

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

January 12, 2021

The January 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 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 (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>

Review of Prior Meeting's Minutes: The minutes of the previous meeting were reviewed. A motion was made by Lynn Burshtin and seconded by Mary Ann Micheletti 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 December:	
Checking account	\$       None
Operating savings account - BVT 4th quarter tax levy	62,506.25
Reserve savings account	None
Interest for December:	
Checking account	\$       7.37
Operating savings account	9.69
Reserve savings account	12.31
Ending Balance for December 31 (including above deposits and interest):	
Checking account (register balance)	\$ 141,706.91
Operating savings account	104,501.36
Reserve savings account	96,896.60

The Treasurer reported that the semi-annual automatic payment of \$41,075.00 from the checking account to USDA-Rural Development for the building payments took place on December 15. A motion was made by Duke Levari 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 - January bill	\$ 557.57
South Jersey Gas - January bill	527.83
Comcast - January internet/phone bill	144.87
Comcast - January cable bill	14.97
Atlantic Co. Firefighters Assoc. - Inv. 2021-037, dues	100.00
Atlantic Co. Fire Chiefs Assoc. - Inv. 2021-036, dues	20.00
Bank of America - Inv. 9637, Dec2020 (laptop, motion detectors)	788.38
Buena Vista Twp EMS (1st quarter payment)	6,250.00
Vineland Auto Electric - Inv. 327649, 12-11 light tower/generator servicing	498.42
Rental Country Inc. - Inv. 1-493426-01, backpack blower	506.96
Impac Fleet/Mansfield Oil Co. - December truck fuel	330.07
Richland General Store - building supplies	<u>74.47</u>
Total:	\$ 9,813.54

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The Treasurer noted that we were operating under a temporary budget in accordance with Resolution 2020-20. A motion was made by Mary Ann Micheletti and seconded by A.J. 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 three of the four truck bay fluorescent light fixtures used for 24 hour night lighting were converted to low energy LED tube fixtures. The fourth fixture will be converted when additional LED tubes are available. The three truck bay lighting motion detectors are acting erratic, and were replaced with new detectors. The Harrison hydraulic generator and the Will-Burt light tower on Pumper 12-11 had their maintenance servicing performed. The 12 volt LED conversion floodlights for Pumper 12-10 have been delayed in shipment due to Covid virus issues, and are being awaited. Pumper 12-10 had a check engine light, which was caused by a coolant sensor, and the radiator was filled. The Rosenbauer dealer Defender did a service call to reinstall the repainted rear door panels for Tanker 12-19 under warranty, but the technician discovered some paint quality issues during installation and returned the doors for correction. Photos have been sent to Engine Bay Floors regarding the incorrect red floor paint color during the recent warranty repair.

Ken Badger, Sr. has been coming in for some time to perform the Richland Fire Company NFIRS fire reports for the State using the Firehouse software in the Chief's office. Due to Covid virus concerns, he asked if he could be supplied a laptop so as to be able to perform the reports at home and avoid spending the day at the fire house. The two 2000 vintage Toshiba laptops were checked, and both were found to have burned-out screen lamps and were not repairable, and have been retired. A refurbished HP office laptop with extended warranty running Windows 10 Pro was obtained, and the Firehouse software successfully transferred to it. It is reported to be working very well.

The Scott cascade air compressor has started to vent its high pressure cylinder safety valve when approaching the 6000 psi shutoff pressure, and a service call was placed. It was found that the problem is a defective set of check valves contained within the high pressure cylinder head, which will require head replacement. Unfortunately they are a long lead time back order item. The service company arranged to have the compressor temporarily operate under manual control to keep it functioning. When the safety valve starts to pop, select the Dump setting on the control box (this purges the compressor filters), and when the Dump light extinguishes, shut off the compressor.

New Business: Treasurer Lynn Burshtin reported that the final adopted 2021 budget was not yet returned from the NJ DCA. The records are being assembled for the 2020 audit. The 2021 fleet insurance cards have been placed in the trucks. Land Pro Landscaping has replaced the dead shrubs around the parking lot.

The Secretary reported that due to continuing Covid-19 concerns, the Governor of New Jersey has issued Executive Order 211 which would postpone all upcoming elections in New Jersey this year (including the Fire District annual election on the third Saturday in February) to Tuesday, April 20, 2021, extend the Fire Commissioner term of office to April 20, and allow a 30 percent temporary budget. The method of conducting the election (either in-person or entirely by mail) would later be determined by the State. Candidate petitions would be accepted up to 28 days before the April 20 date. The following Resolution was then offered:

Resolution 2021-1: (Executive Order 211) - A motion was made by Michael Burshtin and seconded by Duke Levari, in accordance with Executive Order 211 issued by the Governor of New Jersey, to postpone the date of the Fire District February annual election to April 20, 2021, extend the current Fire Commissioner term of office to April 20, and to adopt a temporary 2021 budget of 30 percent of the line items in the 2020 budget (replacing Resolution 2020-20). Roll Call: L. Burshtin - Yes, M. Burshtin - Yes, Levari, Jr. - Yes, Levari III - Yes, Micheletti - Yes. Motion was approved. The Secretary will issue a revised legal notice of election.

Michael Burshtin reported that the Fire House three-phase siren has recently been acting erratically and is running slower than usual. Motor current draw is 2 to 3 time higher than normal, but the motor visually appears to be spinning freely. The motor was completely rewired with new bearings 10 years ago. The junction box at the base of the siren pole was found to have pulled apart, and rain water has entered the underground wire conduit. Electrical megger tests have confirmed that the underground wiring is submerged in water, and that two of the three motor phase windings are open circuit. A quotation for rebuilding the siren

motor was obtained for \$3,088. There is a second-hand spare siren of unknown condition in the shed. After some discussions, the Commissioners requested that the spare siren first be checked to see if it could be used to replace the existing unit. If not, investigate which siren would be the most economical to repair. A crane and/or bucket truck may be required to remove and install the siren from the top of the pole. The underground wiring (and perhaps the motor starter) will require replacement in any case. In addition, determine the cost of a new replacement siren for comparison.

Chief Anthony Monfredo of the Richland Fire Company reported that the Fire Company is investigating the installation of modern ipads in each truck to allow automatic NFIRS incident reporting, fire pre-plans, maintenance tracking and training records. Various software support options are being examined.

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 Mary Ann Micheletti and seconded by Duke Levari. All members present voted in the affirmative. Meeting adjourned at 8:30 PM.

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