

**Minutes of Regular Meeting of the Board of Trustees  
Basil Joint Fire District  
September 15<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 Billy Phillips, Judy Landis, Rick Miller, 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 August 18<sup>th</sup> minutes as presented. Motion carried with 4 yes votes.
4. **Visitors present**: Fire District members- None. None from the public.
5. **Finance Review**-
  - 5.1. **Report Review**; the Clerk reviewed with the Board the financial report.(report attached)
    - 5.1.1. **Appropriations**- Motion by Mr. Miller, second by Ms. Landis to transfer \$2000.00 form 10A15A to 10A04. Motion carried by 4-0 yes vote.
    - 5.1.2. **Purchase Orders to Close**- 10070, 10088, & 10089.
    - 5.1.3. **Purchase orders**-Motion by Mr. Reedy, second by Miller to amend the following PO's as noted. PO10034- add \$1000; PO10040-add \$1000; PO10041-add \$400; and PO10045-add \$150. Motion carried by a 4-0 unanimous vote.
    - 5.1.4. **New Purchase Order**- Motion by Mr. Reedy, second by Ms. Landis to approve a new purchase order to Ohio Public Entity Consortium (OPEC) for \$3,200 to cover the replenishment of the fund covering employee insurance deductible amounts and them monthly admin. Fee and add OPEC to the pre-approved list for payment. Motion carried by 4-0 vote. (10A14B0
    - 5.1.5. **New Purchase Order**- Motion by Ms. Landis, seconded by Mr. Miller to approve a new purchase order for \$15,200 to Ohio Insurance Services to cover the balance of 2011 insurance premium payments. (10A14B) Motion carried by unanimous vote.
  - 5.2. **Bank reconciliation**-The August Bank reconciliation was available for review and signed by the Board members present.
6. **Purchase Requests**
  - 6.1. **Requisitions**- Chief Cooley submitted requests for 4 items for approval. (list attached) Motion to approve the requests by Mr. Miller, seconded by Mr. Reedy. Motion carried by a 4-0 yes vote.
  - 6.2. **Emergency Repairs**- None this month
7. **Bills for approval** –Clerk Monroe presented pending warrants 41828-41859 for approval. Motion to approve all bills as presented by Mr. Reedy, seconded by Mr. Miller. Motion passed by 4-0 vote.

