

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

February 13, 2018

The February 2018 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 Acting Chairman Mary Ann Micheletti-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> </u>	Absent: <u> X </u>
Mary Ann Micheletti-Levari	Present: <u> X </u>	Absent: <u> </u>
Stanley J. Tarquinio	Present: <u> </u>	Absent: <u> X </u>

Resignation: Secretary Michael Burshtin reported with regret that Stanley J. Tarquinio submitted a letter of resignation effective February 5, 2018 from his positions of both Chairman and Fire Commissioner. His term of office expires in March 2020. Since his resignation was too late to include in the February 17 Annual Election for the unexpired term of office, in accordance with N.J.S.A. 40A:14-70, his vacancy shall be filled by the remaining Fire Commissioners until the next succeeding annual election.

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, including the December 2017 savings account information not available at the previous meeting:

<u>Deposits for January:</u>		
Checking account	\$	None
Operating savings account		None
Reserve savings account		None
 <u>Interest for January:</u>		
Checking account	\$	13.73
Operating savings account - December 2017		15.30
Operating savings account - January 2018		15.30
Reserve savings account - December 2017		5.04
Reserve savings account - January 2018		5.04
 <u>Ending Balance for January 31 (including above deposits and interest):</u>		
Checking account (register balance)	\$	159,056.34
Operating savings account		72,079.61
Reserve savings account		23,762.38

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 - February bill	\$	515.98
South Jersey Gas - February bill		892.55
Comcast - February bill		118.37
Impac Fleet/Mansfield Oil Co. - January truck fuel		305.87
Buena Family Practice - Inv. 3819118-00, Bowen, Kelly physicals		225.00

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Atlantic Co. Firefighters Assoc. - Inv. 2018-037, dues	100.00
Atlantic Co, Fire Chiefs Assoc. - Inv. 2018-036, dues	20.00
Billows Electric Supply - Inv. 3819118-00, truck bay lamps	240.00
LandPro Landscaping - Inv. 3208, Oct.-Nov. lawn service	610.00
Truax Patient Services - Inv. 011018BVTFD1, 5 sets of Narcan	375.00
MES Pennsylvania - Inv. IN1195741, Hurst tools annual service	1,553.00
Daily Journal - election legal ad	62.28
Continental Fire & Safety - Inv. H1210, H1211, helmet, boots	703.20
Continental Fire & Safety - Inv. H1213, hydrant tool bag/FEMA	90.00
Continental Fire & Safety - Inv. H1214, gas meter kit/FEMA	1,360.00
Richland General Store - Building maintenance	<u>462.32</u>
Total:	\$ 7,633.57

The Treasurer noted that we were operating under a temporary budget in accordance with Resolution 2017-21. A motion was made by Mary Ann Micheletti and seconded by Michael Burshtin to pay all bills. Roll Call: L. Burshtin - Yes, M. Burshtin - Yes, Levari - Absent, Micheletti - Yes. Motion was approved.

Old Business: All trucks had their annual servicing performed at Berco, except the new Tanker 12-19. The Narcan was delivered and placed in the vehicles.

New Business: The Secretary reported that the NJ DCA had returned the final adopted 2018 budget. The Treasurer submitted the 2017 files for audit. The Secretary reported that the half-year performance report was filed with FEMA regarding the grant, and that he is working with the Fire Chief to use up the remaining grant funds.

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). The required legal advertisements have been issued, and the absentee ballot sent to the Atlantic County Clerk.

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 8:30 PM.

Respectfully Submitted: _____
Michael L. Burshtin
Secretary