

BUENA VISTA TOWNSHIP
WORKSHOP MINUTES
February 1, 2016

The Regular Meeting of Buena Vista Township Committee was held on the above date at 7:00 p.m. in the Conference Room, 890 Harding Highway, Buena, NJ, with Mayor Chuck Chiarello presiding.

Mayor Chiarello called the meeting to order at 7:06 p.m.

Committee Members present: Armato, Kelly, Martinelli, Williams and Mayor Chiarello

Absent:

Also present were: Township Administrator / CMFO Kenia Nunez-Acuna, and Solicitor Christine Faustini, Esq.

Mayor Chiarello read the following announcement: On January 5, 2016, notice of this meeting was mailed to *The Daily Journal & The Press* and duly posted in the Main Lobby of the Municipal Complex. All requirements of the Open Public Meetings Act have been met in compliance with the Sunshine Law.

Mayor Chuck Chiarello led the flag salute

Approval of Minutes:

On a motion of Martinelli, seconded by Williams the following minutes were approved as received, Caucus Meeting January 25, 2016, Regular Meeting January 25, 2016, and Executive Session January 25, 2016):
(Roll Call Vote: Armato, Aye; Chiarello, Aye; Kelly, Aye; Martinelli, Aye; Williams, Aye)

Announcements / Discussions / Presentations:

- Kim Burns, Tobacco-Free stated Tobacco Free for a Health NJ received grant funding with community partners and provides technical assistance to municipalities that are interested in enacting a new smoke-free and tobacco-free ordinance for outdoor areas at parks and municipal owned properties. Several Atlantic County towns have already passed a smoke free ordinance including Somers Point, Hammonton, Hamilton Township and just recently Egg Harbor Township. If the municipality adopts such an ordinance the organization will provide as many signs as the Townships needs with the proper ordinance on them so the Town can post at their various locations. Towns can designate a smoking area without completely banning smoking. Township Committee agreed with designated areas. The ordinance is self-enforcing. The ordinance can include electronic devices are well. Committeeman Martinelli agreed with the ordinance and stated the complex and public works buildings should also be included. The smoke-free ordinance also can be used under sustainable jersey for points. Ms. Burns stated literature can also be provided including quit smoke cards for the public and employees. Mayor Chuck Chiarello invited Ms. Burns back for TV-night. The consensus of Township Committee is to introduce an ordinance on February 8th with adoption for February 22nd. Township Clerk will draft ordinance.
- Michael Garcia, Ford Scott & Associates – 2016 Budget, also in attendance Gene Volpe. Mr. Garcia stated a draft budget has been provided to the Township Committee which includes no tax increase. The Township had a good revenue year in 2015 which included approximately \$150,000 in land sales and \$65,000 in a new cell tower lease. The ratables are down \$2.5 million yet the budget is slated to be \$137,069.54 below caps. The zero increase budgets is not utilizing the 2% allotted by law, yet the Township can bank the 2%. The budget is also \$395,000 under the 2% tax levy cap. The Township is anticipating \$4.4 million in anticipated revenue that includes an increase of \$142,000 for the cell tower lease, fees and permits. Appropriations for 2016 are increasing including the \$85,000 in health insurance costs to also cover the emergency appropriation in 2015. The Township continues to make the required bond payments in order to pay-off in 10-years without having to go out for permanent financing. The 2015 collection rate was down due to the Township holding a standard tax sale in 2016. Recommending a resolution to be passed prior to introduction regarding tax appeals and that will provide ½ point towards the collection rate. State aid is anticipated to remain flat. The State has extended the introduction date to March 18th instead of February 10th. The budget will be reviewed by the State this year and the municipality will have to receive the approval of the State prior to adoption. A user friendly budget will have to be submitted to the State this year. Committee recommended introduction on February 8th with a public hearing on March 14th and if approved by the State, adoption as well.

Mayors Report: Mayor Chuck Chiarello stated Dave Scheidegg's sister passed away. Committee would like to send flowers or fruit to the family. John Paff emailed the Township Clerk with a high compliment with using Buena Vista as an example on how to comply with the Open Public Meetings Act. The Sustainable Jersey June deadline is fast approaching; and points can be obtained through the new ordinance for smoke-free and cross-country bike resolution. The Township received the proceeds of \$6,300 from Wells Fargo for the 107 Pine Street. The dog ordinance has received a lot of attention. The Township had a meeting today with the USDA on the public works addition. Possible approval and maybe bidding out can be done in September 2016 and maybe able to finish after winter in 2017. The Township is working on the March newsletter. A rotary club may be beginning in Buena Vista. A ribbon cutting for the new Inspira building is scheduled for February 22nd from 3-4:30pm. The 2nd annual Richland Village festival meeting will be tomorrow night (Tuesday) at 6:30 p.m. with the special events committee. The business look to contribute more this year to go towards promoting and advertising of the event.

Ordinances for Introduction (First Reading): None

Ordinances for Public Hearing (Second Reading): None

Public Comment on Current Agenda Items Only:

Committeeman Martinelli read the following statement into the record: In order for the Committee to conduct the business of the Township in the most productive manner possible, meeting attendees will be given two (2) minutes, all-inclusive to comment on any agenda item(s) without comment or question from the Committee, but only on items specified on the agenda listed for the current meeting. Please step up to the microphone at the appropriate time, and state your name and address for the record.

- Julie Akers questioned the resolution of transfers with money from health insurance to equipment. Township CFO stated it was appropriation reserves.

Resolutions:

00-00 – Authorize Committee to go into Executive Session (if needed)

No executive session was needed.

Consent Agenda:

Consent Agenda includes items of business which are not controversial and do not require individual discussion. A Motion approving the Consent Agenda is moved, seconded and voted upon as one item by the Township Committee. If any discussion is requested on a Consent Agenda item, it is removed from the Consent Agenda to the Regular Agenda.

Resolutions:

- **60-16** – Authorizing the Issuance of Street Opening Permits to SJ Gas
- **61-16** – Authorizing Mayor to Execute Service Agreement with Gloucester County
- **62-16** – Authorizing Stipends to be Paid for 2016 Rabies Clinics
- **63-16** – Authorizing Transfer of Budget Appropriations

On a motion of Williams seconded by Martinelli and carried the above Resolutions were adopted by consent agenda: (Roll Call Vote: Armato, Aye; Chiarello, Aye; Kelly, Aye; Martinelli, Aye; Williams, Aye)

Township Administrator & Department Reports

Mayor Chuck Chiarello thanked Township Administrator Kenia Nunez-Acuna for the hard work in January in preparing for the budget and end of year in finance department. January is one of the hardest months for the finance department.

Township Administrator Kenia Nunez-Acuna stated the blizzard Jonas was estimated to cost the Township \$43,620 in expenses. The Township is still waiting for a declaration in order to apply to FEMA.

Township Clerk Lisa Tilton stated the Clerk’s office will begin working on the attic with the next phase of Gov-deals and a goal to clean the attic this year. Will also be working the Fire District elections and will visit the polling locations this year.

Committee Reports

- Committeeman Armato – Will meet with the school principal for the recycling program and will start with the high school. Letters were sent to the Fire Districts requesting participation in helping with providing address numbers to the residents to post on mailboxes, posts and homes; and have not received any calls on it yet. Questioned how the Township can help employees with the smoke-free.
- Committeeman Martinelli – Would like to donate \$400 in sponsoring a little league team and requesting to name the team Buena Vista Township. Suggestion was to allow the team to name themselves. The generator is scheduled to be inspected on Monday and started.
- Committeeman Williams – No report
- Deputy Mayor Kelly – No report
- Mayor Chuck Chiarello – Leo Foy has passed away. The Township sent a food tray to the family. Mayor requested a moment of silence.

Public Comment: Committeeman Steve Martinelli read the following into the record: The Committee welcomes participation of interested organizations and individuals during regular, caucus, workshop, and special meetings. However, in order to conduct the business of the Township in the most productive manner possible, attendees will be given four (4) minutes, all inclusive, including all dialogue, questions, and responses from both the speaker and the Committee for the designated public portion of the meeting. There may be no transference of a speakers time to other attendees. Please step up to the microphone at the appropriate time, and state your name and address for the record. No Public Comment

There being no further business on a motion of Williams seconded by Kelly the meeting was adjourned at 8:20 p.m.

Respectfully submitted,

/s/ Lisa A. Tilton

Lisa A. Tilton, Township Clerk

Approved:

/s/ Chuck Chiarello

Mayor Chuck Chiarello