

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

November 11, 2025

The November 2025 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 Acting Chairman Mary Ann Micheletti-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>
Randall J. Knapp Jr.	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>

Treasurer's Report: Treasurer Lynn Burshtin reported the following for October:

Deposits:		
Checking account	\$	70,071.25
Operating savings account		None
Reserve savings account		None

Interest:		
Checking account	\$	11.11
Operating savings account		4.23
Reserve savings account		26.43

Ending Balance (including above deposits and interest):		
Checking account (register balance)	\$	271,008.71
Operating savings account		33,234.27
Reserve savings account		228,048.26

A motion was made by Duke Levari and seconded by Randall Knapp 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	\$	393.51
South Jersey Gas		60.21
Comcast - internet/phone		158.22
Comcast - cable		22.00
Impact Fleet/Mansfield Oil Co. - truck fuel		146.67
T-Mobile - Inv. 982839172, 1 month truck tablet service		53.40
DiVal Safety- Inv 3812630, Compressor breathing air test/ maintenance		780.00
MAB Cleaning Service- Inv. 1394, 1395, Building cleaning		750.00
Primo Brands- Inv. 05J8720267118, water cooler supplies		83.16
U.S. Bank Corporate Payment Systems, Staples/ Office Supplies		<u>23.99</u>
Total:	\$	2,549.09

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

Old Business: The Buena Vista Township Committee approved Resolution 2025-24 regarding the 2026 Commissioner stipends.

New Business: The Chairman reported The building sprinkler system has been blown out for the winter months

Resolution 2025-26: (Budget Approval) - A motion was made by Lynn Burshtin and seconded by Duke Levari to approve a 2026 annual budget in compliance with the Property Tax Levy Cap Law, reflecting total revenues of \$310,050.00 including an amount to be raised by taxation of \$308,991.00 and total appropriations of \$310,050.00 including supplemental schedules, with the 2026 annual budget being considered for adoption at the December 09, 2025 meeting. Roll Call: L. Burshtin - Yes, R. Knapp - 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 review and approval.

The establishment of the required budget public hearing was discussed:

Resolution 2025-27: (Budget Public Hearing) - A motion was made by Randall Knapp and seconded by Duke Levari to hold a public hearing on the proposed 2026 annual budget on Tuesday, December 09, 2025 at 7:30 PM at the Richland Fire House, Richland, NJ. Roll Call: L. Burshtin - Yes, R. Knapp - Yes, Levari, Jr. - Yes, Levari III - Yes, Micheletti - Yes. Motion was approved. The Secretary will arrange for publication of a legal notice of public hearing.

The chairman announced the sprinklers were blown out.

The Secretary announced the annual water testing is scheduled for this month.

Correspondence: None

Public Comments: None

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: \_\_\_\_\_  
Randall J. Knapp, Jr.  
Secretary