

Buena Vista Township Fire District No. 1 Minutes of Meeting

January 14, 2025

The January 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 A.J. Levari 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 December:

Deposits

Checking account- BVT 4th Quarter tax levy	\$ 68,981.26
Operating savings account	None
Reserve savings account	None

Interest:

Checking account	\$ 9.40
Operating savings account	4.22
Reserve savings account	23.16

Ending Balance (including above deposits and interest):

Checking account (register balance)	\$ 255,367.95
Operating savings account	33,192.78
Reserve savings account	182,283.21

The 4th quarter tax payment from Buena Vista Township for \$68,981.26 was received and deposited into the Operating savings account on December 24. The semi-annual automatic payment of \$41,075.00 from the checking account to USDA-Rural Development for the building payments took place on December 16. A motion was made by Randall Knapp 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:

Atlantic City Electric	\$ 446.72
South Jersey Gas	453.42
Comcast - internet/phone	157.36
Comcast - cable	19.99
MAB Cleaning Service - Inv. 1377, Dec cleaning	375.00
Impact Fleet/Mansfield Oil Co. - truck fuel	272.46
Bank of America - P-card, building lighting ballasts	42.63
T-Mobile - Inv. 982839172-29, truck tablet internet	52.60
Elmer Door Company- Inv. 8949121224, repair to bay door	344.00

Daily Journal- Inv. 6847238, legal ad- notice of public hearing	38.36
Active 911- Inv. 604198, additional licenses-firefighter notifications	26.95
Richard M. Braslow- Inv. 5250, legal services	35.00
Richland General Store -building maintenance	24.16

Total: \$ 2,288.65

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: Secretary Randall Knapp reported that Rescue-Engine 12-11 was the first vehicle to receive its annual servicing beginning on January 13, with the other three trucks to follow soon after.

The Secretary presented the quotes received for new tires on Tender 12-19 as requested at the November 2024 meeting, the following resolution was offered:

Resolution 2025-01: (Truck Tires) - A motion was made by A.J. Levari and seconded by Mary Ann Micheletti to award a purchase to Service Tire Truck Centers, in accordance with their proposal 24-0164125-016 for the purchase of ten tires with a price not to exceed \$7,500.00. Roll Call: L. Burshtin - Yes, R. Knapp - Yes, Levari, Jr. - Yes, Levari III - Yes, Micheletti - Yes. Motion was approved.

New Business: Treasurer Lynn Burshtin noted that we were operating under a temporary budget in accordance with Resolution 2024-22. The final adopted 2025 budget was not yet returned from the NJ DCA. The records are being assembled for the 2024 audit.

The New Jersey PEOSHA requirements for public employees also includes volunteer fire fighters. One of the requirements is a respiratory protection program, which required a medical survey of all new members and office examination where found necessary by a licensed medical practitioner. The Richland Fire Company has obtained prices from several certified occupational health practitioners, and the lowest cost provider is Dr. John Mainiero, the following resolution was offered:

Resolution 2025-02: (Respiratory Protection Medical Exam) - A motion was made by Randall Knapp and seconded by A.J. Levari to use the services of Dr. John Mainiero for the NJ PEOSHA respiratory protection medical examinations. Roll Call: L. Burshtin - Yes, R. Knapp - Yes, Levari, Jr. - Yes, Levari III - Yes, Micheletti - Yes. Motion was approved

Secretary Randall Knapp reported the Governor issued on December 31, 2024, the Primary Election date has been changed from June 03, 2025 to June 10, 2025.

The Secretary announced the Kitchen Inspection took place in December and on December 16, 2024 the Richland Fire Company received a Satisfactory Report and Certificate.

The Secretary announced that the Fire Company's annual fit testing has been completed on January 06, 2025.

The Chairman announced the mobile cascade is due for servicing and repairs.

The Secretary reported the 2025 Insurance Cards have been signed for at the Town Hall and placed in each apparatus.

Treasurer Lynn Burshtin reported our current Purchasing Card with Bank of America will no longer be allowed to be used. The following Resolution was offered:

Resolution 2025-03: (Purchasing Card) - A motion was made by Lynn Burshtin and seconded by A.J. Levari to use U.S. Bank of for the lender of our Purchasing Card(P-Card). Roll Call: L. Burshtin - Yes, R. Knapp - Yes, Levari, Jr. - Yes, Levari III - Yes, Micheletti - Yes. Motion was approved

The Chairman reported the New Truck Committee held its final meeting in deciding the manufacturer of the new truck. Subject to the approval of financing, the following resolution was then offered regarding the acquisition of a Tanker-Pumper fire apparatus:

Resolution 2025-04:(Vehicle Acquisition) - A motion was made by A.J. Levari and seconded by Randall Knapp to authorize the Fire District officers and lawyer to award a letter of intent to Pierce, for the acquisition of a Pumper fire apparatus, pending NJ Local Finance Board approval. Roll Call: L. Burshtin - Yes, R. Knapp - Yes, Levari - Yes, Levari III - Yes, Micheletti - Yes. Motion was approved. The Secretary will arrange for the required legal notice of intent to purchase.

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 position for a full term of three years will be up for election (the term of office for Mary-Ann Micheletti is expiring).

There being no further business, a motion was made for adjournment by Randall Knapp and seconded by Duke Levari. All members present voted in the affirmative. Meeting adjourned at 8:45 PM.

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