

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

December 12, 2017

The December 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 A.J. 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>
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>    </u>	Absent: <u> X </u>

2018 Budget Public Hearing: At the start of the meeting, a Public Hearing on the proposed 2018 Fire District Budget, in accordance with Resolution 2017-19, was conducted at 7:30 PM by A.J. Levari. There were no public comments, and the public hearing closed at 7:35 PM.

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:

Deposits for November:

Checking account - FEMA reimbursement, Supplemental Fire Service	\$	9,997.19
Operating savings account		None
Reserve savings account		None

Interest for November:

Checking account	\$	13.81
Operating savings account		14.80
Reserve savings account		4.88

Ending Balance for November 30 (including above deposits and interest):

Checking account (register balance)	\$	160,749.35
Operating savings account		72,049.01
Reserve savings account		23,752.30

During November FEMA grant reimbursements of \$9,176.00 were received to the checking account, and a deposit of \$821.19 from Buena Vista Twp. was made to the checking account for the Supplemental Fire Service payment. 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 Michael Burshtin and seconded by A.J. Levari 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 - December bill	\$	417.48
Uniform Allowance payments per Resolution 2017-17		3,900.00
South Jersey Gas - December bill		168.82
Comcast - December bill		116.17
Impac Fleet/Mansfield Oil Co. - November truck fuel		189.00
Buena Vista Twp. EMS - 4th quarter 2017 payment		5,000.00
Continental Fire & Safety - Inv. G5082-5084, 5094, helmets, gloves, hoods		1,724.85
Cruzan Freightliner - Inv. 176381, Pumper 12-10 repairs		476.58
Emergency Equipment Sales - Inv. 17-1287, 17-1308, Pumper 12-10 repairs		4,423.46
MAB Cleaning Service - Inv. 1246, 1247, Nov and Dec cleaning		750.00

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Berco Fleet Service - Inv. 9677, Pumper 12-10 repairs	135.33
Daily Journal - Inv 6044712, 2580169, legal ads for budget and public hearing	82.42
MASE Concepts - Inv. 1452, Pumper 12-11 siren	825.00
Richland General Store - Building maintenance	<u>37.94</u>
Total:	\$ 15,766.68

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

Old Business: Officer Ron Grattini reported that Pumper 12-10 overheating issue was checked out, and was finally determined to be defective water temperature gauges on both the dashboard and pump panel and a defective temperature sensor. The truck is now experiencing throttle issues and a check engine light, the previously installed throttle pedal from Fire & Safety was determined by the EES shop in Trenton to be the incorrect model for the application and is being replaced. Pumper 12-11 is experiencing a check engine light, determined to be the turbo sensors. They are both expected to be repaired in the next week. Replacement chrome front grill trim is being sent out under warranty from Freightliner for Tanker 12-19.

New Business: Treasurer Lynn Burshtin reported that the NJ DCA approved the 2018 budget submitted last month, and the final adoption of the annual budget was required.

Resolution 2017-20: (Budget Adoption) - A motion was made by Lynn Burshtin and seconded by Mary Ann Micheletti to adopt 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. Roll Call: L. Burshtin - Yes, M. Burshtin - Yes, Levari - Yes, Micheletti - Yes, Tarquinio - Absent. 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, 2018.

The adaption of a temporary 2018 budget was discussed.

Resolution 2017-21: (2018 Temporary Budget) - A motion was made by Lynn Burshtin and seconded by A.J. Levari to adapt a temporary 2018 budget of 14 percent of the line items in the 2017 budget, as approved by law. Roll Call: L. Burshtin - Yes, M. Burshtin - Yes, Levari - Yes, Micheletti - Yes, Tarquinio - Absent. Motion was approved.

The Treasurer reported that the Richland Fire Company requested that the Fire District acquire Narcan through the Atlantic County Public Health Department to equip the Richland Fire Company so as to deal with drug overdose issues discovered when responding to an incident. The Fire Commissioners were in agreement, and the Treasurer will contact Atlantic County to handle.

Correspondence: None

Public Comments: None

The Secretary announced that the 2018 annual election will be held on Saturday, February 17, 2018 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 A.J. Levari and Lynn Burshtin are expiring).

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

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