

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

December 10, 2024

The December 2024 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

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| Linda M. Burshtin | Present: <u> X </u> | Absent: <u> </u> |
| Randall J. Knapp Jr. | Present: <u> </u> | Absent: <u> X </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> |

2025 Budget Public Hearing: At the start of the meeting, a Public Hearing on the proposed 2025 Fire District Budget, in accordance with Resolution 2024-20, was conducted at 7:30 PM by Chairman A.J. Levari. There were no public comments. 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 Mary-Ann 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:

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| Deposits: | |
| Checking account | \$ 67,500.00 |
| Operating savings account | None |
| Reserve savings account | None |
| Interest: | |
| Checking account | \$ 7.68 |
| Operating savings account | 4.08 |
| Reserve savings account | 20.93 |
| Ending Balance (including above deposits and interest): | |
| Checking account (register balance) | \$ 237,561.33 |
| Operating savings account | 33,188.66 |
| Reserve savings account | 182,260.05 |

A paper check from the NJ DCA for the full reimbursement of \$67,500.00 for the 2024 Firefighters Grant for the SCBA purchase was received and deposited on November 29. The 4th quarter tax payment from Buena Vista Township is due shortly. The semi-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 A.J. Levari 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:

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| Atlantic City Electric | \$ 376.77 |
| South Jersey Gas | 146.21 |
| Comcast - internet/phone | 154.71 |
| Comcast - cable | 19.99 |

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|---|--------------|
| 2024 Commissioner stipends | 2,000.00 |
| Uniform Allowance payments per Resolution 2024-14 | 3,900.00 |
| Impact Fleet/Mansfield Oil Co. - truck fuel | 108.94 |
| DiVal Safety Equipment - Inv. 35942156 | 145.00 |
| T-Mobile - Inv. 982839172-17, truck tablet service | 52.60 |
| MAB Cleaning Service- Inv. 1367, Building cleaning, Aug/Oct/Nov | 1,125.00 |
| Continental Fire&Safety- Inv. R4635, R4634 Stokes Basket | 1,556.00 |
| Richland General Store - truck supplies | 232.25 |
| Total: | \$ 10,930.22 |

A motion was made by Mary-Ann Levari and seconded by Duke Levari to pay all bills. Roll Call: L. Burshtin - Yes, R. Knapp - Absent, Levari, Jr. - Yes, Levari III - Yes, Micheletti - Yes. Motion was approved.

Old Business: The chairman reported he is still awaiting tire quotes for Tender 12-19.

The trucks are scheduled for their servicing starting on the second week of January.

The Treasurer reported the 2024 NJ DCA Firefighters Grant: The final program report for the purchase of replacement SCBA's under the 2024 American Rescue Plan Firefighter Grant, grant agreement number 2024-04989-0635-00, was submitted to the NJ DCA on November 10, and was approved on November 12. The final Final Status Report with all documentation receipts was submitted for reimbursement of the \$67,500.00 grant amount on November 17, and was approved on November 18. the paper check for the full amount was received and deposited on November 29. the grant is now fully closed out.

New Business: Treasurer Lynn Burshtin reported that the NJ DCA approved the 2025 budget introduced last month, and that final adoption of the annual budget.

Resolution 2024-21: (Budget Adoption) - A motion was made by Lynn Burshtin and seconded by Duke Levari to adopt a 2025 annual budget in compliance with the Property Tax Levy Cap Law, reflecting total revenues of \$281,344 including an amount to be raised by taxation of \$280,285, and total appropriations of \$281,344 including supplemental schedules. Roll Call: L. Burshtin - Yes, R. Knapp-Absent, 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 15, 2025.

The adaption of a temporary 2025 budget was discussed.

Resolution 2024-22: (2025 Temporary Budget) - A motion was made by Lynn Burshtin and seconded by A.J. Levari to adapt a temporary 2025 budget of 14 percent of the line items in the 2025 budget, as approved by law. Roll Call: L. Burshtin - Yes, R. Knapp-Absent, Levari, Jr. - Yes, Levari III - Yes, Micheletti - Yes. Motion was approved.

Correspondence: None

Public Comments: None

The Secretary announced that the 2025 annual election will be held on Saturday, February 15, 2025 from 2:00 PM until 9:00 PM in accordance with law. One Commissioner positions for a full term of three years will be up for election (the term of office for Mary-Ann Micheletti 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 8:25 PM.

Respectfully Submitted: _____
Randall J. Knapp, Jr.
Secretary