

Buena Vista Township Fire District No. 1

Minutes of Meeting

October 14, 2025

The October 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>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 Duke Levari and seconded by Lynn Burshtin to approve the minutes as presented, and all members present voted in the affirmative.

Treasurer's Report: The Treasurer reported the following for September:

Deposits:

Checking account -	\$	None
Operating savings account		None
Reserve savings account		None

Interest:

Checking account	\$	10.37
Operating savings account		4.10
Reserve savings account		22.50

Ending Balance (including above deposits and interest):

Checking account (register balance)	\$	248,663.99
Operating savings account		33,230.04
Reserve savings account		182,487.83

A motion was made by A.J. Levari and seconded by Mary-Ann 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	\$	560.13
South Jersey Gas		44.55
Comcast - internet/phone		158.09
Comcast - cable		23.00
Impact Fleet/Mansfield Oil Co. - truck fuel		406.65
US Postal Service - annual PO Box rent		126.00
T-Mobile - Inv. 982839172-39		53.40
Alert-All Corp. - Inv. 223091132, fire prevention materials		720.90
Buena Vista Township Fire District 1- Annual transfer to Capital Reserve		45,534.00
Richland General Store- Building Maintenance		110.92
Total:	\$	47,737.64

A motion was made by Randall Knapp and seconded by Mary-Ann 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 chairman reported we are still waiting on quotes to repair the siren.

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The Secretary presented the needed equipment list to outfit the new firetruck expected in 2027.

New Business: The Treasurer announced that she is drafting a preliminary 2026 budget as done in prior years.

Resolution 2025-23: (Budget Increase)- A motion was made by Randall Knapp and seconded by Duke Levari to add an additional Thirty Thousand dollars to the 2026 budget. Roll Call: L. Burshtin - Yes, R. Knapp - Yes, Levari, Jr. - Yes, Levari III - Yes, Micheletti - Yes. Motion was approved. The Treasurer will arrange for the new system to be installed.

The NJ DCA requires as part of its budget approval that the Fire District issue an annual resolution regarding Commissioner stipends for Buena Vista Township approval, regardless if the amount is modified or not, as was done last year, and the following resolution was then offered:

Resolution 2025-24: (2026 Commissioner Stipends) - A motion was made by Randall Knapp and seconded by Lynn Burshtin, WHEREAS, N.J.S.A. 40A:14-88 states that each member of the Board of Fire Commissioners shall receive as compensation such amounts as the Board shall fix subject to review by the governing body wherein the Fire District is located, and WHEREAS, the Board of Fire Commissioners of Buena Vista Township Fire District No. 1 has issued its Commissioners an annual stipend for the last several years, and WHEREAS, the NJ Department of Community Affairs now requires that the Fire District must seek annual approval of elected Commissioner compensation from the municipal governing body regardless of whether the Board is modifying the amount of compensation, and WHEREAS, the compensation shall be contingent upon the Municipal Governing Body approval, NOW, THEREFORE BE IT RESOLVED, that the Board of Fire Commissioners of Buena Vista Township Fire District No. 1 hereby continues for 2026 an annual stipend to the members of the Board of \$500 for the Chairman, Secretary and Treasurer and \$250 for the remaining two members of the Board. BE IT FURTHER RESOLVED that the Secretary of the Fire District is hereby directed to promptly submit a certified true copy of this resolution to the Buena Vista Township committee for review and approval as required under N.J.S.A. 40A:14-88. Roll Call: L. Burshtin - Yes, R. Knapp - Yes, Levari, Jr. - Yes, Levari III - Yes, Micheletti - Yes. Motion was approved.

Treasurer Lynn Burshtin reported that proposals were requested from Martini and Martini, and other firms for preparation of the 2025 audit and 2026 budget, and the only proposal received was from Martini and Martini.

Resolution 2025-25: (Auditor) - A motion was made by Duke Levari and seconded by Mary-Ann to authorize the Treasurer to award a professional services contract without competitive bidding pursuant to N.J.S.A. 40A:11-4 and 40A:11-5(1)(a)(I) to the firm of Martini and Martini, CPA, Pa for the time period of November 2025 until October 2026, for the preparation of the 2025 audit and the 2026 budget, at a cost not to exceed \$10,250.00. 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 contract award without competitive bidding.

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 8:45 PM.

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