

**Buena Vista Township Fire District No. 1
Minutes of Meeting**

October 13, 2020

The October 2020 meeting of the Board of Fire Commissioners of Buena Vista Township Fire District No. 1 at the Richland Fire House was called to order at 7:30 PM by Andrew J. Levari, III. Public notice of this meeting was sent to the Vineland Daily Journal and the Press of Atlantic City newspapers for publication as prescribed by law. All requirements of the Open Public Meeting Act have been achieved for this meeting in compliance with the Sunshine Law.

Roll Call

Linda M. Burshtin	Present: <u> X </u>	Absent: <u> </u>
Michael L. Burshtin	Present: <u> X </u>	Absent: <u> </u>
Andrew (Duke) Levari Jr.	Present: <u> X </u>	Absent: <u> </u>
Andrew (A.J.) Levari III	Present: <u> X </u>	Absent: <u> </u>
Mary Ann Micheletti-Levari	Present: <u> X </u>	Absent: <u> </u>

Review of Prior Meeting's Minutes: The minutes of the previous meeting were reviewed. A motion was made by Duke Levari and seconded by Mary Ann Micheletti to approve the minutes as presented, and all members present voted in the affirmative.

Treasurer's Report: Treasurer Lynn Burshtin reported the following:

Deposits for September:	
Checking account - Buena Vista Twp 3rd quarter tax levy	\$ 62,506.25
Checking account - Buena Vista Twp supplemental fire service	821.19
Operating savings account	None
Reserve savings account - 2020 capital outlay reserve	21,145.00

Interest for September:	
Checking account	\$ 15.22
Operating savings account	6.88
Reserve savings account	12.76

Ending Balance for September 30 (including above deposits and interest):	
Checking account (register balance)	\$ 222,664.05
Operating savings account	41,971.49
Reserve savings account	96,852.13

The 2020 supplemental fire service payment from Buena Vista Township was received and deposited on September 1. The third quarter tax levy from Buena Vista Township was received and deposited on September 28. A transfer of \$21,145.00 was made from the checking account to the Reserve savings account for the 2020 Reserve for Capital Outlay in accordance with Resolution 2020-12. A motion was made by A.J. Levari and seconded by Duke Levari to approve the Treasurer's Report, and all members present voted in the affirmative.

Bills: The following bills were presented for payment:

Atlantic City Electric - October bill	\$ 452.23
South Jersey Gas - October bill	35.15
Comcast - October internet/phone bill	125.89
Comcast - October cable bill	14.97
Bank of America - P-card, building and truck parts	72.21
County of Cumberland - Inv. 09092020 - burn building training	200.00
Buena Vista Twp EMS - 4th quarter payment	7,500.00
Continental Fire and Safety - Inv. K4510, 20-2299 - strobe, traffic cones, gloves	606.00
Ron Grattini - boat engine fuel	16.65
Glasstown Productions - Inv. 1079 - fire safety training video	1,500.00
U.S. Postal Service - PO Box annual renewal	92.00
LandPro Landscaping - Inv. 3506, 2020 lawn maintenance, Spring cleanup	2,630.00
Nicole Hinds - Inv. 10102020, CPR training	650.00

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V.E. Ralph & Son - Inv. 406986 - AED pads for Tanker 12-19	55.07
Impact Fleet/Mansfield Oil Co. - September truck fuel	125.70
Richland General Store - building/truck repairs	<u>95.96</u>
Total:	\$ 5,771.99

A motion was made by Mary Ann Micheletti and seconded by Duke Levari to pay all bills. Roll Call: L. Burshtin - Yes, M. Burshtin - Yes, Levari, Jr. - Yes, Levari III - Yes, Micheletti - Yes. Motion was approved.

Old Business: Michael Burshtin reported that no information has been yet received from Engine Bay Floors regarding the red paint color mismatch of the warranty repair of the bubbled truck bay floor coating. There has been no warranty response yet from Rosenbauer regarding the peeling paint around the rear door latches on Tanker 12-19.

New Business: Buena Vista Township Clerk Lisa Tilton and Buena Vista Township EMS Chief Soren Hudyma gave a presentation of the current status and future plans for the BVT EMS, and future budget plans. As discussed at meetings a year ago, the EMS is now transforming to a paid staff and has instituted soft billings of insurance claims using a billing service. There has been a significant improvement in run coverage. However, the current Covid-19 virus situation has greatly affected the 2020 financial expectations. Vehicle breakdowns, NJ State restrictions limiting the ability to transport patients, and extremely high costs for PPE and disinfecting equipment are negatively affecting both income and expenses. The EMS is now providing monthly run documentation financial statements to the Fire District, and have been audited by the Township. While the Township is greatly increasing its funding to the EMS as rapidly as possible, it is anticipated that Fire District funding will still be needed on a decreasing level for the next two years. The EMS is proposing that Fire District 1 provide \$25,000 for 2021 (\$5,000 reduction from 2020) and \$20,000 for 2022, with no Fire District funding needed thereafter. All Fire District funding would be placed in the EMS capital reserve fund. The Fire Commissioners discussed this proposal, and were generally satisfied to see that the Township and the BVT EMS have now come up with a practical path forward, and that the EMS has significantly improved their run assignment coverage, and the following resolution was offered:

Resolution 2020-13: (BVT EMS Funding) - A motion was made by Duke Levari and seconded by A.J. Levari that the Fire District 1 fund the Buena Vista Twp EMS in the amount of \$25,000 for 2021 and \$20,000 for 2022, with no funding thereafter. Roll Call: L. Burshtin - Yes, M. Burshtin - Yes, Levari, Jr. - Yes, Levari III - Yes, Micheletti - Yes. Motion was approved.

Treasurer Lynn Burshtin reported that proposals were received for preparation of the 2020 audit and 2021 budget from Matthew J. Preziosi of Preziosi Accounting Services, for the same cost as last year.

Resolution 2020-14: (Auditor) - A motion was made by Michael Burshtin and seconded by Duke Levari to authorize the Treasurer to award a professional services contract without competitive bidding pursuant to N.J.S.A. 40A:11-4 and 40A:11-5(1)(a)(I) to the firm of Preziosi Accounting Services, LLC for the time period of November 2020 until October 2021, for the preparation of the 2020 audit and the 2021 budget, at a cost not to exceed \$4,400.00. Roll Call: L. Burshtin - Yes, M. Burshtin - Yes, Levari, Jr. - Yes, Levari III - Yes, Micheletti - Yes. Motion was approved. The Secretary will arrange for publication of a legal notice of contract award without competitive bidding.

Correspondence: None

Public Comments: None

There being no further business, a motion was made for adjournment by Mary Ann Micheletti and seconded by Michael Burshtin. All members present voted in the affirmative. Meeting adjourned at 8:15 PM.

Respectfully Submitted: _____
Michael L. Burshtin
Secretary