

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

July 09, 2024

The July 2024 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 Levari Jr.. 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: _____
Randall J. Knapp, Jr.	Present: <u> X </u>	Absent: _____
Andrew (Duke) Levari Jr.	Present: <u> X </u>	Absent: _____
Andrew (A.J.) Levari III	Present: <u> X </u>	Absent: _____
Mary Ann Micheletti-Levari	Present: <u> X </u>	Absent: _____

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

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

Deposits:		
Checking account -	\$	None
Operating savings account		None
Reserve savings account		None
Interest:		
Checking account	\$	4.19
Operating savings account		13.30
Reserve savings account		19.80
Ending Balance (including above deposits and interest):		
Checking account (register balance)	\$	16,265.75
Operating savings account		108,163.45
Reserve savings account		161,012.93

The semi-annual automatic withdraw payment from the checking account of \$41,075.00 to USDA-Rural Development for the building loan was made on June 17. A motion was made by Mary-Ann 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	\$	445.16
South Jersey Gas		43.19
Comcast - internet/phone		154.13
Comcast - cable		19.99
Impact Fleet/Mansfield Oil Co. - truck fuel		254.56
Bank of America - P-Card (battery tools)		697.91
Elmer Door Company- Inv. 4222061024, Overhead doors service		371.00
MAB Cleaning Service- Inv. 1364, May cleaning		375.00
MAB Cleaning Service- Inv. 1365, June cleaning		375.00
One Stop Sign Shop- Inv. 1284, Ford Excursion new decals		1,275.00
T-Mobile- Inv. 982839172-12, truck tablets internet		40.60
Reliable Power Plus- Inv.7773, Building Generator Maintenance		375.00
Continentalc Fire and Safety- Inv.R1719, Turnout gear		10,944.00

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Richland General Store - Building maintenance

60.46  
Total: \$ 14,156.00

A motion was made by Randall Knapp and seconded by A.J. Levari to pay all bills. Roll Call: L. Burshtin - Yes, R. Knapp - Yes, Levari, Jr. - Yes, Levari III - Yes, Micheletti - Yes. Motion was approved.

Old Business: Secretary Randall Knapp announced the

The Secretary reported the overhead bay doors were serviced, and the building generator was serviced.

New Business: The Treasurer reported the audit report came in.

Audit Report: Treasurer Lynn Burshtin presented the report of audit for the fiscal year ending December 31, 2023 from the firm of Martini & Martini which was reviewed. There was no Corrective Action Plan required.

Resolution 2024-11: (Audit Report) - A motion was made by Lynn Burshtin and seconded by A.J. Levari to accept the audit report for the fiscal year ending December 31, 2023 including the section entitled "Schedule of Findings and Recommendations" which has been personally reviewed by each member, to give evidence of same by group affidavit to the NJ Local Finance Board, and to publish the audit results twice as prescribed by law. Roll Call: Burshtin - Yes, Knapp - Yes, Levari, Jr. - Yes, Levari III - Yes, Micheletti - Yes. Motion was approved. The Secretary will promptly arrange to have all Commissioners sign the group affidavit and send all required documentation to the NJ Department of Community Affairs, and to arrange for publication of the audit results.

Resolution 2024-12:(Transfer Funds)- A motion was made by Lynn Burshtin and seconded by Randall Knapp to authorize the Treasurer to transfer \$14,156.00 to the Checking Operating account from the Savings Operating account. Roll Call: Burshtin - Yes, Knapp - Yes, Levari, Jr. - Yes, Levari III - Yes, Micheletti - Yes. Motion was approved

Correspondence: None

Public Comments: None

There being no further business, a motion was made for adjournment by Mary-Ann and seconded by Lynn Burshtin. All members present voted in the affirmative. Meeting adjourned at 08:30 PM.

Respectfully Submitted: \_\_\_\_\_  
Randall J. Knapp, Jr.  
Secretary