

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

December 9, 2025

The December 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 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>
Randall J. Knapp Jr.	Present: <u> X </u>	Absent: <u> </u>
Andrew (Duke) Levari Jr.	Present: <u> </u>	Absent: <u> X </u>
Andrew (A.J.) Levari III	Present: <u> X </u>	Absent: <u> </u>
Mary Ann Micheletti-Levari	Present: <u> X </u>	Absent: <u> </u>

2026 Budget Public Hearing: At the start of the meeting, a Public Hearing on the proposed 2026 Fire District Budget, in accordance with Resolution 2025-27, 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 A.J. Levari 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:

<u>Deposits:</u>		
Checking account	\$	None
Operating savings account		None
Reserve savings account		None
<u>Interest:</u>		
Checking account	\$	11.10
Operating savings account		4.10
Reserve savings account		28.12
<u>Ending Balance (including above deposits and interest):</u>		
Checking account (register balance)	\$	268,470.72
Operating savings account		33,238.37
Reserve savings account		228,076.38

Bills: The following bills were presented for payment:

Atlantic City Electric	\$	422.37
South Jersey Gas		97.79
Comcast - internet/phone		161.50
Comcast - cable		23.00
2025 Commissioner stipends		2,000.00
Uniform Allowance payments		3,900.00
Impact Fleet/Mansfield Oil Co. - truck fuel		59.21
T-Mobile - Inv. 982839172-41, truck tablet service		56.40
Primo Brands- water cooler supplies		39.18
South Jersey Welding Supply-Inv. 1825046, oxygen bottle refills		42.88

U.S. Bank- Staples, office supplies	299.99
Western Pest Services- Inv.9972261, pest control	295.36
Richland General Store - building maint	49.98
Total:	\$ 10,930.22

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

Old Business: The chairman reported he is still awaiting quotes for the siren to be repaired.

The Secretary announced the water test has been done and passed.

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 2025-28: (Budget Adoption) - A motion was made by Lynn Burshtin and seconded by A.J. Levari to adopt a 2026 annual budget in compliance with the Property Tax Levy Cap Law, reflecting total revenues of \$310,050 including an amount to be raised by taxation of \$308,991, and total appropriations of \$310,050 including supplemental schedules. Roll Call: L. Burshtin - Yes, R. Knapp-Yes, Levari, Jr. -Absent, 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 14, 2026.

The adaption of a temporary 2026 budget was discussed.

Resolution 2025-29: (2026 Temporary Budget) - A motion was made by Lynn Burshtin and seconded by Mary-Ann to adapt a temporary 2026 budget of 14 percent of the line items in the 2026 budget, as approved by law. Roll Call: L. Burshtin - Yes, R. Knapp-Yes, Levari, Jr. - Absent, Levari III - Yes, Micheletti - Yes. Motion was approved.

Correspondence: None

Public Comments: None

The Secretary announced that the 2026 annual election will be held on Saturday, February 14, 2026 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 Andrew J. Levari Jr., and Randall J. Knapp Jr. are expiring).

There being no further business, a motion was made for adjournment by Lynn Burshtin and seconded by Mary-Ann. All members present voted in the affirmative. Meeting adjourned at 8:35 PM.

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