

BUENA VISTA TOWNSHIP  
WORKSHOP MINUTES  
March 7, 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 7:05 p.m.

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

Absent: Martinelli

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 Williams, seconded by Armato the following minutes were approved as received, Caucus Meeting February 22, 2016, Regular Meeting February 22, 2016, and Executive Session February 22, 2016):  
(Roll Call Vote: Armato, Aye; Chiarello, Aye; Kelly, Aye; Williams, Aye)

**Announcements / Discussions / Presentations:**

- Mayor Chuck Chiarello stated a Proclamation has been drafted for National Poison Prevention Week which is March 20-26, 2016.
- Mayor Chuck Chiarello requested the Review of Municipal Fees be moved to the next meeting. Requested the Attorney review the proposal and the Township Clerk to provide fees from other municipalities in order to see comparable rates.

**Mayors Report:** Mayor Chuck Chiarello stated the Township Committee received a thank you card from Paula Doe on Post Road. The Richland Village Festival flyer has been updated. The Township received a letter from Reverend Mallory dated March 6, 2016 expressing gratitude for the honoring of him at the Church's Annual Cultural Celebration on February 28<sup>th</sup>. The Township received a letter from the Atlantic County JIF stating a check will be delivered for approximately \$11,000 which is the Township's dividends; and stated the Township should review the costs with Statewide vs. Atlantic County JIF. Environmental Commission has supplied a drawing for a request of a butterfly garden at Michael Debbi Park, seeking areas to locate it. Impact Harvest has been meeting monthly at the MLK Center and would like to place a community vegetable garden at the MLK Center. The garden would be above ground. There is a street hockey court that is not being utilized, need to see what other uses it can be used for since constructed with Green Acre money. Collings Lakes Association sent a letter to the Township seeking help as the dams are in disrepair. The CLA has requested Committee support to attend a meeting on March 22<sup>nd</sup> in Folsom. Borough of Folsom as of now has not committed support, Mayor requested the Attorney to review request. There will be a joint meeting with Safety Committee, OEM and Hazard Mitigation on Thursday, March 24, 2016 at 7pm. There are possible grants available for hazard mitigation yet the field is extremely competitive. Township Administrator sent to OEM Coordinator for review. Senator Jeff Van Drew requested a copy of the Animal Ordinance. The Township has received the last payment from Track Builders; the Township Solicitor will prepare a release for Committee approval. The Township received a letter for renewals of Waste Transporter Decals. The Township has received delivery of the new Ford Escape. There were numerous complaints about burglaries along Country Club Drive and a robbery on Cains Mill Road. The Township has issued a letter to the Construction Office that zoning permits are required to be obtained prior to issuance of any building permits.

**Ordinances for Introduction (First Reading):**

**21-2016** – Establishing Wages and Salary Ranges for Officers and Employees

On a motion of Armato seconded by Williams and carried the above Ordinance were introduced by title only:  
(Roll Call Vote: Armato, Aye; Chiarello, Aye; Kelly, Aye; Williams, Aye)

**Ordinances for Public Hearing (Second Reading):** None

**Public Comment on Current Agenda Items Only:**

Township Clerk Lisa Tilton 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. No Public Comment.

**Resolutions:**

**85-16 – Authorize Payment of Bills in the Amount of \$131,033.02**

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

**91-16 – Authorize Committee to go into Executive Session (action may be taken)**

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

**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:**

- **86-16** – Adopting Atlantic County Multi-Jurisdictional Natural Hazard Mitigation Plan
- **87-16** – Authorizing Sale of Surplus Property on GovDeals
- **88-16** – Authorizing the Acceptance of Bid for Land Sale on Block 2105, Lot 35
- **89-16** – Authorizing Refund of Land Sale Deposit to Shelia Coffin
- **90-16** – Authorizing the Person-to-Person Transfer of Plenary Retail Consumption License

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

**Township Administrator & Department Reports**

Township Administrator Kenia Nunez-Acuna stated the first Department Head meeting has been held and went well. Some questions were raised regarding flex time with department heads.

Township Clerk Lisa Tilton had no report.

**Committee Reports**

- Committeeman Armato – Rabies Clinic went very well, thanked the Clerk’s Office for great job. Attended Bring it on play starring Victoria Cox. The schools program for Committeeperson for a day will be at the April TV night. Requesting review of the Public Works reports as toolbox review needs change as it is not required to be every day. Once a week is sufficient. A review of purchasing policies needs to be reviewed. Discussion regarding department heads occurred.
- Committeeman Martinelli – Absent
- Committeeman Williams – Looking for revitalization of the nature trail with the ANJEC grant application.
- Deputy Mayor Kelly – Township was awarded \$12,000 for the Trail at Collings Lakes. Attended the joint meeting with Hammonton and Folsom regarding South Jersey Gas.

**Public Comment:** 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 Armato the meeting was adjourned at 8:34 p.m. to go into Executive Session.

Township Committee reconvened the meeting at 8:56 p.m.

There being no further business on a motion of Williams seconded by Kelly the meeting was adjourned at 8:57 p.m.

Respectfully submitted,

/s/ Lisa A. Tilton

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Lisa A. Tilton, Township Clerk

Approved:

/s/ Chuck Chiarello

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Mayor Chuck Chiarello