

JUNE 21, 2021

**BI-MONTHLY MEETING OF THE MAYOR AND COUNCIL OF THE TOWNSHIP OF
BERLIN, CAMDEN COUNTY, NEW JERSEY AT BERLIN TOWNSHIP MUNICIPAL
HALL JUNE 21, 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, Councilman Epifanio, Councilwoman Bodanza,

Also Present- Solicitor, Justin Strausser, CFO, Alex Davidson, Chief of Police Wayne Bonfiglio, Township Engineer / Public Works Director, Chuck Riebel, Property Maintenance / Animal Control, Josh Shellenberger.

Absent- Council President Morris, Councilman Reid

DEPARTMENTAL REPORTS

**ORDINANCE 2021- 5 ORDINANCE AMENDING AND SUPPLEMENTING
CHAPTER 11 (CLAIMS APPROVAL AND PURCHASING) OF THE TOWNSHIP
CODE TO REVISE REGULATIONS GOVERNING DIRECT DEPOSIT FOR
TOWNSHIP EMPLOYEES.**

WHEREAS, N.J.S.A. 52:14-15f authorizes local governments to mandate direct deposit for certain governmental employees effective after July 1, 2014; and

WHEREAS, N.J.S.A. 52:14-15f does not require governing bodies to grant exemptions; and

WHEREAS, granting exceptions to the mandatory policy would not be cost effective.

NOW, THEREFORE, BE IT ORDAINED, by the Mayor and Council of the Township of Berlin, in the County of Camden, a majority of the full authorized membership of this governing body affirmatively concurring as follows:

1. Section 11-1(A) (Payroll Account) of the Township Code is hereby repealed, and replaced with the following:

Section 11-1 Payroll Account

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- A. There is hereby established a payroll account in the Township of Berlin. Each week after the payroll is processed, the Chief Financial Officer or designee shall prepare a payroll voucher. The voucher summarizes the total transfers required to be made for gross payroll, other requirements and the budget appropriations to be charged. The Chief Financial Officer shall make the necessary transfers from the current fund and sewer operating fund bank accounts to the payroll bank account. The Chief Financial Officer shall thereafter draw checks on the payroll account to the employees entitled to payment from the account. All payroll checks shall be in the form of Direct Deposit. Negotiable paper checks will not be issued after the effective date of this provision.
 - B. [No Changes]
 - C. [No Changes]
- 2. All other provisions of Chapter 11 remain in full force and effect.
 - 3. All full-time employees and elected public officials who receive compensation from the Township of Berlin are mandated to have direct deposit of their compensation as of August 9, 2021 in accordance with Chapter 28 P.L. 2013, as defined under N.J.S.A. 52:14-15f(b).
 - 4. All ordinances or parts of ordinances which are inconsistent herewith are repealed, but only to the extent of such inconsistency.
 - 5. If any provision of this ordinance is for any reason invalidated by superseding legislation or judicial decision, that provision shall be severed, and the remaining provisions shall remain in full force and effect.
 - 6. This ordinance shall take effect following its final passage by the Mayor and Council and 20 days after publication as required by law.

Motion by Councilman Epifanio, second by Councilwoman Bodanza to adopt Ordinance 2021-5 on first reading by title. Ordinance adopted by call of the roll, three members present voting in the affirmative.

ORDINANCE 2021-6 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 2021 as follows:

ANNUAL SALARY RANGE (Except as Noted)
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POSITION	FROM	TO
Mayor	\$0.00	\$ 56,000.00
President of Council	\$0.00	\$ 10,200.00
Councilperson	\$0.00	\$ 8,000.00
Township Clerk	\$0.00	\$ 75,000.00
Coordinator on Aging/Disabled	\$0.00	\$ 600.00
Chief Financial Officer	\$0.00	\$ 31,000.00
Finance Clerk (Part-time)	\$0.00 per hour	\$20.00 per hour
Finance Clerk (Full-time)	\$0.00	\$ 40,000.00
Tax Collector	\$0.00	\$ 75,000.00
Tax/Sewer Clerk	\$0.00	\$ 40,000.00
Tax Assessor	\$0.00	\$ 30,000.00
Director of Public Works/Township Engineer w/C-2 Wastewater License	\$0.00	\$ 175,000.00
Building Custodian/Property Maintenance/Zoning Officer/Board of Health Inspector	\$0.00	\$ 55,000.00
Construction Code Official/Building Inspector	\$0.00	\$ 32,500.00
Electrical Sub Code Official/Electrical Inspector	\$0.00	\$ 13,000.00
Emergency Management Coordinator	\$0.00	\$ 3,000.00
1st Deputy Emergency Management Coordinator	\$0.00	\$ 500.00
Prosecutor	\$0.00	\$ 16,000.00
Deputy Public Works Director	\$0.00	\$ 75,000.00
Recreation Coordinator (Not to exceed 10 hours per week)	\$0.00 per hour	\$16.00 per hour
Recreation Coordinator/Special Events	\$0.00	Minimum wage
Librarian	\$0.00	\$16.00 per hour
Municipal Judge	\$0.00	\$ 25,000.00
Municipal Court Administrator	\$0.00	\$ 75,000.00
Animal Control Officer	\$0.00 per month	\$600.00 per month
Assistant Township Clerk (w/Registrar Certification)	\$0.00	\$ 40,000.00
Engineering Technician	\$0.00	\$ 60,000.00
Public Works/Engineering Clerk	\$0.00	\$ 40,000.00
Administrative Secretary to Land Use (With Registrat Certification)	\$0.00	\$ 60,000.00
Fire Sub-Code Official	\$0.00	\$ 7,500.00
Plumbing Inspector	\$0.00	\$ 6,000.00
Property Maintenance Inspector - PT (not to exceed 8 hours per week)	\$0.00 per hour	\$17.66 per hour
Police Department - Clerk Typist	\$0.00	\$ 40,000.00
Crossing Guards	\$0.00 per hour	\$16.00 per hour
Temporary Clerk Typist	\$0.00 per hour	\$16.00 per hour

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Emergency Event Temporary Public Works Laborer	\$0.00 per hour	\$25.00 per hour
Emergency Event Temporary Mechanic	\$0.00 per hour	\$30.00 per hour
Bus Driver	\$0.00 per hour	\$20.00 per hour
Clerk Typist - PT to Include Library Clerk	\$0.00 per hour	\$16.00 per hour
Deputy Court Administrator	\$0.00	\$ 40,000.00
Court Recorder Operator	\$0.00 per Court	\$87.00 per Court
Temporary Court Assistant	\$0.00 per court	\$125.00 per Court
Sewer Clerk	\$0.00	\$ 5,000.00
Student Clerk Typist	\$0.00	Minimum wage
Chief of Police	\$0.00	\$ 140,000.00
Lieutenants of Police	\$0.00	\$ 115,000.00
Sergeants of Police	\$0.00	\$ 110,000.00
Date of Hire without Certification	\$0.00	\$ 36,000.00
Date of Hire with Certification or Police Academy Graduation	\$0.00	\$ 50,000.00
Beginning of Second Year	\$0.00	\$ 52,000.00
Beginning of Third Year	\$0.00	\$ 60,000.00
Beginning of Fourth Year	\$0.00	\$ 65,000.00
Beginning of Fifth Year	\$0.00	\$ 70,000.00
Beginning of Sixth Year	\$0.00	\$ 80,000.00
Beginning of Seventh Year	\$0.00	\$ 85,000.00
Beginning of Eighth Year	\$0.00	\$ 100,000.00
PT Class II SLEO Officer	\$0.00 per hour	\$30.00 per hour
PT Class II SLEO Officer (School Security)	\$0.00 per hour	\$40.00 per hour
Traffic & Other Services	\$0.00 per hour	\$75.00 per hour
Traffic & Other Services (Township Projects)	\$0.00 per hour	\$50.00 per hour
Employees of Public Works Department	\$0.00 per hour	\$40.00 per hour
Employees of Public Works Department (Temporary)	\$0.00 per hour	\$25.00 per hour
Sewer Department Standby	\$0.00 per month	\$225.00 per month

Motion by Councilwoman Bodanza, second by Councilman Epifanio to adopt Ordinance 2021-6 on first reading by title. Ordinance adopted by call of the roll, three members present voting in the affirmative.

RESOLUTION 2021-110 GRANTING RENEWAL OF PLENARY RETAIL DISTRIBUTION LICENSE.

WHEREAS, the following persons, corporations and individuals have filed applications with the Township of Berlin, County of Camden, New Jersey, for the renewal of their Plenary Retail Distribution License for the year commencing July 1, 2021 and ending June 30, 2022;

<u>CONTROL NUMBER</u>	<u>NAME</u>	<u>T/A</u>
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0406-44-002-008

BZBL, Inc.
Rte. 73 and Minck Ave.
W. Berlin, NJ 08091

The Wine Shop

WHEREAS, the application of the above named individual or corporation has been examined by the Mayor and Council and has been found to be in proper order; and

WHEREAS, the proper fees have been paid to the Township of Berlin,

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Township of Berlin that the license be and is hereby granted renewal of Plenary Retail Distribution License and the Township Clerk is hereby authorized and directed to issue the new license for the year commencing July 1, 2021 and ending June 30, 2022.

Motion by Councilman Epifanio second by Councilwoman Bodanza to adopt resolution 2021-110. Resolution adopted by call of the roll, three members present voting in the affirmative.

RESOLUTION 2021-111 GRANTING RENEWAL OF CLUB LICENSE.

WHEREAS, the following persons, corporations and individuals have filed applications with the Township of Berlin, County of Camden, New Jersey, for the renewal of their Club License for the year commencing July 1, 2021 and ending June 30, 2022;

CONTROL NUMBER	NAME	T/A
0406-31-011-001	Son's of Italy Mario Lanza Lodge 2308 153 Haddon Avenue W. Berlin, NJ 08091	Sons of Italy

WHEREAS, the application of the above named individual or corporation has been examined by the Mayor and Council and has been found to be in proper order; and

WHEREAS, the proper fees have been paid to the Township of Berlin,

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Township of Berlin that the license be and is hereby granted renewal of Club License, and the Township Clerk is hereby authorized and directed to issue the new license for the year commencing July 1, 2021 and ending June 30, 2022.

Motion by Councilman Epifanio second by Councilwoman Bodanza to adopt resolution 2021-111. Resolution adopted by call of the roll, three members present voting in the affirmative.

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RESOLUTION 2021-112 GRANTING RENEWAL OF PLENARY RETAIL CONSUMPTION LICENSES.

WHEREAS, the following persons, corporations and individuals have filed applications with the Township of Berlin, County of Camden, New Jersey, for the renewal of their Plenary Retail Consumption License for the year commencing July 1, 2021 and ending June 30, 2022;

CONTROL NUMBER	NAME	T/A
0406-33-003-006	Erin Court, LLC 588 Route 73 W. Berlin, NJ 08091	Otts Green Tops
0406-33-007-017	APX Sahara Sams Oasis 535 Route 73 North W. Berlin, NJ 08091	Sahara Sams Oasis Indoor Water Park
0406-33-001-005	MPG Inc. 103 Route 73 W. Berlin, NJ 08091	The New Palace Diner
0406-33-005-013	Filomena II Inc. 13 Crosskeys Road W. Berlin, NJ 08091	Filomena II
0406-33-006-009	WolfJohn LLC 795 South Route 73 W. Berlin NJ 08091	Victory Sports Bar & Grill
0406-33-004-006	Magic of Volcano 461 Route 73 North W. Berlin NJ 08091	Volcano Steak and Sushi

WHEREAS, the application of the above named individuals or corporations has been examined by the Mayor and Council and has been found to be in proper order; and

WHEREAS, the proper fees have been paid to the Township of Berlin,

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Township of Berlin that the licenses be and is hereby granted renewal of Plenary Retail Consumption license, and the Township Clerk is hereby authorized and directed to issue the new license for the year commencing July 1, 2021 and ending June 30, 2022.

Motion by Councilman Epifanio second by Councilwoman Bodanza to adopt resolution 2021-112. Resolution adopted by call of the roll, three members present voting in the affirmative.

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**RESOLUTION 2021-113 RESOLUTION OF THE TOWNSHIP OF BERLIN
AUTHORIZING, THE IMPOSITION OF LIENS IN ACCORDANCE WITH
CHAPTER 249 OF THE CODE OF THE TOWNSHIP OF BERLIN ENTITLED,
"PROPERTY MAINTENANCE.**

WHEREAS, N.J.S.A. 40:48-2.12(f) authorizes a municipality to perform certain acts of property maintenance and to charge the costs thereof as a lien against the real property on which such maintenance is performed; and

WHEREAS, Chapters 249 of the Code of the Township of Berlin establish, inter alia, the procedure by which such property maintenance shall be performed and the process through which the costs thereof shall be established as municipal charges and/or liens against the real property upon which such maintenance is performed; and

WHEREAS, the Code Enforcement Officer for the Township of Berlin was notified and became aware that property maintenance was necessary for certain real properties located in the Township of Berlin listed as follows:

<u>Property: Block/Lot</u>	<u>REASON</u>
250 Fairview Ave.	lawn care
Haddon & Veterans Ave.	lawn care
319 Hazel Ave.	lawn care
6 Pine Terr.	lawn care

WHEREAS, pursuant to Chapter 249 the Code Enforcement Officer issued Violation Notices to the property owner(s) or responsible party(ies) relating to the above-referenced conditions which were found to be health and safety hazards; and

WHEREAS, the property owner(s) or responsible party(ies) failed to take appropriate action as required in said Violation Notices and the Code Enforcement Officer placed a work order with outside vendors to have such work performed as necessary to protect the health, safety and welfare of the Township; and

WHEREAS, the Code Enforcement Officer provided invoices as certification of all costs associated with the above-described work performed in order that the monies expended to pay outside vendors to perform the services at these properties could be charged against the respective properties as more fully set forth below;

NOW, THEREFORE, BE IT RESOLVED, by the Mayor and Council of the Township of Berlin that it hereby authorizes, approves and ratifies the assessment of municipal charges and/or liens on the following properties as of the date first noted below in accordance with the certified costs provided by the Code Enforcement Officer as described above, and further resolves that these amounts shall forthwith become a lien on such lands as provided for herein:

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<u>Property: Block/Lot</u>	<u>Date Charged</u>	<u>Amount</u>	<u>Reason</u>
250 Fairview Ave.	June 21, 2021	\$75.00	lawn care
Haddon & Veterans Ave.	June 21, 2021	\$65.00	lawn care
319 Hazel Ave.	June 21, 2021	\$65.00	lawn care
6 Pine Terr.	June 21, 2021	\$130.00	lawn care

BE IT FURTHER RESOLVED, that each of the above-referenced charges and/or liens shall be filed with and shall remain on file with the Tax Office until payment in full thereof, including any penalties and/or interest that may accrue thereon; and

BE IT FURTHER RESOLVED, that all unpaid liens authorized herein shall bear interest at the same rate allowed for unpaid taxes and shall be collected and enforced in the same manner as unpaid taxes and further that the Tax Collector is further authorized to subject same to Tax Sale in the calendar year next following the date thereof in accordance with the Tax Sale Law; and

BE IT FURTHER RESOLVED that a copy of this Resolution shall be provided to the Township Tax Collector and said Resolution, together with all invoices evidencing certification of costs expended for said work, shall be filed with and/or shall remain on file with the Township Tax Collector until said charges are paid the lien is released in the matter required by law.

Motion by Councilman Epifanio second by Councilwoman Bodanza to adopt resolution 2021-113. Resolution adopted by call of the roll, three members present voting in the affirmative.

RESOLUTION 2021-114 RESOLUTION AUTHORIZING ADVERTISEMENT OF RFP'S FOR PROFESSIONAL PLANNING SERVICES

BE IT RESOLVED, by the Mayor and Council of the Township of Berlin, County of Camden, State of New Jersey, that the Municipal Clerk is hereby authorized to advertise for RFP's for Professional Planning Services, in the July 8, 2021 issue of the Courier Post.

Motion by Councilman Epifanio second by Councilwoman Bodanza to adopt resolution 2021-114. Resolution adopted by call of the roll, three members present voting in the affirmative.

RESOLUTION 2021-115 APPROVAL TO SUBMIT A GRANT APPLICATION AND EXECUTE A GRANT CONTRACT WITH THE NEW JERSEY DEPARTMENT OF TRANSPORTATION FOR FY 2022 FOR THE IMPROVEMENTS TO KRUMM AVENUE AND OAK AVENUE.

NOW, THEREFORE, BE IT RESOLVED that Mayor and Council of the Township of Berlin formally approves the grant application for the above stated project.

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BE IT FURTHER RESOLVED that the Mayor and Clerk are hereby authorized to submit an electronic grant application identified as MA-2022 Krumm Avenue and Oak Avenue Improvements-00454 to the New Jersey Department of Transportation on behalf of the Township of Berlin.

BE IT FURTHER RESOLVED that Mayor and Clerk are hereby authorized to sign the grant agreement on behalf of the Township of Berlin and that their signature constitutes acceptance of the terms and conditions of the grant agreement and approves the execution of the grant agreement.

Motion by Councilman Epifanio second by Councilwoman Bodanza to adopt resolution 2021-115. Resolution adopted by call of the roll, three members present voting in the affirmative.

RESOLUTION 2021-116 RESOLUTION AWARDING CONTRACT FOR THE FURNISHING AND INSTALLATION OF SANDBLASTED (NON-ILLUMINATED) SINGLE SIDED SIGN AND FULL COLOR LED SIGN.

WHEREAS, the Township of Berlin has advertised for, and received Two bids for the furnishing and installation of a sandblasted (non-illuminated) single sided sign and full led sign; and

WHEREAS, 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 KC Signs and Awnings located at 142 Conchester Highway, Aston, Pennsylvania 19014, for a total lump sum bid price of \$24,085.00

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 furnishing and installation of a sandblasted (non-illuminated) single sided sign and full led sign is hereby awarded to KC Signs and Awnings located at 142 Conchester Highway, Aston, Pennsylvania 19014, contingent upon the Township Solicitor approval.

Motion by Councilman Epifanio second by Councilwoman Bodanza to adopt resolution 2021-116. Resolution adopted by call of the roll, three members present voting in the affirmative.

RESOLUTION 2021-117 RESOLUTION FOR PAYMENT OF BILLS FOR JUNE

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.

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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.

CONFIRMING:

TO	ACCOUNT	AMOUNT
Flex Claims Week of 05/05-05/13/2021	T-18-56-850-030208	\$45.00
Flex Claims Week of 05/14-05/20/2021	T-18-56-850-030208	\$34.28
Flex Claims Week of 05/21-05/27/2021	T-18-56-850-030208	\$30.00
Ameriflex (June 2021 - Administrative Fee)	T-18-56-850-030208	\$75.00
Flex Claims Week of 05/28-06-03/2021	T-18-56-850-030208	\$516.24
State of Jersey Health Benefits – May 2021 (A)	1-01-23-220-2092	\$62,419.92
	1-01-23-220-2092	\$11,387.04
State of Jersey Health Benefits – May 2021 (R)	1-01-23-220-2092	\$35,750.46
Flex Claims Week of 06/04-06/10/2021	T-18-56-850-030208	\$70.72
Payroll, Current Fund	5/21/2021	\$134,423.14
Payroll, Sewer Operating Fund	5/21/2021	\$7,346.49
Payroll, Open Space	5/21/2021	\$4,234.87
Payroll, Animal Control	5/21/2021	\$285.56
Payroll, Current Fund	6/4/2021	\$141,473.06
Payroll, Sewer Operating Fund	6/4/2021	\$7,679.41
Payroll, Open Space	6/4/2021	\$4,521.60
Payroll, Animal Control	6/4/2021	\$285.56
Payroll, Current Fund	6/18/2021	\$124,711.27
Payroll, Sewer Operating Fund	6/18/2021	\$7,339.32
Payroll, Open Space	6/18/2021	\$4,460.38
Payroll, Animal Control	6/18/2021	\$285.56
Flex Claims Week of 06/11-06/17/2021	6/18/2021	\$49.00
		\$547,423.88

Motion by Councilman Epifanio second by Councilwoman Bodanza to adopt resolution 2021-117. Resolution adopted by call of the roll, three members present voting in the affirmative.

Business Approvals

1) South Jersey Indoor Sports Center, Murali Alagiri, 545 Route 73 North West Berlin, NJ 08091. Indoor sports offering Ping Pong, Badminton and Baseball Cages

2) American Falcon Int. Inc. Anis a Shahid, 154 Cooper Road, Unit 402 West Berlin NJ 08091. Export management company of electrical materials.

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3) Trendy Bar LLC, Joel Schlesinger, 575 Route 73 North Unit A-5 West Berlin NJ 08091. The function of the space is to receive products for a short period of time, send products out in bulk sold via Amazon.

4) Evans Family LEGO Project, Christine Evans, 420 Commerce Lane Unit 10 West Berlin NJ 08091. LEGO studio.

5) R MOR Enterprises. Inc, Ravav Mor, 245 Old Egg Harbor Road. West Berlin NJ 08091. Storage and Treatment of Medical waste, Document Shredding.

Motion by Councilwoman Bodanza second by Councilman Epifanio to approve the Mercantile Business license above. Mercantile Licenses approved by call of the roll, three members present voting in the affirmative.

Approval of Animal Permit

1) Samantha Adrain, 247 Powell Avenue, 6 chickens.

Motion by Councilwoman Bodanza second by Councilman Epifanio to approve the Animal Permit license above. Animal permit approved by call of the roll, three members present voting in the affirmative.

Approval of May 10, 2021 Meeting Minutes

Motion by Councilman Epifanio second by Councilwoman Bodanza to approve the Meeting Minutes for May 10, 2021. Motion carried by voice vote, three members present voting in the affirmative.

Approval for May 20, 2021 Special Meeting Minutes

Motion by Councilwoman Bodanza second by Councilman Epifanio to approve the Special Meeting Minutes for May 20, 2021. Motion carried by voice vote, three members present voting in the affirmative.

Approval of the Consent Agenda for May 2021

Motion by Councilwoman Bodanza, second by Councilman Epifanio to approve the Consent Agenda for May 2021. Motion carried by voice vote, three members present voting in the affirmative.

Approval of the Correspondence Calendar for May 2021

Motion by Councilwoman Bodanza, second by Councilman Epifanio to approve the Correspondence Calendar for May 2021. Motion carried by voice vote, three members present voting in the affirmative.

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All Other Business

Councilwoman Bodanza asked if it was correct that the next Mayor and Council Meeting was July 5, 2021. Mayor Magazzu responded yes.

Public Portion

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

No comments were to be heard

Motion by Councilwoman Bodanza, second by Councilman 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.

Adjourn

Motion by Councilman Epifanio, second by Councilwoman Bodanza to adjourn the meeting at 6:03 pm. Motion carried by voice vote, all members voting in the affirmative. Meeting adjourned 6:03 pm

**Catherine Underwood
Berlin Township RMC**