

**Minutes of Regular Meeting of the Board of Trustees  
Basil Joint Fire District  
August 19<sup>th</sup> 2010**

1. **Call to order**--Meeting was called to order by Chairman Phillips with the pledge to the flag at 7:00 p.m.
2. **Roll Call**-- The Clerk called the roll. Present were Billy Phillips, Rick Miller, Judy Landis, Fred Reedy, Chief Rob Cooley, Assistant Chief Farmer and Clerk Stephan Monroe. Ivan Ety was absent.
3. **Approve minutes**--Motion by Mr. Reedy, second by Mr. Miller to approve the July 15<sup>th</sup> minutes as prepared. Motion carried with 3 yes votes, Mr. Phillips abstained.
4. **Visitors present**: No one from the general public. Firefighter Steve Denny was present.
5. **Finance Review**- the Clerk reviewed with the Board the financial report with the Board.
  - 5.1. Clerk Monroe advised the Board of competitive rates for the CD maturing Aug 26<sup>th</sup>  
Motion by Mr. Reedy, second by Ms. Landis to renew the CD with Fairfield National Bank at the quoted .7% rate. Motion carried by 4-0 yes vote.
  - 5.2. Bank reconciliation-The report for July was available for review by the Board members present.
6. **Purchase Requests**
  - 6.1. **Requisitions**- Chief Cooley presented a list of 6 purchase requests (attached) and had 3 additional requested not on the list. Cleveland Corporate Services- \$4698.86, FDTN- \$1,100, and JBA- \$1,423.75.
    - 6.1.1. It was noted that a transfer of funds is needed before approving the requests.  
Motion by Mr. Reedy to approve the transfer of \$500 from 10A08A to 10A08B.  
Motion carried by unanimous vote. There was discussion the request from JBA. It was noted that the contract allowed for reimbursement of out of pocket expenses.  
Clerk Monroe noted the actual expenses exceeded the amount included in the original purchase order. He recommended the PO be amended.
    - 6.1.2. Motion by Ms. Landis to approve the requests including amending the JBA PO by \$1,423.75. Motion carried by unanimous 4-0 vote.
  - 6.2. **Emergency Repairs**-Chief Cooley explained to the Board the repairs needed to Engine 610.
    - 6.2.1. Motion by Mr. Reedy, second by Mr. Miller to approve amending PO 108 by adding \$100. Motion passed by 4-0 yes vote.
    - 6.2.2. Motion by Mr. Reedy, second by Mr. Miller to approve the emergency repairs to E610 for \$2,600.00. Motion carried by 4-0
    - 6.2.3. Motion by Mr. Reedy, second by Mr. Miller to approve a new "Emergency Repairs-Vehicles" PO for \$2,500. Motion carried by a 4-0 yes vote.
7. **Bills for approval** --Clerk Monroe presented pending warrants 41104-41139 for approval. Also to be added was the August request for payment from Robertsons for \$59,063.87

(S611 expansion) Motion to approve all as presented including the additional request was made by Ms. Landis, seconded by Mr. Reedy. Motion passed by unanimous 4-0 vote.

8. **Old Business**

8.1. **S611 expansion-** Assistant Chief Farmer gave the Board a status report. He stated the project is 99.9% complete. They are working on the “punch list”. The crew got back in the station last week. An open house is planed for Sept.

8.2. **Budget Commission-** Clerk Monroe advised that he and Chief Cooley attended the hearing . He advised the Board that due to the re-evaluations being done this year, there is a possibility of reduced funds next year. The auditor’s office will advise if needed.

8.3. No further old business requiring the Board’s attention.

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

9.1. Action taken- Motion by Mr. Reedy, second by Mr. Miller to approve the hiring Justin Burton as a “paid/on-call firefighter”. Motion passed by unanimous 4-0 vote.

9.2. Chief Cooley suggested that the Sept. Board meeting be held at station 611. The Board agreed. Clerk Monroe to make the required notices.

9.3. Chief Cooley requested an executive session to discuss personnel issues.

9.3.1. Motion by Ms. Landis, second by Mr. Miller to enter into executive session at 7:58 pm. Roll call vote- Landis-yes; Miller-yes; Reedy-yes; Phillips-yes.

9.3.2. Motion to return from executive session by Ms. Landis, second by Mr. Reedy at 8:22 pm. . Roll call vote- Landis-yes; Reedy-yes; Miller-yes; Phillips-yes.

9.3.3. Clerk Monroe was instructed to put “full time staffing” on the September agenda.

10. **New Business-**

10.1. No new business brought before the Board.

11. **Adjournment-** being no further business to discuss, motion to adjourn by Mr. Miller.

Meeting adjourned at 8:24 pm.

\_\_\_\_\_ **Chairman**

\_\_\_\_\_ **Clerk**