

**Minutes of Regular Meeting of the Board of Trustees
Basil Joint Fire District
November 19th 2009**

1. **Call to order**--Meeting was called to order with the pledge to the flag at 7:00 p.m.
2. **Roll Call**-- The Clerk called the roll. Present were Board members Billy Phillips, Nancy Montell, Fred Reedy, Judy Landis, Rick Miller and Chief Cooley and Clerk Stephan Monroe.
3. **Approve minutes**--Correction Para. 3 ..second by Ms. Montell. Motion by Ms. Montell, second by Mr. Reedy to approve the October 15th minutes as corrected. Motion carried with unanimous vote 5-0- yes vote.
4. **Visitors present**: No one from the general public was present. Fire District members Jeff Kennebeck & John Byer were present.
5. **Finance Review**- (see attached) The Clerk reviewed with the Board the financial report with the Board.
 - 5.1.1. **Appropriation**- Clerk Monroe advised the Board that funds are short in account 10A01. This is due to hours being covered by full time personnel when part time is scheduled and call offs occur. Motion by Mr. Miller, second by Mr. Reedy to approve a \$10,000 transfer from 10A01B to 10A01. Motion carried by unanimous yes vote.
 - 5.1.2. Also, Mr. Reedy made a motion, seconded by Mr. Miller to allow the clerk to made additional transfers from 10A01B to 10A01 as needed to process payroll.
 - 5.1.3. Clerk Monroe also advised that due to more income from EMS billing than was projected has caused increased cost of the billing. Motion by Ms. Montell to transfer \$1000 from 14C15C to 14C15.
 - 5.1.4. **Purchase Order review**-- Motion by Mr. Miller second by Ms. Montell to amend PO90125 by adding \$1153.16. (14C15 EMS billing PO) Motion carried with 4 yes vote and Mr. Reedy abstaining.
 - 5.1.5. Motion by Mr. Reedy, second by Mr. Miller to amend PO90126 by additional \$1019.12 to return it to an available balance of \$2500.
- 5.2. The bank reconciliation report for September was available for review by the Board members present.
6. **Purchase Requests**
 - 6.1. **Requisitions**- Chief Cooley presented 3 requests 1) Kreiger Tire for \$650.00 (10A10G) for tire for G610. 2) Kreiger Tire for \$1490.00 (10A10G) for tires for M619. and 3) TCR for \$800.00 (10A08G) to upgrade the hard drive on the server at S610. Motion to approve the three requests by Ms. Montell, second by Mr. Miller. Motion carried by unanimous 5-0 vote.
 - 6.2. **Emergency Repairs**-The Board approved emergency repairs made to L610 (cylinder \$ 1019/ Bader truck repair) Motion made by Mr. Miller, second by Ms. Montell. Vote 5-0 yes.
7. **Bills for approval** --Clerk Monroe presented pending warrants 40546-40585 and direct deposits 81-82 for approval. Also, 5 additional invoices just received; Bader Truck repair

\$440.22 and \$172.32; Kreiger Tire \$600.00 and \$90.00; D&M; \$737.00. Motion to approve all presented, including the 5 additional, was made by Mr. Reedy, seconded by Ms. Montell. Motion passed by unanimous 5-0 vote.

8. **Old Business-**

8.1. Levy committee- Clerk Monroe advised that the Official notification has not yet been received. Kasey Farmer thanked all those who assisted on the levy campaign.

8.2. No further old business requiring the Board's attention.

MS. Montell left at 7:30 PM.

9. **Chief's Report** (attached) –Chief's Cooley presented his report to the Board.

9.1. **Education**—Chief Cooley ask the Board for approval to allow registration for classes to begin in 2010 but registration is needed before the end of the year. Funds would be from 2010 funds. The registration may be cancelled if necessary before classes begin. Motion by Mr. Reedy, second by Ms. Landis to allow the registrations. Motion passed by 4-0 vote.

9.2. **New Hires-** Motion by Mr. Miller, second by Mr. Reedy to approve the hiring of Josh Dalton as a paid on-call member.

9.3. **Items not on the report-** Relating to the expansion of station 611, it was agreed that the Architect should be contacted to obtain the requirements to get this project restarted. Mr. Miller requested that we explore the option of closing S611 during construction (if cost savings) and to confirm budget.

10. **New Business**-none brought before the Board.

10.1. **FNB-** ACH agreement amendment. This is to address the issue that FNB will NOT by supporting international outgoing ACH transactions. Motion to approve and authorize the Clerk to sign the document by Mr. Miller, second by Mr. Reedy. Motion carried by 4-0 vote.

10.2. **2010 Appropriation Workshop-** The Board decided on December 10th at 6:30 pm.

10.3. **Board compensation donation** – Mr. Phillips brought up the fact that in recent years the Board members have donated their compensation. Motion by Mr. Reedy made the motion to donate the compensation to “Firefighter Santa”. Each Board member having the option to not participate. Motion was seconded by Mr. Miller. Motion carried by 4-0 vote. (Clerk will check with Ms. Montell)

10.4. **Staff support** – Motion by Ms. Landis, second by Mr. Miller to approve \$150 for staff support pizza etc.

10.5. **Memorial-** Mr. Reedy brought up that there is to be a memorial for Paul Wooster on the 28th at 10 am. It was noted that Mr. Wooster was on the committee to form the Fire District and was one of it's first Board members.

10.6. **Reports-** Mr. Reedy suggested that we use the “Smart Board” for reports instead of printing all of the reports for each Board member. One file copy can still be printed. The Board agreed.

11. **Adjournment-** being no further business to discuss, motion to adjourn by Mr. Miller Meeting adjourned at 8:03 pm.

Chairman

Clerk