

BOROUGH OF BUENA
REGULAR COUNCIL MEETING
AGENDA
MARCH 10, 2014

MEETING CALLED TO ORDER:

MEETING ADJOURNED:

CALL MEETING TO ORDER: Flag Salute

ROLL CALL OF ATTENDANCE:

SUNSHINE LAW: This meeting is 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.

MAYOR'S REPORT: First order of business.

RESOLUTION 33-14 2014 EMERGENCY TEMPORARY BUDGET
M _____ S _____

WHEREAS, an emergent condition has arisen with respect to providing appropriation for expenditures and no adequate provision has been made in the 2014 temporary appropriations for the aforesaid purpose, and N.J.S. 40A:4-20 provides for the creation of an emergency temporary appropriation for the purpose above mentioned, and

WHEREAS, the total emergency temporary resolutions adopted in the year 2014 pursuant to the provisions of Chapter 96, P.L. 1951 (N.J.S.40A:4-20) including this resolution total **\$1,563,623.65:**

NOW, THEREFORE, BE IT RESOLVED that in accordance with the provisions of N.J.S. 40A:4-20:

1. Emergency temporary appropriations be and the same are hereby made for the attached list of line items.
2. That said emergency temporary appropriations will be provided for in 2014 municipal budget as adopted.
3. That one certified copy of this resolution be filed with the Director of Local Government Services.

2014

General Government:

Borough Administrator

Salary & Wages \$ 1,200.00

Insurance:

Employee Group Health 100,000.00

Public Safety:

Police

Other Expenses 5,000.00

EMS

Salary & Wages 35,000.00

Streets & Roads:

Road Repair & Maintenance

Other Expenses 5,000.00

Uniform Construction Code:

Occupancy Official

Salary & Wages 1,000.00

Fire Official

Salary & Wages 1,000.00

Unclassified:

Heating Fuel/Gas Heat 4,000.00

Health & Welfare:

Dog Regulations:

Other Expenses 1,000.00

	AYE:	NAY:	ABSTAIN:	ABSENT:
MAROLDA				
BAKER				
SANTAGATA				
ZAPPAIELLO				
CUGINI				
MCAVADDY				

ORDINANCE NO. 618 CALENDAR YEAR 2014 ORDINANCE TO EXCEED THE MUNICIPAL BUDGET APPROPRIATION LIMITS AND TO ESTABLISH A CAP BANK (N.J.S.A. 40A: 4-45.14)

WHEREAS, the Local Government Cap Law, N.J.S. 40A: 4-45.1 et seq., provides that in the preparation of its annual budget, a municipality shall limit any increase in said budget up to .5% unless authorized by ordinance to increase it to 3.5% over the previous year’s final appropriations, subject to certain exceptions; and,

WHEREAS, N.J.S.A. 40A: 4-45.15a provides that a municipality may, when authorized by ordinance, appropriate the difference between the amount of its actual final appropriation and the 3.5% percentage rate as an exception to its final appropriations in either of the next two succeeding years; and,

WHEREAS, the Borough Council of the Borough of Buena in the County of Atlantic finds it advisable and necessary to increase its CY 2014 budget by up to 3.5% over the previous year’s final appropriations, in the interest of promoting the health, safety and welfare of the citizens; and,

WHEREAS, the Borough Council hereby determines that a 3.0% increase in the budget for said year, amounting to \$94,026.99 in excess of the increase in final appropriations otherwise permitted by the Local Government Cap Law, is advisable and necessary; and,

WHEREAS the Borough Council hereby determines that any amount authorized hereinabove that is not appropriated as part of the final budget shall be retained as an exception to final appropriation in either of the next two succeeding years.

NOW THEREFORE BE IT ORDAINED, by the Borough Council of the Borough of Buena, in the County of Atlantic, a majority of the full authorized membership of this governing body affirmatively concurring, that, in the CY 2014 budget year, the final appropriations of the Borough of Buena shall, in accordance with this ordinance and N.J.S.A. 40A: 4-45.14, be increased by 3.5 %, amounting to \$109,698.16, and that the CY 2014 municipal budget for the Borough of Buena be approved and adopted in accordance with this ordinance; and,

BE IT FURTHER ORDAINED, that any that any amount authorized hereinabove that is not appropriated as part of the final budget shall be retained as an exception to final appropriation in either of the next two succeeding years; and,

BE IT FURTHER ORDAINED, that a certified copy of this ordinance as introduced be filed with the Director of the Division of Local Government Services within 5 days of introduction; and,

BE IT FURTHER ORDAINED, that a certified copy of this ordinance upon adoption, with the recorded vote included thereon, be filed with said Director within 5 days after such adoption.

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

RESOLUTION 34-14 RESERVE FOR UNCOLLECTED TAXES
M S

WHEREAS, the Borough of Buena, County of Atlantic, realized 97.06% of Current Tax Collections for the year 2013; and

WHEREAS, without the cancellations of 2013 taxes by the Tax Court of the State of New Jersey and the Atlantic County Board of Taxation and appeals by major taxpayers for 2013 taxes in the sum of \$87,862.48 the Borough would have collected approximately 98.07%; and

WHEREAS, Chapter 56 of P.L. 2010 allows the governing body to elect to calculate the current year reserve for uncollected taxes by reducing the certified tax levy of the prior year by the amount of the tax levy adjustments resulting from tax judgments of the Tax Court of the State of New Jersey and the Atlantic County Board of Taxation;

WHEREAS, the Borough Council of the Borough of Buena believe the tax collections for the year 2014 will improve over the year 2013 because the properties which had abnormal cancellations and appeals in 2013 will not recur since the respective assessments have been corrected and appeals negotiated for the year 2013;

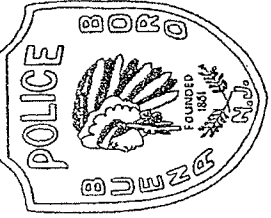
NOW, THEREFORE, BE IT RESOLVED by the Borough Council of the Borough of Buena in the County of Atlantic that election be made to calculate the reserve for uncollected taxes by reducing the certified tax levy for the above mentioned appeals and by using a collection rate of 97.90% in the calculation of the 2014 reserve for uncollected taxes.

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

RESOLUTION 34a-14 A RESOLUTION INTRODUCING AND APPROVING THE 2014
MUNICIPAL BUDGET.
M S

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

PERSONNEL :



BUENA BOROUGH POLICE DEPT.
616 CENTRAL AVENUE • MINOTOLA, NEW JERSEY 08341 • (856) 697-2810 • Fax: (856) 697-3147

3-3-14

To : Mayor and Council
Public Safety Committee

From : Daniel T. Caregnato, Jr. Public Safety Director

Subject : Promotion of Det. John Capehart #1162 to the Rank of Sergeant

Dear Committee,

For reasons set forth, I am recommending Det. John Capehart #1162 be promoted to the rank of Sergeant. A gap in rank structure exists and will only be exacerbated further with the retirement of Lieutenant Petrillo. This promotion will allow for much needed structure and oversight over conduct and activities of patrol. Lieutenant Petrillo and I have had extensive conversations with Det. Capehart and have explained the extent of expectations related to his promotion. It is my opinion that the promotion will only serve as a reduction of liability and additional overview of the day to day operations of the police department. Det. Capehart shows an eagerness and desire to fulfill the responsibilities of the position and is ready to promote a healthy atmosphere conducive to a professional and ethical police department.

Therefore, I ask the committee to prepare a proper resolution for Det. Capehart and make this promotion effective March 10, 2014.

Sincerely,

Daniel T. Caregnato, Jr.
Public Safety Director

RESOLUTION 35-14 A RESOLUTION APPOINTING JOHN CAPEHART AS POLICE SERGEANT
PROVISIONAL EFFECTIVE MARCH 11, 2014 PENDING A TEST.
M S

WHEREAS, John Capehart has been a Police Officer serving the Buena Borough Community since June 30, 2006; and

WHEREAS, the Public Safety Director Daniel T. Caregnato, Jr., and Lieutenant Lawrence Petrillo have recommended Officer Capehart be considered for a promotion in rank to the position of Sergeant, Buena Borough Police Department provisionally subject to the pending Civil Service test results for said position; and

WHEREAS, the Borough Council finds that, in accordance with the recommendations of the Public Safety Director and Lieutenant in charge, it is in the best interest of the Buena Borough Police Department and the Borough of Buena to make said promotion.

NOW, THEREFORE, BE IT RESOLVED by the Borough Council of the Borough of Buena that Samuel J. Martinelli be promoted to the position of Sergeant, Buena Borough Police Department, provisionally, effective March 11, 2014, pending the Civil Service test results.

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



BUENA BOROUGH POLICE DEPT.
616 CENTRAL AVENUE • MINOTOLA, NEW JERSEY 08341 • (856) 697-2810 • Fax: (856) 697-3147

3-3-14

To : Mayor and Council
Public Safety Committee

From : Daniel T. Caregnato, Jr. Public Safety Director

Subject : Designation of Officer Dennis Steudle #1159 to the Rank of Corporal

Dear Committee,

For reasons set forth, I am recommending Officer Dennis Steudle #1159 be designated the rank of Corporal as per the Buena Police Department PBA Local #266 Agreement. This designation will allow for much needed structure and oversight over conduct and activities of patrol. Therefore, I ask the committee to prepare a proper resolution for Officer Dennis Steudle and make this designation effective March 10, 2014.

Sincerely,

Daniel T. Caregnato, Jr.
Public Safety Director

RESOLUTION 36-14 A RESOLUTION OF THE BOROUGH OF BUENA APPOINTING DENNIS STEUDLE TO THE POSITION OF POLICE CORPORAL EFFECTIVE MARCH 11, 2014.
M S

WHEREAS, Dennis Steudle has been a Police Officer serving the Borough of Buena since September 26, 2005; and

WHEREAS, Public Safety Director Donald T. Caregnato, Jr., and Lieutenant Lawrence Petrillo have recommended Officer Steudle be promoted to the rank of Corporal in the unclassified local service of the Borough of Buena to serve in such capacity unless said position is discontinued by the Director of Public Safety; and

WHEREAS, the Borough Council finds that, in accordance with the recommendations of the Director of Public Safety and Lieutenant in charge, it is in the best interest of the Buena Borough Police Department and the Borough of Buena to make said promotion.

NOW, THEREFORE, BE IT RESOLVED by the Council of the Borough of Buena that Officer Dennis Steudle be and is hereby promoted to the unclassified local service position of Corporal of the Police Department of Buena Borough effective March 11, 2014, subject to the recommendation of the Director of Public Safety.

BE IT FURTHER RESOLVED that Corporal Steudle shall receive a yearly stipend of Five Hundred (\$500.00) Dollars for said service in the capacity of Corporal.

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

ADMINISTRATORS’ S REPORT:

SOLICITOR'S REPORT:

ENGINEER’ S REPORT:

Kimberly Lane Storm Drain Pipe

The contractor has a significant amount of the project complete. The conflict with the Verizon and Atlantic City Electric facilities has been resolved. The contractor has remobilized his equipment to the site and will resume work again once weather permits.

FY2013 NJDOT Municipal Aid Project – Reconstruction of Flower Street

The Borough was selected to receive \$187,000.00 in NJDOT Municipal Aid funding for the project. Field survey work is complete. Our office is working on the design.

FY2014 NJDOT Municipal Aid Application – Reconstruction of Flower Street

Our office prepared and submitted the application for the referenced project.

Flower Street Drainage Study

Our office completed the drainage study of Flower Street. A meeting is scheduled for March 11, 2014 with Mr. Nimohay to review the report.

COMMITTEE REPORTS:

- RECYCLING.....CHAIRMAN JEFFREY MAROLDA
DAVID ZAPPARIELLO, EDWARD CUGINI
- FINANCE.....CHAIRWOMAN ROSALIE M. BAKER
JOSEPH SANTAGATA, DAVID ZAPPARIELLO
- STREETS/ROADS.....CHAIRMAN JOSEPH SANTAGATA
JEFFREY MAROLDA, GREG MCAVADDY
- RECREATION.....CHAIRMAN DAVID ZAPPARIELLO
ROSALIE M. BAKER, GREG MCAVADDY
- PUBLIC SAFETY/STREET LIGHTS..... CHAIRMAN EDWARD CUGINI
JOSEPH SANTAGATA, JEFF MAROLDA
- BLDGS/GROUNDS/IMPROVEMENTS.....CHAIRMAN GREG MCAVADDY
ROSALIE M. BAKER, EDWARD CUGINI

PUBLIC PORTION OF MEETING:

Anyone wishing to address Mayor and Council only, please step forward and give your name and address for the record.

CLERK'S REPORT:

Minutes of the regular meeting of February 24, 2014. If no corrections or additions, entertain a motion to approve M_____ S_____

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

CORRESPONDENCE:
No. 1

March 3, 2014

Mayor and Council
Buena Borough
616 Central Avenue
Minotola, NJ 08341

RE: 2013 Safety Incentive Program Awards

Dear Mayor and Council:

It is our pleasure to report that the Buena Borough has earned **\$1,000.00** as a result of your outstanding performance in the 2013 ACMJIF Safety Incentive Program. The Safety Incentive Program is designed to foster a safety attitude among the ACM JIF members, change behaviors to create a safer work environment, as well as promote continuing efforts to "Change the Culture". The awards were announced at our annual Safety Kickoff Breakfast held on February 20, 2014 and are designed to recognize safety accomplishments in a variety of areas.

The Safety Incentive Program required the execution of the "Safety Contract" and the completion of various reports confirming compliance with JIF safety criteria. These reports were evaluated by the JIF Safety Director to determine your municipality's compliance with these criteria. During 2013, members competed against a set of standards established by the Executive Safety Committee to determine their awards. The JIF members were sorted into five size categories (XS, S, M, L, XL) based upon their annual JIF Assessment. Each member competed against the established standards to determine if they either qualify or not (Pass or Fail) for a Safety Incentive Program Award.

Due to your employees' efforts, Buena Borough has qualified (Passed!) for reimbursement of **\$1,000.00** to be used for recognition of your employees' safety accomplishments.

We would also like to extend our **CONGRATULATIONS** to your Fund Commissioner, Joe Santagata, your Safety Coordinator, William Nimohay, your Claims Coordinator, Maryann Coraluzzo, and all your employees who played an important role in achieving these results. Their dedication to the principles of the JIF has enabled them to effectively communicate the importance of the

safety program and their continuing commitment to the safety of all employees. We ask that this letter be read at your next Council Meeting to acknowledge these efforts by your employees’ and make these accomplishments part of the public record.

Guidelines on how to collect your award has been sent to your Safety Coordinator. You can find additional information about the JIF Safety Program, Polices, and Safety Incentive Program Safety Incentive Program Awards Page 2 F:\DATA\Risk\WINWORD\ACMJIF\SAFETY\2014\2014 SIP Claiming Letters\2013 Safety Awards Mayor and Council letter.doc

Criteria, as well as the presentation given during the Safety Kickoff Breakfast, on the ACMJIF website, www.acmjif.org.

I once again want to thank you for your involvement and congratulate you and everyone involved in the JIF safety program for making "**Safety First in All We Say and Do**"!

If you have any questions or need assistance, please do not hesitate to contact Sheila Ortiz at 856-446-9137 or Paul Forlenza at 856-446-9135.

Very truly yours,
ATLANTIC COUNTY MUNICIPAL JOINT INSURANCE FUND
Paul J. Miola
Executive Director

NO. 2

Our Lady of the Blessed Sacrament request for Raffle License No. RA01-2014 on May 18, 2014. M__S__

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

Need motion to file correspondence M__S__

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

UNFINISHED BUSINESS:

NEW BUSINESS:

Bills Paid as Listed:

M S

March 6, 2014
02:28 PM

BOROUGH OF BUENA
Purchase Order Listing By P.O. Number

Page No: 1

P.O. Type: A1)									
Range: First		to Last		Open: N		Paid: N		Void: N	
Format: Detail		without Line Item Notes		Rcvd: Y		Held: Y		Apv: N	
First Enc Date Range: First		to 12/31/14		Bld: Y		State: Y		Other: Y	
Exempt: Y									
Include Non-Budgeted: Y									
PO #	PO Date	Vendor	Amount	Charge Account	Contract	PO Type	Stat/Chk	First Rcvd	Chk/Void
Item Description					Acct Type	Description		Enc Date	Date Invoice
13-05048 12/05/13 B8002 BUENA BRAVES VARSITY CHEERLEAD									
1	CLEAN COMM.	WELINI PARK/BLVD	260.00	3-07- -305-299	B	2013 CLEAN COMMUNITIES	R	12/05/13	02/28/14
13-05063 12/13/13 01100 PITNEY BOWES SUPPLIES									
1	POSTAGE SUPPLIES		300.88	3-01- -101-203	B	POSTAGE & SUPPLIES	R	12/13/13	02/28/14
14-00002 01/14/14 00160 ATLANTIC CITY ELECTRIC									
3	FEB 2014	STREET LIGHTING	4,503.08	4-01- -158-283	B	STREET LIGHTING	R	02/28/14	02/28/14
14-00003 01/14/14 01540 SOUTH JERSEY GAS CO.									
4	MAR 2014	BORO HALL GAS BILL	2,240.79	4-01- -154-281	B	GAS HEAT/HEATING FUEL	R	03/05/14	03/05/14
5	MAR 2014	ENS GAS BILL	505.07	4-01- -154-281	B	GAS HEAT/HEATING FUEL	R	03/05/14	03/05/14
			2,745.86						30520018505 30917008820
14-00008 01/15/14 00940 VERIZON									
9	MAR 2014	BORO HALL PHONE BILL	647.86	4-01- -157-281	B	TELEPHONE	R	03/05/14	03/05/14
10	MAR 2014	POLICE TELEPHONE BILL	325.82	4-01- -157-281	B	TELEPHONE	R	03/05/14	03/05/14
11	MAR 2014	OUTREACH PHONE BILL	30.32	4-01- -157-281	B	TELEPHONE	R	03/05/14	03/05/14
12	MAR 2014	ENS PHONE BILL	69.30	4-01- -157-281	B	TELEPHONE	R	03/05/14	03/05/14
			1,073.30						
14-00009 01/15/14 ST004 STAPLES ADVANTAGE									
6	FN OFFICE SUPP.	CUST SELF INK	17.23	4-01- -103-201	B	OFFICE SUPPLIES	R	02/21/14	03/05/14
7	FEB ADM OFFICE SUPPLIES		48.02	4-01- -108-201	B	OFFICE SUPPLIES	R	03/05/14	03/05/14
8	FEB FN OFFICE SUPPLIES		8.74	4-01- -103-201	B	OFFICE SUPPLIES	R	03/05/14	03/05/14
			73.99						3221783735
14-00012 01/15/14 VE001 VERIZON WIRELESS									
9	FEB 2014	MAYOR CELL PHONE BILL	76.34	4-01- -102-216	B	MAYOR'S CELL PHONE	R	03/05/14	03/05/14
10	FEB 2014	ADMIN. PHONE CELL	41.59	4-01- -108-216	B	ADM CELL PHONE	R	03/05/14	03/05/14
11	FEB 2014	RD DEPT PHONE CELL	44.36	4-01- -137-216	B	RDS. CELL PHONE	R	03/05/14	03/05/14
12	FEB 2014	POLICE PHONE CELL	44.63	4-01- -131-216	B	CELL PHONES	R	03/05/14	03/05/14
			206.92						9720611102 9720611102 9720611102 9720611102

March 6, 2014
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BOROUGH OF BUENA
Purchase Order Listing By P.O. Number

Page No: 2

PO #	PO Date	Vendor	Amount	Charge Account	Contract PO Type	Stat/Chk	First Rcvd	Chk/Void
Item Description			Acct Type Description	Date	Invoice			
14-00016	01/15/14	VE001 VERIZON WIRELESS						
3	MAR 2014	POLICE LPR ATR CARD	38.01	4-01- -131-299	B POLICE MISC. OE	R	03/05/14 03/05/14	9720662705
14-00017	01/15/14	BB001 BUONADONNA & BENSON P.C.						
4	JAN MISC	PERSONNEL LEGAL SVC	472.50	4-01- -109-225	B LEGAL OE	R	02/18/14 02/26/14	16700
14-00019	01/15/14	VE002 VERIZON ACCESS BILLING						
3	MAR 2014	FRANKLINVILLE ACCESS	531.14	4-01- -157-281	B TELEPHONE	R	03/05/14 03/05/14	856455-0112599
14-00028	01/15/14	01601 S.J WELDING SUPPLY CO.						
2	JAN 2014	EMS OXYGEN RENTAL	79.42	4-01- -135-203	B MEDICAL SUPPLIES & OXYGEN	R	02/19/14 02/26/14	0128064
14-00031	01/15/14	00184 AUTOMOTIVE PARTS CO.						
3	FEB 2014	AUTO REPAIRS RD DEPT	210.54	4-01- -137-207	B EQUIP. REPAIRS & SUPPLIES	R	03/04/14 03/04/14	
14-00033	01/15/14	00960 STATE OF NJ HEALTH BENEFITS						
3	FEB 14	NJ ST HLTH BENE.ACTIVE	24,157.07	4-01- -123-239	B HEALTH INS. ACTIVE & RETIREES	H	02/04/14 02/25/14	
14-00044	01/15/14	JT001 JOHNSON'S TRUCK & AUTO REPAIR						
7	POLICE	VEHICLE REPAIR	274.20	4-01- -131-257	B AUTO MAINTENANCE/TIRES	R	02/26/14 03/04/14	3341
8	POLICE	VEHICLE REPAIR	1,140.40	4-01- -131-257	B AUTO MAINTENANCE/TIRES	R	02/26/14 03/04/14	3464 /3478
9	POLICE	VEHICLE REPAIR	54.93	4-01- -131-257	B AUTO MAINTENANCE/TIRES	R	02/26/14 03/04/14	3503
10	POLICE	VEHICLE REPAIR	539.81	4-01- -131-257	B AUTO MAINTENANCE/TIRES	R	02/26/14 03/04/14	3502
			2,009.34					
14-00045	01/16/14	01889 TRI-CITY PRODUCTS INC						
3	FEB 8000	HALL CLEANING SUPP'S	216.60	4-01- -117-299	B P.BLDGS, MISC.OE	R	02/19/14 02/28/14	634700
14-00052	01/21/14	RT002 TONETTA, ESQ. RICHARD						
3	MAR 2014	LEGAL SERVICES	2,083.33	4-01- -109-225	B LEGAL OE	R	03/04/14 03/05/14	
14-00053	01/21/14	00350 DI DOMENICO, FRANK ESQ.						
2	FEB 2014	SERV TO LANDUSE BOARD	260.00	4-10- -100-001	B DEVELOPERS ESCROW - MISC. OE	R	03/04/14 03/06/14	
14-00064	01/24/14	DM001 D M MEDICAL BILLINGS, LLC						
5	JAN 2014	MEDICAL BILLING SERV	1,240.45	4-01- -135-225	B EMS BILLING SERVICE	R	02/26/14 03/04/14	2575
14-00072	01/27/14	00281 WASTEWGHT OF NJ, INC.						
1	JAN HAULING	OF SOLID WASTE	192.77	4-01- -149-273	B HAULING FEES/DUMPSTER RENTAL	R	01/27/14 02/26/14	2466448-2407-9

March 6, 2014
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BOROUGH OF BUENA
Purchase Order Listing By P.O. Number

Page No: 3

PO #	PO Date	Vendor	Amount	Charge Account	Contract PO Type	Stat/Chk	Enc Date	First Rcvd Date	Chk/Void Date	Invoice
Item Description					Acct Type Description					
14-00074	01/27/14	00173 AT&T								
4 FEB	BORO HALL LONG DISTANCE	71.32	4-01-	-157-281	B TELEPHONE	R	03/05/14	03/05/14		0304549234001
5 FEB	POLICE LONG DISTANCE	42.60	4-01-	-157-281	B TELEPHONE	R	03/05/14	03/05/14		0304549239001
		113.92								
14-00079	01/29/14	CARGILL INC								
1 RD	DEPT ROCK SALT	1,395.90	4-01-	-137-262	B SAND/ROCK SALT	R	01/29/14	03/04/14		1423195
2 RD	DEPT ROCK SALT	1,313.49	4-01-	-137-262	B SAND/ROCK SALT	R	02/18/14	03/04/14		2901605232
		2,709.39								
14-00088	02/03/14	CASA PAYROLL SERVICES LLC								
4 FEB	2014 PAYROLL SERVICES	326.50	4-01-	-103-221	B PAYROLL SERVICE	R	03/04/14	03/04/14		796816798250
14-00094	02/05/14	SHORE VETERINARIANS ANIMAL								
2 FEB	2014 ANNUAL CONTROL	1,400.00	4-01-	-141-299	B ANNUAL CONTROL MISC. OE	R	02/05/14	03/04/14		103
14-00107	02/18/14	SUPERIOR PEST CONTROL, INC.								
1 1ST	QTR BORO PEST CONTROL	85.00	4-01-	-117-299	B P.BUDGS. MISC.OE	R	02/18/14	03/04/14		68416
2 1ST	QTR ENG PEST CONTROL	110.00	4-01-	-135-299	B ENG MISC. OE	R	02/18/14	03/04/14		68415
		195.00								
14-00112	02/19/14	ACE HARDWARE VINELAND LLC								
1 BLD	& GDS HARDWARE SUPPLIES	36.61	4-01-	-117-207	B MAINTENANCE/REPAIRS	R	02/19/14	02/26/14		603838/6
14-00113	02/19/14	DA002 ABBICOLA, DENNIS								
1 MHA	PLANT ELEC.INSPECTION	100.00	4-01-	-153-299	B CONST. CODE MISC. OE	R	02/19/14	02/26/14		
14-00114	02/20/14	AC005 ACTION UNIFORM CO. LLC								
1 POLICE	DP BADGE LT PATRILLO	85.00	4-01-	-131-299	B POLICE MISC. OE	R	02/20/14	02/26/14		2208
14-00118	02/21/14	00960 STATE OF NJ HEALTH BENEFITS								
1 MAR	2014 DENTAL INSURANCE	851.10	4-01-	-123-241	B DENTAL INSURANCE	H	02/21/14	02/25/14		
14-00119	02/21/14	00960 STATE OF NJ HEALTH BENEFITS								
1 MAR	2014 RETIREE HEALTH INS.	18,506.34	4-01-	-123-239	B HEALTH INS.ACTIVE & RETIREES	H	02/21/14	02/25/14		
14-00120	02/21/14	01170 REMINGTON/VERNICK,								
1 ENG	SERV FORREST GROVE/RT 40	490.00	4-01-	-115-231	B ENGINEER OE	R	03/04/14	03/04/14		01040052-19

March 6, 2014
02:28 PM

BOROUGH OF RIJEN
Purchase Order Listing By P.O. Number

Page No: 5

Fund Description	Fund	Budget Total	Revenue Total	C/A Total
	01	380.88	0.00	0.00
	07	260.00	0.00	0.00
	10	700.00	0.00	0.00
Year Total:		1,340.88	0.00	0.00
	01	774,698.80	0.00	0.00
	04	1,750.00	0.00	0.00
	10	1,840.50	0.00	0.00
Year Total:		778,289.30	0.00	0.00
Total of All Funds:		779,630.18	0.00	0.00

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

NEXT MEETING: March 24, 2014

MEETING ADJOURNED: M___S___RCV

Application No. RA _____
Identification No. 339-1-39396

Submit four (4) copies of this application to the Municipal Clerk's office in the municipality where the games will be conducted.

Borough of Buena

Part A - General

- 1 Name of applying organization: Our Lady of the Blessed Sacrament

2. Street address of headquarters: 104 Catawba Ave., Newfield, NJ 08344

b. Mailing address (if different):

3. A license is requested to conduct raffles of the kind stated on the date, or on each of the dates, and during the hours listed (use a separate application for each type of raffle).

[illegible]

- 4a. Address of place where raffles will be played: 504 West Ave., Minotola, NJ 08341

- ☒ Yes ☐ No

Part B - Schedule of Expenses

The items of expense intended to be incurred or paid in connection with the games listed in this application, the names and addresses of the persons to whom each item is to be paid, and the purpose for which each item is to be paid, are:

[illegible]

BOROUGH OF BUENA
REGULAR COUNCIL MEETING MINUTES
FEBRUARY 24, 2014
MEETING CALLED TO ORDER: 7:04 P.M.
MEETING ADJOURNED: 8:00 P.M.

The regular meeting of Mayor and Council of the Borough of Buena was held Monday, February 24, 2014 commencing at 7:04 p.m. at the Borough Hall with Council President Santagata presiding. The Council President 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, Cugini, and McAvaddy, Dr. Paul Trivellini, Administrator and Richard P. Tonetta, Solicitor

ABSENT: Mayor Baruff Councilman Zappariello and Maryann Coraluzzo, Borough Clerk

m/Baker s/Cugini appointing Dr. Paul Trivellini as Acting Clerk in the absence of the Clerk and/or Deputy Clerk for all 2014 Meetings.
m/Cugini s/Baker

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

PRESENTATION: Assemblyman Mazzeo was present to introduce himself and spoke of various Bills he is supporting.

MAYOR'S REPORT:
RESOLUTION 29-14 A RESOLUTION AWARDING A CONTRACT FOR SAMPLING AND ANALYSIS OF MONITORING WELLS AT THE BOROUGH OF BUENA SANITARY LANDFILL TO VAL ASSOCIATES LABORATORY, INC., IN THE AMOUNT OF \$3,989.50.
m/Cugini s/Marolda

WHEREAS, the Road Supervisor has solicited proposals for sampling and analysis of monitoring wells at the Borough of Buena Sanitary Landfill; and

WHEREAS, the lowest responsible proposal received was submitted by VAL Associates Laboratory, Inc., in the amount of \$3,989.50.

NOW THEREFORE BE IT RESOLVED by the Council of the Borough of Buena that a contract for laboratory analysis be and the same is hereby awarded to VAL Associates Laboratory, Inc., in the amount of \$3,989.50.

BE IT FURTHER RESOLVED, that the Mayor and the Clerk be and they are hereby authorized to execute a purchase order for the

laboratory analysis in the amount of \$3989.50 upon receipt of certification of funds from the Chief Financial Officer of the Borough of Buena, which shall be attached to this Resolution.

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

RESOLUTION 30-14 A RESOLUTION AUTHORIZING THE BOROUGH OF BUENA TO ENTER INTO A NUTRITION SITE LEASE WITH THE COUNTY OF ATLANTIC, NEW JERSEY, TO LEASE TO THE COUNTY OF ATLANTIC PREMISES KNOWN AS THE BUENA SENIOR HALL TO BE USED SOLELY BY THE ATLANTIC COUNTY NUTRITION PROJECT AND PERMITTING THE LESSEE TO PROVIDE OTHER PROGRAMS SPECIFIED UNDER THE "OLDER AMERICANS ACT" FOR A TERM OF TWO YEARS.
m/Baker s/Cugini

WHEREAS, the Borough of Buena presently owns the Buena Senior Hall, located at Central Avenue, in the City of Minotola and State of New Jersey, recorded as Block 126, Lot 27, in the Borough of Buena Tax map; and

WHEREAS, said Buena Senior Hall currently houses programs for senior adults residing in the Borough of Buena; and

WHEREAS, the County of Atlantic and the Atlantic County Nutrition Project is desirous of providing meals to senior adults residing in the Borough of Buena; and

WHEREAS, the County of Atlantic may also provide programs specified under the "Older Americans Act"; and

WHEREAS, the County of Atlantic has agreed to pay one dollar per year for a term of two (2) years beginning January 1, 2014 and ending on December 31, 2015.

NOW, THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE BOROUGH OF BUENA that the Mayor and Clerk are hereby authorized to enter into a Nutrition Site lease agreement with the County of Atlantic for the purpose of serving meals to senior adults residing in the Borough of Buena under a federally funded program which operates through the Atlantic County Nutrition Project and for the purpose of permitting the County of Atlantic to provide other programs for senior adults specified under the "Older Americans Act", which lease agreement shall provide for a rent of one dollar per year for a term of two years retroactive to January 1, 2014 and ending on December 31, 2015 and permitting the County of Atlantic to renew the lease agreement on a two year basis.

BE IT FURTHER RESOLVED that the Clerk be and she is hereby authorized to forward an executed copy of said Nutrition Site Lease agreement, together with a certified copy of this Resolution to the

above named County of Atlantic.

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

RESOLUTION 31-14 2014 EMERGENCY TEMPORARY BUDGET
m/Baker s/Cugini

WHEREAS, an emergent condition has arisen with respect to providing appropriation for expenditures and no adequate provision has been made in the 2014 temporary appropriations for the aforesaid purpose, and N.J.S. 40A:4-20 provides for the creation of an emergency temporary appropriation for the purpose above mentioned, and

WHEREAS, the total emergency temporary resolutions adopted in the year 2014 pursuant to the provisions of Chapter 96, P.L. 1951 (N.J.S.40A:4-20) including this resolution total \$1,410,423.65:

NOW, THEREFORE, BE IT RESOLVED that in accordance with the provisions of N.J.S. 40A:4-20:

1. Emergency temporary appropriations be and the same are herby made for the attached list of line items.
2. That said emergency temporary appropriations will be provided for in 2014 municipal budget as adopted.
3. That one certified copy of this resolution be filed with the Director of Local Government Services.

2014

General Government:

Finance Office

Salary & Wages

\$ 21,500.00

Collection of Taxes

Salary & Wages

4,000.00

Public Safety:

Police

Other Expenses

6,000.00

Uniform Construction Code:

Construction Code Official

Other Expenses

550.00

Statutory Expenditures:

P.E.R.S.

70,305.00

P.F.R.S.

149,273.00

D.C.R.P.

200.00

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

BOROUGH OF BUENA
COUNTY OF ATLANTIC

RESOLUTION NO. 32-14

A RESOLUTION OF THE BOROUGH OF BUENA OPPOSING THE PRIVATIZATION OF FOOD SERVICES FOR THE BUENA REGIONAL SCHOOL DISTRICT.

WHEREAS, Buena Regional School District (District) has food services for the students of the District provided by employees of the Buena Regional Board of Education; and

WHEREAS, the food services for the District have provided nutritious meals for the students at a fair cost to the Board of Education; and

WHEREAS, the food service providers consist of individuals who mostly live within the Buena Borough/Buena Vista area; and

WHEREAS, the Buena Regional Board of Education is considering the privatization of food services which will displace existing workers who are local residents with very little, if any, cost savings to the residents of the District; and

WHEREAS, the Council of the Borough of Buena recognizes that cost saving measures are a goal of all local government but also recognizes that unemployment in the Buena Borough and surrounding communities is a grave concern; and

WHEREAS, it is incumbent upon the Buena Regional School District to recognize the negative impact upon the District by privatization of food services by increasing the unemployment of our residents and further to recognize that the cost to the District by maintaining the present food service will have little, if any, impact on the school budget.

NOW, THEREFORE, BE IT RESOLVED by the Council of the Borough of Buena that Council requests the Buena Regional Board of Education prohibit the privatization of food services for the Buena Regional School District.

ADOPTED: 2/24/14


JOSEPH SANTAGATA
PRESIDENT OF COUNCIL

ATTEST

MARYANN CORALUZZO, CLERK

CLERKS CERTIFICATE
I HEREBY CERTIFY THAT THE FOREGOING IS
A TRUE COPY OF A RESOLUTION ADOPTED
BY THE BOROUGH COUNCIL OF THE
BOROUGH OF BUENA IN THE COUNTY OF
ATLANTIC, NEW JERSEY
AT A MEETING HELD ON THE 24th
DAY OF February, 2014


MARYANN CORALUZZO, BOROUGH CLERK

m/Baker s/Cugini

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

ADMINISTRATOR'S REPORT: no report

SOLICITOR'S REPORT: no report

COMMITTEE REPORTS:
RECYCLING: (COUNCILMAN MAROLDA)
Councilman Marolda discussed the tonnage report.

FINANCE: (COUNCILWOMAN BAKER)
Councilwoman Baker reported that Council will hold a budget workshop on March 10, 2014 at 6:00 p.m.

STREETS/ROADS: (COUNCILMAN SANTAGATA)
Councilman Santagata will follow up on the need for a street light on Morris Avenue.

RECREATION: (COUNCILMAN ZAPPARIELLO) no report

PUBLIC SAFETY/STREET LIGHTS: (COUNCILMAN CUGINI)
Director Caregnato provided those present with an updated listing of calls for service in the Police Department.

BLDGS/GROUNDS/IMPROVEMENTS: (COUNCILMAN MCAVADDY)
Councilman McAvaddy discussed progress at the municipal building.

PUBLIC PORTION OF THE MEETING:
Resident Rick Demmy was present to bring safety concerns on and around Kimberly Lane/Forest Grove Road to Council's attention. Mr. Demmy stated that the road is torn up and should be asphalted at least temporarily. In addition Mr. Demmy pointed out that there is no signage indicating construction ahead or that the roadway would turn into a single lane. Trees have also been pushed in the woods on property owned by Mr. Demmy's neighbor.

CLERK'S REPORT:
Minutes of the regular meeting of were approved m/Baker s/Cugini

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

CORRESPONDENCE :

REMINGTON
& VERNICK
ENGINEERS
AND ARCHITECTS

DIRECTOR OF OPERATIONS
CORPORATE SECRETARY

Dudley A. Jirubaugh, U.A., MPA

SENIOR ASSOCIATES

John J. Cantwell, P.E., P.P., CME
Alan Dittenhofer, P.E., P.P., CME
Frank J. Siegel, P.E., P.P., CME
Thomas F. Walberg, P.E., P.P., CME
Dennis K. Verter, P.E., P.P., CME, LEED
Charles E. Adamson, PLS, AET
Kim Wendell Gibbs, P.L., CME
Nancy A. Finkbeiner, P.E., CME
Linda A. Finkbeiner, P.E., CME
Christopher J. Rallo, P.E., CME
Kenneth C. Ressler, P.E., CME
Gregory J. Sullivan, P.L., P.P., CME
Richard B. Czuchanski, P.E., CME, SOEE

Remington & Vernick Engineers

232 Kings Highway East
Atlantic City, NJ 08405
(609) 755-5950
(609) 755-5950 (fax)

Remington, Vernick

& Beach Engineers

9 Allen Street
Trenton, NJ 08635
(732) 266-0320
(732) 266-0320 (fax)
3 Juliana Boulevard, Suite 300-400
Old Bridge, NJ 08857
(732) 991-3815
(732) 991-3815 (fax)

Remington, Vernick

& Walberg Engineers

10000 Church Hill Road, Suite 220
Pittsford, NY 14525
(609) 645-7110
(609) 645-7110 (fax)

4907 New Jersey Avenue

Wilmington, NJ 08250

(609) 822-5313

(609) 822-5313 (fax)

Remington, Vernick

& Beach Engineers

922 Fayette Street

Philadelphia, PA 19126

(610) 940-1050

(610) 940-1050 (fax)

73 West Main Street, 2nd

Mechanicsburg, PA 17055

(717) 766-1775

(717) 766-0255 (fax)

1050 Church Hill Road, Suite 220

Pittsford, NY 14525

(609) 645-7110

(609) 645-7110 (fax)

10000 Church Hill Road, Suite 220

Pittsford, NY 14525

(609) 645-7110

(609) 645-7110 (fax)

10000 Church Hill Road, Suite 220

Pittsford, NY 14525

(609) 645-7110

(609) 645-7110 (fax)

EDWARD VERNICK, P.E., CME, President

CRAIG P. REMINGTON, PLS, P.P., Vice President

EXECUTIVE VICE PRESIDENTS

Michael D. Vena, P.E., P.P., CME (deceased 2009)

Edward J. Walberg, P.E., P.P., CME

Thomas F. Beach, P.E., CME

Richard G. Arango, P.E., CME

February 20, 2014

Mr. Greg Brubaker

Atlantic City Electric

2542 Fire Road

Egg Harbor Twp., NJ 08234

South Jersey Gas

Route 54

1 South Jersey Plaza

Folsom, NJ 08037

Ms. Stephanie Webster

Verizon

423 W. Washington Avenue

Pleasantville, NJ 08232

Comcast Cable Company

1846 Northwest Blvd.

Vineland, NJ 08360

Re: FY2013 NJDOT Municipal Aid Project
Reconstruction of Flower Street
Willow Street to Route 40
Buena Borough, Atlantic County, NJ
Our File No. 0104-U-058

Sir/Madam:

Our office is in the process of preparing plans and specifications for the referenced project.

Enclosed please find two (2) sets of the base maps for the referenced project.

Please indicate the location of your facilities on one (1) set and return to our office.

Retain the second set for your files.

We appreciate your cooperation in this matter. If you should have any questions or require additional information, please feel free to contact our Pleasantville office at (609)645-7110.

Very truly yours,

REMINGTON, VERNICK & WALBERG ENGINEERS

Robert J. Smith III

Robert J. Smith III, P.E., P.P., C.M.E., CPWM

Enclosures

cc: Mayor and Borough Council Members

Dr. Paul Trivellini, Borough Administrator

Ms. Maryann Coraluzzo, RMC, Borough Clerk

Ms. Gail Knott, Deputy Borough Clerk

Mr. William Nimohay, Director of Public Works

Mr. Alan Zorzi, BBMUA Plant Superintendent, w/enclosure

S:\Buena Boro\0104-U\0104U058 - FY2013 NJDOT Municipal Aid Project - Reconstruction of Flower Street\0104U058 20Feb14 Base plans to utility companies.doc

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www.rvc.com

Letter from Engineer Smith was acknowledged.

Correspondence filed m/Baker s/Cugini

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

UNFINISHED BUSINESS: none

NEW BUSINESS: Councilwoman Baker will forward information to the solicitor regarding the preparation of a resolution in connection with the Atlantic City League of Municipalities.

Congratulations were extended to Councilwoman Baker for being first runner up of the State League of Municipalities.

BILLS PAID AS LISTED: m/Baker s/Cugini

P.O. Type: All
Range: First to Last
Format: Detail without Line Item Notes First Enc Date Range: First to 12/31/14 Bid: Y State: Y Other: Y Exempt: Y
Include Non-Budgeted: Y

PO #	PO Date	Vendor	Amount	Charge Account	Acct Type	Contract PO Type	Stat	Chk	Enc Date	First Rcvd Date	Chk/Void Date	Invoice
13-05021	11/18/13	1C002 INTERCON TRUCK EQUIPMENT INC										
1	RD DEPT SNOW PLOW SUPPLIES	1,660.65	3-01-	-137-207	B EQUIP. REPAIRS & SUPPLIES		R		11/18/13	02/13/14		
14-00004	01/15/14	00155 ATLANTIC CO. UTILITIES AUTH.										
2	JAN 2014 RECYCLING COLL. FEE	3,777.08	4-01-	-149-272	B RECYCLING FEES		R		02/18/14	02/18/14		668
14-00005	01/15/14	00155 ATLANTIC CO. UTILITIES AUTH.										
2	JAN 2014 TIPPING FEE	7,123.04	4-01-	-149-271	B TIPPING FEES		R		02/18/14	02/18/14		104
14-00025	01/15/14	00236 CANON FINANCIAL SERVICES, INC										
2	FEB 2014 POLICE COPIER LEASE	290.00	4-01-	-131-209	B COPIER SUPPLIES		R		02/18/14	02/18/14		13483051
14-00026	01/15/14	00236 CANON FINANCIAL SERVICES, INC										
3	MARCH 2014 BORO COPIER LEASE	402.80	4-01-	-101-209	B COPIER SUPPLIES		R		02/18/14	02/18/14		13505946
14-00041	01/15/14	01118 PUBLIC WORKS ASSOC OF N.J.										
1	2014 MEMBERSHIP FEE B. NIMHAY	50.00	4-01-	-137-205	B DUES		R		01/15/14	02/13/14		
14-00043	01/15/14	01090 PEDRONI FUEL CO										
1	JAN 2014 RD DEPT FUEL OIL	973.31	4-01-	-154-281	B GAS HEAT/HEATING FUEL		R		01/15/14	02/13/14		488388/471420
14-00044	01/15/14	JT001 JOHNSON'S TRUCK & AUTO REPAIR										
1	POLICE 2004 EXPLORER REPAIR	1,251.76	3-01-	-131-257	B AUTO MAINTENANCE/TIRES		R		01/15/14	02/13/14		3337
2	POLICE VEHICLE REPAIR	653.73	4-01-	-131-257	B AUTO MAINTENANCE/TIRES		R		01/24/14	02/13/14		3361
3	POLICE VEHICLE REPAIR	944.62	4-01-	-131-257	B AUTO MAINTENANCE/TIRES		R		01/24/14	02/13/14		3392
4	POLICE VEHICLE REPAIR	341.32	4-01-	-131-257	B AUTO MAINTENANCE/TIRES		R		01/31/14	02/13/14		3373
5	POLICE VEHICLE REPAIR	55.10	4-01-	-131-257	B AUTO MAINTENANCE/TIRES		R		01/31/14	02/13/14		3394
6	POLICE VEHICLE REPAIR	1,484.41	4-01-	-131-257	B AUTO MAINTENANCE/TIRES		R		01/31/14	02/20/14		
		4,730.94										
14-00049	01/16/14	00001 COMCAST CABLE										
4	FEB 8090 HALL INTERNET BILL	108.37	4-01-	-104-299	B MISC. COMPUTER OPERATIONS		R		02/19/14	02/19/14		

BOROUGH OF BUENA
Purchase order Listing By P.O. Number

[illegible]

Fund Description	Fund	Budget Total	Revenue Total	G/L Total
	01	3,432.56	0.00	0.00
	01	37,779.85	0.00	0.00
	10	260.00	0.00	0.00
Year Total:		38,039.85	0.00	0.00
	02	500.00	0.00	0.00
Total of All Funds:		41,972.41	0.00	0.00

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

NEXT MEETING: March 10, 2014
MEETING ADJOURNED: m/Baker s/Cugini RCVU

Prepared by Maryann Coraluzzo