

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

November 14, 2017

The November 2017 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 Stanley J. Tarquinio. 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 (A.J.) Levari III	Present: <u> X </u>	Absent: <u>    </u>
Mary Ann Micheletti-Levari	Present: <u> X </u>	Absent: <u>    </u>
Stanley J. Tarquinio	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 Stanley Tarquinio 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:

Deposits for October:

Checking account - Buena Vista Twp 2nd and 3rd quarter tax receipts	\$ 122,512.80
Operating savings account	None
Reserve savings account	None

Interest for October:

Checking account	\$ 8.59
Operating savings account	15.29
Reserve savings account	5.04

Ending Balance for October 31 (including above deposits and interest):

Checking account (register balance)	\$ 165,590.52
Operating savings account	72,034.21
Reserve savings account	23,747.42

On November 3 a FEMA grant reimbursement of \$6,896.00 was received to the checking account, and on November 13 a deposit of \$821.19 from Buena Vista Twp. was made to the checking account for the Supplemental Fire Service payment. A motion was made by Michael Burshtin 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 - October bill	\$ 396.69
Atlantic Co. Firefighters Assoc. - Inv. 201791, Axe, Rullan training	52.00
2017 Commissioners stipend	1,500.00
Witmer Public Safety Group - Inv. 1809358, FEMA Blitzfire monitor set	2,400.00
Billows Electric Supply - Inv. 3702652-00, 3702652-01, electrical parts	66.77
Michael L. Burshtin - 7 pkgs 36 count AA batteries	111.86
Continental Fire & Safety - Inv. G4125, FEMA fire hose	5,691.00
Continental Fire & Safety - Inv. G4126, fire hose	568.00
Daily Journal - Inv. 6019595, auditor legal ad	36.48
MES Pennsylvania - Inv. 1170424, FEMA deck gun monitor set	1,644.38
South Jersey Gas - October bill	27.18
US Postal Service - two coils stamps	98.00
Comcast - October bill	115.47
LandPro Landscaping - Inv. 3137, Aug-Sept lawn care	1,160.00

Buena Vista Township Fire District Number 1  
Minutes of Meeting - November 14, 2017

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MAB Cleaning - Inv. 1243, 1244, Sept-Oct building cleaning	750.00
Impac Fleet/Mansfield Oil Co. - October fuel	175.41
Richland General Store - building maintenance	58.93
Total:	\$ 14,852.17

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

Old Business: Lynn Burshtin reported that the NJ DCA had approved the FEMA grant budget revision to the 2017 budget. A.J. Levari reported that Pumper 12-10 developed an overheating problem during its return trip from the EES shop following the tank piping repairs, and is being further investigated for the cause.

New Business: Lynn Burshtin reported that South Jersey Gas Company announced a non-profit grant program, and the Richland Fire Company was making an application. Michael Burshtin reported that the AA batteries for all of the push-button key locks in the fire house had been replaced.

As the uniform allowance will be distributed to the firefighters after November 30, the following resolution was offered:

Resolution 2017-17: (Uniform Allowance) - A motion was made by Stanley Tarquinio and seconded by A.J. Levari to authorize the Treasurer to issue Uniform Allowance payments in accordance with the 2017 Budget amount of \$3,900.00, and to authorize the Fire District officers to sign these uniform allowance checks. Roll Call: L. Burshtin - Yes, M. Burshtin - Yes, Levari - Yes, Micheletti - Yes, Tarquinio - Yes. Motion was approved.

The Fire District Accountant Jim Preziosi submitted documentation regarding the proposed 2018 budget with comparisons to the previous year's expenditures.

Resolution 2017-18: (Budget Approval) - A motion was made by Stanley Tarquinio and seconded by Lynn Burshtin to approve a 2018 annual budget in compliance with the Property Tax Levy Cap Law, reflecting total revenues of \$246,084, including an amount to be raised by taxation of \$245,024, and total appropriations of \$246,084, including supplemental schedules, with the 2018 annual budget being considered for adaption at the December 12, 2017 meeting. Roll Call: L. Burshtin - Yes, M. Burshtin - Yes, Levari - Yes, Micheletti - Yes, Tarquinio - 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 budget public hearing was discussed:

Resolution 2017-19: (Budget Public Hearing) - A motion was made by Michael Burshtin and seconded by A.J. Levari to hold a public hearing on the proposed 2018 annual budget on Tuesday, December 12, 2017 at 7:30 PM at the Richland Fire House, Richland, NJ. Roll Call: L. Burshtin - Yes, M. Burshtin - Yes, Levari - Yes, Micheletti - Yes, Tarquinio - Yes. Motion was approved. The Secretary will arrange for publication of a legal notice of public hearing.

Correspondence: None

Public Comments: None

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

Respectfully Submitted: \_\_\_\_\_  
Michael L. Burshtin  
Secretary