BOROUGH OF BUENA
REGULAR COUNCIL MEETING MINUTES
JANUARY 27, 2014

MEETING CALLED TO ORDER: 7:00 P.M.
MEETING ADJOURNED: 7:41 P.M.

The regular meeting of Mayor and Council of the Borough of Buena was held Monday, January 27, 2014 commencing at 7:00 p.m. at the Borough Hall with Mayor Baruffi presiding. Mayor Baruffi led the flag salute and announced that this meeting was being held in compliance with the Open Public Meetings Act and notices of this meeting have been provided to the Press of Atlantic City, the Daily Journal and the Atlantic County Record as well as having been posted on the bulletin board at Borough Hall.

PRESENT: Councilpersons Marolda, Baker, Santagata, Zappariello, Cugini, and McAvaddy, Dr. Paul Trivellini, Administrator, Richard P. Tonetta, Solicitor and Maryann Coraluzzo, Borough Clerk

ABSENT: all present

MAYOR'S REPORT:

RESOLUTION 18-14 **A RESOLUTION OF THE BOROUGH OF BUENA AUTHORIZING THE DISPOSAL OF GOODS THAT ARE NO LONGER NEEDED FOR PUBLIC USE.**
m/Baker s/Zappariello

WHEREAS, the Borough of Buena has two items that are beyond their useful life; and

WHEREAS, the Administrator and Road Supervisor have deemed that the 1983 GMC truck, Serial # 2 7GDL7 D1B9D V5063 51, and the steel dumpster, Serial # 38790, are no longer usable for their intended purposes; and

WHEREAS, the Borough would best benefit from recycling the materials contained in these items.

NOW, THEREFORE, BE IT RESOLVED by the Council of the Borough of Buena that the two listed items be removed from inventory and recycled for the benefit of the Borough.

	AYE:	NAY:	ABSTAIN:	ABSENT:
MAROLDA	X			
BAKER	X			
SANTAGATA	X			
ZAPPARIELLO	X			
CUGINI	X			
MCAVADDY	X			

RESOLUTION 19-14 **A RESOLUTION OF THE BOROUGH OF BUENA AUTHORIZING THE AMENDMENT OF POLICY 6.1 HOLIDAYS, SECTION 1**
m/Baker s/Zappariello

WHEREAS, the Borough of Buena has a policy establishing official holidays; and

WHEREAS, the February 12th of each year was, in the past, commonly celebrated as Lincoln's Birthday; and

WHERAS, the common public practice is to celebrate a holiday that is combined with Washington's Birthday and known as President's Day; and

WHERAS, the public expects the Borough to be open and available to conduct business on February 12 when it falls on a weekday; and

WHEREAS, the Borough desires to maintain 13 official holidays; and

WHEREAS, the public expects that the Borough will be closed for business on the day following Thanksgiving.

NOW, THEREFORE, BE IT RESOLVED by the Council of the Borough of Buena that Policy 6.1, Section 1 be amended to read as follows:

1. The following official holidays, with pay shall be observed by the Borough for all regular permanent employees who are not covered by a collective bargaining agreement.

January 1, known as New Year's Day.
Martin Luther King Day.
The third Monday in February, known as President's Day.
The day known as Good Friday.
The last Monday in May, known as Memorial Day.
July 4, known as Independence Day.
The first Monday in September, known as Labor Day.
The second Monday in October, known as Columbus Day.
General Election Day.
November 11, known as Veteran's Day.
Thanksgiving Day.
The Friday following Thanksgiving Day.
December 25, known as Christmas Day.

	AYE:	NAY:	ABSTAIN:	ABSENT:
MAROLDA	X			
BAKER	X			
SANTAGATA	X			
ZAPPARIELLO	X			
CUGINI	X			
MCAVADDY	X			

RESOLUTION 20-14 **A RESOLUTION OF THE BOROUGH OF BUENA AUTHORIZING THE AMENDMENT OF POLICY 4.7 PROGRESSIVE DISCIPLINE, SECTION 3a and 6b**
m/Zappariello s/Cugini

WHEREAS, the Borough of Buena has a policy establishing Progressive Discipline; and

WHEREAS, the Borough has hired an administrator; and

WHERAS, part of the duties of the administrator are to enforce discipline, when necessary; and

WHERAS, the current policy does not account for the duties of the administrator with regard to the implementation of discipline.

NOW, THEREFORE, BE IT RESOLVED by the Council of the Borough of Buena that 1. Policy 4.7, Section 3a be amended to read as follows:

a. Prepare a written reprimand with any required assistance from the Borough Administrator.

2. Policy 4.7, Section 6b, paragraph 3. be amended to read as follows:
The request for a hearing shall be submitted to the Administrator or Appointing Authority. The hearing shall be scheduled not sooner than ten (10)

days nor more than thirty (30) days following the receipt of the request.

Policy 4.7, Section 6b, paragraph 4, be amended to read as follows;

The hearing shall be conducted by the Appointing Authority or his designee unless the Administrator is the party proffering the charges in which event the hearing shall be conducted by the Mayor or his designee who will impose suspensions up to ninety days. If it exceeds ninety days, the Mayor or his designee will recommend a penalty to Council. Nothing shall be construed as preventing either the Mayor or Borough Administrator from designating an independent hearing officer to preside at such Administrative Hearing.

	AYE:	NAY:	ABSTAIN:	ABSENT:
MAROLDA	X			
BAKER	X			
SANTAGATA	X			
ZAPPARIELLO	X			
CUGINI	X			
MCAVADDY	X			

RESOLUTION 21-14 **A RESOLUTION AUTHORIZING MEMBERSHIP IN A MUTUAL AID AND ASSISTANCE AGREEMENT WITH PARTICIPATING UNITS.**
m/Baker s/Cugini

WHEREAS, mutual aid and assistance agreements between municipalities, counties, law enforcement agencies, police, Emergency Medical Service, fire departments, fire companies or EMS organizations and fire departments situated in fire districts operated b a Board of Fire Commissioners, are permitted pursuant to N.J.S.A. 40A: 14-156.1; and

WHEREAS, the President in Homeland Security Directive (HSPD-5), directed the Secretary of the Department of Homeland Security to develop and administer a National Incident Management system (NIMS), which would provide a consistent nationwide approach to Federal, State, Local and tribal governments to work together more effectively to prevent, prepare for, respond to and recover from domestic incidents, regardless of cause, size or complexity; and

WHEREAS, "The New Jersey Civilian Defense and Disaster Control Act" App.A9-33 et. seq, provides for the health, safety and welfare of the people of the State of New Jersey during any emergency by centralizing control of all civilian activities having to do with such emergency giving the Governor control over the resources of each and every political subdivision to cope with any condition that shall arise out of such emergency; and

WHEREAS, The Director of the Division of Fire Safety in the Department of Community Affairs promulgated rules in accordance with the "Fire Service Resource Emergency Deployment Act," N.J.A.C. 52:75A et. Seq., and

WHEREAS, it is deemed to be in the best interests of the residents of this municipality and/or fire district to enter into a mutual aid and assistance agreement with the County of Atlantic and other

municipalities including, but not limited to, municipal police, Emergency Medical Service or fire departments, volunteer fire companies or EMS organizations and/or fire districts to provide additional protection against loss, damage or destruction by fire, catastrophe, civil unrest, major emergency or other extraordinary devastation damage or destruction to person and property, in those situations when outside aid and assistance is needed.

NOW, THEREFORE, BE IT RESOLVED, by Council of the Borough of Buena, County of Atlantic, and State of New Jersey as follows:

A. That the Borough of Buena is hereby authorized and directed to enter into the Atlantic County Mutual Aid and Assistance Agreement between Participating Units, a copy of which is attached hereto and made part hereof, on the terms and conditions contained herein.

B. That the Borough of Buena and County of Atlantic are hereby authorized and directed to execute said Mutual Aid and Assistance Agreement on behalf of the Borough of Buena.

C. That the Borough of Buena is hereby authorized and directed to forthwith file a certified copy of this Resolution and an executed copy of the Agreement with the Atlantic County Department of Public Safety, Office of Emergency Management. Said Office shall serve as the central repository and shall maintain a master listing of all Participating Units to the Mutual Aid and Assistance Agreement.

	AYE:	NAY:	ABSTAIN:	ABSENT:
MAROLDA	X			
BAKER	X			
SANTAGATA	X			
ZAPPARIELLO	X			
CUGINI	X			
MCAVADDY	X			

RESOLUTION 22-13 RESOLUTION TO TRANSFER APPROPRIATION BALANCES
m/Baker s/Cugini

Whereas, N.J.S. 40A:4-58 permitting the transfer to appropriate balances where needed for purposes specified in the budget in an amount in excess of the sum appropriated therefore from an appropriation balance deemed to be in excess of the amount necessary to fulfill the purpose of such appropriation.

NOW, THEREFORE, BE IT RESOLVED that the following transfers be made in the Borough of Buena Budget:

TRANSFER TO

Finance	$ 600.00
Legal O/E	$ 1,000.00
Trash O/E	$ 6,500.00
Street Lighting	$ 7,000.00
PERS	$ 1,033.00
DRCP	$ 500.00

TOTAL TRANSFER $16,633.00

TRANSFER FROM

Tax Assessor S/W	$2,700.00
Maintenance of Tax Maps	$1,800.00
Admin O/E	$1,200.00
Group Health Insurance	$9,600.00
Public Buildings & Grounds O/E	$1,333.00

TOTAL TRANSFER $16,633.00

	AYE:	NAY:	ABSTAIN:	ABSENT:
MAROLDA	X			
BAKER	X			
SANTAGATA	X			
ZAPPARIELLO	X			
CUGINI	X			
MCAVADDY	X			

RESOLUTION 23-13 **A RESOLUTION OF THE BOROUGH OF BUENA IMPLEMENTING A FAIR AND OPEN PROCESS FOR THE SELECTION OF DIRECTOR OF PUBLIC SAFETY FOR THE BOROUGH OF BUENA. m/Cugini s/Zappariello**

WHEREAS, the Borough Council believes it is in the best interest of the Borough to select professionals to provide services to the Borough primarily on the basis of their qualifications, including qualifications uniquely suited to the needs of the Borough of Buena; and

WHEREAS, to receive statements of qualifications in a manner that fosters a fair and open process, it is necessary and advisable to establish advance general criteria and specific minimum requirements; and

WHEREAS, the Borough Council has determined that a fair and open process requires public advertisement of professional services required in a manner and with sufficient time to provide notice in advance of the contemplation of retaining the services of a professional and the criteria to be considered in determining the best professional for the position; and

WHEREAS, a fair and open process requires that all responses be publicly opened and announced and thereafter that all appointments be made at a public meeting of the Borough Council and then published in accordance with N.J.S.A. 40A:11-5.

NOW, THEREFORE, BE IT RESOLVED by the Borough Council of the Borough of Buena as follows:

Appointment to the Position of Director of Public Safety shall be subject to a fair and open process as set forth below.

The Borough Clerk shall cause all legal notices stating that a full listing of all professional service appointment subject to a fair and open process together with the criteria established for the consideration of qualification, will be posted on the Borough of Buena's internet website beginning no later than January 29, 2014.

The criteria for the contained on Schedule "A" follows immediately subsequent to the Listing on Schedule "A." The criteria shall be disclosed, together with the posting of the listed position on the Borough of Buena's internet website as set forth above.

The website posting shall inform potential applicants that all submissions must be made to the Clerk of the Borough of Buena and received no later than 3:00 p.m., February 10, 2014.

Commencing 3:01 p.m. on February 10, 2014, or as soon thereafter as may be available, the Clerk of the Borough of Buena or her designee shall publicly open and announce all submissions in the Office of the Clerk, 616 Central Avenue, Minotola, New Jersey.

Appointments shall thereafter be made at a public meeting of the Borough Council of the Borough of Buena.

Subsequent to appointments, appropriate notices shall be published in accordance with the requirements of N.J.S.A. 40A:11-5.

BE IT FURTHER RESOLVED, that the Borough Council of the Borough of Buena has determined that the terms of this Resolution constitute a fair and open process in accordance with N.J.S.A. 19:44A-20, et seq., and that the decision by the Borough of Buena as to what constitutes a fair and open process shall be final.

	AYE:	NAY:	ABSTAIN:	ABSENT:
MAROLDA	X			
BAKER	X			
SANTAGATA	X			
ZAPPARIELLO	X			
CUGINI	X			
MCAVADDY	X			

MAYOR'S UPDATE:
Mayor Baruffi stated that Engineer Walberg is ill and was not able to attend the meeting. Mayor Baruffi, speaking on behalf of Mr. Walberg, stated that the delay in completing the Kimberly Lane project is due, in part, to the weather. A discussion ensued whereas Councilman Marolda asked if calling the Bond would be appropriate. Solicitor Tonetta stated that calling the Bond is always a possibility. Mayor Baruffi gave his reasons for not taking that path.

Brian Fatcher of Kimberly Lane stated that the contractor is arrogant.

Bill Coltri of Forest Grove Road commented on the Mayor's demeanor toward the Contractor.

Mayor Baruffi stated that he would like to recognize retired Buena Regional School Board Member David Anderson at the next meeting. The Mayor will forward the necessary information to the Clerk's office so that a Certificate may be prepared.

ADMINISTRATOR'S REPORT: no report

SOLICITOR'S REPORT:
Solicitor Tonetta updated those present on the status of the Zorzi property. Bank of America is not cooperating and the Borough may be forced to condemn the property. Solicitor Tonetta will continue to follow up with the bank.

COMMITTEE REPORTS:
RECYCLING: (COUNCILMAN MAROLDA) no report

FINANCE: (COUNCILWOMAN BAKER)
Councilwoman Baker stated that the Finance Office employees are imputing requests into the budget. In addition, the Councilwoman stated that a memo was sent out regarding requisitioning today. This new procedure will allow for more efficient internal controls.

STREETS/ROADS: (COUNCILMAN SANTAGATA)
Councilman Santagata reported that branch collection has been put on hold due to the snow. In addition, the Councilman reported that snow removal/street clearing has gone smoothly.

Mayor Baruffi read an email from Angel Alvarez of the Landisville section of the Borough commending Road Supervisor Nimohay and staff for the excellent job on the roads during the recent snow storms.

RECREATION:(COUNCILMAN ZAPPARIELLO)
Councilman Zappariello provided those present with upcoming events. BBSA Opening Day dates are being discussed.

PUBLIC SAFETY/STREET LIGHTS: (COUNCILMAN CUGINI)
Councilman Cugini questioned the legality of the Emergency Management Coordinator living out of the Borough. Solicitor Tonetta will follow up on the matter and advise Council accordingly.

BLDGS/GROUNDS/IMPROVEMENTS: (COUNCILMAN MCAVADDY) no report

PUBLIC PORTION OF THE MEETING: Please refer to 'Mayor's Update'.

CLERK'S REPORT:

Minutes of the regular meeting of December 16, 2013 were approved m/Baker s/Cugini

	AYE:	NAY:	ABSTAIN:	ABSENT:
MAROLDA	X			
BAKER	X			
SANTAGATA	X			
ZAPPARIELLO			X	
CUGINI	X			
MCAVADDY	X			

Minutes of the executive session of December 16, 2013 were approved m/Cugini s/Marolda (this document was disseminated by the Solicitor/Administrator)

	AYE:	NAY:	ABSTAIN:	ABSENT:
MAROLDA	X			
BAKER	X			
SANTAGATA	X			
ZAPPARIELLO			X	
CUGINI	X			
MCAVADDY	X			

Minutes of the special meeting of December 30, 2013 were approved m/Baker s/Cugini

	AYE:	NAY:	ABSTAIN:	ABSENT:
MAROLDA	X			
BAKER	X			
SANTAGATA	X			
ZAPPARIELLO			X	
CUGINI	X			
MCAVADDY			X	

Minutes of the reorganization meeting of January 2, 2014 were approved m/Baker s/Cugini

	AYE:	NAY:	ABSTAIN:	ABSENT:
MAROLDA	X			
BAKER	X			
SANTAGATA	X			
ZAPPARIELLO	X			
CUGINI	X			
MCAVADDY	X			

CORRESPONDENCE:

1. **Atlantic County Municipal Joint Insurance Fund Notice of Deductible Increase. Mayor Baruffi stated that this matter was discussed at the last meeting.**

2. **Atlantic County Municipal Joint Insurance Fund 25th Annual Kickoff Breakfast. Responses are to be sent directly to the Clerk's office.**

Correspondence filed m/Baker s/Zappariello

	AYE:	NAY:	ABSTAIN:	ABSENT:
MAROLDA	X			
BAKER	X			
SANTAGATA	X			
ZAPPARIELLO	X			
CUGINI	X			
MCAVADDY	X			

UNFINISHED BUSINESS: none

NEW BUSINESS:
At the request of Councilman Marolda, Solicitor Tonetta will draft and send a letter to the Construction Code Official with regard to the dilapidated property located at 701 South Central Avenue.

BILLS PAID AS LISTED: m/Baker s/Santagata

	AYE:	NAY:	ABSTAIN:	ABSENT:
MAROLDA	X			
BAKER	X			
SANTAGATA	X			
ZAPPARIELLO	X			
CUGINI	X			
MCAVADDY	X			

NEXT MEETING: February 10, 2014

MEETING ADJOURNED: m/Baker s/Cugini RCVU

MARYANN CORALUZZO, BOROUGH CLERK

1-21-2014

P.O. Type: All
Range: First to Last
Format: Detail without Line Item Notes
Include Non-Budgeted: Y

Open: N Paid: N Void: N
Rcvd: Y Held: Y Aprv: N
First Enc Date Range: 01/01/13 to 12/31/14 Bid: Y State: Y Other: Y Exempt: Y

PO # / Item	PO Date	Vendor / Description	Amount	Charge Account	Contract / Acct Type	PO Type / Description	Stat/Chk	First Enc Date	Rcvd Date	Chk/Void Date	Invoice
13-00180	01/22/13	CA003 CARGILL INC									
2		25 TONS ROCK SALT	1,252.24	3-01- -137-262	B	SAND/ROCK SALT	R	11/06/13	01/16/14		2901508384
13-00660	10/16/13	00151 ATLANTIC COUNTY TREASURER									
5		ADDED & OMITTED TAXES 2013	8,036.99	3-01- -953-101	B	COUNTY TAX	R	12/23/13	01/16/14		
13-03780	07/22/13	GE002 GENERAL CODE									
3		UPDATING CODE BOOK	2,137.50	C-02- -606-115	B	ORD.#606 CODIFICATION OF ORD'S	R	07/22/13	01/15/14		BILL012495
13-04920	10/08/13	01922 UNITED ELECTRIC SUPPLY CO.,INC									
1		LIGHT FIXTURE FOR BORO HALL	278.44	3-01- -117-207	B	MAINTENANCE/REPAIRS	R	10/08/13	01/16/14		S102405106
13-05011	11/08/13	PB003 PITNEY BOWES RENTAL									
1		POSTAGE RENTAL 1ST PMT 4TH QTR	474.00	3-01- -101-203	B	POSTAGE & SUPPLIES	R	11/08/13	01/16/14		
13-05026	11/22/13	AT001 ATLANTIC CITY ELECTRIC									
1		RELOCATION SERV PUMP STATION	1,883.29	3-01- -115-231	B	ENGINEER OE	R	11/22/13	01/16/14		3300003867
13-05072	12/23/13	HO002 HOME DEPOT CREDIT SERVICES									
1		RD DEPT TRUCK BOX	289.00	3-01- -137-299	B	RDS. MISC. OE	R	12/23/13	01/16/14		9301493
13-05073	12/23/13	SA005 SPEEDYS ALIGNMENT INC									
1		EMS AMBLULANCE AC REPAIR	927.21	3-01- -135-207	B	EMS VEHICLE REPAIRS/MAINTENANC	R	12/23/13	01/16/14		12754
14-00001	01/14/14	00160 ATLANTIC CITY ELECTRIC									
1		DEC 2013 ELECTRIC BILL	3,234.17	3-01- -158-283	B	STREET LIGHTING	R	01/14/14	01/16/14		
14-00002	01/14/14	00160 ATLANTIC CITY ELECTRIC									
1		DEC 2013 STREET LIGHTING	4,911.08	3-01- -158-283	B	STREET LIGHTING	R	01/14/14	01/16/14		
14-00003	01/14/14	01540 SOUTH JERSEY GAS CO.									
1		JAN 2014 BILL GAS/HEAT	1,727.10	4-01- -154-281	B	GAS HEAT/HEATING FUEL	R	01/14/14	01/16/14		

PO # / Item	PO Date	Vendor / Description	Amount	Charge Account	Contract / Acct Type	PO Type / Description	Stat/Chk	First Enc Date	Rcvd Date	Chk/Void Date	Invoice
14-00004	01/15/14	00155 ATLANTIC CO. UTILITIES AUTH.									
1		DEC 2013 RECYCLING COLL. FEE	3,777.08	3-01- -149-272		B RECYCLING FEES	R	01/15/14	01/16/14		
14-00005	01/15/14	00155 ATLANTIC CO. UTILITIES AUTH.									
1		DEC 2013 TIPPING FEE	9,121.73	3-01- -149-271		B TIPPING FEES	R	01/15/14	01/16/14		
14-00007	01/15/14	00910 BOROUGH OF BUENA M.U.A.									
1		RD & EMS DIESEL OCT-DEC 2013	3,819.88	3-01- -155-277		B GASOLINE/DIESEL	R	01/15/14	01/16/14		
14-00008	01/15/14	00940 VERIZON									
1		JAN 2014 BORO HALL PHONE BILL	622.92	4-01- -157-281		B TELEPHONE	R	01/15/14	01/16/14		
2		JAN 2014 POLICE TELEPHONE BILL	305.65	4-01- -157-281		B TELEPHONE	R	01/15/14	01/16/14		
3		JAN 2014 OUTREACH PHONE BILL	30.20	4-01- -157-281		B TELEPHONE	R	01/15/14	01/16/14		
4		JAN 2014 EMS PHONE BILL	68.08	4-01- -157-281		B TELEPHONE	R	01/15/14	01/16/14		
			1,026.85								
14-00012	01/15/14	VE001 VERIZON WIRELESS									
1		DEC 2013 MAYOR CELL PHONE BILL	81.88	3-01- -102-216		B MAYOR'S CELL PHONE	R	01/15/14	01/16/14		
2		DEC ADMINISTRATOR PHONE CELL	41.07	3-01- -108-216		B ADM.CELL PHONE	R	01/15/14	01/16/14		
3		DEC 2013 RD DEPT PHONE CELL	44.27	3-01- -137-216		B RDS. CELL PHONE	R	01/15/14	01/16/14		
4		DEC 2013 PLOICE PHONE CELL	44.27	3-01- -131-216		B CELL PHONES	R	01/15/14	01/16/14		
			211.49								
14-00016	01/15/14	VE001 VERIZON WIRELESS									
1		JAN 2014 POLICE LPR AIR CARD	35.34	4-01- -131-299		B POLICE MISC. OE	R	01/15/14	01/16/14		
14-00019	01/15/14	VE002 VERIZON ACCESS BILLING									
1		JAN 2014 FRANKLINVILLE ACCESS	658.04	4-01- -157-281		B TELEPHONE	R	01/15/14	01/16/14		
14-00020	01/15/14	00172 AVAYA, INC.									
1		2014 1ST QTR TELEPHONE MAINT.	372.21	4-01- -157-281		B TELEPHONE	R	01/15/14	01/16/14		2216541410
14-00021	01/15/14	PE06 PERS-NJ DIV OF PENSION/BENEFIT									
1		RETRO ACTIVE PERS 2009-2013	1,671.57	3-01- -965-804		B PENSION REFUNDS	R	01/15/14	01/16/14		
2		RETRO ACTIVE PERS 2009-2013	1,032.56	3-01- -160-409		B P.E.R.S.	R	01/15/14	01/16/14		
			2,704.13								
14-00023	01/15/14	CA006 CASA PAYROLL SERVICES LLC									
1		DEC 2013 PAYROLL SERVICES	350.50	3-01- -103-221		B PAYROLL SERVICE	R	01/15/14	01/16/14		792153

PO # / Item	PO Date	Vendor / Description	Amount	Charge Account	Contract / Acct Type	PO Type / Description	Stat/Chk	First Enc Date	Rcvd Date	Chk/Void Date	Invoice
14-00025	01/15/14	00236 CANON FINANCIAL SERVICES, INC									
1		JAN 2014 POLICE COPIER LEASE	290.00	4-01- -131-209	B	COPIER SUPPLIES	R	01/15/14	01/16/14		13383269
14-00026	01/15/14	00236 CANON FINANCIAL SERVICES, INC									
1		JAN 2014 BORO COPIER LEASE	402.80	4-01- -101-209	B	COPIER SUPPLIES	R	01/15/14	01/16/14		13328825
14-00027	01/15/14	CA000 CANON BUSINESS SOLUTIONS INC									
1		2013 4 QTR COPIER USAGE POLICE	204.24	3-01- -131-209	B	COPIER SUPPLIES	R	01/15/14	01/16/14		4011646636
14-00031	01/15/14	00184 AUTOMOTIVE PARTS CO.									
1		DEC 2013 AUTO REPAIRS RD DEPT	276.28	3-01- -137-207	B	EQUIP.REPAIRS & SUPPLIES	R	01/15/14	01/16/14		
14-00032	01/15/14	BC003 BARBER CONSULTING SERV LLC									
1		2014 M.I.S SERVICES CONTRACT	3,500.00	4-01- -104-299	B	MISC. COMPUTER OPERATIONS	R	01/15/14	01/16/14		538
14-00033	01/15/14	00960 STATE OF NJ HEALTH BENEFITS									
1		DEC 13 NJ ST HLTH BENE.ACTIVE	22,554.13	4-01- -123-239	B	HEALTH INS.ACTIVE & RETIREES	H	01/15/14	01/16/14		
14-00036	01/15/14	00942 NJ CONFERENCE OF MAYORS									
1		2014 MAYORS MEMBERSHIP DUES	295.00	4-01- -102-205	B	DUES & MEMBERSHIP	R	01/15/14	01/16/14		300005
14-00039	01/15/14	00162 ATLAN CO ASSOC TOWNSHIP OFFCLS									
1		2014 MEMBERSHIP DUES	420.00	4-01- -102-205	B	DUES & MEMBERSHIP	R	01/15/14	01/16/14		
14-00045	01/16/14	01889 TRI-CITY PRODUCTS INC									
1		JAN BORO CLEANING SUPPLIES	310.90	4-01- -117-235	B	CLEANING SUPPLIES	R	01/16/14	01/16/14		652719
2		JAN EMS CLEANING SUPPLIES	57.90	4-01- -135-299	B	EMS MISC. OE	R	01/16/14	01/16/14		652718
			368.80								
14-00046	01/16/14	FA002 FALASCA MECHANICAL INC									
1		2013 OCT COMM CNTR NO HEAT	888.72	3-01- -117-207	B	MAINTENANCE/REPAIRS	R	01/16/14	01/16/14		13/344DD
14-00048	01/16/14	CG002 COUNTY OF GLOUCESTER									
1		2014 1ST QTR 911 DISPATCH SERV	32,994.00	4-01- -204-166	B	GLOUSTER COUNTY 911	R	01/16/14	01/16/14		
14-00049	01/16/14	CO001 COMCAST CABLE									
1		JAN BORO HALL INTERNET BILL	111.89	4-01- -104-299	B	MISC. COMPUTER OPERATIONS	R	01/16/14	01/16/14		
2		JAN EMS CABLE/INTERNET BILL	162.02	4-01- -135-299	B	EMS MISC. OE	R	01/16/14	01/16/14		

PO # / Item	PO Date	Vendor / Description	Amount	Charge Account	Contract / Acct Type	PO Type / Description	Stat/Chk	First Enc Date	Rcvd Date	Chk/Void Date	Invoice
14-00049	01/16/14	CO001 COMCAST CABLE		Continued							
3	JAN ROAD DIGITAL VOICE BILL		42.72	4-01- -137-299	B	RDS. MISC. OE	R	01/16/14	01/16/14		
			316.63								
14-00050	01/16/14	00960 STATE OF NJ HEALTH BENEFITS									
1	JAN 2014 RETIREE HEALTH INS		18,506.34	4-01- -123-239	B	HEALTH INS.ACTIVE & RETIREES	H	01/16/14	01/16/14		
14-00051	01/16/14	00960 STATE OF NJ HEALTH BENEFITS									
1	JAN 2014 DENTAL INS		851.10	4-01- -123-241	B	DENTAL INSURANCE	H	01/16/14	01/16/14		

Total Purchase Orders: 35 Total P.O. Line Items: 45 Total List Amount: 129,096.31 Total Void Amount: 0.00

1-21-14

P.O. Type: All
Range: 13-01560 to 13-01560
Format: Detail without Line Item Notes First Enc Date Range: First to 12/31/14
Include Non-Budgeted: Y

Open: N Paid: Y Void: N
Rcvd: N Held: N Aprv: N
Bid: Y State: Y Other: Y Exempt: Y

PO # / Item	PO Date	Vendor / Description	Amount	Charge Account	Contract / Acct Type	PO Type / Description	Stat/Chk	First Enc Date	Rcvd Date	Chk/Void Date	Invoice
13-01560	03/13/13	00826 MINOTOLA FIRE CO.									
1		1ST QTR. PAYMENT	46,682.00	3-01- -952-101	B	FIRE TAX	P	22833 03/13/13	03/19/13	03/25/13	
2		2ND QTR. FIRE TAX	46,682.00	3-01- -952-101	B	FIRE TAX	P	23030 03/13/13	06/19/13	06/24/13	
3		3RD QTR.FIRE TAX PAYMENT	46,682.00	3-01- -952-101	B	FIRE TAX	P	23210 03/13/13	09/18/13	09/23/13	
4		4TH QTR.FIRE TAX PAYMENT	46,682.00	3-01- -952-101	B	FIRE TAX	P	23467 03/13/13	01/23/14	01/27/14	
			~~186,728.00~~								

Total Purchase Orders: 1 Total P.O. Line Items: 4 Total List Amount: ~~186,728.00~~ Total Void Amount: 0.00

46,682.00 CSL

ADDITION TO BILL LIST

Fund Description	Fund	Budget Total	Revenue Total	G/L Total
	01	42,640.47	0.00	0.00
	01	84,318.34	0.00	0.00
	02	2,137.50	0.00	0.00
Total Of All Funds:		129,096.31	0.00	0.00

Fund Description	Fund	Budget Total	Revenue Total	G/L Total
	01	[redacted]	0.00	0.00
Total Of All Funds:		[redacted] 46,082.00	0.00	0.00

Atlantic County Municipal Joint Insurance Fund

South Jersey Communities Securing Their Future

RECEIVED
DEC 27 2013
BOROUGH OF BUENA
CLERK'S OFFICE

December 23, 2013

Borough of Buena
616 Central Avenue
Minotola, NJ 08341

Sent Via Certified Mail

Re: EPL/POL Deductible

Dear Mayor and Council:

Beginning in 2004, the Board of Fund Commissioners of the Municipal Excess Liability Joint Insurance Fund (MEL JIF) adopted a policy to assign Public Officials and Employment Practices deductibles and co-insurance limits based on a member's compliance with personnel policies and loss experience in these types of claims.

Because of your municipality's Employment Practices Liability (EPL) and Public Officials (POL) claims experience, your town's EPL & POL deductible will increase to $75,000 per claim effective January 1, 2014. In addition, your coinsurance requirements for these claims will remain at 20% of the first $250,000. These higher deductibles will continue until which time your EPL/POL claims experience improves and as long as you continue to have an approved EPL Loss Control Program in place. Failure to update your program in accordance with the Fund's timelines could result in higher deductibles and co-insurance requirements in the future. Please note that each year the Fund will re-evaluate your EPL/POL loss history to determine if a revision in your deductibles is justified due to improving loss history.

If you have any questions, please feel free to contact me, or your Risk Management Consultant

Sincerely,

Paul J. Miola, CPCU, ARM
Executive Director

CC: Joe Santagata, Fund Commissioner
Maryann Coraluzzo, Municipal Clerk
Michael Donato, Risk Management Consultant
Joseph Hrubash, Underwriting Manager
Paul A. Forlenza, Deputy Executive Director

File: 2014/ACM/EPL-POL Coverage Tab: 2014 Deductibles
ACM/Gen/Buena Tab: 2014 Deductibles

F:\DATA\Risk\WINWORD\Municipal\EPL\2014\Member Deductible Letters\Buena.docx

Atlantic County Municipal Joint Insurance Fund
P.O. Box 488, Marlton, New Jersey 08053 • 856-446-9100 • Fax: 856-446-9149

The Atlantic County Municipal Joint Insurance Fund

Cordially Invites

Fund Commissioners, Elected Officials,
Safety Coordinators, Claims Coordinators,
Safety Committee Representatives, Supervisors,
Safety Delegates & Risk Management Consultants
of
The Atlantic County Municipal Joint Insurance Fund

To the 25th Annual Safety Incentive Program
Kickoff Breakfast Celebration

To recognize the dedication of the members of the ACM JIF, celebrate the results of the 2013 Safety Incentive Program & introduce the 2014 Safety Incentive Program!

Please join us on Thursday, February 13, 2014

Program will begin Promptly at 8:30a.m.

Merighi's Savoy Inn
4940 Landis Ave, Vineland, NJ 08360
(856) 691-8051

Please RSVP via electronically by clicking this link or via the attached form
Email: chris_pistone@ajg.com
Facsimile: (856) 446-9149
No later than Thursday, February 6, 2014

Atlantic County Municipal Joint Insurance Fund
Established in 1987
South Jersey Communities Securing Their Future