

**Minutes of Regular Meeting of the Board of Trustees
Basil Joint Fire District
December 20th, 2012**

1. **Clerk Call to order**--Meeting was called to order by Vice-Chairman Rick Miller with the pledge to the flag at 7:00 p.m.
2. **Roll Call**-The Clerk called the roll. Present were Rick Miller, Fred Reedy, Ivan Ety and Judy Landis, Chief Rob Cooley, Assistant Chief Farmer and Clerk Stephan Monroe. Billy Phillips was absent.
3. **Approve minutes**-Motion by Mr. Reedy, second by Mr. Ety to approve the November 15th meeting minutes. Motion carried by 4-0 yes vote.
4. **Visitors present**: No visitors present from the general public. Fire District members present-John Byer and Steve Denney
5. **Finance Review**-
 - 5.1. **Report Review**; The Clerk reviewed with the Board the financial report. (reports attached) Board action taken:
 - 5.1.1. **Appropriations/Transfer funds**- Motion by Ms. Landis, second by Mr. Ety to approve transfers as follows:
 - \$17,000 from 10A01B to 10A01.
 - \$16,000 from 10A03, \$5,000 from 10A01G, \$3,000 from 10A01B, and \$4,000 from 10A06 (total \$28,000) to 10A02
 - \$1000 from 10A15A to 10A07Band, to give the clerk permission to make additional transfers if needed to complete the final payroll for 2012. Motion carried by unanimous yes 4-0 vote.
 - 5.1.2. **Purchase order**- –
 - 5.1.3. Purchase orders 10017 and 20067 are to be closed.
 - 5.1.4. No other action by the Board was needed.
 - 5.2. **Bank reconciliation**-The November bank statements and reconciliation were available for review and signed by the Board members present.
6. **Purchase Requests**
 - 6.1.1. **Requisitions**-Chief Cooley asked the Board for approval of 5 items for purchases. (list attached) He. Also had 1 additional request not on the list(\$600 for 6 physical exams @ \$100 ea.) Motion to approve all the requests was made by Mr. Reedy, second by Mr. Ety. Motion carried by unanimous 4-0 yes vote.
 - 6.2. **Emergency Repairs**-None this month.
7. **Bills for approval** –Clerk Monroe presented pending warrants 42650 thru 42680 for approval. Chief Cooley/Clerk Monroe asked that a list of 6 bills expected before the end of the month be included to be paid in 2012. (list included on the pending warrant report) Motion to approve all as requested by Mr. Reedy, seconded by Ms. Landis. Motion passed by 4-0 vote.

8. **Old Business**

- 8.1. **Policies** –Travel/Records retention- No new activity to report at this time.
- 8.2. **Grant application** – No new information.
- 8.3. **Cost of special duty time**- Chief Cooley is to meet with a representative of the “Fish and Game” organization.
- 8.4. **2013 Appropriations**- Mr. Reedy made a motion to approve the 2013 appropriations as prepared at the workshop on December 13th.(attached) beginning Jan 1, 2013. Ms. Landis seconded the motion. Roll Call vote as follows: Mr. Reedy-yes; Ms. Landis-yes; Mr. Ety-yes; and Mr. Miller-yes. Motion carried. .

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

- 9.1. Motion by Mr. Reedy, second by Mr. Ety to approve the hiring/rehiring of the 7 individuals listed by Chief Cooley. (Reeves, Hatem{reinstate}, and conditional Rose, Pruden, Mosedale, Doyle and Lugar) Motion passed by a unanimous yes vote.
- 9.2. Executive Session- Motion by Mr. Ety, second by Mr. Reedy to enter into executive session at 7:35 to discuss personnel disciplinary issues. Motion carried by 4 yes votes.
- 9.3. Motion to return to regular session by Mr. Ety, seconded by Ms. Landis at 7:38. Motion passed by 4-0 vote.
- 9.4. No Board other action taken.

10. **New Business**-

- 10.1. **VFFDF**- Mr. Reedy offered a motion to retain Billy Phillips and Rick Miller as the “fire board’s representatives to the Volunteer Firefighters’ Dependents Fund Board for 2013. Mr. Ety seconded the motion. Motion carried by 4-0 yes vote.
- 10.2. **Ms. Landis** wanted to offer her thanks for her time on the Board as she did not know if she would be reappointed to the position.

11. **Adjournment**- being no further business to discuss. Motion to adjourn by Mr. Reedy. Meeting adjourned at 7:45 pm.

_____ **Chairman**

_____ **Clerk**