

**THE BOARD OF DIRECTORS OF THE PECAN GROVE VOLUNTEER FIRE
DEPARTMENT HELD A REGULAR BOARD OF DIRECTORS MEETING ON
Thursday September 9, 2021 at 11:00 A.M.
PGVFD, 727 Pitts Rd., Richmond, Texas 77406**

DIRECTORS PRESENT: Hughes, Golden, Levan, Hines

DIRECTORS ABSENT: Grillo, Katz, Barski

ALSO PRESENT: Chief Woolley, J. Easley

CALL TO ORDER/QUORUM:

The meeting was called to order at 1110 a.m., The Agenda was adopted as presented.

MINUTES:

The minutes of the Board of Directors meeting held on June 10, 2021 were presented for approval. A motion was made by Golden to approve the minutes and seconded by Levan. The motion carried and the minutes were approved unanimously. Note: NO meeting was held in AUGUST

FINANCIAL REPORT

Chief Woolley presented the financial report. The Board reviewed the Financial Report and a motion was made by Levan and seconded by Golden to approve the report. The motion passed unanimously as presented.

As of September 7, 2021 Bank balances as listed:

New First ICS	\$203,742.24
New First Checking	\$18,642.40
New First Money Market	\$230,269.29
New First CDARS	\$ 0

TOTAL OF ACCOUNTS **\$452,653.93**

Reserve Acct (CDARS)	\$80,000.00
	(\$80k required by board)

CASH AVAILABLE **\$372,653.93**

FINANCIAL CONTINUED:

Chief Comments:

MUD 134E has been late making monthly payment(s) to the FD. Not sure what the problem is, but when they are notified, the payment is made timely.

Payroll was higher this month due to \$6k payment to workers comp.

FD spend \$4k on new hose.

UNFINISHED BUSINESS:

Committee Report(s) – Note: there have been no meetings since the lockdowns associated with COVID.

- Station committee – no report
- Station remodel committee – no report
- Volunteer Manpower Committee – no report

Report on Fire Apparatus & Capital Replacement Program – No report this month. FD is working on obtaining quotes for station remodel. Mobile Data Terminals on all engines are being updated.

Still obtaining bids for a Station-1 generator, bid so far have been in the \$35K-\$40K range. Update: a bid was obtained from Generators of Houston for approximately \$32K. The generators are currently on back-order. The generator quote from Generators of Houston for Station-2 was less than \$27k.

- Golden made a motion to approve the generator for Station-2, not to exceed \$27k. Hines seconded the motion and motion passed unanimously.

Cascade system was received from Sugar Land, in the process of getting bids to get it operational. Update: repairs for the system will cost approximately \$11k (note – a new system cost \$40k). After consideration, the FD has decided that it's not feasible to move forward with this particular project.

MUD directors meeting on June 4th went well. The presentation with the three different rate options was given, ranging from \$14 per tap to \$24 per tap. Questions from the MUD directors were answered. The directors asked for a 5 to 10-year plan proposal be created. PGMUD has requested the FD send the 2022 Budget to them at the end of June.

There was discussion regarding the meeting with the MUD's, referencing the rate presentation and fulfilling the request of PGMUD to have the FD provide them with the 2022 Budget. After discussion, Katz made a motion to send the approved FY 2022 Budget; with the proper service rate of \$13.74 per tap. The motion was seconded by Golden and then unanimously approved by the Board. Update: New monthly ("tap") rate will be \$13.55. All participating MUD's have approved the FD Budget and rate fee increase.

Squad 61, which is a 2008 Ford F150, needs to be replaced. Looking for potential replacement. This continues to be work in progress.

The Board briefly discussed the completed audit, which was in need of some minor revisions and would require the audit being returned to the auditor. After some discussion, Levan made a motion to accept the Audit as presented, with the suggested revisions. Katz seconded the motion and the Board approved unanimously. Update: the revisions were made and returned to the Auditor.

The FD has priced electronic message boards (with Wi-Fi) for both stations. The cost is in the approximate range of \$5K. This equipment would potentially allow visual connection to Ft. Bend County Computer Aided Dispatch (CAD). Update: the message boards have been installed. The final cost was \$3500.00.

As a result of the February Ice Storm of 2021, The FD is assessing the purchase of bay-heaters for Station 1. A preliminary assessment indicates it could cost somewhere in the range of \$10K. This project is still under consideration and will likely be encompassed in the station remodel project.

NEW BUSINESS:

Other notes from Asst. Chief Vontz

- 10 sets of bunker gear were purchased for \$31k.
- There have been some difficulties in covering staffed positions due to COVID. A total of 77 hours during the month of August, went uncovered.
- 3 new duty crew members were hired and start in September.
- There have been no Officer meetings since June
- All MUD's have been informed of the FD Board of Directors election and information has been posted to the FD website.
- Request(s) and/or Action(s) for the FD BOD
 - Convene with Treasurer for discussion of financing Station 1 remodel
 - Reconvene Remodel Committee to update status and current actions
 - Coordinate meeting with MUD's to review and discuss 8-year plan.

ADJOURNMENT TO EXECUTIVE SESSION: At 11:38 a.m. Executive session was called to order.

The board reconvened in open session at 12:38 p.m.

▪ **ACTION ITEMS from Executive Session:**

- J. Easley tasked with contacting various consulting groups for consideration of services to help guide and facilitate a selection and hiring process for Fire Chief.

ADJOURNMENT

The next regular meeting has been scheduled for October 14, 2021 at 11:00 a.m. The meeting was adjourned at 12:38 p.m.