

**THE BOARD OF DIRECTORS OF THE PECAN GROVE VOLUNTEER FIRE
DEPARTMENT HELD A REGULAR BOARD OF DIRECTORS MEETING ON
Thursday, January 26, 2023, at 6:30 P.M.
PGVFD, 727 Pitts Rd., Richmond, Texas 77406**

DIRECTORS PRESENT: Grillo, Baker, Golden, Levan, Barski, Danna, Hamrick

DIRECTORS ABSENT: None

ALSO PRESENT: Chief Vontz, J. Easley

CALL TO ORDER/QUORUM:

The meeting was called to order at 6:33 p.m. The agenda was adopted as presented.

MINUTES:

The minutes of the Board of Directors meeting held on November 17, 2022, were presented for approval. A motion was made by Golden to approve the minutes and seconded by Danna. The motion carried and the minutes were approved unanimously.

RATIFICATION OF DECISIONS MADE BETWEEN BOARD MEETINGS:

January 3, 2023 E-mail vote approval of MAC bookkeeping contract for 2022 Q4 taxes and 2022 W-2's . A motion was made by Levan to approve the vote and seconded by Golden. The motion carried and was approved unanimously.

FINANCIAL REPORT:

Chief Vontz presented the financial report. The annual \$75,000 reimbursement was received from Fort Bend County. The Board reviewed the Financial Report, and a motion was made by Barski and seconded by Danna to approve the report. The motion passed unanimously as presented.

As of January 26, 2023, Bank balances as listed:

New First ICS	\$571,289.75
New First Checking	\$ 199,541.66
New First Money Market	\$131,131.49
TOTAL OF ACCOUNTS	\$901,962.90
Reserve Required by Board	\$100,000.00
CASH AVAILABLE	\$801,962.90

UNFINISHED BUSINESS:

Electronic entry system being installed at station 1.
Seeking an attorney for retainer still in progress.

Committee Reports

- Apparatus – New E-61 has been ordered expected in service date of April or May 2024. E-62 had a warranty repair completed.
- Station 1 remodel – Fire Marshal inspection in February, completion of station a few weeks out.
- Station 2- Review of upgrades to be made at station 2 will be done after station 1 completion.

NEW BUSINESS:

Chief informed the Board that the additional money approved for the remodel Architect has not been paid yet and is in negotiation.

Chief made a proposal to hire Prime ITS, an IT firm which will maintain the department's IT infrastructure. The cost is \$1100 per month for a 12-month term. Chief stated that other IT firms were contacted and no other proposals were received that met the department's needs.

A motion was made by Hamrick to hire the firm at the cost of \$1100 per month for a 12-month term and seconded by Levan. The motion passed unanimously as presented.

Chief presented a proposal to contract with M&M Generator for a maintenance program for both station's generators. Total recurring cost yearly for a multi-year plan is approximately \$5000. One time set up costs are approximately \$1000.

A motion was made by Grillo to accept the proposal as presented and seconded by Golden. The motion passed unanimously as presented.

Chief Vontz gave a 2022 year in review and goals for 2023 and beyond.

ADJOURNMENT TO EXECUTIVE SESSION: at 7:34 p.m. Executive session was called to order.

The board reconvened in open session at 7:56 p.m.

- **ACTION ITEMS from Executive Session:** A motion was made by Grillo to provide an in-honorarium recognition to former Fire Chief J. Woolley. The motion was seconded by Golden. The motion carried and was approved unanimously.

ADJOURNMENT:

The next regular meeting has been scheduled for February 23, 2023, at 6:30 p.m. The meeting was adjourned at 7:58 p.m.