

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

December 14, 2021

The December 2021 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 Andrew 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: _____
Michael L. Burshtin	Present: <u>X</u>	Absent: _____
Andrew (Duke) Levari Jr.	Present: <u>X</u>	Absent: _____
Andrew (A.J.) Levari III	Present: <u>X</u>	Absent: _____
Mary Ann Micheletti-Levari	Present: <u>X</u>	Absent: _____

2022 Budget Public Hearing: At the start of the meeting, a Public Hearing on the proposed 2022 Fire District Budget, in accordance with Resolution 2021-19, was conducted at 7:30 PM by Chairman 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 Lynn Burshtin and seconded by A.J. 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 November:

Checking account - Insurance settlement for Pumper 12-11 fire damage	\$	8,278.50
Operating savings account		None
Reserve savings account		None

Interest for November:

Checking account	\$	7.51
Operating savings account		10.29
Reserve savings account		14.57

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

Checking account (register balance)	\$	181,155.41
Operating savings account		83,494.24
Reserve savings account		118,180.34

The Treasurer reported that the insurance settlement check was received from Buena Vista Township, and was deposited on November 15. The 4th quarter tax payment from Buena Vista Township is due shortly. 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 Mary Ann Micheletti and seconded by Duke 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	\$	413.21
South Jersey Gas - December bill		245.08
Comcast - December internet/phone bill		150.32
Comcast - December cable bill		17.47
2021 Commissioners stipend		2,000.00
Uniform Allowance payments per Resolution 2021-17		3,900.00
Continental Fire & Safety - Inv. L5389, adapters, spanners, wrenches		976.00
Buena Vista Twp EMS - 4th quarter payment		6,250.00
Impact Fleet/Mansfield Oil Co. - November truck fuel		206.13
Clegg's Garage - Inv. 35239, Pumper 12-10 throttle repairs, annual servicing		3,745.92
Ambient Comfort - Inv. S-4417, truck bay heater service call		105.00

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Bank of America - November P-card purchases, hand tools	19.61
Michael Burshtin - Pumper 12-10 throttle pedal	40.00
Anthony D. Monfredo - Fire Chief 2021 vehicle fuel stipend	100.00
Staples Credit Plan - Inv. 2450, Chief's office computer monitor	179.98
Berco Fleet Services - Inv. 33251, 33254, trucks 12-15 and 12-19 annual service	1,241.10
Continental Fire and Safety - Inv. L4099, 4 sets of turnout coats/pants	10,124.00
Daily Journal - Inv. 4234275, three legal ads for public hearing and election	102.39
Western Pest Services - Inv. 7219535, pest control	268.00
Richland General Store - truck supplies	57.74
Total:	\$ 30,141.95

A motion was made by A.J. Levari 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 we are still awaiting Fire & Safety Services, Ltd, the Pierce fire pumper dealer, receiving the back-ordered parts from the factory to start the repairs for the engine fire damage on the 2008 Pierce Contender pumper 12-11. The truck will have its annual servicing, transmission oil change and pump servicing performed when shopped. The pumper 12-10 continuing throttle pedal idle validation faults were repaired, which was found to be defective truck wire harness connections to the engine. An air compressor coolant leak and defective coolant sensor were also repaired. The annual servicing was performed on trucks 12-15 and 12-19. All pumpers now have fully stock hydrant bags, and an alarm call bag was prepared for pumper 12-10. The defective ballasts in the front alcove and lobby were replaced, and the Fire House siren motor starter was adjusted to correct its overload tripping.

New Business: Treasurer Lynn Burshtin reported that the NJ DCA approved the 2022 budget introduced last month, and that final adoption of the annual budget was required.

Resolution 2021-20: (Budget Adoption) - A motion was made by Lynn Burshtin and seconded by Duke Levari to adopt a 2022 annual budget in compliance with the Property Tax Levy Cap Law, reflecting total revenues of \$267,316, including an amount to be raised by taxation of \$266,257, and total appropriations of \$267,316, including supplemental schedules. Roll Call: L. Burshtin - Yes, M. Burshtin - Yes, Levari, Jr. - Yes, Levari III - Yes, Micheletti - Yes. 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 19, 2022.

The adaption of a temporary 2022 budget was discussed.

Resolution 2021-21: (2022 Temporary Budget) - A motion was made by Lynn Burshtin and seconded by Mary Ann Micheletti to adapt a temporary 2022 budget of 14 percent of the line items in the 2021 budget, as approved by law. Roll Call: L. Burshtin - Yes, M. Burshtin - Yes, Levari, Jr. - Yes, Levari III - Yes, Micheletti - Yes. Motion was approved.

Correspondence: None

Public Comments: None

The Secretary announced that the 2022 annual election will be held on Saturday, February 19, 2022 from 2:00 PM until 9:00 PM in accordance with law. One Commissioner position for a full term of three years will be up for election (the term of office for Mary Ann Micheletti-Levari is expiring).

There being no further business, a motion was made for adjournment by Lynn Burshtin and seconded by Duke Levari. All members present voted in the affirmative. Meeting adjourned at 8:05 PM.

Respectfully Submitted: _____
Michael L. Burshtin
Secretary