

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

May 13, 2025

The May 2025 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>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> </u>	Absent: <u>X</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 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 April:

Deposits:

Checking account	\$	None
Operating savings account		None
Reserve savings account		None

Interest:

Checking account	\$	9.32
Operating savings account		14.09
Reserve savings account		22.48

Ending Balance (including above deposits and interest):

Checking account (register balance)	\$	224,898.48
Operating savings account		33,209.15
Reserve savings account		182,373.12

A motion was made by A.J. Levari 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-	\$	436.21
South Jersey Gas-		100.93
Comcast - Internet/phone bill		22.00
Comcast - Cable bill		157.34
Buena Vista Twp - 2025 JIF insurance Payment 1		10,118.00
Impact Fleet/Mansfield Oil Co. - April truck fuel		487.18
FD Testing Services - Inv. 853, Annual testing of hose and ground ladders		2,177.20
T-Mobile - Inv. 982839172-34, truck tables internet		52.60

The Daily Journal - Inv. 7013655 2025 legal ad: Notice of Meetings, Audit	44.87
MAB Cleaning- Inv. 1385, Building cleaning	375.00
Contintental Fire & Safety- Inv. S1303, 2 sets of turnout gear	7,461.95
Martini & Martini- Inv. 41175, 2024 audit, 2025 budget	10,000.00
Tony D's Auto Repair- Inv. 3329,75; 3341, 12-10/12-19 annual service, lawn repair	3,871.25
Richland General Store - Building Maintenance	37.96
Total:	\$ 35,342.49

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

Old Business: Secretary Randall Knapp reported that the annual hose & ladder testing was done.

The Secretary announced that the annual flow testing was completed.

The chairman announced 12-19 underwent its annual servicing.

New Business: The Secretary reported that our AED Pads are near the expiration date and will order new ones.

The Secretary announced the Firehouse Generator and Garage doors will get their annual service in the next upcoming month.

The Chairman reported that the area by the main entrance is becoming a hazard with the ground covers condition. He obtained three quotes to replace the ground cover with pavers. Pricing was too high at this time for the work to be completed.

The fire districts legal representative attended the meeting through zoom and presented the new rates of financing for the proposed firetruck. After discussion it was determined the Fire District should seek authorization to spend an additional \$60,000.00 relative to the purchase of the firetruck in accordance with Resolution 2024-01 utilizing capital monies of the Fire District. A capital meeting is required for such and the following resolution was proposed:

Resolution 2025-15: (Capital Money Special Meeting - A motion was made by A.J. Levari and seconded by Randall Knapp that the Commissioners of Fire District No. 1 in the Township of Buena Vista, County of Atlantic, shall hold a special meeting on May 27, 2025 between the hours of 6:00 to 9:00 p.m. at the Richland Firehouse, 876 Main Ave, Richland, NJ 08350 relative to securement of supplemental approval for the expenditure of monies relative to purchase of a firetruck which was previously approved by the voters in an amount not exceeding \$995,000.00. The Fire District seeks authorization to spend an additional \$60,000.00 relative to the purchase of the firetruck utilizing capital monies of the Fire District. At said meeting the legal voters shall either approve or disapprove of said expenditure of an additional \$60,000.00 relative to the purchase of the firetruck utilizing capital monies of the Fire District. Roll Call: Burshtin - Yes, Knapp - Yes, Levari, Jr. - Yes, Levari III - Yes, Micheletti - Absent. Motion was approved.

The Secretary will prepare a ballot, and provide all legal notices as required to hold such meeting and report the results to the DCA through FAST.

Pumper fire apparatus: The Secretary reported that our legal representative Richard Braslow was contacted regarding the purchase and financing requirements for the procurement of the Pumper fire apparatus. He is available to handle review of the procurement specification, and the application to the Local Finance Board. The following resolution was then offered:

Resolution 2025-16: (Pumper Legal Solicitor) - A motion was made by Randall Knapp and seconded by A.J. Levari to engage solicitor Richard M. Braslow as legal council as required for the purchase and

financing of a Pumper fire apparatus. Roll Call: L. Burshtin - Yes, R. Knapp - Yes, Levari Jr.- Yes, Micheletti - Absent, Levari III - Yes. Motion was approved.

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, 2024 from the firm of Martini & Martini which was reviewed. There was no Corrective Action Plan required.

Resolution 2025-17: (Audit Report) - A motion was made by Lynn Burshtin and seconded by Randall Knapp to accept the audit report for the fiscal year ending December 31, 2024 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 - Absent. 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.

The Secretary reported that for the last few years some hose lengths have failed due to age and the hose needs to be replaced. The following resolution was made:

Resolution 2025-18: (Fire Hose) - A motion was made by A.J. Levari and seconded by Randall Knapp to obtain bids and to purchase replacement fire hose with a price not to exceed \$10,000.00. Roll Call: Burshtin - Yes, Knapp - Yes, Levari, Jr. - Yes, Levari III - Yes, Micheletti - Absent. Motion was approved.

The chairman reported all of the bushes on the left side of the parking lot have died without sprinklers over there. A request was proposed to have the bushes removed and the other bushes and mulch beds cleaned up. The following Resolution was made:

Resolution 2025-19: (Spring Cleaning) - A motion was made by A.J. Levari and seconded by Duke Levari to have the Buena Vista Township Public Works Department remove the mulch bed, and bushes on the left side of the parking lot, and clean up the other mulch beds with a price not to exceed \$1,750.00. Roll Call: Burshtin - Yes, Knapp - Yes, Levari, Jr. - Yes, Levari III - Yes, Micheletti - Absent. Motion was approved.

Correspondence: None

Public Comments: None

There being no further business, a motion was made for adjournment by Duke Levari and seconded by Lynn Burshtin. All members present voted in the affirmative. Meeting adjourned at 9:40 PM.

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