

**Minutes of Regular Meeting of the Board of Trustees  
Basil Joint Fire District  
June 16<sup>th</sup>, 2011**

1. **Clerk Call to order**--Meeting was called to order by Billy Phillips with the pledge to the flag at 7:00 p.m.
2. **Roll Call**-The Clerk called the roll. Present were Fred Reedy, Ivan Ety, Billy Phillips, Rick Miller, Judy Landis, Chief Rob Cooley, Assistant Chief Farmer and Clerk Stephan Monroe.
3. **Approve minutes**-Motion by Mr. Miller, second by Mr. Reedy to approve the May 19<sup>th</sup> minutes as presented. Motion carried with 5 yes votes.
4. **Visitors present**: Fire District members Chris Kennedy.
5. **Finance Review**-
  - 5.1. **Report Review**; the Clerk reviewed with the Board the financial report.
    - 5.1.1. **Purchase orders**- Close PO 00144 per Chief Cooley. Motion to amend PO10034 by added an additional \$300 by Mr. Miller, second by Mr. Reedy. Motion passed be a unanimous 5-0 vote.
  - 5.2. **Bank reconciliation**-The report for May was available for review and signed by the Board members present.
6. **Purchase Requests**
  - 6.1. **Requisitions**- Chief Cooley submitted requests for 2 items for approval. 1)\$450 for lodging expense for himself and A/C Farmer to attend the Ohio Chief's Conference. (acct 10A15A) and 2) \$1,500 for Ladder Ops class for firefighters Wallace and Horn to attend. (acct 10A15A) Motion to approve the requests by Mr. Miller, seconded by Mr. Reedy. Motion carried by a 5-0 yes vote.
  - 6.2. **Emergency Repairs**- No action needed this month.
7. **Bills for approval** –Clerk Monroe presented pending warrants 41677-41710 for approval. Chief Cooley asked that 2 additional bills be added to approve: Lykins Oil (fuel) \$1,663.36 & Kasey Farmer (insurance reimbursement for 2<sup>nd</sup> qtr) \$234.00. Motion to approve all bills including the additional 2 by Mr. Reedy, seconded by Mr. Ety. Motion passed by 5-0 vote.
8. **Old Business**
  - 8.1. Bi-annual audit- Clerk Monroe advised that the State Auditors have completed the audit, and are awaiting the official report, which should be out any day. The Clerk, Chiefs Cooley and Farmer met with Jennifer Smith for a brief review of the draft. No citations or verbal/written findings. There were a couple recommendations made. These will be brought to the Board after the final report is released.
  - 8.2. State Electric – lighting replacement program- Clerk Monroe advised that he had spoken with Kathryn Curry at State Electric. She advised that the application has been submitted to AEP and she expects a response by the end of June. If accepted and our PO is issued, she would anticipate materials to be on site by the end of July.

