\$ 78,787.54
		<hr/>
		\$ 124,796.18
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Debt Service		
	Principal	\$ 405,000.00
	Interest	\$ 67,491.00
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STATUTORY EXPENSES		
	PERS	\$ 10,000.00
	Social Security	\$ 3,520.13
	Unemployment Compensation	\$ 105.00
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TOTAL TEMPORARY SEWER OPERATING FUND APPROPRIATIONS		\$ 610,912.31
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**OPEN SPACE, RECREATION FARMLAND & HISTORIC PRESERVATION TRUST FUND  
TEMPORARY BUDGET**

CY 2019 Budget Appropriations (Open Space Trust)		\$ 242,200.00
		\$ 242,200.00
	X	0.2625
		\$ 63,577.50
		<hr/>

	\$ -
	<hr/>
Total	\$ 63,577.50
	<hr/> <hr/>

OPEN SPACE TRUST

	\$
Salaries & Wages	30,978.69
	\$
Other Expenses	32,598.81
	<hr/>
	\$
	63,577.50
	<hr/> <hr/>

TOTAL OPEN SPACE, RECREATION, FARMLAND & HISTORIC PRESERVATION FUND APPROPRIATIONS

Motion by Councilwoman Bodanza, second by Councilman Epifanio to adopt resolution 2020-63. Resolution adopted by call of the roll, five members present voting in the affirmative

**RESOLUTION 2020-64 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 MA-2019 SPRUCE AVENUE 00381.**

WHEREAS the Township of Berlin has received Grants from the New Jersey Department of Transportation for the following Streets:

**MA-2018 Clarence Avenue #00271 for the amount of \$210,000.00**

**MA-2019 Spruce Avenue #00381 for the amount of \$186,000.00**

**BE IT RESOLVED** by the Mayor and Council of the Township of Berlin , County of Camden, hereby grants the Township Engineer to prepare, advertise and accept bids for the New Jersey Department of Transportation Street Improvement Grants stated above.

Motion by Councilwoman Bodanza, second by Councilman Epifanio to adopt resolution 2020-64. Resolution adopted by call of the roll, five members present voting in the affirmative

**RESOLUTION 2020-65 AUTHORIZING THE MAYOR TO AWARD AND SIGN A CONTRACT FOR COLLECTION AND PROCESSING OF ELECTRONIC DEVICES WITH THANKS FOR BEING GREEN LLC.**

**WHEREAS**, the Township of Berlin desires to enter into an agreement with Thanks for Being Green LLC d/b/a/ Magnum Computer Recycling of Audubon NJ,08106, for the collection and processing of Covered Electronic Devices (CEDs) and Non-Covered Electronic Devices (non-CEDs) and;

**WHEREAS**, Being Green, LLC will be solely responsible for the disposal cost associated with their collection and processing of CEDs and non-CEDs collected from the Berlin Township, when necessary, at no cost to the Township. (See Attachment A is a list of all acceptable non-CED items that will be collected and processed by Thanks for Being Green, LLC.)

**BE IT RESOLVED**, that the Mayor and Council of the Township of Berlin hereby authorizes the Mayor to execute an agreement between Thanks for Being Green LLC d/b/a/ Magnum Computer Recycling of Audubon NJ, 08106.For the collection and processing of e-waste.

Motion by Council President Morris, second by Councilman Epifanio to adopt resolution 2020-64. Resolution adopted by call of the roll, five members present voting in the affirmative

### **Mayor Phyllis Magazzu**

As we begin 2020, I would like to congratulate Councilwoman Marion Bodanza. and council President Chris Morris, as they begin another term in office. We are very fortunate to have such dedicated people. to represent our town. I would also like to congratulate Sam Sykes. We could not of found a better individual to replace our longtime friend , Jerome McIntosh. Though Jerome is missed so very much. and will never be forgotten, Sam stepped right in and is doing an excellent job! And Frank, my friend, thank you for another year of service. I look forward to working again with the council, continuing to move the township forward and improve our quality of life. Indeed, a new year brings with it the hope of increased cooperation and productivity, perhaps leading to even greater accomplishments.

This Council is strong and truly committed to serve Berlin Township. We work well with our County Freeholders, One of which is from our town, Jon Young, our Assemblyman Louis Greenwald and Assemblywoman Pam Lampid, our Senator Jim Beach, and our Congressman Donald Norcross, all to benefit our residents and businesses. And again, Mr. Rippa, thank you for being part of our family!!

Although 2019 continued the trend of economically challenging years, your local government constantly explores tax saving measures. I would like to personally thank all township employees. for their continued cooperation in this endeavor.

Thank you Cathy Underwood our Township clerk and Kathleen, for all your hard work and dedication to the governing body and all the Berlin Township residents! Every job or project is completed with enthusiasm and dedication.

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, which includes our police department and Chief Lennie Check, our township Tax Department and Collector, Dana O'Hara, our Public Works Department and 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. 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 with respect and dignity. 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 2020 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 the state, for all the professional good advice he gives us, our excellent auditors, Bowman and Company, particularly Danny DiGangi, our municipal judge, celebrating his first anniversary with Berlin Township, Ryan Trabosh, and our caring municipal Prosecutor, Donna Platt. Thank you all for your professionalism and expertise.

To the residents 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 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, because I do believe it takes a village and I can't think of a better village than Berlin Township, that I would want to be in with all of you. I enjoy being your mayor today as much as I did when I got sworn in now going into my 19<sup>th</sup> year.

And last, but definitely not least, I would like to thank my husband, my best friend and my 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.

I would like to take this opportunity to extend my warmest wishes to you and your family for a happy, healthy and prosperous New Year. It remains my honor and privilege to serve as your Mayor, and I promise to continue to work very hard to represent all of you to the best of my ability. 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. May God bless you all and God Bless America!!!!

### **Council President Chris Morris**

To the Residents of Berlin Township,

Thank you for your continued support of our Good Government Team here in Berlin Township!

As we start the New Year of 2020, I'd like to restate a few big picture goals I've had for a few years now: to continue to work as hard as you do for the good of the community; to continue with our approach of being open and straight forward in all that we do; to continue treating people as I'd like them to treat me or a member of my family; to continue to do more with less and less so our residents get as much bang for their buck as possible; to continue to provide vital services to our residents with ever increasing efficiency, greater accountability, complete transparency and even greater community involvement.

Congratulations and welcome back to Councilwoman Marion Bodanza and officially welcome aboard to Councilman Sam Sykes – we appreciate you and I know it was a hard-fought election contest but we're glad you were able to get more votes than “No Nomination Made.” All the best for the next 3 years!! I also look forward to continuing to work for the good of Berlin Township with Phyllis and Frank.

Thanks to the township employees and all of the volunteers for continuing to represent all that's good about Berlin Township.

Finally, thanks to my family (now featuring our new grandson, Matthew Harry aka Bunky Boy) but especially my wife Christine for your love, patience, understanding and support.

Peace be with you and may God Bless each of us and keep us safe in 2020. Happy New Year!

**Councilwoman Bodanza**

Councilwoman Bodanza congratulated her colleague and thanked the residents for putting their trust in electing her for another term. Councilwoman Bodanza stated that she looks forward to the New Year and making Berlin Township the great community that it is.

**Councilman Sykes**

Councilman Sykes stated that he is honored and blessed to be sitting here today and thanked everyone for their friendship and support and looks forward with what the New Year will bring.

**Councilman Epifanio**

Councilman Epifanio congratulated, Councilman Morris, Councilwoman Bodanza and Councilman Sykes on their appointments. Councilman thanked his family for their support. He wished everyone a happy and healthy New Year.

**Public Portion**

Motion by Council President Morris, second by Councilman Sykes 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 Council President Morris, 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 Councilwoman Bodanza second by Councilman Sykes to adjourn the meeting at 12:35 pm. Motion carried by voice vote, all members voting in the affirmative. Meeting adjourned 12:35 pm

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Catherine Underwood, Township Clerk