

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

March 9, 2021

The March 2021 reorganization 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 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>
Michael L. Burshtin	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>  X  </u>	Absent: <u>      </u>

Resolution 2021-4: (Officers) - A motion was made by Duke Levari and seconded by Mary Ann Micheletti to nominate Andrew (A.J.) Levari III as Chairman, Michael L. Burshtin as Secretary and Linda M. Burshtin as Treasurer for the next year. Roll Call: L. Burshtin - Yes, M. Burshtin - Yes, Levari, Jr. - Yes, Levari III - Yes, Micheletti - Yes. Motion was approved.

Resolution 2021-5: (Fund Depositories) - A motion was made by Lynn Burshtin and seconded by A.J. Levari to designate Newfield National Bank as the legal depositories of Fire District funds for the next year. Roll Call: L. Burshtin - Yes, M. Burshtin - Yes, Levari, Jr. - Yes, Levari III - Yes, Micheletti - Yes. Motion was approved.

Resolution 2021-6: (Check Signatories) - A motion was made by Mary Ann Micheletti and seconded by Duke Levari that only two signatures, that of the Chairman and the Treasurer, be required on Fire District checks, and that the signature of the Secretary may substitute for the absence of one individual. Roll Call: L. Burshtin - Yes, M. Burshtin - Yes, Levari, Jr. - Yes, Levari III - Yes, Micheletti - Yes. Motion was approved.

Resolution 2021-7: (Meeting Dates) - A motion was made by Michael Burshtin and seconded by Mary Ann Micheletti to hold meetings on the second Tuesday of each month until March 2022, all starting at 7:30 PM at the Richland Fire House meeting room, with a budget workshop at the October 2021 regular meeting, budget approval at the November 2021 regular meeting, a public hearing on the budget and final adaption of the budget at the December 2021 regular meeting, and the 2022 reorganization meeting at the March 2022 regular meeting. Roll Call: L. Burshtin - Yes, M. Burshtin - Yes, Levari, Jr. - Yes, Levari III - Yes, Micheletti - Yes. Motion was approved.

Resolution 2021-8: (Newspapers) - A motion was made by A.J. Levari and seconded by Lynn Burshtin to designate the Vineland Daily Journal and the Press of Atlantic City as the Fire District newspapers for Public Notices for the next year. Roll Call: L. Burshtin - Yes, M. Burshtin - Yes, Levari, Jr. - Yes, Levari III - Yes, Micheletti - Yes. Motion was approved.

Resolution 2021-9: (Legal Representation) - A motion was made by A.J. Levari and seconded by Lynn Burshtin to designate Richard Braslow as the Fire District legal representative as needed during the next year. Roll Call: L. Burshtin - Yes, M. Burshtin - Yes, Levari, Jr. - Yes, Levari III - Yes, Micheletti - Yes. Motion was approved.

Resolution 2021-10: (Cash Management Plan) - A motion was made by Duke Levari and seconded by Michael Burshtin to approve the 2020 Cash Management Plan. Roll Call: L. Burshtin - Yes, M. Burshtin - Yes, Levari, Jr. - Yes, Levari III - Yes, Micheletti - Yes. Motion was approved.

Resolution 2021-11: (Bonding of Treasurer) - A motion was made by A.J. Levari and seconded by Mary Ann Micheletti that the Fire District Treasurer continue to be bonded in the minimum amount of \$100,000.00, in accordance with N.J.S.A. 40A:14-89, to be provided by means of the JIF Statewide Insurance plan. Roll Call: L. Burshtin - Yes, M. Burshtin - Yes, Levari, Jr. - Yes, Levari III - Yes, Micheletti - Yes. Motion was approved.

Resolution 2021-12 (Open Public Records Plan) - A motion was made by Michael Burshtin and seconded by A.J. Levari to continue in force the Open Public Records Plan enacted by resolution the previous year. Roll Call: L. Burshtin - Yes, M. Burshtin - Yes, Levari, Jr. - Yes, Levari III - Yes, Micheletti - Yes. Motion was

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approved.

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 Duke Levari 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 February:		
Checking account	\$	None
Operating savings account		None
Reserve savings account		None
Interest for February:		
Checking account	\$	5.10
Operating savings account		12.03
Reserve savings account		11.15
Ending Balance for February 28 (including above deposits and interest):		
Checking account (register balance)	\$	129,124.31
Operating savings account		104,526.70
Reserve savings account		96,920.10

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 - March bill	\$	538.69
South Jersey Gas - March bill		723.29
Comcast - March internet/phone bill		151.96
Comcast - March cable bill		19.97
Commerce Bank - Inv. 173923, annual lease payment for Tanker-Pumper		24,388.99
Impac Fleet/Mansfield Oil Co. - February truck fuel		105.22
Rudy Cinotti Electrical - Inv. 1639, repair building siren wiring		369.00
Bank of America - Inv. 9637, P-Card computer software		105.56
Daily Journal - Inv. 3671192, revised election notice legal ad		39.72
Preziosi Accounting Services - Inv. 957, audit/budget professional services		4,400.00
MAB Cleaning Service - Inv. 1304, 1305, Jan. - Feb. cleaning		750.00
Mid Atlantic Fire and Air - Inv. 21-458, repair cascade compressor		1,175.40
Richland General Store - Building maintenance		32.90
Total:	\$	32,800.70

The Treasurer noted that Commerce Bank is the payee for the Municipal Asset Management, Inc. financing for the Rosenbauer tanker-pumper 12-19 annual lease-purchase financing payments of \$24,388.99 (interest rate is 2.49%). A motion was made by Michael Burshtin and seconded by Duke Levari to pay all bills. Roll Call: L. Burshtin - Yes, M. Burshtin - Yes, Levari, Jr. - Yes, Levari III - Yes, Micheletti - Yes. Motion was approved.

Old Business: Secretary Michael Burshtin reported that the cascade air compressor was repaired. The Rosenbauer dealer Defender reinstalled the repainted and corrected rear door panels for Tanker 12-19 under warranty. The defective building siren underground wiring was replaced, and we are awaiting crane service for the replacement of the siren with the spare unit, once the snowy weather abates. The Atlantic County Board of Elections notified Buena Vista Township that the postponed Fire District annual election on April 20 will be conducted in-person from 6 AM until 8 PM and combined with the Buena Regional School District bond

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referendum, but details are still incomplete. The 2020 audit report and documentation was sent to the NJ Department of Community Affairs, and the audit results were published twice as required. There was no decision yet made by FEMA on the AFG grant application, and we were notified that several letters of support were submitted to FEMA. USDA sent their annual loan servicing letter for 2021 for the building loan, and the requested financial data was submitted.

New Business: The Secretary will place the required newspaper legal ads for the Public Meeting notice, file the Fire District roster and Public Meeting notice with the Buena Vista Township Clerk, and update the Fire District internet site.

Richland Fire Chief Anthony D. Monfredo requested approval for the purchase of three sets of turnout equipment, and the Fire Commissioners were in agreement. He requested that the Tango-Tango radio service not be renewed as it is no longer needed.

Correspondence: None

Public Comments: None

The Secretary announced that the 2021 annual election has been rescheduled due to Executive Order 211 from February 20, 2021 to Tuesday, April 20, 2021. Two Commissioner positions for a full term of three years will be up for election (the terms of office for Lynn Burshtin and A.J. Levari are expiring).

There being no further business, a motion was made for adjournment by Duke Levari and seconded by Mary Ann Micheletti. All members present voted in the affirmative. Meeting adjourned at 8:15 PM.

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