

OTTO FIRE DISTRICT
BOARD OF FIRE COMMISSIONERS
MINUTES FEBRUARY 13, 2018

Attending:	Kim Dickinson	2020	Christy Johnson, Insurance Agent
	Don Girod	2019	Allison Girod, Secretary/Treasure
	Ron Neal	2018	Joe Pocobello, 1 st Asst Chief
	Don Sinn	2022	Paul Stang, Otto VFD President

- Christy Johnson discussed several insurance concerns raised by the Commissioners. It had been suggested at the Commissioner training that there should be a larger bonding amount (currently \$100,000 for each treasurer.) Christy will look into the costs for raising this. Other measures for preventing problems would be to have two signatures on large checks and to pay for an audit every 5 or 10 years.

There was a discussion about the ongoing lawsuit from the 2016 Southwestern convention. The fire company has finally been served properly. The limits for the policy are \$1,000,000 with another \$1,000,000 for the umbrella policy.

It was discussed that the county worker's comp insurance can be difficult to claim. The paperwork must be filled out right away with the county when there is an incident.

- The meeting was opened by Don Girod at 8:30pm.
- Motion to approve the January minutes: made by Ron, seconded by Kim, approved.
- Treasurer's report:

	Balance	Interest Rate
CCB checking - #1710057912	\$156.60	0.10%
CCB savings – Savings #1720049483	\$85,213.50	0.20%
CCB savings – Contingency #1720049505	\$41,774.51	0.20%
CCB savings – Reserve #1720049513	\$56,828.54	0.20%
CCB savings – Air Tanks #1720052999	\$10,017.69	0.20%
Total	\$193,990.84	

Bills paid since last meeting:

Ck #	Payment information	Amount
1637	Verizon Wireless	\$14.28
1638	USPS – post office box annual fee	\$52.00
1639	National Fuel (estimated)	\$149.97
1640	Bank of Cattaraugus – safe deposit box payment	\$15.00
1641	Assoc. of Fire Districts – Commissioner training Kim D	\$85.00
1642	Mark Butler – Commissioner training Don S, Ron, Don G	\$255.00

Received \$68,098 from the Town of Otto for the year 2018. This was deposited into the general Savings account.

Bills to pay

1643	Verizon Wireless (due 2/11)	\$13.50
	National Fuel (actual reading)	\$189.81
	Promark Agency - Insurance premium for 2018-19	\$8,962.41
	Ron Neal – mileage to Mayville training (87 miles at \$.535)	\$46.55
1644	USPS – stamps	\$10.00
	Otto Auto – inspection Otto7	\$15.00
	Total	\$9,237.27

The state AUD financial report has been submitted.

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

Old Business

5. Air Bottles update. Don G called the Little Valley chief and they still have not practiced enough to take the old equipment off their trucks. He will call when they are ready to sell the equipment. The current Otto tanks expire in the summer and after that they cannot be filled.

New Business

6. Chief's report: Ellicottville VFD will be holding several future trainings. One will be on relays.
7. Disposition of remaining 2017 funds. (\$17,115.50 in savings and \$727.81 in checking; total \$17,843.31). Motion to split these funds and transfer half to Contingency and half to Reserve : made by Kin, seconded by Ron, approved.
8. There were motions based on information from the Mayville commissioner training.
 - Motion: It is the policy of the Otto Fire District to approve travel for the purpose of training for fire personnel and to pay the costs of the training program, mileage and per diem expenses. All such requests for training should be submitted to the District for action at its next meeting. Made by Don G, seconded by Don S, approved.
 - Motion to require two signatures on district checks of \$1,000.00 or more: made by Ron, seconded by Kim, approved. Allison will talk to the bank about signature cards for additional signers.
9. Motion to approve Joe Pocobello to go to the Pinsky Law training in March: made by Kim, seconded by Ron, approved.
10. Allison will find out when the last audit was done and report back. (August 2010)
11. There was an ongoing discussion about looking for a used truck to replace Otto7.
12. Meeting adjourned at 9:30pm.