

OTTO FIRE DISTRICT
BOARD OF FIRE COMMISSIONERS
FEBRUARY 9, 2016

Attending: Don Girod 2019 Allison Girod, Secretary/Treasurer
Marlene Gregory 2020
Ron Neal 2018
Don Sinn 2017

1. Christy Johnson presented a summary of the insurance policy renewal.
2. Meeting was opened at 7:50pm by Don Girod.
3. Motion to approve January 2016 minutes: made by Ron, seconded by Marlene, approved.
4. February Treasurer's report:

	Balance	Interest Rate
CCB checking - #1710057912	\$68,230.77	0.10%
CCB savings – Savings #1720049483	\$11,276.96	0.20%
CCB savings – Contingency #1720049505	\$41,514.36	0.20%
CCB savings – Reserve #1720049513	\$35,181.38	0.20%
CCB savings – Radio #1720052999	\$9,223.46	0.20%
Total	\$165,426.93	

Transferred \$700.00 from Savings account to checking account.
Deposited tax money from the Town of Otto into checking: \$68,098

Bills paid since January meeting:

Ck #	Payment information	Amount
1499	Schubert Enterprises – 50 decals	\$153.00
1500	Association of Fire Districts of NY – annual dues	\$ 100.00
1501	National Fuel – estimated	\$ 131.88
1498	Verizon Wireless	\$ 13.64
1502	USPS – PO Box 32 – annual payment	\$ 50.00
1503	Bank of Cattaraugus – safe deposit box	\$15.00
1505	Cattaraugus County DPW – measuring wheel for EVOC training	\$71.49
1504	Fire-Fly Fire Equipment – pike pole and axe	\$192.95
1506	USPS - stamps	\$9.80
1509	Reissued check #1488 to Town of Otto for truck fuel \$1059.31	

Bills to pay

	Billing information	Amount
	Verizon Wireless	\$13.17
	National Fuel	\$371.26
	East Otto VFD – shared cost for forms for chimney fire reporting	\$14.50
	Dival Safety – last 4 helmet shields	\$138.00
	Cattaraugus County DPW – pipe, coupler, wire, for chimney fire equipment	\$12.31

The National Fuel bill seemed too high so Ron went out and found that it read 200 cu ft less than the reading made on Jan 27. Allison will call and get this corrected.

The current bills were checked by all Commissioners. The reconciled January checking account statement, check images and paid bills were viewed by all Commissioners . Motion to approve the treasurer's report and pay the bills; made by Don, seconded by Marlene, approved.

Motion to pay the insurance bill before the next meeting: made by Marlene, seconded by Don, approved.

Old Business

5. Radio Grant – no more information since the last meeting. It is likely that Eagle Radio is in the process of doing the programming on the pagers and portables.
6. Old generator. The online auction is going on until Tuesday, Feb16. This appears to be a reasonable and easy way to get rid of old equipment legally.
7. Motion to approve the board policies for Ethics, Procurement and Investment: made by Ron, seconded by Marlene, approved.

New Business

8. The NYS financial Annual Update Document (AUD) was submitted to the comptroller's office on 2/6/2016.
9. Chief's report:
 - Matt is working on a media policy for the fire department. This would state that any fire department information going out on social media would be approved by the chief.
 - Motion to allow the chief to purchase the reducers needed for the fire trucks: made by Marlene, seconded by Don, approved.
 - lamresponding screens are now active in the meeting room and the ambulance bay. This will show current calls and the personnel responding.
 - Training has been going very well. The chiefs are leading the sessions and attendance and interest has improved. The training times are varied to fit different schedules.
10. Motion to approve Jim McDonnell as a new member: made by Ron, seconded by Marlene, approved.
11. Transfer of remaining 2015 funds. Motion to transfer \$5,000 to the Radio account and \$7,145.54 to the Reserve account. This accounts for the entire residual money of \$12,145.54.

12. Motion to approve the fire hall events for 2016:

February 7	Breakfast
March 6	Breakfast
April 17	Chicken BBQ
Aug 3 - 6	Southwestern Convention
October 2	Breakfast
November 6	Breakfast
November 19	Turkey party
December 17	Santa

13. Motion to have the breathing air compressor serviced: made by Don, seconded by Marlene, approved. Allison will contact Smith Fire Service in PA.

14. Meeting adjourned at 8:25pm.