

CASS COUNTY FIRE DISTRICT 1
MEETING MINUTES
February 1, 2017

Call to Order

The Cass County Fire District 1 (CCFD1) Board met at 6:30 p.m. at Cass County Fire District 1 Station at 1444 Holland Street, Logansport, Indiana. Meeting was called to order by Michael L. Sims, Chairman. Member present were: Dave Patty, Vice Chairman; Jeff Asselin, Member at Large; and Fiscal Officer.

Minutes

Meeting Minutes of January 4, 2017 were reviewed. Dave Patty made a motion to accept the minutes. Mike Sims seconded the motion. **Motion passed 3-0.**

TREASURER'S REPORT/PAYMENT OF CLAIMS

Treasurer's Report was given by the Fiscal Officer, Bridget Enyeart. Total Claims submitted were reviewed in the amount of \$9,983.34. Jeff Asselin made a motion to accept the Treasurer's Report and all claims submitted for payment, Dave Patty seconded. **Motion passed 3-0**

ANNUAL REPORTS

Fiscal Officer Bridget Enyeart reviewed the 100-R, State of Indiana Sale Tax Return, Federal 1099's, and the Debt Management Report have all been completed and filed. Bridget Enyeart submitted the Annual Report to the Board of Trustees for their review. Dave Patty made a motion to accept the annual report. Mike Sims seconded the motion. **Motion passed 3-0.**

RISK ASESMENT/CONTROLS TRAINING

Fiscal Officer Bridget Enyeart reviewed the State of Indiana's Risk Assessment and Controls training sequence with all board members. Once training has been completed, board members are to report back to the Fiscal Officer hours spent and date of completion. Board members shall discuss, complete and vote on a Control Policy for the Cass County Fire District no later than August 1, 2017.

FIRE CHIEF'S REPORT

1. Run report was given by Fire Chief Pat Bell.
2. Maintenance and service repairs needed were discussed.
3. Building Projects - discussion held regarding installing a speaker system throughout the building and grounds of Cass County Fire District #1. Board asked for the fire chief to submit 3 quotes to the Board for their review.
4. Discussion was also held regarding a need for a back-up generator at the fire station. The Board asked for the fire chief to obtain quotes for the board to review.
5. Fire Chief Pat Bell discussed future participation with high school intern programs to encourage high schoolers to choose a career in firefighting and volunteer firefighting.

PUBLIC COMMENTS

None

MEETING ADJOURNMENT

Mike Sims made a motion to adjourn the meeting at 7:19 p.m. Dave Patty seconded. **Motion passed 3-0.**

Respectfully submitted,

Bridget I. Enyeart, Fiscal Officer