Buena Vista Township Fire District No. 1
Minutes of Meeting

March 24, 2026

The March 2026 reorganization 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 Andrew Levari Jr. 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: X	Absent:
Randall J. Knapp, Jr.	Present: X	Absent:
Andrew (Duke) Levari Jr.	Present: X	Absent:
Andrew (A.J.) Levari III	Present:	Absent: X
Mary Ann Micheletti-Levari	Present: X	Absent:

Report of Annual Election: The Annual Election was conducted on Saturday, February 21, 2026 at the Richland Fire House from 2 PM to 9 PM. Results for the election of two Fire Commissioners for a full term of 3 years were as follows:

Andrew J. Levari Jr. - 6 votes at poll + 19votes by mail + 0 provisional votes = 25 total votes
Randall J. Knapp Jr. - 5 votes at poll + 18votes by mail + 0 provisional votes = 23 total votes

Andrew J. Levari Jr. and Randall J. Knapp Jr. was declared to be elected. Results of the 2026 budget approval was as follows:

Yes - 4 votes at poll + 18 votes by mail + 0 provisional votes = 22 total votes
No - 2 votes at poll + 1 votes by mail + 0 provisional votes = 3 total votes

The 2026 budget was declared to be approved, with 88 percent approval by those voting. The Secretary has reported the results of the annual election to the NJ Department of Community Affairs and the Buena Vista Township Clerk.

Oath of Office: Newly-elected Fire Commissioner Andrew J. Levari Jr. and Randall J. Knapp Jr formally received the oath of office.

Resolution 2026-01: (Officers) - A motion was made by Mary-Ann and seconded by Duke Levari to nominate Andrew (A.J.) Levari III as Chairman, Randall J. Knapp, Jr. as Secretary and Linda M. Burshtin as Treasurer for the next year. Roll Call: Burshtin - Yes, Knapp - Yes, Levari, Jr. - Yes, Levari III - Absent, Micheletti - Yes. Motion was approved.

Resolution 2026-02: (Fund Depositories) - A motion was made by Lynn Burshtin and seconded by Randall Knapp to designate Newfield National Bank as the legal depositories of Fire District funds for the next year. Roll Call: Burshtin - Yes, Knapp - Yes, Levari, Jr. - Yes, Levari III - Absent, Micheletti - Yes. Motion was approved.

Resolution 2026-03: (Check Signatories) - A motion was made by Randall Knapp and seconded by Duke Levari that only two signatures, that of the Chairman and the Treasurer, be required on Fire District checks, and that the signature of the Secretary may substitute for the absence of one individual. Roll Call: Burshtin - Yes, Knapp - Yes, Levari, Jr. - Yes, Levari III - Absent, Micheletti - Yes. Motion was approved.

Resolution 2026-04: (Meeting Dates) - A motion was made by Randall Knapp and seconded by Mary-Ann to hold meetings on the second Tuesday of each month until March 2027, all starting at 7:00 PM at the

Richland Fire House meeting room, with a budget workshop at the October 2026 regular meeting, budget approval at the November 2026 regular meeting, a public hearing on the budget and final adaption of the budget at the December 2026 regular meeting, and the 2027 reorganization meeting at the March 2027 regular meeting. Roll Call: Burshtin - Yes, Knapp - Yes, Levari, Jr. - Yes, Levari III - Absent, Micheletti - Yes. Motion was approved.

Resolution 2026-05: (Newspapers) - A motion was made by Randall Knapp and seconded by Lynn Burshtin to designate the Vineland Daily Journal and the Press of Atlantic City as the Fire District newspapers for Public Notices for the next year. Roll Call: Burshtin - Yes, Knapp - Yes, Levari, Jr. - Yes, Levari III - Absent, Micheletti - Yes. Motion was approved.

Resolution 2026-06: (Legal Representation) - A motion was made by Randall Knapp and seconded by Lynn Burshtin to designate Richard Braslow as the Fire District legal representative as needed during the next year. Roll Call: Burshtin - Yes, Knapp - Yes, Levari, Jr. - Yes, Levari III - Absent, Micheletti - Yes. Motion was approved.

Resolution 2026-07 (Cash Management Plan) - A motion was made by Lynn Burshtin and seconded by A.J. Levari to continue in force the Cash Management Plan enacted by resolution the previous year. Roll Call: Burshtin - Yes, Knapp - Yes, Levari, Jr. - Yes, Levari III - Absent, Micheletti - Yes. Motion was approved.

Resolution 2026-08: (Bonding of Treasurer) - A motion was made by Mary- Ann and seconded by Randall Knapp that the Fire District Treasurer continue to be bonded in the minimum amount of $100,000.00, in accordance with N.J.S.A. 40A:14-89, to be provided by means of the JIF Statewide Insurance plan. Roll Call: Burshtin - Yes, Knapp - Yes, Levari, Jr. - Yes, Levari III - Absent, Micheletti - Yes. Motion was approved.

Resolution 2026-09: (Open Public Records Plan) - A motion was made by Lynn Burshtin and seconded by Duke Levari to continue in force the Open Public Records Plan enacted by resolution the previous year. Roll Call: Burshtin - Yes, Knapp - Yes, Levari, Jr. - Yes, Levari III - Absent, Micheletti - Yes. Motion was approved.

Roll Call: Burshtin - Yes, Knapp - Yes, Levari, Jr. - Yes, Levari III - Absent, Micheletti - Yes. Motion was approved.

Review of Prior Meeting's Minutes: The minutes of the previous meeting were reviewed. A motion was made by Lynn Burshtin 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 February:

Deposits:		
Checking account	$	None
Operating savings account		None
Reserve savings account		None
Interest:		
Checking account	$	10.99
Operating savings account		3.83
Reserve savings account		26.25
Ending Balance (including above deposits and interest):		
Checking account (register balance)	$	284,222.28
Operating savings account		33,250.67
Reserve savings account		228,160.75

A motion was made by Duke Levari and seconded by Mary Ann Micheletti 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 - March bill	$ 592.32
South Jersey Gas - March bill	1,117.18
Comcast - March internet/phone bill	161.34
Comcast - March cable bill	24.00
DiVal Safety Equipment - Inv.3648379, compressor breathing air test	145.00
Impac Fleet/Mansfield Oil Co. - Inv. February truck fuel	454.11
T-Mobile - Inv. 982839172-40, truck tables internet	56.40
ESO Solutions - Inv. 162107, annual NFIRS software renewal	2,290.42
Daily Journal - Inv. 7528160, 2026 Election Notice	121.05
Continental Fire & Safety- Inv.T515, Stihl Motomix	2,046.47
Howell Rescue Systems, Gas Sensor	2,523.30
Andrew Levari- Reimb., Fuel	93.81
Tony Monfredo- Reimb, Chainsaw fuel	45.00
Primo Brands-Inv.87202697118, water cooler supplies	64.12
Atlantic County Firefighters Association-Inv.2026-026, 2026 Annual Fees	100.00
Commissioner of LWD, State of NJ-Inv. 259417, Pressure vessel test	40.00
Western Pest Services-Inv.10218533, Pest Control Services	316.04
Richland General Store - Def for trucks	157.75
Total:	$ 10,414.98

Old Business: Still waiting for the bond coucnil.

New Business: The Secretary will place the required newspaper legal ads for the Public Meeting notice, file the Fire District roster and Public Meeting notice with the Buena Vista Township Clerk, and update the Fire District internet site.

Hose and Ladder Testing needs to be completed next month.

The secretary will submit MVR Forms to the insurance company.

Tender 12-19 backed into a parked car during a fire scene. The insurance was notified as required.

Legal Notices will be published on the commssioners website and no longer in the news paper in accordnace with S4654/A5878.

Correspondence: None

Public Comments: None

There being no further business, a motion was made for adjournment by Duke Levari and seconded by Lynn Burshtin. All members present voted in the affirmative. Meeting adjourned at 8:50 PM.

Respectfully Submitted: _____

Randall J. Knapp, Jr.
Secretary