

The Cuba Joint Fire District held its regular meeting on Wednesday March 13, 2013 at 7:00 P.M. in the Fire Department meeting room at 51 East Main Street Cuba New York.

The meeting opened with the pledge to the flag.

Roll Call: Commissioners: Russ Heslin-present: Mike Johnson-present: Derek Clement-present: John Lafever-present: Marlene Doyle-present: Treasurer Melissa Hardman-present: Secretary Richard Seigel Sr.-present.

Also Present: Chief Kevin Nutt: 1<sup>st</sup> Asst. Chief Dave Hardman: 2<sup>nd</sup> Asst. Chief Nick Sweet: Captain Jason Butts: Doug Rettig: Tab Loftis.

Motion by John Lafever 2<sup>nd</sup> by Marlene Doyle to dispense with the reading of the minutes and approve them with the following change (remove (3) quotes for an auditor to) (add: contacted (3) firms who could) on page 2 1<sup>st</sup> paragraph.—Carried

Treasurer's Report by Melissa Hardman: Treasurer gave the commissioners a copy of the budget with up to date figures by account.

Presentation of Bills by Melissa Hardman: The commissioners met prior to the meeting to audit the bills presented by the Treasurer. Each of the bills presented in voucher form was audited and each commissioner placed their signature on the vouchers as their approval to have the Treasurer to pay the bills. Likewise there were (5) additional bills that needed to be paid prior to next month's meeting. Each of these bills in voucher form was audited and each commissioner placed their signature on these vouchers as approval to have the Treasurer pay these bills. Motion by Mike Johnson 2<sup>nd</sup> by John Lafever and all approve unanimously, it was resolved that the Board of Commissioners following an audit and approval to pay these bills (vouchers #1091-13 thru #1107-13) in the amount of \$19,212.81 and allows payment of such approved bills and orders the Treasurer to pay such bills.—Carried

In order to eliminate the need to audit additional bill at the regular meeting, the Secretary will sort the mail and distribute it to the proper individual so they can be vouchered prior to the meeting.

Motion by Derek Clement 2<sup>nd</sup> by Marlene Doyle to allow the Treasurer to transfer \$486.80 from Equipment Miscellaneous to equipment pagers.—Carried

Chief's Report: See Attached

The date for the Friendship standby is March 30<sup>th</sup> not March 23<sup>rd</sup> .

Discussion held on equipment maintenance done locally if possible.

Committee Reports:

Building and Maintenance: Roof repair tabled to next month due to weather conditions.

Budget and Finance: Marlene Doyle reported on the visit by Mr. Roberts of the Comptroller's Office. The information was very beneficial. He felt that "Quick Book" may not fit the Fire District's needs. Marlene to contact Diane Wilson to see who the Village uses for their audits who was the person who recommended "Quick Book".

There is also a need to rectify the accounts monthly. ( A sort of internal audit) .  
He felt that we were in very good shape for being less than a year old.

#### Old Business:

At the January meeting there was a suggestion to appoint (2) liaison persons from CFD to the Fire District. The commissioners feel that since the (3) chief officers are in attendance there no need for additional personnel.

Derek Clement needs to get with the Fire Department Board of Directors to get permission to mount the Window display box on the front of the Fire Hall.

Magic box vs wireless tabled for more information.

Reimbursement Costs: The budget included \$10,000 to be paid the 1<sup>st</sup> year. The request to pay CFD the additional \$12,000 will not be considered at this time, but will be considered in the next budget.

The Secretary has permission to remove all superfluous information from the (2) e-mail accounts and consolidate if necessary.

#### New Business:

A 3<sup>rd</sup> Party agreement proposed by the bank was approved. This is a no cost agreement to the district which provides added insurance to the district's accounts above the normal amount that is insured by the law.

There was a discussion on the need for separate reserve accounts. Marlene Doyle and Melissa Hardman are looking into whether our reserve accounts actually need to be in a separate from the general fund.

Mike Johnson is to check with the bank to see whether or not our Reserve Accounts need to be in a separate banking institution from our general fund. John Lafever will review the current lease agreement with CFD and report back on a new agreement.

Jason Butts made a presentation on the progress of the new website/e-mail program and its relation to the county's code messaging program. The only concern was that the data must be kept up to date to make the system valuable and must be done religiously. Motion by Mike Johnson 2<sup>nd</sup> by Marlene Doyle that the district split the cost of \$580.00 (\$290.00 CFD & \$290.00 district) for (1) year and evaluated at year's end to see its value.—Carried

#### Open forum:

After each monthly meeting and periodically information will be sent to the Patriot.

There was concern that if nobody was at the fire hall to receive parcels they get lost or be dropped off at individuals homes which the Comptroller's Office frowns on. Any parcels that are undeliverable will be dropped off at Sterilator and picked up by CFD personnel.

There was a discussion on quotes for turnout gear and the need to replace old gear that is now past its expiration date.

Motion by Mike Johnson 2<sup>nd</sup> by Derek Clement to adjourn.—Carried 9:02 P.M.