

**THE BOARD OF DIRECTORS OF THE PECAN GROVE VOLUNTEER FIRE
DEPARTMENT HELD A REGULAR BOARD OF DIRECTORS MEETING ON
Thursday, December 8th, 2016 AT 7:00 PM AT THE PECAN GROVE VOLUNTEER
FIRE DEPARTMENT, 727 PITTS ROAD, RICHMOND, TEXAS 77406**

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

DIRECTORS ABSENT: Boyd, Grillo

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

Prior to the meeting, Chief Woolley presented a helmet to former board member, Fred Ross in appreciation for his service as a board member. M. Hess of New First Bank also gave a presentation of services provided by her bank.

CALL TO ORDER/QUORUM:

The meeting was called to order at 7:28 p.m. The Agenda was adopted as presented.

MINUTES:

The Minutes of the Board of Directors meeting held on November 10th, 2016 were presented to the Board for approval. A motion was made by Hines to approve the minutes as presented and seconded by Barski. The minutes were unanimously approved.

FINANCIAL REPORT

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

As of December 8, 2016 Bank Balances as listed:

Chase Checking	\$ 127,014.45
Chase Savings	\$ 32,252.30
Chase Money Mrkt	\$ 20,504.08
Merrill Lynch	\$ 22,419.91

Reserve Required by Board \$10,000

TOTAL \$ 202,190.84

The Chief mentioned: Chase Fraud investigation – received a letter indicating the bank has charged off the \$12k that was fraudulently removed from our account. Engine 61 is in the shop. The turbo locked up and will be repaired for the cost of \$3,308.00.

UNFINISHED BUSINESS

Grillo suggested the need to start working on the Savings Reserve and should be a topic of conversation at the November meeting; when more Board Members are present.

Jennifer reported: New First Bank in Rosenberg will be coming out to talk to her and Melody Hess is happy to attend the December board meeting. They service other fire departments and HOAs. They have a CD ladder system and Jennifer is suggesting we move the Savings, Reserve and Money Market accounts and possibly leave Checking and Payroll at Chase as a transition until the fraud investigation is done. Jennifer will report more information at the December meeting. She will check what we need to move the money from Merrill Lynch.

Continuation: after further discussion of the (2) listed topics above; Golden made a motion to, **Move Merrill Lynch funds into New First CDARS program and increase our reserve funds from \$10,000.00 to \$30,000.00, and allow J. Easley to continue the process of moving all remaining Chase Accounts to New First Bank.** Katz seconded the motion and the board unanimously passed the motion as presented.

By laws have been adopted by the Fire Department. Board opted to wait for the December meeting when more board members are present. During discussion, the BOD identified and noted the suggested revisions/edits to be taken back to the membership to be addressed. Golden then made a motion **to adopt the PGVFD By-Laws as amended; pending approval of the membership.** Hines seconded the motion and the BOD passed the motion unanimously.

Harvest Green – waiting for verification of 134 D next week. With 147 sold properties the MUD is leaning toward a May 2017 election for fire protection. This is still WIP and the MUD is reviewing fire plans from ESD 5 and Richmond F.D. Katz told the board that his prior law firm, Coveler and Katz represents FBESD5. UPDATE: communication from 134D that they want to contract with PGVFD. Mr. Metcalf was present to discuss PAC for the Fire Protection Plan in Harvest Green. After discussion, Golden made a motion **that the PGVFD Board of Directors, request the help of the previous PAC members in getting the MUD 134D plan passed the upcoming election, pending the MUD Board approval.** The motion was seconded by Barski and called to a vote. Katz abstained and the remaining board members (Barski, Hughes, Hines, Golden) voted to approve.

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. Ryan Yokabitis has taken this on and Chief will check with him to make sure it is on the next MUD meeting agenda. Noted Update: PGMUD has authorized Jones & Carter to develop the plans. EDP is ready and waiting on easement/permits. This is still work in progress.

Open records reporting format – Jennifer is working with Howard Katz to provide a guideline of what can be released and to whom. This has been completed.

The department stays in compliance with the regulations of the Commission that oversees paid departments. This applies to the duty crews and as much as possible for the volunteers. It is an appropriate time to review the ISO rating and possibly drop from a 3 to a 2. Note: this is WIP. Chief will talk with Mike Pietsch with hopes that the FD will be review should happen in December. The first phase would cost \$12000 and the second phase would cost \$12,000. Grillo will work with Chief to assess. This continues to be work in progress and should be done by March/April and will be tabled until we can review finances.

NEW BUSINESS:

The grant Application for AFG has been filed with hopes to get assistance with purchasing a new skid unit for the booster truck.

Paperwork was submitted for an \$80k grant to Golf for Greater Houston. If approved, funds would be used for the roof (station 1), a generator, (15) bottles, a (5) inch hose and (3) 2 ½ inch hoses.

AMECO, a subsidiary of Flour has donated a light trailer that needs to be picked-up.

There was discussion of SCBA bottles and airpacks and the need for new ones. After discussion Golden made a motion to buy (15) new (45 minute) SCBA bottles. The motion was seconded by Katz and unanimously approved.

ADJOURNMENT TO EXECUTIVE SESSION at 9:00 p.m.

The board reconvened in open session at 10:00 p.m.

After reconvening the BOD took action on the following:

A motion was made (by whom ???) **authorizing Katz to seek and retain legal representation to assist with the 134D Fire Protection Plan.** The motion was seconded by Barski and unanimously approved

ADJOURNMENT

The next meeting has been scheduled for Thursday, January 12th, 2017. The meeting was adjourned at 10:02 p.m.