

OTTO FIRE DISTRICT
BOARD OF FIRE COMMISSIONERS
MEETING MINUTES JANUARY 13,2026

Attending: Ron Neal 2028
Don Sinn 2027
Todd Wulf 2029

Paul Stang Pres OVFD
Matt Dickinson Chief
Allison Girod Dep Sec/Treas.
Maria Stang Sec/Treas

1. Opened the meeting at 7:40PM
2. Motion to elect a Chairman for 2026-Ron Neal TW, DS
3. Motion to appoint Sec/Treas 2026 Oath of Office-Maria Stang DS,TW

Motion to appoint Dep Sec/Treas 2026-Allison Girod DS, TW

4. Motion to set salary for Dep and Sec/Treas-\$500-\$50 DS,TW
5. Surety Bond of Treasurer-the insurance policy bond for both the district treasurer and the district secretary.
6. Audit of the treasurer-submission of the end of the year balances.

a.	End of year balances	%
CCB checking#1710057912	\$977.80	.05%
CCB savings Savings#1720049483	\$5,522.45	2.28%
CCB savings Contingency#1720049505	\$80,928.11	2.28%
CCB savings Air tanks/turnout gear#1720052999	\$128.05	2.36%
NYCLASSNY-01-1150-0001 RESERVE	\$158,867.14	3.710%
NYCLASSNY-01-1150-0002 CONTINGENCY	\$179,808.36	3.710%

Integrated Fire Protection check had not cleared as of the end of December 2025.

b.Review of 2025 Bank Accounts

Bank reconciliation was done monthly all year. Final statements for all accounts are available for review at the meeting. The review of 2025 payments and bank account statements was done at monthly meetings during the year.

7. Motion to name district newspaper- Olean Times TW, DS
8. Motion to designate Cattaraugus County Bank and NYCLASS official depository
9. Motion to hold meetings when and where-FD,2nd Tuesday of the month TW, DS.
10. Motion to continue membership in Association of Fire Districts TW, DS.
11. Lease of the Otto Fire Hall 2026 TW, DS.
12. Resolution to continue the Reserve funds in NYCLASS account NY-01-1150-0001.TW,DS

13. Review of board policies(Town of Otto website)

Investment Policy adopted October 2008

Procurement policy adopted February 2010

Ethics policy adopted July 2007

Firearms policy adopted July 2024

Motion to continue these policies RN, TW

14. Motion to give the treasurer permission to transfer funds during the year as needed from the savings accounts to the checking account to pay approved bills, These transfers will be noted in the monthly treasurers report. TW,DS

Regular monthly business

1. Approval of December 2025 minutes TW, RN
2. Approval of January Treasurers report TW,DS

3. January 2026 Treasurers Report	Balance	%
CCB checking #1710057912	\$662.80	.05%
CCB savings Savings#1720049483	\$5,522.45	2.28%
CCB savings Contingency#1720049505	\$80,928.11	2.28%
CCB savings Air tank/turnout gear#1720052999	\$128.05	2.36%
NYCLASS-NY-01-1150-0001 RESERVE	\$159,040.46	3.6211%
NYCLASS-NY-01-1150-0002 CONTINGENCY	\$180,004.52	3.6211%

Discussion to focus on savings account for truck replacement. **Motion to move \$41,000 from CCB contingency to NYCLASS contingency TW, RN.**

4. Bills paid in December 2025	
2140 Paul Stang-reimbursement Auct. International Mansfield FD auction	\$5,421.00
2141 Promark Insurance-Critical Illness Policy	\$3940.00
2142 Angela Walker Vital Signs Conference expenses	\$1351.48
2143 National Fuel	\$103.35
2144 Maureen Volk Vital Signs Conference expenses	\$285.60
2145 Maria Stang annual salary-Sec/Treas	\$500.00
2146 Allison Girod annual salary Dep Sec/Treas	\$50.00
2147 Integrated Fire Protection-extinguisher service	\$265.00

5. Bills paid in January 2026	
2148 National Fuel	\$211.97

6. Old Business-none

7. New Business-we were overcharged for the critical illness policy. Promark will get back to us once they determine the difference and will send a check to us for the difference.

The Financial Report for the State Comptroller will be completed by the Municipal Accountant once Allison and I get the totals in report form for them. This report is due in February.

I am reviewing the insurance policy for the 2026 year. Once I have answered Christys questions, I will update the Commissioners of the updates.

8. Approval of Chiefs for the Fire Department for the year 2026, TW, RN.

Chief-Matt Dickinson, 1st Assistant Chief-Robbie Barber

9. Approval of Fire Company events for 2026

February 1, 2026 Breakfast 8am-12pm March 1,2026 Breakfast 8am-12pm

May 16th 2026 Gun Raffle 6pm-? November 1,2026 Breakfast 8-12

December 5th 2026 Pancakes with Santa 8am-10am DD,TW

Motion to adjourn 8:40pm TW,DS