

**THE BOARD OF DIRECTORS OF THE PECAN GROVE VOLUNTEER FIRE  
DEPARTMENT HELD A REGULAR BOARD OF DIRECTORS MEETING ON Thursday, July  
14th, 2016 AT 7:00 PM AT THE PECAN GROVE VOLUNTEER FIRE DEPARTMENT, 727  
PITTS ROAD, RICHMOND, TEXAS 77406**

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**DIRECTORS PRESENT:** Barski, Boyd, Golden, Hines, Hughes, Katz, Grillo

**DIRECTORS ABSENT:**

**ALSO PRESENT:** Chief Woolley, Jennifer and ( 4 ) other guests

**CALL TO ORDER/QUORUM:**

The meeting was called to order at 7:04 p.m. The Agenda was adopted as presented.

**MINUTES:**

The Minutes of the Board of Directors meeting held on June 9th, 2016 were presented to the Board for approval. A motion was made by Katz to approve the June minutes, with a revision depicting: During the selection of Officer's for the position(s) of Treasurer and Secretary, presently occupied by the incumbents, Golden and Hines, respectively. Katz moved that the incumbents remain in office. After the motion was seconded by Boyd, Katz, did not abstain and voted in favor of his motion, which was passed unanimously. Boyd seconded Katz's motion to approve the June minutes as corrected and the minutes were unanimously approved.

**FINANCIAL REPORT**

The financial report was presented by Woolley. The Board reviewed the Financial Report and a motion was made by Katz and seconded by Barski and were accepted unanimously as presented.

As of July 12th, 2016 Bank Balances as listed:

Chase Checking	\$ 142,030.91
Chase Savings	\$ 31,248.92
Chase Money Mrkt	\$ 14,127.69
Merrill Lynch	\$ 21,287.50

Reserve Required by Board    \$10,000

TOTAL                            \$ 208,695.02

- The Chief mentioned:
  - Still getting quotes for the roof repair. The most recent was \$25k. Additionally, the FD got a quote to "wrap" the building for \$28k

- 5 Miles My Way had approx. 300 participants. The FD will profit around \$6,584.00
- The Audit needs to be signed. The board opted out of the audit presentation. Katz requested clarification of the math as noted on Page (9), Note (6). Boyd also suggested a change to the verbiage of “Salaries & Wages” to something else...
  - Boyd moved to accept the audit draft with changes noted. Golden seconded the motion. Katz abstained and the remaining board members approved the draft.

## UNFINISHED BUSINESS

The computer networking update being done by Mr. Hoff is running and near completion. Station one and two are up and running, everyone has their own log in ID. The printer is working. The stations are not networking with each other yet. This is still work in progress (WIP). Chief is going to have an IT person look at it for a quote. The Chief indicated that he would be meeting with TNT Technologies on Tuesday the 19<sup>th</sup> to discuss a proposal for updating our computer system

By-laws still being updated. Board has to review and update as necessary. The board by-laws have not been sent to Austin. Board by-laws need to be changed regarding Chief and Assistant Chief being members of the board. Board members are supposed to serve staggered terms. Terminology needs to be cleaned up. HOA's do not nominate board members. This is still WIP and near completion.

Joey will provide amount needed for continuing education. This is WIP – Chief is waiting on getting the “numbers” (costs) together.

A letter will be drafted to the 64 addresses outside the MUD service area asking them to contribute voluntarily to the PGVFD. The letter was presented and approved by the board. Jennifer will send them out and keep an excel spreadsheet of the addresses and donation activity. This is still WIP

Harvest Green – Joey sent an e-mail asking when MUD 134 meets and should he be present? Joey met with Sam Johnson who is looking forward to seeing the copy of the contract when he meets with Shay Schaffe. It is possible we could get a developer contract. As it stands, 911 Calls go to the city of Richmond. Flathouse (Fire Marshals Office) is working on changing the our service area map to reflect the recent Fire Plans. As of today, the map is reportedly done and the Fire Marshal has to complete some discussions with Aliana and ESD 5 (Northeast).

Audit will be completed in a couple of weeks. An audit presentation will cost approximately \$700 if required by the board. we will have further discussion(s) of whether we want a presentation or not. During this evenings meeting the board agreed that a presentation was not warranted.

Chief and Golden will present our budget to PGMUD on June 28<sup>th</sup>, 2016. We will also offer to present the Budget to MUD 118.

The well water at Station 2 has a smell coming from the cold water. We are looking at a filtration system. And, considering; asking PGMUD if we could access water from their resources. Pat Neff is working on a quote for the water line. There will need to be discussions with the county regarding the easement and to Jones & Carter who has been authorized to design the line and hydrant project.

In the process of getting specs and cost of a new booster truck (2016 1-ton, 4x4). Note: the chassis for this type of vehicle costs \$47k from Classic Chevrolet. This is WIP and the last day to order a 2016 truck is tomorrow, July 15, 2016. During the discussion of this subject matter, Curtis presented to the BOD, the options and specs of a new booster truck, as approved by the PGVFD membership. After the presentation:

- Golden motioned to accept the Booster Truck proposal and secure the loan to obtain the truck; with the latitude to spend up to \$70,000.00 to purchase and properly equip, said truck. Katz seconded the motion and BOD approved the motion unanimously.

## **NEW BUSINESS:**

- Chief – the Christmas Banquet is scheduled for December 6<sup>th</sup>, 2016. The Banquet will begin with a Social at 6:30 p.m. and the meal being served at 7 p.m. The FD will be working on securing a room and getting the food catered.
- Fire Prevention Week is October 9 -15<sup>th</sup>, 2016. The FD will be working with Dave Spillman of the Red Cross and conduct a smoke detector drive, during that week.
- Board Endocrination Presentation, Chief – provided some documentation and a power point presentation to all the board members.
- Chief – (2) new duty-crew firefighters have been hired. (1) is from HFD and the (1) is from SLFD.
- Note: Chief will be out of town July 22 – 29 for training at Tx A&M.

**ADJOURNMENT TO EXECUTIVE SESSION** at :      N/A      p.m. – the Board reconvened in open session at    N/A    p.m.

After reconvening the board took action on the following: **N/A**

## **ADJOURNMENT**

The next meeting has been scheduled for Thursday, August 11th, 2016. The meeting was adjourned at 8:22 p.m.

