

DECEMBER 13, 2021

**MEETING OF THE MAYOR AND COUNCIL OF THE TOWNSHIP OF BERLIN,
CAMDEN COUNTY, NEW JERSEY AT BERLIN TOWNSHIP MUNICIPAL HALL
DECEMBER 13, 2021 AT 5:30 P.M.**

(Meeting was held by telephone due to Coronavirus)

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

All in attendance joined in the Salute to the Flag.

ROLL CALL

Present- Mayor Magazzu, Council President Morris, Councilman Epifanio, Councilman Reid, Councilwoman Bodanza.

Also Present- Solicitor, Stuart Platt, CFO, Alex Davidson, Officer In Charge, Lt. Ron Silvestro, Township Engineer / Public Works Director, Chuck Riebel,

Absent- Property Maintenance / Animal Control, Josh Shellenberger

Public Attendances- Resident C. Picciotti

Mayor Magazzu welcome back Township Engineer / Public Works Director Chuck Riebel.

Chuck thanked everyone for their prayers and well wishes and stated he is glad to be back.

DEPARTMENTAL REPORTS

Chuck reported that two resolutions on the agenda this evening. Resolution 2021-188, resolution 2021-191 Engineer recommends that the Governing body consider awarding both these projects. Engineer noted both projects are fully funded through the under the NPP Grant.

POLICE DEPARTMENT

Re: Council Meeting 12/13/2021

1. The new 2021 Police Explorers we purchased were delivered last week. They are in the process of being outfitted and will be road ready soon.
2. Berlin Township Police extended the "No Shave" policy for the month of December. The reason behind the "no shave" is for Officers to raise awareness

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and funding to fight cancer. Each Officer contributes their own money and the Police Association matches the total. The Police Association then selects a local person to donate the money to. This year, a local Officer in Camden County was chosen as the recipient. Our prayers go out to him and his family!

3. On December 3rd Berlin Township Police attended and worked the Christmas Tree lighting ceremony event. The event was a huge success with many people in attendance. The hard work the employees of Berlin Township led by the Mayor in preparation for the event really showed.
4. With the holidays upon us we would just like to put out a few reminders:
 - a. Show patience with the increased traffic. This will lead to reduced crashes.
 - b. Don't drink and drive. Use the many services available to you.
 - c. Use situational awareness. Be aware of your surroundings when shopping.
 - d. Hide you packages and items you bought and store in your car out of plain sight.
 - e. Lock your doors to both your vehicles and your house.
 - f. Set your alarms on your car and house.
 - g. Check your bank and credit card statements often to reduce fraudulent charges.
5. Mercantile License- Berlin Township Police conducted a background check on Vanguard Medical LLC opening at 401 Bloomfield Drive Unit #1. The application was completed by a Mason Palmieri. Berlin Twp. Police would recommend the governing body to approve the application.
6. Berlin Township Police would just like to wish everyone Happy Holidays.

Respectfully Submitted,

OIC Lt. Ronald Silvestro

**SECOND READING AND PUBLIC HEARING ORDINANCE 2021-8 AN
ORDINANCE FIXING AND DETERMINING 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 2022 as

	ANNUAL SALARY RANGE (Except as Noted)	
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POSITION	FROM	TO
Mayor	\$0.00	\$57,000.00
President of Council	\$0.00	\$10,500.00
Councilperson	\$0.00	\$7,800.00
Township Clerk	\$0.00	\$76,000.00
Coordinator on Aging/Disabled	\$0.00	\$620.00
Chief Financial Officer (Shared Service)	\$0.00	\$31,750.00
Finance Clerk (Part-time)	\$0.00 per hour	\$20.00 per hour
Finance Clerk (Full-time)	\$0.00	\$41,000.00
Tax Collector	\$0.00	\$60,000.00
Tax/Sewer Clerk	\$0.00	\$40,000.00
Tax Assessor	\$0.00	\$25,000.00
Director of Public Works/Township Engineer w/C-2 Wastewater License	\$0.00	\$179,000.00
Building Custodian/Property Maintenance/Zoning Officer/Board of Health Inspector	\$0.00	\$55,000.00
Construction Code Official/Building Inspector	\$0.00	\$33,500.00
Electrical Sub Code Official/Electrical Inspector	\$0.00	\$13,500.00
Emergency Management Coordinator	\$0.00	\$3,075.00
1st Deputy Emergency Management Coordinator	\$0.00	\$525.00
Prosecutor	\$0.00	\$13,350.00
Deputy Public Works Director	\$0.00	\$82,000.00
Recreation Coordinator (Not to exceed 10 hours per week)	\$0.00 per hour	\$16.50 per hour
Recreation Coordinator/Special Events	\$0.00	Minimum wage
Librarian	\$0.00	\$16.50 per hour
Municipal Judge	\$0.00	\$25,750.00
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	\$42,500.00
Engineering Technician	\$0.00	\$61,500.00
Public Works/Engineering Clerk	\$0.00	\$41,000.00
Administrative Secretary to Land Use (With Registrar Certification)	\$0.00	\$58,000.00
Fire Sub-Code Official	\$0.00	\$7,700.00
Plumbing Inspector	\$0.00	\$6,150.00
Property Maintenance Inspector - PT (not to exceed 8 hours per week)	\$0.00 per hour	\$18.02 per hour
Police Department - Clerk Typist	\$0.00	\$41,000.00
Crossing Guards	\$0.00 per hour	\$16.50 per hour
Temporary Clerk Typist	\$0.00 per hour	\$16.50 per hour

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Emergency Event Temporary Public Works Laborer	\$0.00 per hour	\$25.50 per hour
Emergency Event Temporary Mechanic	\$0.00 per hour	\$30.00 per hour
Bus Driver	\$0.00 per hour	\$25.00 per hour
Clerk Typist - PT to Include Library Clerk	\$0.00 per hour	\$16.50 per hour
Deputy Court Administrator	\$0.00	\$41,000.00
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	\$5,200.00
Student Clerk Typist	\$0.00	Minimum wage
Chief of Police	\$0.00	\$140,000.00
Lieutenants of Police	\$0.00	\$109,000.00
Sergeants of Police	\$0.00	\$103,000.00
Date of Hire without Certification	\$0.00	\$37,000.00
Date of Hire with Certification or Police Academy Graduation	\$0.00	\$50,000.00
Beginning of Second Year	\$0.00	\$53,000.00
Beginning of Third Year	\$0.00	\$57,500.00
Beginning of Fourth Year	\$0.00	\$65,000.00
Beginning of Fifth Year	\$0.00	\$71,500.00
Beginning of Sixth Year	\$0.00	\$79,000.00
Beginning of Seventh Year	\$0.00	\$86,000.00
Beginning of Eighth Year	\$0.00	\$97,500.00
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
Special Assignments Stipend	\$0.00	\$12,000.00

Motion by Council President Morris, second by Councilwoman Bodanza to open the meeting to the public. Motion carried by voice vote, all present voting in favor. Mayor Magazzu opened the meeting to the public for questions or comments on Ordinance 2021-8.

No comments were to be heard.

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Motion by Councilman Epiofanio second by Council President Morris to close the meeting to the public. Motion carried by voice vote, all present voting in favor. Mayor Magazzu closed the meeting to the public for questions or comments on Ordinance 2021-8

Motion by Council President Morris second by Councilwoman Bodanza to adopt Ordinance 2021-8. Ordinance approved by call of the roll, five members present voting in the affirmative.

RESOLUTION 2021-185 APPROVING AND AUTHORIZING A DISCHARGE OF LIEN AS A RESULT OF PAYMENT SATISFIED ON REAL PROPERTY FOR NECESSARY MAINTENANCE WORK PERFORMED.

WHEREAS, the property owner or responsible party failed to take appropriate action as required in the Violation Notices; the Code Enforcement Officer placed a work order with outside vendors on the properties and provided an invoice as certification of all costs associated with the work performed pursuant to Chapter 280-6 and pursuant to Chapter 280-7 the monies expended to pay outside vendors to perform the services at these properties have been charged against the property; and pursuant to Chapter 280-8 forthwith became a lien on such lands and was filed with the Tax Office; said lien to be discharged by the Tax Collector upon payment.

WHEREAS, the Tax Collector has confirmed receipt of payment for the liens against the following properties representing maintenance work performed; the maintenance liens against the following properties have been discharged, as follows:

Special Charge #:	Property:	AMOUNT	DATE PAID
PM20-016	170 RT 73 NORTH	\$ 428.17	11/18/2021

Submitted for December 13, 2021 Meeting
Dana O'Hara, CTC - Tax Collector

By resolution of the Mayor and Council of the Township of Berlin, for the reasons set forth hereinabove, it hereby approves and authorizes said liens against said properties pursuant to Chapter 280-7 of the Code of the Township of Berlin hereby discharged.

BE IT FURTHER RESOLVED, This Resolution shall take effect immediately upon adoption.

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Motion by Councilwoman Bodanza second by Council President Morris to adopt resolution 2021-185. Resolution adopted by call of the roll, five members present voting in the affirmative.

RESOLUTION 2021-186 AUTHORIZING THE AWARD OF A NON-FAIR AND OPEN CONTRACT FOR BRUSH AND DEBRIS DISPOSAL.

WHEREAS, the Township of Berlin has a need to acquire brush and debris disposal services as a non-fair and open contract pursuant to the provisions of N.J.S.A. 19:44A-20.5; and

WHEREAS, the Chief Financial Officer/Purchasing Agent has determined and certified in writing that the value of the acquisition will exceed \$17,500; and

WHEREAS, the anticipated term of this contract is retroactive for one year commencing on January 1, 2021; and

WHEREAS, the value of the contract will not exceed \$44,000; and

WHEREAS, Andrew Wade has completed and submitted a Business Entity Disclosure Certification which certifies that they have not made any reportable contributions to a political or candidate committee in the Township of Berlin in the previous one year, and that the contract will prohibit them from making any reportable contributions through the term of the contract, and

WHEREAS, funding for this purpose shall not exceed the amount budgeted for said purpose and set aside in 2021 Budget and shall be encumbered in accordance with N.J.A.C. 5:4-5.3(b)(2); and

NOW THEREFORE, BE IT RESOLVED that the Mayor and Council of the Township of Berlin hereby authorizes the Mayor to enter into a contract with Andrew Wade as described herein; and

BE IT FURTHER RESOLVED that the Business Disclosure Entity Certification and the Determination of Value be placed on file with this resolution; and

BE IT FURTHER RESOLVED by the Mayor and Council of the Township of Berlin that notice of said award shall be published in the official newspaper of the Township of Berlin as required by law.

Motion by Councilwoman Bodanza second by Council President Morris to adopt resolution 2021-186. Resolution adopted by call of the roll, five members present voting in the affirmative.

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RESOLUTION 2021-187 AUTHORIZING THE AWARD OF A NON-FAIR AND OPEN CONTRACT FOR UNIFORM PURCHASES.

WHEREAS, the Township of Berlin has a need to acquire uniforms as a non-fair and open contract pursuant to the provisions of N.J.S.A. 19:44A-20.5; and

WHEREAS, the Chief Financial Officer/Purchasing Agent has determined and certified in writing that the value of the acquisition will exceed \$17,500; and

WHEREAS, the anticipated term of this contract is retroactive for one year commencing on January 1, 2021; and

WHEREAS, the value of the contract will not exceed \$44,000; and

WHEREAS, HERO OUTFITTERS has completed and submitted a Business Entity Disclosure Certification which certifies that they have not made any reportable contributions to a political or candidate committee in the Township of Berlin in the previous one year, and that the contract will prohibit them from making any reportable contributions through the term of the contract, and

WHEREAS, funding for this purpose shall not exceed the amount budgeted for said purpose and set aside in 2021 Budget and shall be encumbered in accordance with N.J.A.C. 5:4-5.3(b)(2); and

NOW THEREFORE, BE IT RESOLVED that the Mayor and Council of the Township of Berlin hereby authorizes the Mayor to enter into a contract with HERO OUTFITTERS as described herein; and

BE IT FURTHER RESOLVED that the Business Disclosure Entity Certification and the Determination of Value be placed on file with this resolution; and

BE IT FURTHER RESOLVED by the Mayor and Council of the Township of Berlin that notice of said award shall be published in the official newspaper of the Township of Berlin as required by law.

Motion by Councilwoman Bodanza second by Council President Morris to adopt resolution 2021-187. Resolution adopted by call of the roll, five members present voting in the affirmative.

RESOLUTION 2021-188 AUTHORIZING THE AWARD OF A NON-FAIR AND OPEN CONTRACT FOR DEMOLITION SERVICES PURSUANT WITH THE

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TOWNSHIP'S NEIGHBORHOOD PRESERVATION PROGRAM 2021 GRANT AWARD.

WHEREAS, the Township of Berlin has a need to acquire demolition services as a non-fair and open contract pursuant to the provisions of N.J.S.A. 19:44A-20.5; and

WHEREAS, the Chief Financial Officer/Purchasing Agent has determined and certified in writing that the value of the acquisition will exceed \$17,500; and

WHEREAS, the anticipated term of this contract is for one year commencing on December 13, 2021; and

WHEREAS, the value of the contract will not exceed \$44,000; and

WHEREAS, W. Hargrove Demolition has completed and submitted a Business Entity Disclosure Certification which certifies that they have not made any reportable contributions to a political or candidate committee in the Township of Berlin in the previous one year, and that the contract will prohibit them from making any reportable contributions through the term of the contract, and

WHEREAS, funding for this purpose shall not exceed the amount budgeted for said purpose and set aside in 2021 Budget and shall be encumbered in accordance with N.J.A.C. 5:4-5.3(b)(2); and

NOW THEREFORE, BE IT RESOLVED that the Mayor and Council of the Township of Berlin hereby authorizes the Mayor to enter into a contract with W. Hargrove Demolition as described herein contingent upon the Township Solicitor approval; and

BE IT FURTHER RESOLVED that the Business Disclosure Entity Certification and the Determination of Value be placed on file with this resolution; and

BE IT FURTHER RESOLVED by the Mayor and Council of the Township of Berlin that notice of said award shall be published in the official newspaper of the Township of Berlin as required by law.

Motion by Councilwoman Bodanza second by Council President Morris to adopt resolution 2021-188. Resolution adopted by call of the roll, five members present voting in the affirmative.

RESOLUTION 2021-189 AUTHORIZING THE AWARD OF A NON-FAIR AND OPEN CONTRACT FOR VEHICLE REPAIR PART.

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WHEREAS, the Township of Berlin has a need to acquire vehicle repair parts as a non-fair and open contract pursuant to the provisions of N.J.S.A. 19:44A-20.5; and

WHEREAS, the Chief Financial Officer/Purchasing Agent has determined and certified in writing that the value of the acquisition will exceed \$17,500; and

WHEREAS, the anticipated term of this contract is retroactive for one year commencing on January 1, 2021; and

WHEREAS, the value of the contract will not exceed \$44,000; and

WHEREAS, Houpert Truck Services has completed and submitted a Business Entity Disclosure Certification which certifies that they have not made any reportable contributions to a political or candidate committee in the Township of Berlin in the previous one year, and that the contract will prohibit them from making any reportable contributions through the term of the contract, and

WHEREAS, funding for this purpose shall not exceed the amount budgeted for said purpose and set aside in 2021 Budget and shall be encumbered in accordance with N.J.A.C. 5:4-5.3(b)(2); and

NOW THEREFORE, BE IT RESOLVED that the Mayor and Council of the Township of Berlin hereby authorizes the Mayor to enter into a contract with Houpert Truck Services as described herein; and

BE IT FURTHER RESOLVED that the Business Disclosure Entity Certification and the Determination of Value be placed on file with this resolution; and

BE IT FURTHER RESOLVED by the Mayor and Council of the Township of Berlin that notice of said award shall be published in the official newspaper of the Township of Berlin as required by law.

Motion by Councilwoman Bodanza second by Council President Morris to adopt resolution 2021-189. Resolution adopted by call of the roll, five members present voting in the affirmative.

RESOLUTION 2021-190 PAYMENT OF BILLS FOR DECEMBER.

WHEREAS, the Code of the Township of Berlin, Chapter 7-1 et seq., provides for the payment of claims after certification by the Treasurer and consideration by Mayor and Council.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Township of Berlin, that the following claims detailed below and attached are hereby approved and the bills to be paid.

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CONFIRMING:

Philly Pretzel Factory (Christmas Tree Lighting Event)	1-01-30-420-2105	\$150.00
Flex Claims Week of 11/26-12/02/2021	T-18-56-850-030208	\$13.97
Ameriflex (December 2021 - Administrative Fee)	T-18-56-850-030208	\$75.00
Flex Claims Week of 12/03-12/09/2021	T-18-56-850-030208	\$45.66
State of Jersey Health Benefits – November 2021 (A)	1-01-23-220-2092	\$65,019.79
	1-01-23-220-2092	\$11,793.46
State of Jersey Health Benefits – November 2021 (R)	1-01-23-220-2092	\$37,475.91
Payroll, Current Fund	12/3/2021	\$211,926.07
Payroll, Sewer Operating Fund	12/3/2021	\$7,786.00
Payroll, Open Space	12/3/2021	\$4,381.60
Payroll, Animal Control	12/3/2021	\$285.56
Payroll, Police Outside Employment & Sick Time Reserve	12/3/2021	\$38,270.54

Motion by Councilwoman Bodanza second by Council President Morris to adopt resolution 2021-190. Resolution adopted by call of the roll, five members present voting in the affirmative.

RESOLUTION 2021-191 RESOLUTION AWARDING CONTRACT FOR THE DOUBLE- SIDED BANNERS WITH SPRING-LOADED FIBERGLASS POLE BRACKETS.

WHEREAS, the Township of Berlin has advertised for, and received two bids for the Double- Sided Banners with Spring-Loaded Fiberglass Pole Brackets; and

WHEREAS, this project is being fully funded through the New Jersey Neighborhood Preservation Grant Program; and

WHEREAS, Berlin Township Engineer, Charles Riebel recommend that the Governing Body consider awarding a contract to Pirolli Printing located at 860 West Browning Road, Bellmawr NJ 08031, for a total lump sum bid price of \$15,795.00.

NOW, THEREFORE BE IT RESOLVED, by the Mayor and Council of the Township of Berlin, County of Camden, State of New Jersey, that a contract for the Double- Sided Banners with Spring-Loaded Fiberglass Pole Brackets be awarded in the amount of \$15,795 to Pirolli Printing located at 860 West Browning Road, Bellmawr NJ 08031, contingent upon the Township Solicitor approval.

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Motion by Councilwoman Bodanza second by Council President Morris to adopt resolution 2021-191. Resolution adopted by call of the roll, five members present voting in the affirmative.

RESOLUTION 2021-192 RESOLUTION CANCELING OUTSTANDING CHECKS

WHEREAS, there exists prior year outstanding checks on the books in various funds; and
WHEREAS, the outstanding checks have been investigated and it has been determined they should be canceled;
NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Township of Berlin that the following outstanding checks listed below and are hereby canceled:

<u>Date</u>	<u>Check Number</u>	<u>Vendor</u>	<u>Amount</u>
Current Fund:			
06/01/2020	38014	Schaefer Systems, Inc	\$2,254.32
08/11/2020	38148	PSE&G	\$ 196.79
09/29/2020	38226	Corelogic	\$1,313.21
10/27/2020	38253	American Asphalt	\$ 800.00
Animal Control Trust Fund:			
01/27/2020	1250	Treasurer, State Of NJ	\$ 1.20
Payroll Trust Fund:			
10/23/2020	77637	AFLAC	\$ 162.04

Motion by Councilwoman Bodanza second by Council President Morris to adopt resolution 2021-192. Resolution adopted by call of the roll, five members present voting in the affirmative.

Business Approvals

1) Mason Palmieri, Vanguard Medical LLC. 401 Bloomfield Drive, Unit 1 West Berlin NJ 08091, Office and Warehouse for medical device company.

Motion by Councilwoman Bodanza second by Council President Morris to adopt Mercantile License above. Mercantile License approved by call of the roll, five members present voting in the affirmative.

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Approval of Meeting Minutes from November 22, 2021

Motion by Council President Morris second by Councilman Epifanio to approve the Meeting Minutes for November 22, 2021. Motion carried by voice vote, four members present voting in the affirmative. Councilwoman Bodanza abstained.

Consent Agenda for November 2021

Motion by Council President Morris, second by Councilman Epifanio to approve the Correspondence Calendar for November 2021. Motion carried by voice vote, five members present voting in the affirmative.

Correspondence Calendar for November 2021

Motion by Councilwoman Bodanza, second by Council President Morris to approve the Correspondence Calendar for November 2021. Motion carried by voice vote, five members present voting in the affirmative.

All Other Business

- 1) The Berlin Township FREE Rabies clinic will be held Saturday January 22, 2022 from 9:00 am to 12:00 noon. We will once again have a drive through clinic outside.
- 2) The Reorganization Meeting will be held Monday January 3rd 2022 by telephone due to covid.

Public Portion

Motion by Council President Morris, second by Councilwoman Bodanza 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.

Resident C.Picciotti thanked the Governing Body for all of their dedication and hard work throughout this year, and wished everyone a Happy Holiday.

Council President Morris thanked C. Picciotti for her kind words.

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

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Mayor Magazzu wished everyone and their family a happy and safe holiday

Adjourn

Motion by Councilwoman Bodanza, second by Councilman Epifanio to adjourn the meeting at 5:50 pm. Motion carried by voice vote, all members voting in the affirmative.

Meeting adjourned 5:50 pm.

Catherine Underwood, RMC