

OTTO FIRE DISTRICT
BOARD OF FIRE COMMISSIONERS
ORGANIZATIONAL MEETING MINUTES
FEBRUARY 11, 2020

Attending: Kim Dickinson 2020
Don Girod 2024 Allison Girod, Secretary/Treasurer
Ron Neal 2023 Tony Riehle, Otto Chief
Don Sinn 2022

1. Christy Johnson was unable to attend as scheduled due to jury duty. She reported to Allison that there has been no progress with the lawsuit. She asked that questions be sent to her and that she would respond by email. The Commissioners had two questions – 1) why did the premium for portable equipment double? 2) what is the new carrier?
2. Meeting was opened at 7:45 pm by Don Girod
3. Motion to approve the January minutes: made by Ron, seconded by Don G, approved.
4. Treasurer's report:

	Balance	Interest Rate
CCB checking - #1710057912	\$79,165.98	0.10%
CCB savings – Savings #1720049483	\$13,188.76	0.20%
CCB savings – Contingency #1720049505	\$61,160.73	0.20%
CCB savings – Air Tanks #1720052999	\$5,684.59	0.20%
CCB savings – Reserve #1720049513	\$15,852.02	0.20%
CCB Reserve CD #300000241	\$67,999.59	3.0%, matures 8/1/2021
Total	\$243,051.67	

Income - Reserve CD quarterly interest \$511.76
tax revenue for 2020 - \$78,190.00

Bills paid since last meeting:

Ck #	Payment information	Amount
1792	Verizon Wireless (due 1/11/2020)	\$14.02
1793	National Fuel (estimated)	\$144.48
1794	USPS – post office box annual fee	\$56.00
1795	Don Girod – DEF fluid for Otto8	\$4.81
1796	Bank of Cattaraugus – safe deposit box fee	\$15.00
1797	USPS - stamps	\$25.00

Bills to pay

1798	Verizon Wireless – due 2/11/20	\$14.67
	National Fuel (actual)	\$125.15
	Tony Riehle – reimburse SCBA insert lens	\$70.00
	Insurance renewal	\$9,318.00
	Total	\$9,527.82

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, holding off on the insurance until more information is available: made by Don G, seconded by Kim, approved.

Old Business

5. There was a discussion about what to do with the remaining money from 2019: \$1,234.97 in Checking and \$13,188.76 in Savings for a total of \$14,423.73. Motion to put this amount into the CCB Reserve account # 1720049513 : made by Ron, seconded by Kim, approved. Note: most of the 2020 tax money will be transferred into Savings until needed to pay bills.
6. The audit from 2019 done by Jim Wodjan was reviewed. Motion to approve this report: made by Don G, seconded by Don S, approved. For future reports Allison will work on summarizing and comparing expenses to the budget.
7. The state AUD (annual update document) was submitted on 1/22/2020.

New Business

8. Chief's report: Tony Riehle
 - a. Tony contacted Sarah at Churchville about the SCBA repair. He will contact the SCBA person when he gets back from his vacation.
 - b. Ladder certification and hose testing will be discussed with chiefs from East Otto and Cattaraugus.
 - c. State NIFRS reports are up to date and Tony is entering the data as the calls come in for 2020.
 - d. Training – Tony is attending BEFO and two members are still attending EMS class.
 - e. Tony's personal vehicle is listed in data reports as "chief's truck". This will allow information to be collected for this.
9. Meeting adjourned at 8:15pm.