

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

November 14, 2023

The November 2023 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 Acting Chairman Mary Ann Micheletti-Levari. 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>
Randall J. Knapp Jr.	Present: <u> X </u>	Absent: <u> _____ </u>
Andrew (Duke) Levari Jr.	Present: <u> _____ </u>	Absent: <u> X </u>
Andrew (A.J.) Levari III	Present: <u> _____ </u>	Absent: <u> X </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 Mary Ann Micheletti and seconded by Lynn Burshtin to approve the minutes as presented, and all members present voted in the affirmative.

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

<u>Deposits:</u>		
Checking account	\$	None
Operating savings account		None
Reserve savings account		None
 <u>Interest:</u>		
Checking account	\$	7.77
Operating savings account		13.77
Reserve savings account		20.49
 <u>Ending Balance (including above deposits and interest):</u>		
Checking account (register balance)	\$	181,231.41
Operating savings account		108,055.71
Reserve savings account		160,852.54

The Treasurer noted that the semi-annual mortgage payment to the US Department of Agriculture will be deducted from the checking account on December 15. A motion was made by Mary Ann Micheletti and seconded by Randall Knapp 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	\$	460.78
South Jersey Gas		40.50
Comcast - internet/phone		155.00
Comcast - cable		20.00
Bank of America - P-Card, Battery tools, Truck bay charging cords		1,231.88
Impact Fleet/Mansfield Oil Co. - truck fuel		420.02
T-Mobile - Inv. 982839172, 1 month truck tablet service		40.60
Western Pest Services - Inv. 8683976, pest control services		276.04
Orion- Inv. 00316903, roadside flares		375.00
Birch's Communications- Inv. 420417, Pager batteries		95.96
Vineland Auto Electric- Inv. 33839, 12-15 Batteries		570.98
Anthony D. Monfredo- Pressure washer, Command vehicle part		353.29
Mainero Family Chiropractic Center- Inv. 11.11.23, Respiratory forms		680.00
MAB Cleaning Service- Inv. 1346,1347,1348, Building cleanings Aug, Sept, Oct		1,125.00
Soren Hudyman- Inv. 001, Ford Excursion Lights		950.00
Dival Safety Equipment- Inv. 3367477, 4 Gas Meter, Helmets, Hoods		2,948.00

Buena Vista Township Fire District Number 1
Minutes of Meeting - November 14, 2023

Continental Fire&Safety- Inv. P4121,P4145,P4349, Safety vests,cones,truck parts	946.00
Richland General Store - vehicle maintenance	<u>91.94</u>
Total:	\$ 10,780.99

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

Old Business: Secretary Randall Knapp reported the scott packs ordered in September 2023, still have an estimated delivery date of December 11, 2023.

A decision should be made by the end of the month for The Leary Foundation Grant application.

The Buena Vista Township Committee approved Resolution 2023-16 regarding the 2024 Commissioner stipends.

New Business: Treasurer Lynn Burshtin reported that as the uniform allowance will be distributed to the Richland Volunteer Fire Company firefighters after November 30, the following resolution was offered:

Resolution 2023-19: (Uniform Allowance) - A motion was made by Lynn Burshtin and seconded by Randall Knapp to authorize the Treasurer to issue Uniform Allowance payments in accordance with the 2023 Budget amount of \$3,900.00, and to authorize the Fire District officers to sign these uniform allowance checks. Roll Call: L. Burshtin - Yes, R. Knapp - Yes, Levari, Jr. - Absent, Levari III - Absent, Micheletti - Yes. Motion was approved.

Resolution 2023-20: (Budget Approval) - A motion was made by Lynn Burshtin and seconded by Mary Ann Micheletti to approve a 2024 annual budget in compliance with the Property Tax Levy Cap Law, reflecting total revenues of \$336,984.00 including an amount to be raised by taxation of \$275,925.00 and total appropriations of \$336,984.00 including supplemental schedules, with the 2024 annual budget being considered for adoption at the December 12, 2023 meeting. Roll Call: L. Burshtin - Yes, R. Knapp - Yes, Levari, Jr. - Absent, Levari III - Absent, Micheletti - Yes. Motion was approved. The Secretary will submit the budget package to the New Jersey Department of Community Affairs for their review and approval.

The establishment of the required budget public hearing was discussed:

Resolution 2023-21: (Budget Public Hearing) - A motion was made by Randall Knapp and seconded by Lynn Burshtin to hold a public hearing on the proposed 2024 annual budget on Tuesday, December 12, 2023 at 7:30 PM at the Richland Fire House, Richland, NJ. Roll Call: L. Burshtin - Yes, R. Knapp - Yes, Levari, Jr. - Absent, Levari III - Absent, Micheletti - Yes. Motion was approved. The Secretary will arrange for publication of a legal notice of public hearing.

The Secretary announced that the NJ Department of Community Affairs had announced a 2023 American Rescue Plan Firefighter Grant program, for grants up to \$75,000 for Safety equipment, with applications due December 8. The Commissioners were in agreement to apply for the maximum amount of \$75,000 for replacement of the remaining 4500 psi SCBA equipment which will need to be obtained in the next year.

Resolution 2023-22: (American Rescue Plan Firefighter Grant) - A motion was made by Randall Knapp and seconded by Mary Ann Micheletti to authorize the Fire District to submit to the NJ Department of Community Affairs an American Rescue Plan Firefighter Grant application for \$75,000 for acquisition of replacement SCBA apparatus, and that the Chairman and Secretary are authorized to execute all required documents. Roll Call: L. Burshtin - Yes, R. Knapp - Yes, Levari, Jr. - Absent, Levari III - Absent, Micheletti - Yes. Motion was approved.

Buena Vista Township Fire District Number 1
Minutes of Meeting - November 14, 2023

Upon review of the budget, there is enough funds to purchase an additional SCBA to continue working towards replacing the SCBA's expiring next year. The following Resolution was made:

Resolution 2023-23: (One Scott X3 Pro SCBA) - A motion was made by Randall Knapp and seconded by Lynn Burshtin to award a purchase to DiVal Safety Equipment in accordance with their proposal 4T86700 for one Scott X3 Pro SCBA, two 4,500 psi 45 minute carbon fiber air cylinders, and one AV3000 HT medium face piece, at a total cost not to exceed \$8,900.00 reflecting the NJ State Contract price and including a customer loyalty discount. Roll Call: L. Burshtin - Yes, R. Knapp - Yes, Levari, Jr. - Absent, Levari III - Absent, Micheletti - Yes. Motion was approved.

Correspondence: None

Public Comments: None

There being no further business, a motion was made for adjournment by Lynn Burshtin and seconded by Randall Knapp. All members present voted in the affirmative. Meeting adjourned at 8:00 PM.

Respectfully Submitted: _____
Randall J. Knapp, Jr.
Secretary