

**JANUARY 2, 2023**

**REORGANIZATION OF THE TOWNSHIP MAYOR AND COUNCIL  
TOWNSHIP OF BERLIN  
JANUARY 2, 2023**

Mayor Magazzu opened up the reorganization meeting and stated that pursuant to the requirements of the Open Public Meetings Law, notice of this meeting were advertised in the Courier Post newspapers and posted on the bulletin board. Mayor welcomed everyone in attendance.

**Mayor Magazzu administered the Oath of Office to Marion Bodanza and Francis McHenry**

All in attendance joined in the Salute to the Flag

ROLL CALL: Mayor Magazzu, Councilman McHenry, Councilman Epifanio, Councilwoman Marion Bodanza, Councilman Reid.

Also Present: Alex Davidson, Chief Financial Officer, Stuart Platt, Township Solicitor. Chief of Police , Louis Bordi

Guests: Donna Platt, Dan DiGangi.

**Mayor Magazzu, open the floor for nomination for Council President**

Mayor Magazzu, open the floor for nomination for Council President. Councilman Epifanio nominated **Marion Bodanza** for Council President, Councilman Reid seconded the nomination.

**RESOLUTION 2023-1 PRESIDENT OF COUNCIL**

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

**NOW, THEREFORE, BE IT RESOLVED** by the Council of the Township of Berlin that **MARION BODANZA**, having been selected by the Council, shall serve as President of the Council of the Township of Berlin from January 2, 2023 until December 31, 2023.

Motion by Councilman Epifanio second by Councilman Epifanio to adopt resolution 2023-1. Resolution adopted by call of the roll, five members present voting in the affirmative.

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**Mayor Magazzu stated that she will read all the appointments and resolutions on the agenda, once completed she will ask for a motion from the governing body.**

**RESOLUTION 2023- 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, THE PLATT LAW GROUP,P.C.** of , NJ be appointed the Municipal Attorney of the Township of Berlin for a period of one year (1) commencing January 1, 2023 until December 31, 2023 to perform professional services ordinarily provided by and required of a Municipal Attorney, and to receive such compensation as may be reasonable for such services.

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

Motion by Council President Bodanza second by Councilman Epifanio to adopt resolution 2023-2. Resolution adopted by call of the roll, five members present voting in the affirmative.

**RESOLUTION 2023- 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, 2023 until December 31, 2023 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.

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Motion by Council President Bodanza second by Councilman Epifanio to adopt resolution 2023-3. Resolution adopted by call of the roll, five members present voting in the affirmative.

**RESOLUTION 2023- 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, 2023, until December 31, 2023 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 Bodanza second by Councilman Epifanio to adopt resolution 2023-4. Resolution adopted by call of the roll, five members present voting in the affirmative.

**RESOLUTION 2023- 5 APPOINTMENT OF BOND COUNSEL**

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

**NOW, THEREFORE, BE IT RESOLVED** by the mayor and Council of the Township of Berlin, County of Camden, that **PHILIP A. NORCROSS** of Parker McCay , 7001 Lincoln Drive West, Marlton, NJ 08053 be appointed Financial Consultant for the Sale of Bonds of the Township of Berlin for a period of one year (1) commencing January 1, 2023 until December 31, 2023 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.

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Motion by Council President Bodanza second by Councilman Epifanio to adopt resolution 2023-5. Resolution adopted by call of the roll, five members present voting in the affirmative.

**RESOLUTION 2023- 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, 2023 until December 31, 2023, to perform professional services ordinarily provided by and required of a Project Engineer. These professional services are necessary and are required by this municipality.

Motion by Council President Bodanza second by Councilman Epifanio to adopt resolution 2023-6. Resolution adopted by call of the roll, five members present voting in the affirmative.

**RESOLUTION 2023- 7 APPOINTMENT OF PROFESSIONAL PLANNER**

**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 **LEAH FUREY BRUDER from LFB Land Planning LLC. located at 22 Coates Street Medford, NJ 08055** is hereby appointed the Professional Planner of the Township of Berlin for a term of one year commencing January 1, 2023 to December 31, 2023, to perform professional services ordinarily provided by and required of a Professional Planner. These professional services are necessary and are required by this municipality.

Motion by Council President Bodanza second by Councilman Epifanio to adopt resolution 2023-7. Resolution adopted by call of the roll, five members present voting in the affirmative.

**RESOLUTION 2023-8 COMMITTEES OF COUNCIL (FINANCE)**

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

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**NOW, THEREFORE, I PHYLLIS A. MAGAZZU**, Mayor of the Township of Berlin, hereby appoint **ALEX DAVIDSON** to serve on said Finance Committee.

Motion by Council President Bodanza second by Councilman Epifanio to adopt resolution 2023-8. Resolution adopted by call of the roll, five members present voting in the affirmative.

**RESOLUTION 2023-9 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, 2023 until December 31, 2023.

Motion by Council President Bodanza second by Councilman Epifanio to adopt resolution 2023-9. Resolution adopted by call of the roll, five members present voting in the affirmative.

**RESOLUTION 2023-10 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, 2023 until December 31, 2023.

Motion by Council President Bodanza second by Councilman Epifanio to adopt resolution 2023-10. Resolution adopted by call of the roll, five members present voting in the affirmative.

**RESOLUTION 2023-11 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, 2023 until December 31, 2023, to provide Risk Management Services. These professional services are necessary and are required by this municipality.

Motion by Council President Bodanza second by Councilman Epifanio to adopt resolution 2023-11. Resolution adopted by call of the roll, five members present voting in the affirmative.

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**RESOLUTION 2023-12 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, 2023

- CATHERINE UNDERWOOD - FUND COMMISSIONER**
- PHYLLIS MAGAZZU - ALTERNATE FUND COMMISSIONER**
- CHUCK RIEBEL - SAFETY DELEGATE**
- MARK REID - ALTERNATE SAFETY DELEGATE**
- MICHAEL C. AVALONE - RISK MANAGEMENT CONSULTANT**

Motion by Council President Bodanza second by Councilman Epifanio to adopt resolution 2023-12. Resolution adopted by call of the roll, five members present voting in the affirmative.

**RESOLUTION 2023-13 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, 2023.

Motion by Council President Bodanza second by Councilman Epifanio to adopt resolution 2023-13. Resolution adopted by call of the roll, five members present voting in the affirmative.

**RESOLUTION 2023- 14 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, 2023 until December 31, 2023.

Motion by Council President Bodanza second by Councilman Epifanio to adopt resolution 2023-8. Resolution adopted by call of the roll, four members present voting in the affirmative, Mayor Magazzu abstained.

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Motion by Council President Bodanza second by Councilman Epifanio to adopt resolution 2023-14. Resolution adopted by call of the roll, five members present voting in the affirmative.

**RESOLUTION 2023-15 APPOINTMENT OF A QUALIFIED PURCHASING AGENT**

WHEREAS, N.J.A.C. 5:34-5 et seq. establishes the criteria for qualifying as a Qualified Purchasing Agent; and

WHEREAS, **Alexander Davidson** possesses the designation of Qualified Purchasing Agent as issued by the Director of the Division of Local Government Services in accordance with N.J.A.C. 5:34-5 et seq.; and

WHEREAS, **Alexander Davidson** desires to take advantage of the increased bid threshold:

BE IT FURTHER RESOLVED, that the governing body hereby appoints **Alexander Davidson** as the Qualified Purchasing Agent to exercise the duties of a purchasing agent, pursuant to N.J.S.A. 40A: 11-2(30), with specific relevance to the authority, responsibility, and accountability of the purchasing activity of the contracting unit; and

Motion by Council President Bodanza second by Councilman Epifanio to adopt resolution 2023-15. Resolution adopted by call of the roll, five members present voting in the affirmative.

**RESOLUTION 2023-16 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, 2023 until December 31, 2023.

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

Motion by Council President Bodanza second by Councilman Epifanio to adopt resolution 2023-16. Resolution adopted by call of the roll, five members present voting in the affirmative.

**RESOLUTION 2023-17 APPOINTMENT OF MUNICIPAL PROSECUTOR**

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

**WHEREAS**, 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, 2023 until December 31, 2023

**PROSECUTOR - DONNA SIGEL PLATT**

Motion by Council President Bodanza second by Councilman Epifanio to adopt resolution 2023-17. Resolution adopted by call of the roll, five members present voting in the affirmative.

**RESOLUTION 2023- 18 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, 2023.

**PHYLLIS MAGAZZU  
STUART PLATT  
CHARLES J. RIEBEL, JR.  
CATHERINE UNDERWOOD  
DANIEL GATTI  
CHIEF OF POLICE, LOUIS BORDI  
MELLISSA RAMAGE  
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**



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Motion by Council President Bodanza second by Councilman Epifanio to adopt resolution 2023-18. Resolution adopted by call of the roll, five members present voting in the affirmative.

**RESOLUTION 2023-19 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, 2023 until January 31, 2023.

Motion by Council President Bodanza second by Councilman Epifanio to adopt resolution 2023-19. Resolution adopted by call of the roll, five members present voting in the affirmative.

**RESOLUTION 2023-20 APPOINTMENT OF EMERGENCY MANAGEMENT 1<sup>st</sup> DEPUTY COORDINATORS**

**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 1<sup>st</sup> Deputy's;

**NOW, THEREFORE, BE IT RESOLVED** by the Mayor and Council of the Township of Berlin that **Joseph Jackson**, and **George Bundick** are hereby appointed Emergency Management 1<sup>st</sup> Deputy Coordinators for the Township of Berlin for a term commencing January, 2023 until December 31, 2023.

Motion by Council President Bodanza second by Councilman Epifanio to adopt resolution 2023-20. Resolution adopted by call of the roll, five members present voting in the affirmative.

**RESOLUTION 2023-21 AUTHORIZING THE APPOINTMENT OF WILLIAM FRAMPTON, RICHARD CAPONE AND RICHARD ANNAONE AS SPECIAL LAW ENFORCEMENT OFFICER (SLEO) TO PROVIDE SCHOOL SECURITY FOR BERLIN TOWNSHIP PUBLIC SCHOOLS.**

**WHEREAS** the Township of Berlin and Berlin Township Board of Education have agreed to enter into a shared service agreement to provide School Security Officers to the Berlin Township public school; and

**WHEREAS**, that the Mayor and Council of the Township of Berlin authorizes the Appointment of **Richard Capone as a SLEO III** School Security Officer, **William**

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**Frampton as a SLEO II, School Security Officer and Richard Annacone SLEO Class II; and**

**WHEREAS**, the Special Law Enforcement Officers (SLEO) will be appointed for the months of **January, February and March** in increments of 90 days throughout the school year as suggested by school security best practice.

**NOW, THEREFORE BE IT RESOLVED**, that the School Security Officers stated above shall commence on January 2, 2023.

Motion by Council President Bodanza second by Councilman Epifanio to adopt resolution 2023-21. Resolution adopted by call of the roll, five members present voting in the affirmative.

**RESOLUTION 2023- 22 APPOINTMENT OF A MUNICIPAL COORDINATOR FOR DISABLED**

**BE IT RESOLVED** by the Mayor and Council of the Township of Berlin that **ANTONETTE PEARSON** be and is hereby appointed the Municipal Coordinator for the Disabled commencing January 1, 2023 until December 31, 2023.

Motion by Council President Bodanza second by Councilman Epifanio to adopt resolution 2023-22. Resolution adopted by call of the roll, five members present voting in the affirmative

**RESOLUTION 2023- 23 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 **ANTONETTE PEARSON** be and is hereby appointed Coordinator on Aging for the Township of Berlin commencing January 1, 2023 until December 31, 2023.

Motion by Council President Bodanza second by Councilman Epifanio to adopt resolution 2023-23. Resolution adopted by call of the roll, five members present voting in the affirmative

**RESOLUTION 2023-24 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, 2023 until December 31, 2023.

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Motion by Council President Bodanza second by Councilman Epifanio to adopt resolution 2023-24. Resolution adopted by call of the roll, four members present voting in the affirmative, Mayor Magazzu abstained.

**RESOLUTION 2023-25 RESOLUTION OF THE TOWNSHIP OF BERLIN TO CREATE AND APPROVE THE FOLLOWING MEMBERS TO THE BOARD OF HEALTH ADVISORY COMMITTEE**

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

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

Phyllis Magazzu  
Frank McHenry  
Mark Reid  
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, 2023 and terminating December 31, 2023.

Motion by Council President Bodanza second by Councilman Epifanio to adopt resolution 2023-25. Resolution adopted by call of the roll, five members present voting in the affirmative

**RESOLUTION 2023-26 APPOINTMENT OF PROPERTY MAINTENANCE INSPECTORS**

**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, 2023 until December 31, 2023.

Motion by Council President Bodanza second by Councilman Epifanio to adopt resolution 2023-26. Resolution adopted by call of the roll, four members present voting in the affirmative, Mayor Magazzu abstained.

**RESOLUTION 2023-27 RESOLUTION APPOINTMENT OF COUNCIL LIAISON FOR NEIGHBORS HELPING NEIGHBORS**

**BE IT RESOLVED** by the Mayor and Township Council of the Township of Berlin, that **MARK REID, MARION BODANZA** and **FRANK EPIFANIO** be and is here by appointed

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liaison for neighbors helping neighbors effective January 1, 2023 until December 31, 2023.

Motion by Council President Bodanza second by Councilman Epifanio to adopt resolution 2023-27. Resolution adopted by call of the roll, five members present voting in the affirmative

**RESOLUTION 2023-28 APPOINTMENT OF ANIMAL CONTROL OFFICER**

**BE IT RESOLVED** by the Mayor and Council of the Township of Berlin that **JOSHUA SHELLENBERGER** be and is hereby appointed the Animal Control Officer for the Township of Berlin commencing January 1, 2023 until December 31, 2023.

Motion by Council President Bodanza second by Councilman Epifanio to adopt resolution 2023-28. Resolution adopted by call of the roll, four members present voting in the affirmative, Mayor Magazzu abstained.

**RESOLUTION 2023-29 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 12-31-26
- DANTE MAGAZZU**- Class IV Member 12-31-24
- ALVINA MOORE**- Class IV Member to 12-31-24
- Ed POTTS**- Class IV Member to 12-31-24
- JOHN HOLROYD** – Class II Construction Code Official to 12-31-23
- FRANK McHENRY**- Class III Councilperson to 12-31-23
- PHYLLIS MAGAZZU** – Class I Mayor to 12-31-23
- DAVID CARLAMERE**- Solicitor to 12-31-23
- DAVID ROWAN**- Solicitor to 12-31-23

**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 Council President Bodanza second by Councilman Epifanio to adopt resolution 2023-29. Resolution adopted by call of the roll, five members present voting in the affirmative

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**RESOLUTION 2023-30 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, 2023.

Motion by Council President Bodanza second by Councilman Epifanio to adopt resolution 2023-30. Resolution adopted by call of the roll, five members present voting in the affirmative.

**RESOLUTION 2023-31 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, MARK REID, PHYLLIS MAGAZZU and FRANK EPIFANIO** is hereby appointed to serve as the alternate members,

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

Motion by Council President Bodanza second by Councilman Epifanio to adopt resolution 2023-31. Resolution adopted by call of the roll, five members present voting in the affirmative.

**RESOLUTION 2023-32 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, 2023 until December 31, 2023** 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

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**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 Bodanza second by Councilman Epifanio to adopt resolution 2023-32. Resolution adopted by call of the roll, five members present voting in the affirmative.

**RESOLUTION 2023-33 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 2023;

**NOW, THEREFORE, BE IT RESOLVED** by the Mayor and Council of the Township of Berlin that Department Heads are hereby authorized to purchase, without the necessity of a separate resolution, such materials, supplies, and equipment as shall be available under State Contract, to the Township pursuant to N.J.S.A.40A:11-12, in those cases 1) where it is desirable and in the best interests of the Township of Berlin to make such purchases and 2) where the amount of the purchase, with regard to the aggregation of like purchases made at separate times in the year 2023, 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 Bodanza second by Councilman Epifanio to adopt resolution 2023-33. Resolution adopted by call of the roll, five members present voting in the affirmative.

**RESOLUTION 2023-34 DESIGNATION OF OFFICIAL DEPOSITORY FOR THE YEAR 2023**

**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;

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**NOW, THEREFORE, BE IT RESOLVED** on the 2nd day of January, 2023, by the Mayor and Council of the Township of Berlin, County of Camden, State of New Jersey, that **REPUBLIC BANK and FIRST HARVEST BANK and NEW JERSEY ASSET & REBATE MANAGEMENT PROGRAM** be and is hereby designated as depositories for the Township of Berlin for the year 2023.

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

Motion by Council President Bodanza second by Councilman Epifanio to adopt resolution 2023-34. Resolution adopted by call of the roll, five members present voting in the affirmative.

**RESOLUTION 2023- 35 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:

**SANTANDER BANK**

**FULTON BANK**

**REPUBLIC BANK**

**STATE OF NEW JERSEY CASH MANAGEMENT FUND**

**Any other banks with GUDPA certification**

Motion by Council President Bodanza second by Councilman Epifanio to adopt resolution 2023-35. Resolution adopted by call of the roll, five members present voting in the affirmative.

**RESOLUTION 2023-36 DESIGNATION OF OFFICIAL NEWSPAPERS**

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

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

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

**JANUARY 2, 2023**

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, 2023 until December 31, 2023.

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 Bodanza second by Councilman Epifanio to adopt resolution 2023-36. Resolution adopted by call of the roll, five members present voting in the affirmative.

**RESOLUTION 2023- 37 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, 2023 through December 31, 2023. A copy of said plan is on file in the office of the Township Clerk.

Motion by Council President Bodanza second by Councilman Epifanio to adopt resolution 2023-37. Resolution adopted by call of the roll, five members present voting in the affirmative.

**RESOLUTION 2023-38 AUTHORIZING CONTRACT FOR EXTRAORDINARY, UNSPECIFIED SERVICES**

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

**WHEREAS**, the maximum amount of the contract is \$ 50,000.00 and said funds are available in an appropriation entitled **Employee 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



**JANUARY 2, 2023**

**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 **Southern NJ Employee Benefits Fund Group**.
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 Bodanza second by Councilman Epifanio to adopt resolution 2023-38. Resolution adopted by call of the roll, five members present voting in the affirmative.

**RESOLUTION 2023- 39 RESOLUTION TO SET THE INTEREST RATE CHARGES ON DELINQUENT TAXES**

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

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

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

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

**JANUARY 2, 2023**

- a) Tax Collector
- b) Township Attorney
- c) Township Auditor
- d) Department of Financial Services

Motion by Council President Bodanza second by Councilman Epifanio to adopt resolution 2023-39. Resolution adopted by call of the roll, five members present voting in the affirmative.

**RESOLUTION 2023- 40 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 designated 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 Bodanza second by Councilman Epifanio to adopt resolution 2023-40. Resolution adopted by call of the roll, five members present voting in the affirmative.

**RESOLUTION 2023- 41 RESOLUTION TO ADD SURCHARGE ON DELINQUENT REAL ESTATE TAXES OVER \$10,000.00**

**JANUARY 2, 2023**

**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 Bodanza second by Councilman Epifanio to adopt resolution 2023-41. Resolution adopted by call of the roll, five members present voting in the affirmative.

**RESOLUTION 2023- 42 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 Bodanza second by Councilman Epifanio to adopt resolution 2023-42. Resolution adopted by call of the roll, five members present voting in the affirmative.

**RESOLUTION 2023- 43 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;

**JANUARY 2, 2023**

**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 Bodanza second by Councilman Epifanio to adopt resolution 2023-43. Resolution adopted by call of the roll, five members present voting in the affirmative.

**RESOLUTION 2023- 44 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 Bodanza second by Councilman Epifanio to adopt resolution 2023-44. Resolution adopted by call of the roll, five members present voting in the affirmative.

**RESOLUTION 2023-45 RESOLUTION TO SET THE TIMES AND DATES FOR THE TOWNSHIP OF BERLIN ANNUAL MEETINGS**

The following is the schedule of the regular meetings of the Mayor and Council of the Township of Berlin. All meeting shall be held at the Berlin Township Municipal Hall at 135 Route 73 South, Berlin Township, New Jersey. Meetings will be held at 5:30 p.m. Meetings for the year 2023 will be held as follows:

**Berlin Township  
Mayor and Council 2023 Meetings Dates  
The meetings will begin at 5:30 pm**

**JANUARY 2, 2023**

<b>January</b>	<b>2</b>	<b>Reorganization Meeting 12:00 Noon</b>
<b>February</b>	<b>13</b>	
<b>March</b>	<b>13</b>	
<b>April</b>	<b>3</b>	
<b>May</b>	<b>8</b>	
<b>June</b>	<b>12</b>	
<b>July</b>	<b>3</b>	
<b>August</b>	<b>14</b>	
<b>September</b>	<b>11</b>	
<b>October</b>	<b>16</b>	
<b>November</b>	<b>20</b>	
<b>December</b>	<b>11</b>	

Motion by Council President Bodanza second by Councilman Epifanio to adopt resolution 2023-45. Resolution adopted by call of the roll, five members present voting in the affirmative.

**RESOLUTION 2023- 46 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 Bodanza second by Councilman Epifanio to adopt resolution 2023-46. Resolution adopted by call of the roll, five members present voting in the affirmative.

**RESOLUTION 2023-47 AUTHORIZING THE FILING OF TAX APPEALS**

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

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

**JANUARY 2, 2023**

Motion by Council President Bodanza second by Councilman Epifanio to adopt resolution 2023-47. Resolution adopted by call of the roll, five members present voting in the affirmative.

**RESOLUTION 2023-48 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, 2022, 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 2, 2023.

Motion by Council President Bodanza second by Councilman Epifanio to adopt resolution 2023-48. Resolution adopted by call of the roll, five members present voting in the affirmative.

**RESOLUTION 2023-49 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 2023 for a one-year period beginning January 1, 2023 to provide the following:

- a) Continuing Disclosure Agent – Ongoing for a fee of \$1,600.00 for up to three outstanding issues plus \$100 for each outstanding obligation, if filings are required. There is a set-up charge for each new bond issuance. The set-up fee is \$450 but is discounted to \$200 if Phoenix Advisors serves as Municipal Advisor. \$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

**JANUARY 2, 2023**

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 the 2023 Municipal Budget 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 2023.

Motion by Council President Bodanza second by Councilman Epifanio to adopt resolution 2023-49. Resolution adopted by call of the roll, five members present voting in the affirmative.

**TOWNSHIP OF BERLIN  
RESOLUTION 2023-50**

**CY 2023 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 2023 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 2023 Budget and is twenty-six and one quarter percent (26.25%) of the total appropriations made for all purposes in the Calendar Year 2022 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 2023; and twenty-six and one quarter percent (26.25%) of the total appropriations made for all purposes in the budget for the year 2022 Calendar Year excluding appropriations made for interest and debt redemption charges, capital improvement fund and public assistance.

**CURRENT FUND TEMPORARY BUDGET**

**JANUARY 2, 2023**

		\$
		11,771,946.8
CY 2022 Budget Appropriations		4
Less:	2022 Appropriations for Debt Service	\$ 991,000.00
	Capital Improvement Fund	\$ 1,000,000.00
	Subtotal	\$ 9,780,946.84
		X #
		\$ 2,567,498.55
		<hr/>
Add:	2022 Appropriation for Debt Service	\$ 715,000.00
		<hr/>
	Total	\$ 3,282,498.55
		<hr/> <hr/>

GENERAL GOVERNMENT  
Mayor & Council

		\$
	Salaries & Wages	31,774.63
	Other Expenses	\$ 9,010.31
Township Clerk		\$
	Salaries & Wages	35,262.50
	Other Expenses	\$ 13,702.50
Finance Administration		\$
	Salaries & Wages	20,000.00
	Other Expenses	\$ 13,676.25
Audit Services		\$
	Other Expenses	12,731.25
Revenue Administration		\$
	Salaries & Wages	25,262.50
	Other Expenses	\$ 4,856.26



**JANUARY 2, 2023**

Tax Assessment Administration		
		\$
	Salaries & Wages	6,032.25
		\$
	Other Expenses	2,231.26
Legal Services & Costs		
		\$
	Other Expenses	19,687.50
Engineering Services		
		\$
	Salaries & Wages	22,370.25
		\$
	Other Expenses	24,399.38
LAND USE ADMINISTRATION		
Planning/Zoning Board		
		\$
	Salaries & Wages	31,290.00
		\$
	Other Expenses	4,659.38
CODE ENFORCEMENT		
		\$
	Salaries & Wages	6,541.50
		\$
	Other Expenses	5,565.00
INSURANCE		
Liability Insurance		
		\$
	Other Expenses	129,133.00
Worker's Compensation		
		\$
	Other Expenses	91,657.00
Employee's Group Insurance		
		\$
	Other Expenses	500,000.00
Health Benefit Waiver		
		\$
	Other Expenses	12,000.00
Unemployment Insurance		
		\$
	Other Expenses	3,937.50
PUBLIC SAFETY FUNCTIONS		
Municipal Court		

**JANUARY 2, 2023**

		\$
	Salaries & Wages	34,361.25
		\$
	Other Expenses	9,439.77
Public Defender		
		\$
	Other Expenses	525.00
Police Department		
		\$
	Salaries & Wages	573,237.50
		\$
	Other Expenses	59,344.69
Emergency Management		
		\$
	Salaries & Wages	1,233.75
		\$
	Other Expenses	1,601.25
Aid to Volunteer Ambulance Company		
		\$
	Other Expenses	5,250.00
Municipal Prosecutor		
		\$
	Salaries & Wages	4,032.00
		\$
	Other Expenses	131.25
PUBLIC WORKS		
Streets & Roads		
		\$
	Salaries & Wages	57,875.00
		\$
	Other Expenses	18,380.26
Solid Waste Collection		
		\$
	Salaries & Wages	122,918.25
		\$
	Other Expenses	3,976.89
Buildings & Grounds		
		\$
	Salaries & Wages	18,151.88
		\$
	Other Expenses	18,588.17
Vehicle Maintenance		
		\$
	Salaries & Wages	26,575.00

**JANUARY 2, 2023**

		\$
	Other Expenses	40,363.33
HEALTH & HUMAN SERVICES		
Public Health		
		\$
	Salaries & Wages	1,414.88
		\$
	Other Expenses	131.25
PARKS & RECREATION		
Recreation Services		
		\$
	Salaries & Wages	5,250.00
		\$
	Other Expenses	1,391.25
Maintenance of Parks		
		\$
	Salaries & Wages	5,250.00
		\$
	Other Expenses	10,874.07
Maintenance of Free Public Library		
		\$
	Salaries & Wages	7,350.00
		\$
	Other Expenses	3,307.50
Celebration of Public Events		
		\$
	Other Expenses	3,675.00
UNCLASSIFIED		
		\$
	Traffic Signal Maintenance	16,380.00
		\$
	Electricity & Natural Gas	75,000.00
		\$
	Street Lighting	65,000.00
		\$
	Telephone	10,500.00
		\$
	Telecommunication Charges	1,312.50
		\$
	Water	1,312.50
		\$
	Petroleum Products (Fuel Oil & Gas)	75,000.00

**JANUARY 2, 2023**

Sewer	\$ 1,837.50
Solid Waste Disposal	\$ 125,000.00
 STATUTORY EXPENDITURES	
Social Security	\$ 85,000.00
DCRP	\$ 3,412.50
 OPERATIONS EXCLUDED FROM CAPS	
Solid Waste Recycle Tax	\$ 10,000.00
NJPDES - Stormwater Management	
Salaries & Wages	\$ 11,395.13
Other Expenses	\$ 7,539.01
 Interlocal Agreements - Evesham CFO	 \$ 18,400.00
 FEDERAL & STATE GRANTS	
 TOTAL TEMPORARY APPROPRIATIONS	 \$ 2,567,498.55
 MUNICIPAL DEBT SERVICE	
Principal	\$ 540,000.00
Interest	\$ 175,000.00
 <b>TOTAL TEMPORARY CURRENT FUND APPROPRIATIONS</b>	 \$ <u><u>3,282,498.55</u></u>

**JANUARY 2, 2023**

**SEWER OPERATING FUND TEMPORARY BUDGET**

			\$	
CY 2022 Budget Appropriations			1,154,035.00	
Less:	2022 Appropriations for Debt Service	\$		
		600,000.00		
	Capital Improvement Fund	-		
	Subtotal		\$	
			554,035.00	
			X	#
			\$	
			<u>145,434.19</u>	
Add:	2023 Appropriations for Debt Service		\$	
			<u>510,175.00</u>	
	Total		\$	
			<u><u>655,609.19</u></u>	
Sewer Operating			\$	
	Salaries & Wages		62,811.11	
	Other Expenses		\$	
			<u>72,491.83</u>	
			\$	
			<u>135,302.94</u>	
Debt Service			\$	
	Principal		460,000.00	
	Interest		\$	
			50,175.00	
STATUTORY EXPENSES				
PERS				

**JANUARY 2, 2023**

Social Security		\$ 10,000.00
Unemployment Compensation		\$ 131.25
		<hr/>
TOTAL TEMPORARY SEWER OPERATING FUND APPROPRIATIONS		\$ 655,609.19 <hr/> <hr/>

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

CY 2022 Budget Appropriations (Open Space Trust)		\$ 255,279.00
Less:	2022 Appropriations for Debt Service	\$ 16,000.00
	Capital Improvement Fund Subtotal	-
		\$ 239,279.00
		X #
		\$ 62,810.74 <hr/>
Add:	2023 Appropriations for Debt Service	\$ 7,819.60 <hr/>
	Total	\$ 70,630.34 <hr/> <hr/>

OPEN SPACE TRUST

Salaries & Wages	\$ 42,810.74
Other Expenses	\$ 20,000.00 <hr/>
	\$ 62,810.74 <hr/>

**JANUARY 2, 2023**

Debt Service

	\$
Principal	7,469.60
	\$
Interest	350.00
	<hr/>
	\$
	7,819.60
	<hr/>

	\$
TOTAL OPEN SPACE, RECREATION, FARMLAND & HISTORIC PRESERVATION FUND	70,630.34
APPROPRIATIONS	<hr/> <hr/>

Motion by Council President Bodanza second by Councilman Epifanio to adopt resolution 2023-50. Resolution adopted by call of the roll, five members present voting in the affirmative.

**RESOLUTION 2023-51 RESOLUTION AUTHORIZING THE CHIEF FINANCIAL OFFICER OF THE TOWNSHIP OF BERLIN, NEW JERSEY TO INVEST FUNDS IN THE NEW JERSEY ASSET & REBATE MANAGEMENT PROGRAM.**

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

1. The Mayor and Council of the Township of Berlin, County of Camden, New Jersey hereby finds and determines that (a) the Chief Financial Officer has received and reviewed (i) the Information Statement dated as of January 3, 2005 describing the New Jersey Asset & Rebate Management Program ("NJ/ARM") and (ii) the Amended and Restated Interlocal Services Investment Agreement governing the NJ/ARM Program ("Program Agreement") and (b) the Chief Financial Officer has been afforded the opportunity to discuss NJ/ARM with the Investment Administrator and Special Counsel to NJ/ARM and the Mayor and Council of the Township of Berlin, County of Camden, New Jersey has determined that it is in the best interests of the Township of Berlin to authorize the Township to participate in NJ/ARM.
2. The Program Agreement is hereby approved and the Chief Financial Officer is authorized to execute the Program Agreement on behalf of the Township of Berlin.

**JANUARY 2, 2023**

3. Wells Fargo Bank, N.A., as Custodian for the NJ/ARM Program, is hereby approved to act as a depository of Public Funds for the Township of Berlin and the Township's Cash Management Plan is hereby amended to provide the same.

4. The Mayor and Council of the Township of Berlin, County of Camden, New Jersey acknowledges that its decision to authorize the participation in NJ/ARM is based solely on the information set forth in the Information Statement and in the Program Agreement.

5. This resolution shall take effect immediately upon its adoption.

Motion by Council President Bodanza second by Councilman Epifanio to adopt resolution 2023-51. Resolution adopted by call of the roll, five members present voting in the affirmative.



**ORDINANCE 2023-1 AN ORDINANCE FIXING AND DETERMINING SALARY RANGES FOR THE OFFICERS AND EMPLOYEES OF THE TOWNSHIP OF BERLIN, COUNTY OF CAMDEN, NEW JERSEY**  
**JANUARY 2, 2023**

**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 2023 as follows:

POSITION	ANNUAL SALARY RANGE (Except as Noted)	
	FROM	TO
Mayor	\$0.00	\$75,000.00
President of Council	\$0.00	\$10,900.00
Councilperson	\$0.00	\$8,100.00
Township Clerk	\$0.00	\$78,300.00
Coordinator on Aging/Disabled	\$0.00	\$700.00
Chief Financial Officer (Shared Service)	\$0.00	\$32,800.00
Finance Clerk (Part-time)	\$0.00 per hour	\$20.00 per hour
Finance Clerk (Full-time)	\$0.00	\$42,300.00
Tax Collector	\$0.00	\$70,000.00
Tax/Sewer Clerk	\$0.00	\$41,200.00
Tax Assessor	\$0.00	\$25,800.00
Director of Public Works/Township Engineer w/C-2 Wastewater License	\$0.00	\$184,400.00
Building Custodian/Property Maintenance/Zoning Officer/Board of Health Inspector	\$0.00	\$56,700.00
Construction Code Official/Building Inspector	\$0.00	\$34,600.00
Electrical Sub Code Official/Electrical Inspector	\$0.00	\$14,000.00
Emergency Management Coordinator	\$0.00	\$3,200.00
1st Deputy Emergency Management Coordinator	\$0.00	\$600.00
Prosecutor	\$0.00	\$13,800.00
Deputy Public Works Director	\$0.00	\$84,500.00
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	\$26,600.00
Municipal Court Administrator	\$0.00	\$77,300.00
Animal Control Officer	\$0.00 per month	\$600.00 per month
Assistant Township Clerk (w/Registrar Certification)	\$0.00	\$42,300.00
Engineering Technician	\$0.00	\$63,400.00
Public Works/Engineering Clerk	\$0.00	\$42,300.00
Administrative Secretary to Land Use (With Registrar Certification)	\$0.00	\$59,800.00

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Fire Sub-Code Official	\$0.00	\$8,000.00
Plumbing Inspector	\$0.00	\$6,400.00
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	\$42,300.00
Crossing Guards	\$0.00 per hour	\$16.50 per hour
Temporary Clerk Typist	\$0.00 per hour	\$16.50 per hour
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	\$42,300.00
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	Minimum wage	Minimum wage
Chief of Police	\$0.00	\$140,000.00
Lieutenants of Police	\$0.00	\$111,500.00
Sergeants of Police	\$0.00	\$106,000.00
Date of Hire without Certification	\$0.00	\$36,600.00
Date of Hire with Certification or Police Academy Graduation	\$0.00	\$50,200.00
Beginning of Second Year	\$0.00	\$53,900.00
Beginning of Third Year	\$0.00	\$58,200.00
Beginning of Fourth Year	\$0.00	\$65,600.00
Beginning of Fifth Year	\$0.00	\$72,900.00
Beginning of Sixth Year	\$0.00	\$80,200.00
Beginning of Seventh Year	\$0.00	\$87,500.00
Beginning of Eighth Year	\$0.00	\$99,300.00
PT Class II SLEO Officer	\$0.00 per hour	\$32.00 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 Bodanza, second by Councilman Epifanio to adopt Ordinance 2023-1 on first reading by title. Ordinance adopted by call of the roll, five members present voting in the affirmative. **Mayor Magazzu abstained on her Salary, Council President Bodanza abstained on her Salary, Councilman Epifanio abstained on his salary, Councilman Reid abstained on his salary and Councilman McHenry abstained on his salary.**

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**Consent Agenda - Payment of Bills**

Motion by Councilwoman Bodanza, second by Councilman Epifanio to approve the Consent Agenda for January 2023. Motion carried by voice vote, five members present voting in the affirmative.

**Public Portion**

Motion by Councilman Epifanio, second by Council President 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.

Former Councilman congratulated the Governing Body and stated that this is the first time sitting with the public. He noted moving on now the residents of Berlin Township have always been supportive whether just saying hello or in inquiring about something its nice now to say "feel free to call Phyllis"!

No more comments were to be heard.

Motion by Council President Bodanza, 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.

**Greetings and Statements**

**Mayor Magazzu**

Well, we are getting there! Last two years, fully remote, this year, 6 feet apart!! But I am optimistic, this year, 2023 will be better!! It goes to show, that you cannot predict our future and life has no Guarantee. But one thing that I can guarantee for our town, it takes hard work for a town to succeed, and we will succeed because Berlin Township has the most important ingredient for success. We have each other. Not just on council, but our employees, volunteers, businesses and most important, our residents. Again, Frank and Marion, congratulations. Frank and Mark, looking forward to another good year.

Now I would like to take a moment to thank all our employees in Berlin Township. They do an outstanding, professional job every day, and we all appreciate their efforts. Starting with our police department and Chief Louis Bordi. Thank you Chief, we are proud to have someone like you, recognized for your expertise and knowledge throughout the state of New Jersey, to lead our department. We have recently and will have in the next few weeks, several officers being promoted. Excited for these promotions that we had and will be having, that will enable our already great department, become even better. A thank you goes out to our public works director and municipal engineer, Chuck Riebel and his department, for providing all the services our town has grown to love and appreciate. Thank you, Cathy Underwood, our Township Clerk, for all your hard work and dedication to the governing body and all the Berlin Township residents! No job or project is not completed without enthusiasm and dedication. Our CFO, Alex Davidson, thank you! With his deep

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financial, accounting and operational experience, Alex has provided invaluable expertise to our town. And a big thank you to our township Tax Department and Collector, Dana O'Hara, our land use secretary, Kelly Shendock, our court administrator, Maria Reed and our Zoning officer/Animal Control officer Josh Shellenberger. All of these departments could not run as well as they do without their support staff, Vicki, Lindsay, Chrissy and Melissa. Also, thanks to the residents who volunteer to serve on our Berlin Township Planning and Zoning Board. Together all these individuals do a terrific job keeping this town safe, keeping it running very smoothly and providing high-quality services to Berlin Township residents. When things run smoothly, sometimes those in charge and their employees might go un-noticed, but I would like to publicly tell you all that Council and I have noticed, and appreciate all your hard work which makes Berlin Township the great little town we have all grown to love.

To our professionals, Stuart Platt, one of the best solicitors in our county, really the state, for all the professional good advice he gives us, that we listen to most of the time, our excellent auditors, Bowman and Company, particularly Danny DiGangi, our municipal judge, Ryan Trabosh, and our caring municipal Prosecutor, Donna Platt. Thank you all for your professionalism and expertise. A special thanks to our West Berlin Fire Department. You will never find a group of more dedicated volunteers who literally risk their own lives to protect everyone in our town. They, along with our Berlin Ambulance squad and our OEM coordinator, Andy Simone along with our OEM committee spend hundreds of selfless hours serving our community. They have earned and deserve our profound thanks.

To the residents of Berlin Township, thank you for putting your faith in our experience and knowledge and for giving us one of the greatest privileges and opportunities of our careers, to serve as your Mayor and Council. We want you all to know that we will never take your support for granted. I understand that your trust and confidence is not guaranteed but must be earned every day.

As your Mayor and Council, we took an oath to serve you to the best of our ability. We take that oath very seriously. We will work tirelessly for the betterment of our town. The residents of Berlin Township deserve no less, because I do believe it takes a village and I can't think of a better village than Berlin Township, that I would want to be in with all of you.

And last, but definitely not least, I would like to thank my entire family, especially my mom, for their complete support in this journey!! I would not be here in this chair, if it were not for their encouragement and belief in me. I would like to take this opportunity to extend my warmest wishes to you and your family for a happy, healthy and prosperous New Year. It remains my honor and privilege to serve as your Mayor, and I promise to continue to work very hard to represent all of you. And may we all gather again in this room 12 months from now, to celebrate and enjoy the mutual connections which have brought us together this afternoon. May God bless you all and God Bless America!!!!

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**Council President Bodanza**

Council President thanked her colleagues for electing her as Council President and stated that she looks forward to working with this wonderful group this coming year. Council president thanked all the residents, family and friends who have supported her and wished them all a happy new year.

**Councilman McHenry**

Councilman McHenry stated he was proud to be part of this Governing body and is honored to serve the residents of Berlin Township.

**Councilman Reid**

Councilman Reid remarked he is glad to serve and to be a part of this Governing Body. He thanked everyone who has helped him on this journey. He stated this is truly a family and is looking forward to 2023. God Bless to everyone!

**Councilman Epifanio**

Councilman Epifanio congratulated Council President Bodanza and Councilman McHenry on there reappointment. Councilman replied he is looking forward in working with everyone this coming year and wished everyone a Happy New Year!

**Adjourn**

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

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Catherine Underwood, RMC