

OTTO FIRE DISTRICT  
BOARD OF FIRE COMMISSIONERS  
MEETING MINUTES DECEMBER 12, 2023

Attending: Kim Dickinson 2025  
 Don Girod 2024 Allison Girod, Secretary /Treasurer  
 Ron Neal 2023 Paul Stang, President Otto VFD  
 Stew Ritchie 2026 Trisha Priest, Otto Chief  
 Don Sinn 2027

1. Motion to approve approve November meeting minutes : made by DonG, seconded by Kim, approved.

2. December Treasurer's report:

	Balance	Interest Rate
CCB checking - #1710057912	\$3,101.08	0.05%
CCB savings – Savings #1720049483	\$43,380.98	0.50%
CCB savings – Contingency #1720049505	\$62,630.31	0.50%
CCB savings – Air Tanks/Turnout Gear #1720052999	\$23,739.71	0.50%
NYCLASS NY-01-1150-0001 (Reserve)	\$144,384.38	5.27% currently
NYCLASS NY-01-1150-0002 (Contingency)	\$63,360.98	5.27%

Bills paid

2018	National Fuel (actual)	\$20.71
2019	Town of Otto – truck fuel (annual bill)	\$1,121.81
2020	Town of Otto – Otto5 diagnosis and repair part (7/21 breakdown)	\$375.48
2021	Paul Eder – reimb. for single radio charger, 2 light bars for chiefs	\$106.53
2022	Bradford Publishing – ad for budget hearing	\$7.91
2023	USPS - stamps	\$26.40

Bills to pay

	Sub-Aquatics Breathing Air Systems – maintenance and repair of the breathing air compressor	\$1,112.63
	Randolph Auto – wiper blades for Otto8	\$15.06
	Occustar Workplace Compliance – 2 firefighter physicals	\$379.00
	Paul Stang – reimb. In-house training expenses (full year)	\$644.75
	Bradford Publishing – legal notice for election	\$20.35
	Cattaraugus County DPW – heated drain valve for Otto5	\$215.87
	National Fuel (estimated)	\$76.90
	Motorola Solutions - 2 single unit chargers	\$234.60
	Promark Insurance – Critical Illness renewal	\$812.00
	Association of Fire Districts – annual dues for 2024	\$200.00
	Allison Girod – 2023 salary	\$550.00
	Paul Eder – reimb for 21small EMS bags	\$144.47

The current bills and bank statements were checked by all Commissioners. The reconciled November bank account statements, check images and paid bills were viewed by all Commissioners. Motion to approve the treasurer's report and pay the bills made by Stew, seconded by DonS, approved.

### Old Business

3. Cancer insurance (Critical Illness) paperwork is mostly done. One more form to submit to the state by January 1.
4. Status of previously discussed fire department gear:
  - safety vests : there are class2 and class3 tearaway vests. Counting up the number of each needs to be done.
  - extrication gloves – it was decided to order another size L, two size XL, and two size 2XL. DonG will order these and they will be put on Otto7 for general use.
  - The two pair of exterior boots were ordered from Churchville but the order has not been filled. The representative has not answered email or phone calls so a turnout gear quote has not occurred.

### New Business

5. Chief's report
  - The OSHA training is available online for people who cannot attend the one day training here. It is also possible attend the training when it is happening at a nearby department.
  - The chief and the executive committee have been working on the membership lists.