

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

December 12, 2023

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

2024 Budget Public Hearing: At the start of the meeting, a Public Hearing on the proposed 2024 Fire District Budget, in accordance with Resolution 2023-21, was conducted at 7:30 PM by Chairman A.J. Levari. There were no public comments. The public hearing closed at 7:35 PM, and the following resolution was offered:

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

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

Deposits:	
Checking account	\$ 821.19
Operating savings account	None
Reserve savings account	None
Interest:	
Checking account	\$ 7.30
Operating savings account	13.32
Reserve savings account	19.83
Ending Balance (including above deposits and interest):	
Checking account (register balance)	\$ 171,278.91
Operating savings account	108,069.03
Reserve savings account	160,872.37

The 4th quarter tax payment from Buena Vista Township for \$66,564.25 is to be recieved soon. The semi-annual automatic payment of \$41,075.00 from the checking account to USDA-Rural Development for the building payments will take place on December 15. A motion was made by A.J. Levari and seconded by Mary Ann Micheletti 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	\$ 390.78
South Jersey Gas	130.17
Comcast - internet/phone	153.53
Comcast - cable	19.87
2022 Commissioner stipends	2,000.00
Uniform Allowance payments per Resolution 2023-19	3,900.00
Impact Fleet/Mansfield Oil Co. - truck fuel	246.03
DiVal Safety Equipment - Inv. 3396650, 1 Scott X3 SCBA with one cylinder	11,540.00
Atlantic Co. Firefighters Assoc. - Inv. 202378, Burn Building	297.50
Bank of America - P-card, SCBA batteries, OOS tags	39.20
DiVal Safety Equipment - Inv. 3386786,3390366 Cascade air test,chainsaw accessories.	879.00

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LandPro Landscaping - Inv. 3847, 2023 landscape services	4,761.00
T-Mobile - Inv. 982839172-17, truck tablet service	40.60
Daily Journal - Inv. 9546299, 9545981, legal ads for public hearing and election	70.47
MAB Cleaning Service- Inv. 1351, Building cleaning, Nov	375.00
Continental Fire&Safety- Inv. P4376,P3739,P4351,P4473,TIC,Turnout gear,Salvage tarps	9,311.00
Richland General Store - truck supplies	131.25
Total:	\$ 35,773.40

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

Old Business: The Chairman announced the order of two SCBA's have arrived and are in service.

The Chairman reported the SCBA purchased in Resolution 2023-23, has a reported delivery date of January 20, 2024.

The Treasurer announced the American Rescue Plan Fire Fighter Grant has been submitted.

New Business: Treasurer Lynn Burshtin reported that the NJ DCA approved the 2024 budget introduced last month, and that final adoption of the annual budget, as amended at the Public Hearing, was required.

Resolution 2023-24: (Budget Adoption) - A motion was made by Lynn Burshtin and seconded by MAry-Ann Levari reflecting total revenues of \$336,984, including an amount to be raised by taxation of \$275,925, and total appropriations of \$336,984, including supplemental schedules. Roll Call: L. Burshtin - Yes, R. Knapp-Absent, Levari, Jr. - Absent, Levari III - Yes, Micheletti - Yes. Motion was approved. The Secretary will submit the budget package to the New Jersey Department of Community Affairs for their final review and approval, and will arrange for publication of the required legal notices for the annual election on February 17, 2024.

The adaption of a temporary 2024 budget was discussed.

Resolution 2023-25: (2024 Temporary Budget) - A motion was made by Lynn Burshtin and seconded by A.J. Levari to adapt a temporary 2024 budget of 14 percent of the line items in the 2023 budget, as approved by law. Roll Call: L. Burshtin - Yes, R. Knapp-Absent, Levari, Jr. - Absent, Levari III - Yes, Micheletti - Yes. Motion was approved.

Correspondence: None

Public Comments: None

The Secretary announced that the 2024 annual election will be held on Saturday, February 17, 2024 from 2:00 PM until 9:00 PM in accordance with law. Two Commissioner positions for a full term of three years will be up for election (the term of office for Linda M. Burshtin and Andrew J. Levari, III. are expiring).

There being no further business, a motion was made for adjournment by Lynn Burshtin and seconded by Mary-Ann. All members present voted in the affirmative. Meeting adjourned at 8:05 PM.

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