

MINUTES
VILLAGE FIRE DEPARTMENT
REGULAR BOARD OF COMMISSIONERS MEETING
WEDNESDAY, JANUARY 24, AT 6:00 P.M.
VILLAGE FIRE DEPARTMENT
901 CORBINDALE ROAD, HOUSTON, TEXAS

Commissioner Johnson, called the meeting to order at 6:00 p.m. Roll was called, and a quorum was present.

1. CALL TO ORDER

Present and
Voting Were:

City of Hedwig Village	Commissioner William Johnson, Chair
City of Bunker Hill Village	Commissioner Derry Essary, Vice Chair
City of Hunters Creek	Commissioner Jay Carlton, Member
City of Hilshire Village	Commissioner Robert Byrne, Member

Others
Present Were:

City of Hedwig Village	Alternate Barry Putterman
City of Bunker Hill Village	Alternate Bert Rosenbaum
City of Piney Point Village	Alternate Brian Thompson
City of Hunters Creek Village	Alternate Frank Doyle
City of Hilshire Village	Alternate Ray Leiker
Village Fire Department	David Foster, Fire Chief
Village Fire Department	Marlo Longoria, Administrator
Randle Law Office LTD., L.L.P.	Grady Randle, Attorney
Public	Mayor Muecke
	Mayor Herron
	Guest

Absent
Were:

City of Piney Point Village	Commissioner Zebulun Nash, Treasurer
City of Spring Valley Village	Alternate Aaron Stai
City of Spring Valley Village	Commissioner Allen Carpenter, Secretary

2. COMMENTS FROM THE PUBLIC:

None

3. CONSENT AGENDA - All Consent Agenda items listed are considered to be routine by the Board of Commissioners and will be enacted by one motion. There will be no separate discussion of these items unless a Board Member so requests, in which event the item will be removed from the Consent Agenda and considered in its normal sequence on the Agenda.

3A. Approval of Minutes

Approval of Amended Minutes – November 29, 2017 – Regular Board Meeting

3B. Approval of Bills Paid

Approval of Bills Paid – November and December

Commissioner Johnson asked for a motion to approve the consent agenda. Commissioner Carpenter moved, Commissioner Carlton seconded to approve the items of the Consent Agenda as submitted.

Commissioners Byrne, Essary and Alternate Thompson voted “Aye”, “Noes” none.

MOTION CARRIED UNANIMOUSLY

4. Reports

4A. Financial Report

Chief Foster stated that the numbers for 2017 show that we are about \$30,000 under budget. The Fire Department is still waiting on FEMA disbursement and looking to receive ~ \$80,000 for salaries.

4B. Fire Chief's Report

- End of year Report
- Dispatch time: 54 second
- Travel time: 38 seconds
- Travel time total for all cities 4.03 seconds
- Two employees on probation, one of which has given resignation letter
- Ideas on Employee retention for hiring process (salaries, training, experience, etc.)

5. CONSIDERATION OF CONTRACTS/AGREEMENTS – The Board will discuss and consider possible action on the following:

5A. To be considered with item 7A, McGrath Proposal

In discussion of the McGrath Consulting Proposal & Agreement Commissioner Johnson presented and discussed hard copies of which are attached hereto as Exhibit “A” McGrath Proposal and Exhibit “B” McGrath Agreement.

6. CONSIDERATION OF RESOLUTIONS – The Board will discuss and consider possible action on the following:

6A. None

7. CONSIDERATION OF AND ACTION ON THE FOLLOWING – The Board will discuss and consider possible action on the following:

7A. Discussion of and action on McGrath Proposal

Commissioner Johnson stated as discussed at our last meeting the mayors of our cities have made it clear that want an expert third party study of VFD EMS response times under the direction of the Fire Commission. They also indicated that they were willing to “pay for it”. McGrath has responded to the RFP with the proposal provided by the commission. McGrath has promised that they will be make the best effort to complete the study in three months, so the results can be included in the 2019 budget. The cost will be \$35,150.00.

Commissioner Johnson stated it has been agreed upon that McGrath would be paid from funds

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that would otherwise be remitted to the cities from the ambulance billing account and/or the overage from 2017.

Hunters Creek Village has refused to pay McGrath Consulting therefore will have no interviews nor a copy of the completed report by McGrath Consulting. Hunters Creek percentage 22.25 of \$35,150.00 portion will be dispersed among other five cities.

Commissioner Byrne asked for a motion. Commissioner Carpenter seconded to approve to move forward with the Fire Commission to control and allow McGrath Consultants to perform an analysis of the Village Fire Department Emergency Medical Services Response Times in the amount of \$35,150.00 to be paid out of the ambulance fund by the cities except for Hunters Creek Village.

Roll Call Vote

Hedwig: “Yes”
Bunker Hill- “Yes”
Piney Point- “Yes”
Spring Valley- “Yes”
Hunters Creek- “No”
Hilshire – “Yes”

A record of each person’s vote is recorded

Motion has been made

7B. Discussion of and action on Taber & Burnett, P.C. Engagement Letter 01/01/2018 – 12/31/2018

Marlo Longoria stated that Taber & Burnett will increase by \$100.00 from \$675.00 increased to \$775.00.

Commissioner Johnson asked for a motion to approve Taber & Burnett P.C. Engagement letter Commissioner Essary moved Commissioner Byrne seconded to approve Taber & Burnett, P.C. Engagement Letter 01/01/2018 – 12/31/2018 as submitted.

Commissioners Johnson, Carlton, Carpenter and Alternate Thompson voted “Aye”, “Noes” none.

MOTION CARRIED UNANIMOUSLY

7C. Discussion of and action on the 4th Quarter Ending 2017 Investment Report

Marlo Longoria stated that the 4th Quarter for 2017 looked good and we were right on track.

Commissioner Johnson asked for a motion to approve the 4th Quarter Investment Report. Commissioner Byrne moved Commissioner Carpenter seconded to approve 4th Quarter ending 2017 Investment Report as submitted.

Commissioners Johnson, Carlton, Essary, and Alternate Thompson voted “Aye”, “Noes” none.

MOTION CARRIED UNANIMOUSLY

8. DISCUSSION ITEMS/PRESENTATION OF SPECIAL REPORTS - The Board will discuss and consider possible action on the following:

8A. Discussion items/presentation of Special Reports; Update on Fire House renovation,

In discussion of the renovation update Commissioner Carlton presented and discussed hard copies of which are attached hereto as Exhibit “C” Price Consulting, INC. Roof Condition Assessment Report.

Commissioner Johnson asked for a motion to approve to move forward with Price Consulting, INC. to provide a proposal to perform the design phase up to or lesser than \$10,000 to take back to the cities for consideration. Commissioner Essary moved Commissioner Carpenter seconded to approve to move forward with Price Consulting, INC.

Roll Call Vote

Hedwig: “Yes”
Bunker Hill- “Yes”
Piney Point- “Yes”
Spring Valley- “Yes”
Hunters Creek- “Yes”
Hilshire – “Yes”

A record of each person’s vote is recorded

MOTION CARRIED UNANIMOUSLY

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9. CLOSED SESSION – The Board of Commissions will retire into Executive Session as authorized by Chapter 551; Texas Government Code, to discuss the following matters:

None

10. ACTION – CLOSED SESSION – The Board of Directors will discuss and consider any actions necessary on items discussed in Executive Session.

None

11. FUTURE ACTION ITEMS

12. NEXT MEETING DATE

Wednesday, February 28,2018

13. ADJOURNMENT

Commissioner Johnson moved to adjourn at 7:55 p.m. seconded by Commissioner Carpenter.

Commissioners Byrne, Carlton, Essary and Alternate Thompson voted “Aye”, “Noes” none.

MOTION CARRIED UNANIMOUSLY

Respectfully submitted

Commissioner William Johnson, Chair

Attest:

Commissioner Allen Carpenter, Secretary