

JANUARY 4, 2021

REORGANIZATION OF THE TOWNSHIP MAYOR AND COUNCIL
TOWNSHIP OF BERLIN
JANUARY 4, 2021

(Meeting done by telephone due to Coronavirus)

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.

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

Also Present: Alex Davidson, Chief Financial Officer, Stuart Platt, Solicitor, Josh Shellenberger, Zoning Officer. Acting Chief of Police Wayne Bonfiglio

Guests: Donna Platt

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

Motion by Councilman Sykes second by Councilman Epifanio to adopt resolution 2021-1. Resolution adopted by call of the roll, five members present voting in the affirmative.

RESOLUTION 2021 - 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, 2021 until December 31, 2021 to perform professional

JANUARY 4, 2021

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 2021-2. Resolution adopted by call of the roll, five members present voting in the affirmative.

RESOLUTION 2021- 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, 2021 until December 31, 2021 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 2021-3. Resolution adopted by call of the roll, five members present voting in the affirmative.

RESOLUTION 2021- 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, 2021,

JANUARY 4, 2021

until December 31, 2021 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 2021-4. Resolution adopted by call of the roll, five members present voting in the affirmative.

RESOLUTION 2021- 5 APPOINTMENT OF BOND COUNSEL

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 **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, 2021 until December 31, 2021 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 2021-5. Resolution adopted by call of the roll, five members present voting in the affirmative.

RESOLUTION 2021- 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, 2021 until December 31, 2021, to perform professional services ordinarily

JANUARY 4, 2021

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 2021-6. Resolution adopted by call of the roll, five members present voting in the affirmative.

RESOLUTION 2021-7 RESOLUTION CONFIRMING THE APPOINTMENT OF ALEXANDER DAVIDSON AS CHIEF FINANCE OFFICER FOR THE TOWNSHIP OF BERLIN.

WHEREAS , the Mayor and Council of the Township of Berlin hereby appoints **ALEXANDER DAVIDSON** as Chief Financial Officer for the Township of Berlin: and

WHEREAS, ALEXANDER DAVIDSON will be appointed for a four year term from January 1, 2021 to December 31, 2024: and

WHEREAS, this appointment does not confer tenure on Alexander Davidson as Berlin Township Chief Financial Officer unless and until he is appointed an additional term beyond December 31, 2024.

Motion by Council President Morris second by Councilman Epifanio to adopt resolution 2021-7. Resolution adopted by call of the roll, five members present voting in the affirmative.

RESOLUTION 2021-8 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 **ALEX DAVIDSON, CHRISTOPHER MORRIS** to serve on said Finance Committee.

Motion by Council President Morris second by Councilman Epifanio to adopt resolution 2021-8. Resolution adopted by call of the roll, five members present voting in the affirmative.

RESOLUTION 2021-9 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, 2021 until December 31, 2021.

Motion by Council President Morris second by Councilman Epifanio to adopt resolution 2021-9. Resolution adopted by call of the roll, five members present voting in the affirmative.

JANUARY 4, 2021

**RESOLUTION 2021-10 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** has been granted tenure and has been appointed Tax Collector for the Township of Berlin.

Motion by Council President Morris second by Councilman Epifanio to adopt resolution 2021-10. Resolution adopted by call of the roll, five members present voting in the affirmative.

RESOLUTION 2021-11 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, 2021 and terminating December 31, 2021

Motion by Council President Morris second by Councilman Epifanio to adopt resolution 2021-11. Resolution adopted by call of the roll, five members present voting in the affirmative.

RESOLUTION 2021-12 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, 2021 and terminating December 31, 2021.

Motion by Council President Morris second by Councilman Epifanio to adopt resolution 2021-12. Resolution adopted by call of the roll, five members present voting in the affirmative.

RESOLUTION 2021-13 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, 2021 and terminating December 31, 2021.

Motion by Council President Morris second by Councilman Epifanio to adopt resolution 2021-13. Resolution adopted by call of the roll, five members present voting in the affirmative.

RESOLUTION 2021-14 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, 2021 until December 31, 2021.

JANUARY 4, 2021

Motion by Council President Morris second by Councilman Epifanio to adopt resolution 2021-14. Resolution adopted by call of the roll, five members present voting in the affirmative.

RESOLUTION 2021-15 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, 2021 until December 31, 2021, to provide Risk Management Services. These professional services are necessary and are required by this municipality.

Motion by Council President Morris second by Councilman Epifanio to adopt resolution 2021-15. Resolution adopted by call of the roll, five members present voting in the affirmative.

RESOLUTION 2021-16 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, 2021

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

Motion by Council President Morris second by Councilman Epifanio to adopt resolution 2021-16. Resolution adopted by call of the roll, five members present voting in the affirmative.

JANUARY 4, 2021

RESOLUTION 2021-17 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, 2021.

Motion by Council President Morris second by Councilman Epifanio to adopt resolution 2021-17. Resolution adopted by call of the roll, five members present voting in the affirmative.

RESOLUTION 2021- 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, 2021 until December 31, 2021

Motion by Council President Morris second by Councilman Epifanio to adopt resolution 2021-18. Resolution adopted by call of the roll, four members present voting in the affirmative. Mayor Magazzu abstained.

RESOLUTION 2021-19 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 a commencing January 1, 2020 until December 31, 2022.

Registrar: Catherine Underwood CMR 2851

Motion by Council President Morris second by Councilman Epifanio to adopt resolution 2021-19. Resolution adopted by call of the roll, five members present voting in the affirmative.

RESOLUTION 2021-20 RE- APPOINTMENT OF DEPUTY REGISTRAR OF VITAL STATISTICS

JANUARY 4, 2021

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 Kelley Shendock, Deputy Registrar of Vital Statistics for a three year term a commencing January 1, 2021 until December 31, 2023.

Deputy Registrar: Kelley Shendock CMR 3347

Motion by Council President Morris second by Councilman Epifanio to adopt resolution 2021-20. Resolution adopted by call of the roll, five members present voting in the affirmative.

RESOLUTION 2021-21 RESOLUTION APPOINTING WAYNE BONFIGLIO AS CHIEF OF POLICE

NOW, THEREFORE, BE IT RESOLVED, by the Mayor and Council of the Township of Berlin, County of Camden and State of New Jersey, hereby recognizes and appoints Acting Chief Wayne Bonfiglio as the Chief of Police for Berlin Township.

Motion by Councilman Sykes second by Councilwoman Bodanza to adopt resolution 2021-21. Resolution adopted by call of the roll, five members present voting in the affirmative.

RESOLUTION 2021-22 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, 2021 until December 31, 2021.

PUBLIC DEFENDER - ROBERT E. DEPERSIA, II

Motion by Councilman Sykes second by Councilwoman Bodanza to adopt resolution 2021-22. Resolution adopted by call of the roll, five members present voting in the affirmative.

RESOLUTION 2021-23 APPOINTMENT OF MUNICIPAL PROSECUTOR

JANUARY 4, 2021

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, 2021 until December 31, 2021

PROSECUTOR - DONNA SIGEL PLATT

Motion by Councilman Sykes second by Councilwoman Bodanza to adopt resolution 2021-23. Resolution adopted by call of the roll, five members present voting in the affirmative.

RESOLUTION 2021-24 APPOINTMENT OF MUNICIPAL JUDGE

WHEREAS, N.J.S. 2A:8-5 provides that the Mayor with the advice and consent of Council shall appoint a Municipal Court Judge;

NOW, THEREFORE, I, Phyllis Magazzu, Mayor of the Township of Berlin, hereby appoint **N. RYAN. TRABOSH, ESQ.** the Municipal Court Judge for a three (3) year term commencing January 1, 2021 until December 31, 2023.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Township of Berlin that the appointment of the Mayor is hereby confirmed.

Motion by Councilman Sykes second by Councilwoman Bodanza to adopt resolution 2021-24. Resolution adopted by call of the roll, five members present voting in the affirmative.

RESOLUTION 2021-25 APPOINTMENT OF MUNICIPAL COURT ADMINISTRATOR

BE IT RESOLVED by the Mayor and Council of the Township of Berlin that **MARIA REED** be and is hereby appointed Municipal Court Administrator, effective January 1, 2021 and terminating December 31, 2023.

Motion by Councilman Sykes second by Councilwoman Bodanza to adopt resolution 2021-25. Resolution adopted by call of the roll, five members present voting in the affirmative.

RESOLUTION 2021- 26 APPOINTMENT OF VIOLATION COURT CLERK

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;

JANUARY 4, 2021

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:

VIOLATION COURT CLERK -Taylor Sirolli until December 31, 2021

Motion by Councilman Sykes second by Councilwoman Bodanza to adopt resolution 2021-26. Resolution adopted by call of the roll, five members present voting in the affirmative.

RESOLUTION 2021-27 APPOINTMENT OF EMERGENCY MANAGEMENT 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, Section 3-2 of the Code of the Township of Berlin provides for the appointment of an Emergency Management Coordinator:

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Township of Berlin that **ANDREW SIMONE** be and is hereby appointed Emergency Management Coordinator for the Township of Berlin for a three year term commencing January 1, 2021 until December 31, 2023

Motion by Councilman Sykes second by Councilwoman Bodanza to adopt resolution 2021-27. Resolution adopted by call of the roll, five members present voting in the affirmative.

RESOLUTION 2021-28 APPOINTMENT OF EMERGENCY MANAGEMENT 1st 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 1st Deputy;

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Township of Berlin that **MICHAEL SCHAFFER**. be and hereby appointed Emergency Management 1st Deputy Coordinator for the Township of Berlin for a term commencing January 1, 2021 until December 31, 2021.

Motion by Councilman Sykes second by Councilwoman Bodanza to adopt resolution

JANUARY 4, 2021

2021-28. Resolution adopted by call of the roll, five members present voting in the affirmative.

RESOLUTION 2021- 29 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, 2021.

**PHYLLIS MAGAZZU
CHRISTOPHER MORRIS
STUART PLATT
CHARLES J. RIEBEL, JR.
CATHERINE UNDERWOOD
DANIEL GATTI
WAYNE BONFIGLIO
MELLISSA DILUZIO
LOUIS DE MARCO JR.
ANDREW SIMONE
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 2021-29. Resolution adopted by call of the roll, five members present voting in the affirmative.

RESOLUTION 2021-30 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, 2021 until January 31, 2021.

Motion by Councilman Sykes second by Councilwoman Bodanza to adopt resolution

JANUARY 4, 2021

2021-30. Resolution adopted by call of the roll, five members present voting in the affirmative.

RESOLUTION 2021- 31 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, 2021 until December 31, 2021.

Motion by Councilwoman Bodanza second by Council President Morris to adopt resolution 2021-31. Resolution adopted by call of the roll, five members present voting in the affirmative.

RESOLUTION 2021- 32 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, 2021 until December 31, 2021.

Motion by Councilwoman Bodanza second by Council President Morris to adopt resolution 2021-32. Resolution adopted by call of the roll, five members present voting in the affirmative.

RESOLUTION 2021-33 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, 2021 until December 31, 2021.

Motion by Councilwoman Bodanza second by Council President Morris to adopt resolution 2021-33. Resolution adopted by call of the roll, four members present voting in the affirmative. Mayor Magazzu abstained.

RESOLUTION 2021-34 RESOLUTION OF THE TOWNSHIP OF BERLIN TO CREATE AND APPROVE THE FOLLOWING MEMBERS TO THE BOARD OF HEALTH ADVISORY COMMITTEE

JANUARY 4, 2021

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, 2021 and terminating December 31, 2021.

Motion by Councilwoman Bodanza second by Council President Morris to adopt resolution 2021-34. Resolution adopted by call of the roll, five members present voting in the affirmative.

RESOLUTION 2021-35 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, 2021 until December 31, 2021.

Motion by Councilwoman Bodanza second by Council President Morris to adopt resolution 2021-35. Resolution adopted by call of the roll, four members present voting in the affirmative. Mayor Magazzu abstained.

RESOLUTION 2021-36 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, 2021 until December 31, 2021.

Motion by Councilwoman Bodanza second by Council President Morris to adopt resolution 2021-36. Resolution adopted by call of the roll, five members present voting in the affirmative.

RESOLUTION 2021-37 APPOINTMENT OF ANIMAL CONTROL OFFICER

JANUARY 4, 2021

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, 2021 until December 31, 2021.

Motion by Councilman Epifanio second by Councilman Sykes to adopt resolution 2021-37. Resolution adopted by call of the roll, four members present voting in the affirmative. Mayor Magazzu abstained.

RESOLUTION 2021-38 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, 2021 until December 31, 2021.

Motion by Councilman Epifanio second by Councilman Sykes to adopt resolution 2021-38. Resolution adopted by call of the roll, five members present voting in the affirmative.

RESOLUTION 2021-39 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, 2021 and ending December 31, 2021

Motion by Councilman Epifanio second by Councilman Sykes to adopt resolution 2021-39. Resolution adopted by call of the roll, five members present voting in the affirmative.

RESOLUTION 2021-40 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

JANUARY 4, 2021

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

ALVINA MOORE Alternate II to 12-31-22

JOHN HOLROYD – Class II Construction Code Official until
December 31, 2021

CHRISTOPHER MORRIS – Class III Councilperson to 12-31-2021

PHYLLIS MAGAZZU – Class I Mayor to 12-31-21

DAVID CARLAMERE- Solicitor to 12-31-21

DAVID ROWAN- Solicitor to 12-31-21

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 2021-40. Resolution adopted by call of the roll, five members present voting in the affirmative.

RESOLUTION 2021-41 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, 2021.

Motion by Councilman Epifanio second by Councilman Sykes to adopt resolution 2021-41. Resolution adopted by call of the roll, five members present voting in the affirmative.

RESOLUTION 2021-42 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,

JANUARY 4, 2021

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 2021-42. Resolution adopted by call of the roll, five members present voting in the affirmative.

RESOLUTION 2021-43 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, 2021 until December 31, 2021** 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 Council President Morris second by Councilwoman Bodanza to adopt resolution 2021-43. Resolution adopted by call of the roll, five members present voting in the affirmative.

RESOLUTION 2021-44 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 2021;

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

JANUARY 4, 2021

purchases and 2) where the amount of the purchase, with regard to the aggregation of like purchases made at separate times in the year 2021, 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 Council President Morris second by Councilwoman Bodanza to adopt resolution 2021-44. Resolution adopted by call of the roll, five members present voting in the affirmative.

RESOLUTION 2021- 45 DESIGNATION OF OFFICIAL DEPOSITORY FOR THE YEAR 2021

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 4th day of January, 2021, 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 2021.

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

Motion by Council President Morris second by Councilwoman Bodanza to adopt resolution 2021-45. Resolution adopted by call of the roll, five members present voting in the affirmative.

RESOLUTION 2021- 46 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

JANUARY 4, 2021

STATE OF NEW JERSEY CASH MANAGEMENT FUND

Any other banks with GUDPA certification

Motion by Council President Morris second by Councilwoman Bodanza to adopt resolution 2021-46. Resolution adopted by call of the roll, five members present voting in the affirmative.

RESOLUTION 2021-47 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, 2021 until December 31, 2021.
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 Council President Morris second by Councilwoman Bodanza to adopt resolution 2021-47. Resolution adopted by call of the roll, five members present voting in the affirmative.

RESOLUTION 2021- 48 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, 2021 through December 31, 2021. A copy of said plan is on file in the office of the Township Clerk.

JANUARY 4, 2021

Motion by Council President Morris second by Councilwoman Bodanza to adopt resolution 2021-48. Resolution adopted by call of the roll, five members present voting in the affirmative.

RESOLUTION 2021-49 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 **Southern NJ Employee Benefits Fund 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 Councilwoman Bodanza to adopt resolution 2021-49. Resolution adopted by call of the roll, five members present voting in the affirmative.

RESOLUTION 2021- 50 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

JANUARY 4, 2021

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 Council President Morris second by Councilwoman Bodanza to adopt resolution 2021-50. Resolution adopted by call of the roll, five members present voting in the affirmative.

RESOLUTION 2021- 51 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

JANUARY 4, 2021

- c) Township Auditor
- d) Department of Financial Services

Motion by Council President Morris second by Councilwoman Bodanza to adopt resolution 2021-51. Resolution adopted by call of the roll, five members present voting in the affirmative.

RESOLUTION 2021- 52 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 Council President Morris second by Councilwoman Bodanza to adopt resolution 2021-52. Resolution adopted by call of the roll, five members present voting in the affirmative.

RESOLUTION 2021- 53 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 Council President Morris second by Councilwoman Bodanza to adopt resolution 2021-53. Resolution adopted by call of the roll, five members present voting in the affirmative.

JANUARY 4, 2021

RESOLUTION 2021- 54 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 Council President Morris second by Councilwoman Bodanza to adopt resolution 2021-54. Resolution adopted by call of the roll, five members present voting in the affirmative.

RESOLUTION 2021- 55 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 Council President Morris second by Councilwoman Bodanza to adopt resolution 2021-55. Resolution adopted by call of the roll, five members present voting in the affirmative.

RESOLUTION 2021-56 RESOLUTION TO SET THE TIMES AND DATES FOR THE BERLIN OF TOWNSHIP ANNUAL MEETINGS

The following is the schedule of Year 2021 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 2021 will be held as follows:

JANUARY 4, 2021

**Berlin Township
Mayor and Council 2021 Meetings Dates
The meetings will begin at 5:30 pm**

January	4	Reorganization Meeting 12:00 noon
February	8	
March	8	
April	12	
May	10	
June	21	
July	5	
August	9	
September	13	
October	25	
November	22	
December	13	

Motion by Council President Morris second by Councilwoman Bodanza to adopt resolution 2021-56. Resolution adopted by call of the roll, five members present voting in the affirmative.

**RESOLUTION 2021- 57 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 Council President Morris second by Councilwoman Bodanza to adopt resolution 2021-57. Resolution adopted by call of the roll, five members present voting in the affirmative.

RESOLUTION 2021-58 AUTHORIZING THE FILING OF TAX APPEALS

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

NOW, THERFORE, 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**

JANUARY 4, 2021

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 Councilwoman Bodanza to adopt resolution 2021-58. Resolution adopted by call of the roll, five members present voting in the affirmative.

RESOLUTION 2021-59 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, 2020, 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 4, 2021.

Motion by Council President Morris second by Councilwoman Bodanza to adopt resolution 2021-59. Resolution adopted by call of the roll, five members present voting in the affirmative.

RESOLUTION 2021-60 RESOLUTION 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 2021 for a one year period beginning January 1, 2021 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

JANUARY 4, 2021

Advisor. \$250.00 for each Event filing made under the SEC's Event Disclosure Rule.

- 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 2021.

Motion by Council President Morris second by Councilwoman Bodanza to adopt resolution 2021-60. Resolution adopted by call of the roll, five members present voting in the affirmative.

RESOLUTION 2021- 61 CONFIRMING UNCOLLECTIBLE TAXES

To the Mayor and Council to the Township of Berlin:

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

Dated December 30, 2020

Dana O'Hara, CTC – Tax Collector

NAME	YEAR	DESCRIPTION	AMOUNT	REASON
Robert Harris	2020	2505-22 (12/15-12/31)	52.87	100% Disabled Veteran And to be refunded as of 12/15/20 as Per NJSA 54:4-3.30et seq
	2021	Preliminary	283.95	
			\$ 336.82	Total Uncollectible

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

Motion by Council President Morris second by Councilwoman Bodanza to adopt resolution 2021-61. Resolution adopted by call of the roll, five members present voting in the affirmative.

**TOWNSHIP OF BERLIN
RESOLUTION 2021-62**

**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 2021 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 2021 Budget and is twenty-six and one quarter percent (26.25%) of the total appropriations made for all purposes in the Calendar Year 2021 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 2021; 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 2020 Budget Appropriations		\$	10,880,068.53
Less:	2020 Appropriations for Debt Service	\$	922,000.00
	Capital Improvement Fund	\$	810,000.00
	Subtotal	\$	9,148,068.53
		X	0.2625
		\$	<u>2,401,367.99</u>
Add:	2020 Appripiation for Debt Service	\$	<u>610,400.00</u>
	Total	\$	<u><u>3,011,767.99</u></u>

GENERAL GOVERNMENT

Mayor & Council

Salaries & Wages \$ 22,837.50

Other Expenses \$ 8,332.80

Township Clerk

Salaries & Wages	\$	28,247.63
Other Expenses	\$	11,845.60
Finance Administration		
Salaries & Wages	\$	24,517.50
Other Expenses	\$	6,199.21
Audit Services		
Other Expenses	\$	11,812.50
Revenue Administration		
Salaries & Wages	\$	21,918.75
Other Expenses	\$	4,766.49
Tax Assessment Administration		
Salaries & Wages	\$	5,801.25
Other Expenses	\$	1,681.84
Legal Services & Costs		
Other Expenses	\$	20,892.64
Engineering Services		
Salaries & Wages	\$	34,912.50
Other Expenses	\$	10,762.51
LAND USE ADMINISTRATION		
Planning/Zoning Board		
Salaries & Wages	\$	4,095.00
Other Expenses	\$	2,756.25
CODE ENFORCEMENT		
Salaries & Wages	\$	33,731.25
Other Expenses	\$	14,411.25
INSURANCE		
Liability Insurance		
Other Expenses	\$	200,000.00
Worker's Compensation		
Other Expenses	\$	100,000.00
Employee's Group Insurance		
Other Expenses	\$	454,470.60
Health Benefit Waiver		
Other Expenses	\$	9,712.50
Unemployment Insurance		
Other Expenses	\$	3,823.58
PUBLIC SAFETY FUNCTIONS		
Municipal Court		
Salaries & Wages	\$	33,862.51
Other Expenses	\$	14,937.03
Public Defender		
Other Expenses	\$	131.25
Police Department		

Salaries & Wages	\$	523,687.51
Other Expenses	\$	43,633.04
Emergency Management		
Salaries & Wages	\$	591.68
Other Expenses	\$	4,353.32
Aid to Volunteer Ambulance Company		
Other Expenses	\$	5,250.00
Municipal Prosecutor		
Salaries & Wages	\$	3,885.00
Other Expenses	\$	136.76
PUBLIC WORKS		
Streets & Roads		
Salaries & Wages	\$	18,637.50
Other Expenses	\$	18,001.21
Solid Waste Collection		
Salaries & Wages	\$	123,375.00
Other Expenses	\$	3,780.00
Buildings & Grounds		
Salaries & Wages	\$	14,306.26
Other Expenses	\$	16,274.99
Vehicle Maintenance		
Salaries & Wages	\$	19,556.25
Other Expenses	\$	37,941.76
HEALTH & HUMAN SERVICES		
Public Health		
Salaries & Wages	\$	1,863.75
Other Expenses	\$	136.50
PARKS & RECREATION		
Recreation Services		
Salaries & Wages	\$	1,365.00
Other Expenses	\$	1,391.25
Maintenance of Parks		
Other Expenses	\$	10,378.46
Maintenance of Free Public Library		
Salaries & Wages	\$	7,245.00
Other Expenses	\$	2,882.25
Celebration of Public Events		
Other Expenses	\$	3,602.81
Payment of PY Bills		
Other Expenses	\$	-
UNCLASSIFIED		
Traffic Signal Maintenance	\$	16,065.00
Electricity & Natural Gas	\$	26,512.50

Street Lighting	\$	32,338.69
Telephone	\$	8,747.81
Telecommunication Charges	\$	1,124.81
Water	\$	1,407.00
Petroleum Products (Fuel Oil & Gas)	\$	26,985.00
Sewer	\$	1,740.38
Solid Waste Disposal	\$	56,240.63
Accumulated Leave Compensation		
Salaries & Wages	\$	13,125.00
STATUTORY EXPENDITURES		
PERS	\$	49,243.14
PFRS	\$	115,591.18
Social Security	\$	71,997.19
DCRP	\$	3,213.00
OPERATIONS EXCLUDED FROM CAPS		
Solid Waste Recycle Tax	\$	2,008.13
NJPDES - Stormwater Management		
Salaries & Wages	\$	15,750.00
Other Expenses	\$	5,693.62
FEDERAL & STATE GRANTS	\$	4,849.67
TOTAL TEMPORARY APPROPRIATIONS	\$	2,401,367.99
MUNICIPAL DEBT SERVICE		
Principal	\$	440,000.00
Interest	\$	170,400.00
TOTAL TEMPORARY CURRENT FUND APPROPRIATIONS	\$	3,011,767.99

SEWER OPERATING FUND TEMPORARY BUDGET

CY 2020 Budget Appropriations		\$	1,109,000.00
Less:	2020 Appropriations for Debt Service	\$	594,995.00
	Capital Improvement Fund	\$	-
	Subtotal	\$	514,005.00
		X	0.2625
		\$	<u>134,926.31</u>
Add:	2021 Appropriations for Debt Service	\$	<u>479,400.00</u>
	Total	\$	<u><u>614,326.31</u></u>
Sewer Operating			
	Salaries & Wages	\$	46,928.96
	Other Expenses	\$	<u>80,364.37</u>
		\$	<u>127,293.33</u>
Debt Service			
	Principal	\$	420,000.00
	Interest	\$	59,400.00
STATUTORY EXPENSES			
PERS		\$	3,937.50
Social Security		\$	3,590.48
Unemployment Compensation		\$	105.00
TOTAL TEMPORARY SEWER OPERATING FUND APPROPRIATIONS		\$	<u><u>614,326.31</u></u>

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

CY 2020 Budget Appropriations (Open Space Trust)		\$	250,167.00
Less:	2020 Appropriations for Debt Service	\$	15,545.80
	Capital Improvement Fund	\$	-
	Subtotal		
		\$	234,621.20
		X	0.2625
		\$	<u>61,588.07</u>
Add:	2021 Appropriations for Debt Service	\$	<u>7,773.14</u>
	Total	\$	<u><u>69,361.21</u></u>
OPEN SPACE TRUST			
	Salaries & Wages	\$	33,306.26
	Other Expenses	\$	<u>28,281.81</u>
		\$	<u>61,588.07</u>
Debt Service			
	Principal	\$	7,178.14
	Interest	\$	<u>595.00</u>
		\$	<u>7,773.14</u>
TOTAL OPEN SPACE, RECREATION, FARMLAND & HISTORIC PRESERVATION FUND APPROPRIATIONS		\$	<u><u>69,361.21</u></u>

Motion by Councilwoman Bodanza second by Councilman Sykes to adopt resolution 2021-62. Resolution adopted by call of the roll, five members present voting in the affirmative.

ORDINANCE 2021-1 AN ORDINANCE AMENDING ORDINANCE 2020-10 SALARY RANGES FOR THE OFFICERS AND EMPLOYEES OF THE TOWNSHIP OF BERLIN, COUNTY OF CAMDEN, NEW JERSEY

BE IT ORDAINED by the Mayor and Council of the Township of Berlin, Camden County, New Jersey as follows:

SECTION 1: That the following named officers and employees of the Township of Berlin, Camden County, New Jersey shall be paid within the following salary ranges for the calendar year 2021 as follows:

POSITION	ANNUAL SALARY RANGE (Except as Noted)	
	FROM	TO
Mayor	\$0.00	\$ 56,000.00
President of Council	\$0.00	\$ 10,200.00
Councilperson	\$0.00	\$ 8,000.00
Township Clerk	\$0.00	\$ 75,000.00
Coordinator on Aging/Disabled	\$0.00	\$ 600.00
Chief Financial Officer	\$0.00	\$ 30,000.00
Finance Clerk (Part-time)	\$0.00 per hour	\$20.00 per hour
Finance Clerk (Full-time)	\$0.00	\$ 40,000.00
Tax Collector	\$0.00	\$ 75,000.00
Tax/Sewer Clerk	\$0.00	\$ 40,000.00
Tax Assessor	\$0.00	\$ 30,000.00
Director of Public Works/Township Engineer w/C-2 Wastewater License	\$0.00	\$ 175,000.00
Building Custodian/Property Maintenance/Zoning Officer/Board of Health Inspector	\$0.00	\$ 55,000.00
Construction Code Official/Building Inspector	\$0.00	\$ 32,500.00
Electrical Sub Code Official/Electrical Inspector	\$0.00	\$ 13,000.00
Emergency Management Coordinator	\$0.00	\$ 3,000.00
1st Deputy Emergency Management Coordinator	\$0.00	\$ 500.00
Prosecutor	\$0.00	\$ 16,000.00
Deputy Public Works Director	\$0.00	\$ 75,000.00
Recreation Coordinator (Not to exceed 10 hours per week)	\$0.00 per hour	\$16.00 per hour
Recreation Coordinator/Special Events	\$0.00	Minimum wage
Librarian	\$0.00	\$16.00 per hour
Municipal Judge	\$0.00	\$ 25,000.00
Municipal Court Administrator	\$0.00	\$ 75,000.00

Animal Control Officer	\$0.00 per month	\$600.00 per month
Assistant Township Clerk (w/Registrar Certification)	\$0.00	\$ 40,000.00
Engineering Technician	\$0.00	\$ 60,000.00
Public Works/Engineering Clerk	\$0.00	\$ 40,000.00
Administrative Secretary to Land Use (With Registrat Certification)	\$0.00	\$ 60,000.00
Fire Sub-Code Official	\$0.00	\$ 7,500.00
Plumbing Inspector	\$0.00	\$ 6,000.00
Property Maintenance Inspector - PT (not to exceed 8 hours per week)	\$0.00 per hour	\$17.66 per hour
Police Department - Clerk Typist	\$0.00	\$ 40,000.00
Crossing Guards	\$0.00 per hour	\$16.00 per hour
Temporary Clerk Typist	\$0.00 per hour	\$16.00 per hour
Emergency Event Temporary Public Works Laborer	\$0.00 per hour	\$25.00 per hour
Emergency Event Temporary Mechanic	\$0.00 per hour	\$30.00 per hour
Bus Driver	\$0.00 per hour	\$20.00 per hour
Clerk Typist - PT to Include Library Clerk	\$0.00 per hour	\$16.00 per hour
Deputy Court Administrator	\$0.00	\$ 40,000.00
Court Recorder Operator	\$0.00 per Court	\$87.00 per Court
Temporary Court Assistant	\$0.00 per court	\$125.00 per Court
Sewer Clerk	\$0.00	\$ 5,000.00
Student Clerk Typist	\$0.00	Minimum wage
Chief of Police	\$0.00	\$ 140,000.00
Lieutenants of Police	\$0.00	\$ 115,000.00
Sergeants of Police	\$0.00	\$ 110,000.00
Date of Hire without Certification	\$0.00	\$ 36,000.00
Date of Hire with Certification or Police Academy Graduation	\$0.00	\$ 50,000.00
Beginning of Second Year	\$0.00	\$ 52,000.00
Beginning of Third Year	\$0.00	\$ 60,000.00
Beginning of Fourth Year	\$0.00	\$ 65,000.00
Beginning of Fifth Year	\$0.00	\$ 70,000.00
Beginning of Sixth Year	\$0.00	\$ 80,000.00
Beginning of Seventh Year	\$0.00	\$ 85,000.00
Beginning of Eighth Year	\$0.00	\$ 100,000.00
PT Class II SLEO Officer	\$0.00 per hour	\$30.00 per hour
PT Class II SLEO Officer (School Security)	\$0.00 per hour	\$40.00 per hour
Traffic & Other Services	\$0.00 per hour	\$75.00 per hour
Traffic & Other Services (Township Projects)	\$0.00 per hour	\$50.00 per hour
Employees of Public Works Department	\$0.00 per hour	\$40.00 per hour
Employees of Public Works Department (Temporary)	\$0.00 per hour	\$25.00 per hour
Sewer Department Standby	\$0.00 per month	\$225.00 per month

JANUARY 4, 2021

Motion by Councilman Sykes, second by Councilwoman Bodanza to adopt Ordinance 2020-1 on first reading by title. Ordinance adopted by call of the roll, five members present voting in the affirmative.

Public Portion

Motion by Council President Morris, second by Councilman Epifanio to open the meeting to the public. Motion carried by voice vote, all present voting in favor. Mayor Magazzu opened the meeting to the public for questions or comments.

No comments were to be heard.

Motion by Councilwoman Bodanza, second by Councilman Sykes 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.

Greetings and Statements

Solicitor Stuart Platt

Berlin Township Solicitor, Stuart Platt wished everyone a Healthy and Happy New Year. He stated it was an honor to serve with Mayor and Council through this pandemic. He thanked them for his reappointment and looks forward to the New year.

Mayor Magazzu

For months, I have been saying, "I can't wait until 2020 is over" and "when will this year end?" What a crazy, sad difficult year 2020 has been! Hopefully, 2021 will bring back some normalcy to our lives

As this unforgettable year came to a close, and we reflect on the hundreds of thousands of lives that were lost, as well as the many events. that didn't happen or had to be drastically altered, the isolation that many people were forced to go through, and the countless gatherings that were cancelled, but through it all, I witnessed a lot of good things during this crazy chaos – and specifically, the fine people who rose to the occasion and made a difference in the lives of others.

Our Doctors, nurses and all those in the medical field, who are on the front lines of this pandemic. We are grateful for their efforts.

JANUARY 4, 2021

There are also many other people who have stepped up to the plate, and helped get us through this unusual year. That list includes our first responders and the other folks who are always there to protect us, including our Berlin Township Police Department, West Berlin Fire Department, Berlin Ambulance, Berlin Township Public works, who provided the necessary services we all needed to keep us safe and secure throughout this year. I would like to thank at this time our Former police chief Lenny Check, for his years of service with Berlin Township Police Department and thank our new police chief, Wayne Bonfiglio for his dedication and hard work during this incredibly trying times.

If you have a child who is in the local school system, I am sure you will join me in thanking all of our Berlin Township and Overbrook teachers and administration, who faced unprecedented challenges while educating our kids in 2020. Children are our most precious resource, and a good education is a priceless gift. that they will carry with them always – thanks to their teachers.

I especially want to thank our municipal employees, who have not missed a beat during this pandemic, including those who keep us safe, who pick up our trash, who make sure that our town is in good working order, who ensure that justice is always served, who help keep the lines of communications open, and who continually remind others that Berlin Township is a great place to live, work and shop. In light of the pandemic and in order to protect the public's health, safety, and welfare, the township closed the doors to the municipal buildings, but offices have not been closed to the public. Our employees quickly adapted to new protocols and have continuously worked to give our residents the services and commitment they deserve. Cathy, thank you for being my right hand during this time! Very much appreciated!! Joyce, our former CFO, I wish you the best of luck! Alex, though you are not new to Berlin Township, welcome! I know you will be a great asset to our town! To all of our professionals, Stuart, Eric, Dan, Dave, Donna, Ryan, and many others, thank you for your guidance, through these difficult times!

My sincere thanks also goes to the members the Berlin Township Governing body, who clearly love this community and are always a pleasure to work with. Thank you, Chris, Marion, Sam and Frank!

Finally, I am very thankful for all of the residents of Berlin Township. Thank you all for your patience and understanding when we had to cancel events and make other difficult decisions – all of which were done in the interest of public safety and your well-being.

All of the people I just mentioned have proven that things can happen that seem almost impossible, that you have to look for the light at the end of the tunnel and that there is nothing we can't accomplish. if we work together. Thank you all!

JANUARY 4, 2021

Now that 2021 is finally here, and the better times we all hope and pray will come with it – including the success of the COVID-19 vaccine and an end to this pandemic – let's remember that this is not the time to let our guards down.

With that in mind, I ask everyone to continue the good work we started earlier and renew our commitment to wearing face masks, practicing social distancing and voiding crowds.

These are the best ways to make sure that we will have a much better year ahead, we can return to some form of normalcy in 2021, and we will be able to enjoy all of the events and activities that Berlin Township residents have learned to love and enjoy!

I also ask that we all keep the individuals who are not be with their loved ones in our thoughts and prayers, the men and women of the United States military who are serving around the world. Let's never forget the sacrifices they continue to make for others.

I will continue to pray that 2021 will be a better year for us all. Please continue to support our local businesses, especially our restaurants and fitness centers that are genuinely struggling. I look forward to getting back to some sense of normalcy.

Usually these are fun occasions and we get together after these meetings, in the past we would get together to celebrate our Newley elected officials but in an effort to protect everyone, this will not happen. But these are the sacrifices we all have taken to keep everybody safe and healthy, so from a distance and over the phone I am giving you all a hug and looking forward to another year of working hard for our residents

Please know that you have my best wishes for a happy healthy and safe 2021. Remember that we are all one Berlin Township and together we will be stronger than ever.

From my family, to all of yours, happy new year!! Stay safe!! God bless you all! And may God Bless America!!

Council President Morris

Council President Morris remarked well said to Mayor Magazzu statement and commented that he also agrees and thanked everyone as well. President Morris wished everyone a safe and healthy New year.

Councilman Epifanio

Councilman Epifanio stated ditto as well, great job to everyone and God Bless!

Councilwoman Bodanza

Councilwoman Bodanza commented what a year! Councilwoman thanked everyone and stated keep loving each other!

JANUARY 4, 2021

Councilman Sykes

Councilman Sykes remarked that love is the key to getting through everything! God bless everyone and their families. Councilman stated have a healthy happy and safe new year.

Adjourn

Motion by Council President Morris, second by Councilman Sykes to adjourn the meeting at 12:20 pm. Motion carried by voice vote, all members voting in the affirmative. Meeting adjourned 12:20 pm

**Catherine Underwood
Berlin Township RMC**