

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

September 12, 2017

The September 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 August:		
Checking account	\$	None
Operating savings account		None
Reserve savings account		None
Interest for August:		
Checking account	\$	5.16
Operating savings account		15.29
Reserve savings account		5.04
Ending Balance for August 31 (including above deposits and interest):		
Checking account (register balance)	\$	54,670.96
Operating savings account		72,004.12
Reserve savings account		23,737.50

Check 1262 for \$2,500.00 for the BVT EMS as supplemental payment has been voided, as the required revision of the operating agreement was never issued by the EMS. A motion was made by Stanley Tarquinio 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 - August bill	\$	445.48
Continental Fire and Safety - Inv. G3697, CMG3659, elbows for 12-19		276.68
Anthony D. Monfredo - two hydrant equipment bags		46.00
Ronald Grattini -radio repair parts		150.64
South Jersey Gas - August bill		30.10
Staples - replacement all-in-one printer, toner		261.95
D'Agostino Water Solutions - Inv. 13831, repair hydrant well pump		1,325.00
Comcast - August bill		215.34
LandPro landscaping - Inv. 3103, May-July lawn service		1,480.00
MAB Cleaning Service - Inv. 1238, 1239 - July-August cleaning		750.00
MASE Concepts - Inv. 1482, pager and portable repairs, 12-11 antenna		891.14
Power Equipment Co. - Inv. 31206, generator annual service, building, 12-10, 12-11		980.00
Morgan-Francis Flagpole - flagpole repair, flags		410.11

Buena Vista Township Fire District Number 1
Minutes of Meeting - September 12, 2017

Impac Fleet/Mansfield Oil Co. - August truck fuel	100.22
V.E. Ralph and Son - Inv. 344624 - AED defibrillator for new Tanker 12-19	1,432.00
Richland General Store - building maintenance, truck repairs	112.02
Total:	\$ 8,906.68

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

Old Business: Treasurer Lynn Burshtin reported that we have received an insurance reimbursement payment of \$968.80 from Buena Vista Township for the insurance claim filed for the damaged 5" hose and couplings. She was informed that there will be an additional holdback payment of \$492.20 made when the insurance company has fully closed out the claim.

Stanley Tarquinio reported that the hydrant well pump was repaired and back in service. He investigated having a firefighter key card access system installed for entry to the building, but the cost was excessive, about \$3,500 for one door to be equipped. Buena Vista Twp EMS has never responded to the new agreement letter sent several months ago.

Tanker-Pumper fire apparatus: Michael Burshtin reported that the Rosenbauer local dealer, Defender, is following up to resolve the issues found on the initial delivery of tanker-pumper 12-19. Rosenbauer has requested that the new truck be included as part of their sales display at the 2017 state fire convention in Wildwood, and the Commissioners were in agreement. It will also be entered for judging at the annual memorial parade.

New Business: FEMA Grant: Michael Burshtin reported that on August 18, the Fire District was awarded a FEMA Assistance to Firefighters grant based upon our application filed in November 2016, to purchase equipment to furnish the new tanker-pumper in compliance with NFPA standard 1901. The award is No. EMW-2016-FO-03480. The total amount of \$24,830.00, consisting of a Federal grant amount of \$23,648.00 and a Fire District local 5% match of \$1,182.00. All funds must be expended within 1 year, and FEMA requires multiple written price proposals be obtained in accordance with Federal procurement regulations. The Secretary noted that, in hopeful anticipation of receiving the grant and working with the Fire Chief, multiple written price quotations were obtained for all of the equipment listed in the grant application that is currently being purchased to equip the new tanker-pumper, so we are already in compliance to start the reimbursement process.

Treasurer Lynn Burshtin reported that the 5% local match can be taken from our Contingent Expenses line item in the budget. Accountant Jim Preziosi has informed us that in accordance with State statute NJSA 40A:14-78.5, we must now amend our budget by resolution to insert this special item of revenue and its local match amount, as it was not anticipated at the time of the adoption of the 2017 budget, and submit the resolution to the NJ Department of Community Affairs for concurrence. The following resolution was then offered:

Resolution 2017-15: (FEMA Grant Budget Revision) - A motion was made by Lynn Burshtin and seconded by Stanley Tarquinio whereas on August 18, 2017 the Federal Emergency Management Agency (FEMA) awarded an Assistance to Firefighters Grant EMW-2016-FO-03480 to Buena Vista Township Fire District 1 in the total amount of \$24,830.00, consisting of a Federal grant amount of \$23,648.00 and a Fire District local 5% match of \$1,182.00.

Now, therefore, be it resolved, that Buena Vista Township Fire District No. 1, Atlantic County, New Jersey, hereby requests the Director of the Division of Local Government Services to approve the insertion of an item of revenue in the budget of the year 2017 in the sum of \$ 23,648.00, which is now available from the Federal Emergency Management Agency Assistance to Firefighters Grant; and

Be it further resolved that the sum of \$ 1,182.00 representing the amount required for the Fire District's share of the aforementioned undertaking or improvement appears in the budget of the year 2017 under the caption

Buena Vista Township Fire District Number 1
Minutes of Meeting - September 12, 2017

Contingent Expenses and is hereby re-appropriated under the caption of Appropriations Offset with Revenue - Other (FEMA Grant). Roll Call: L. Burshtin - Yes, M. Burshtin - Yes, Levari - Yes, Micheletti - Yes, Tarquinio - Yes. Motion was approved. The Secretary will submit the resolution to the NJ DCA.

Correspondence: None

Public Comments: None

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

Respectfully Submitted: _____
Michael L. Burshtin
Secretary