

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

December 13, 2022

The December 2022 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: <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>

2023 Budget Public Hearing: At the start of the meeting, a Public Hearing on the proposed 2023 Fire District Budget, in accordance with Resolution 2022-24, was conducted at 7:30 PM by Chairman A.J. Levari. There were no public comments. Treasurer Lynn Burshtin testified that since the time of our 2023 Budget was approved at the November meeting, the New Jersey Department of Community Affairs notified the Fire District that it was awarded an American Rescue Plan Firefighter Grant of \$45,000 for the purchase of Self-Contained Breathing Apparatus (SCBAs). The 2023 Budget must be amended to reflect this grant. The public hearing closed at 7:35 PM, and the following resolution was offered:

Resolution 2022-25: (2023 Budget Amendment) - A motion was made by Lynn Burshtin and seconded by Michael Burshtin to amend the 2023 Budget, which was approved at the November 2022 meeting and by the NJ Department of Community Affairs, to reflect later receipt of an American Rescue Plan Firefighter Grant from the NJ Department of Community Affairs, by including \$45,000 as Other Revenues Offset with Appropriations, and \$45,000 as Appropriations Offset with Revenues for the purchase of SCBAs, with the adopted 2023 Budget to reflect total revenues of \$312,316, including an amount to be raised by taxation of \$266,257, and total appropriations of \$312,316. Roll Call: L. Burshtin - Yes, M. Burshtin - Yes, Levari, Jr. - Yes, Levari III - Yes, Micheletti - Yes. Motion was approved.

Review of Prior Meeting's Minutes: The minutes of the previous meeting were reviewed. A motion was made by Lynn Burshtin 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 for November:

Deposits:		
Checking account	\$	None
Operating savings account		None
Reserve savings account		None
Interest:		
Checking account	\$	8.74
Operating savings account		7.70
Reserve savings account		17.20
Ending Balance (including above deposits and interest):		
Checking account (register balance)	\$	202,465.81
Operating savings account		62,465.80
Reserve savings account		139,511.52

The 4th quarter tax payment from Buena Vista Township for \$66,564.25 was received and deposited into the Operating savings account on December 13. 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.

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Bills: The following bills were presented for payment:

Atlantic City Electric	\$ 404.87
South Jersey Gas	318.50
Comcast - internet/phone	150.99
Comcast - cable	18.49
2022 Commissioner stipends	2,000.00
Uniform Allowance payments per Resolution 2022-22	3,900.00
A.A. Auto Salvage - Inv. 348915, 2 cars for extrication training	200.00
Impact Fleet/Mansfield Oil Co. - truck fuel	390.25
DiVal Safety Equipment - Inv. 3203852, 2 Scott X3 SCBAs with one cylinder each	16,446.00
Atlantic Co. Firefighters Assoc. - Inv. 202228, CPR class, 2 firefighter class shirts	92.00
Bank of America - P-card, hand tool sets for 12-10 and 12-19, anti-virus renewal	93.94
DiVal Safety Equipment - Inv. 3199097, 3201457, Cascade compressor air test, boots	525.00
LandPro Landscaping - Inv. 3763, Oct-Dec landscape services	625.00
Anthony D. Monfredo - Fire Chief 2022 vehicle fuel stipend	100.00
T-Mobile - Inv. 982839172, 2 months truck tablet service	82.08
Vineland Environmental Labs - Inv. 103583, building water test	375.00
Birch's Communications - Inv. 419874, 3 pagers and amplifier bases	1,839.00
Service Tire Truck Center - Inv. 22-0088664-016, replacement tires for 12-11	3,654.06
Daily Journal - Inv. 5043144, 5125068, three legal ads for public hearing and election	103.17
South Jersey Water Conditioning - Inv. AS-47168, annual water conditioning service	339.00
Staples Credit Plan - printer supplies	129.99
V.E. Ralph & Son - Inv. 445948, 445949, replacement AED pads	372.00
Richland General Store - truck supplies	15.28
Total:	\$ 32,174.62

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 announced that the NJ Department of Community Affairs on December 5 formally notified the Fire District that it was awarded an American Rescue Plan Firefighter grant of \$45,000.00, to provide funds to replace life-expiring Self-Contained Breathing Apparatus (SCBAs) with modern SCBAs having larger capacity. Our original request was for a grant of \$67,500.00 with a local match of \$7,500.00, but the amount we were awarded was among the largest State grant amounts. The local match continues to be \$7,500.00.

Discussions with the Richland Volunteer Fire Company Chief Anthony Monfredo and fire officers concluded that the desired upgraded replacement SCBA from our present Scott 2.2 SCBAs with 2,216 psi air cylinders would be the Scott X3 series with a 4,500 psi, 45 minute air cylinder. This version SCBA has also been selected by our adjacent mutual aid fire companies, which would provide commonality of training, usage and spare air cylinders on the fire ground. The Treasurer determined that we have sufficient 2022 budget funds available to immediately procure two SCBA sets. The regional Scott SCBA distributor, DiVal Safety Equipment (formally Mid-Atlantic Fire & Air) was contacted for a price proposal, and submitted proposal T5599 for two Scott X3 Pro SCBAs, two 4,500 psi 45 minute carbon fiber air cylinders, and two AV3000 HT medium face pieces, at a total cost of \$16,446.00 reflecting the NJ State Contract price and including a customer loyalty discount. The following resolution was then offered:

Resolution 2022-26: (Two Scott X3 Pro SCBAs) - A motion was made by Michael Burshtin and seconded by A.J. Levari to award a purchase to DiVal Safety Equipment in accordance with their proposal T5599 for two Scott X3 Pro SCBAs, two 4,500 psi 45 minute carbon fiber air cylinders, and two AV3000 HT medium face pieces, at a total cost not to exceed \$16,446.00 reflecting the NJ State Contract price and including a customer loyalty discount. Roll Call: L. Burshtin - Yes, M. Burshtin - Yes, Levari, Jr. - Yes, Levari III - Yes, Micheletti - Yes. Motion was approved.

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New Business: Treasurer Lynn Burshtin reported that the NJ DCA approved the 2023 budget introduced last month, and that final adoption of the annual budget, as amended at the Public Hearing, was required. As noted above, following budget introduction the Fire District was then notified by the NJ Department of Community Affairs of receipt of an American Rescue Plan Firefighter Grant, and the above Resolution amended the budget by including \$45,000 as Other Revenues Offset with Appropriations, and \$45,000 as Appropriations Offset with Revenues for the purchase of SCBAs. Our accountant Matt Preziosi has reviewed and approved this amended budget reflecting the NJ DCA grant.

Resolution 2022-27: (Budget Adoption) - A motion was made by Lynn Burshtin and seconded by Duke Levari to adopt an amended 2023 annual budget in compliance with the Property Tax Levy Cap Law, reflecting total revenues of \$312,316, including an amount to be raised by taxation of \$266,257, and total appropriations of \$312,316, 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 18, 2023.

The adaption of a temporary 2023 budget was discussed.

Resolution 2022-28: (2023 Temporary Budget) - A motion was made by Lynn Burshtin and seconded by Mary Ann Micheletti to adapt a temporary 2023 budget of 14 percent of the line items in the 2022 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 2023 annual election will be held on Saturday, February 18, 2023 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 Michael L. Burshtin and Andrew J. Levari, Jr. are 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