

VILLAGE FIRE DEPARTMENT
REGULAR BOARD OF COMMISSIONERS MEETING
WEDNESDAY, January 19, 2022
MINUTES

Minutes
VILLAGE FIRE DEPARTMENT
REGULAR BOARD MEETING MINUTES
WEDNESDAY, January 19, 2022, 6:00 P.M.

Present and
Voting Were:

City of Hunters Creek Village
City of Hilshire Village
City of Hedwig Village
City of Piney Point Village

Commissioner Jay Carlton, Chair
Commissioner Robert Byrne, Vice -Chair
Commissioner Harry Folloder, Treasurer
Commissioner Zebulun Nash, Secretary

Others
Present Were:

City of Hunters Creek Village
City of Hilshire Village
City of Piney Point Village
Village Fire Department
Village Fire Department
Village Fire Department
Attorney
Joiner

Alternate Rob Adams
Alternate, Ron Presswood
Alternate, Henry Kollenberg
David Foster, Fire Chief
Marlo Longoria, Administrator
Patricia Torres, Administrator
Brandon Morris, Randle Law Firm
Robert Kohutek

Not present:

City of Spring Valley Village
City of Spring Valley Village
City of Hedwig Village

Alternate Bo Bothe
Commissioner Allen Carpenter, Member
Alternate, William Johnson (virtual)

2. COMMENTS FROM THE PUBLIC:

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 Minutes – December 2021

3B. Approval of Bills Paid

Approval of Bills Paid –December GF & FF

Commissioner Carlton asked for a motion to approve consent agenda as presented. Commissioner Folloder moved to approve consent agenda; Commissioner Byrne seconded.

Commissioner Nash voted “Aye,” “Noes” none. Spring Valley was not present to vote.

MOTION CARRIED UNANIMOUSLY

4. Reports

4A. Steering committee report and possible action

1. Renovation updates- Architect

Commissioner Folloder gave an update on renovations. He stated that there is still no substantial completion date. He also stated the bay doors have started to be installed. Commissioner Folloder also gave an update on the asphalt parking lot, stating that it will be done once temperatures are favorable.

Robert K. from Joiner presented slides and stated that the project is on budget and schedule is behind.

- On budget for project, but behind schedule
- Front canopy was modified to see the letters more clearly
- Red bricks arrived and looked great
- Punch list items are being corrected
- Air balancing is ongoing
- Training sessions, except for alerting system have been completed
- Fencing has been completed
- \$89,000 in Owner’s contingency, should end up between 75 and 80k for final numbers

4B. Treasurer's Financial Reports – December 2021

Commissioner Folloder stated that VFD ended the year 1.12 over budget and when considering the environmental catastrophes over the last year, the percentage was low. He suggested a budget amendment to go back to the cities for the pro rata percentages for the overages. New technology, truck maintenance, maintenance contracts, turnout gear, and Motorola are all going up in price. He stated that the current commission and leading body have done more to enhance the fire department in the last 3 years than in the last 30 years. Commissioner Folloder stated that going forward he would like to classify the software maintenance into a new line item instead of putting them into office expenses. This would make the budget clearer for the public and cities when reading it. Commissioner Carlton asked about upgrades to dispatch, and Commissioner Folloder responded that the consoles were at end of life, and they upgraded the systems. Upgrading the systems was not in the budget, so money from the facility was used to pay for the upgrade. Commissioner Carlton stated that the upgrade and staffing the second ambulance were part of the cause of overage. Commissioner Folloder added that the monthly Covid tests at 3k per month also contributed. Commissioner Nash asked if the government would now pay for, he Covid tests. Chief Foster responded that he is looking into it, and it may be a possibility.

4C. Fire Chief's Report -Events of December 2021; Monthly Performance; Record of Calls; EMS Collections, Operational issues, Response times and staffing.

- Firefighter still out recovering from ACL tear and still have one vacancy. There are currently only two applicants. Trouble hiring due to lots of department hiring at this time
- 15 firefighters have tested positive for Covid but seem to be recovering pretty quickly.
- Trucks are running fine. Rescue 1 has some pitting on the door and Frazer is going to come out and fix. Ambulance has been ordered and should be in around September.
- Dispatched to 6 structural fires in December
- The chaplain Rev. Jim Doremus (11 years) is moving, and we will be having a farewell lunch on January 20.
- Response times have been remarkable with being back in the station.
- Commissioner Folloder asked about dash cameras and if they would be helpful. Chief Foster responded that there are currently no dash cameras on the trucks, but he would look into it and have it put on as an agenda item for the next meeting.

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

5A. Annex Roof- PCI quote was provided. Commissioner Byrne discussed the four options and Commissioner Carlton stated that he thought option 3 would be best. He stated that since the quote is a year old that costs have probably moved up, so we need to touch base on current pricing.

Commissioner Carlton asked for a motion to approve the annex roof assessment quote (subject to current quote numbers staying the same). Commissioner Nash moved to approve the annex roof quote, Commissioner Byrne seconded.

Commissioner Folloder voted. "Aye," "Noes" none. Spring Valley was not present to vote.

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5B. Tower Renovation- Commissioner Folloder stated that the scope of work would be power washing, painting, and replacing shutters for a cost of \$22,900 for everything but the roof. Commissioner Carlton said that PCI would need to look at the tower roof to get numbers. Chief Foster stated that the tower is used daily for training etc. Commissioner Nash asked about the warning signal/sign to alert people to slow down when coming down Corbindale. Chief stated that he would get a quote on the sign for the next meeting. Commissioner Folloder stated that the cities have restricted funds for child safety/safety mitigation that could possibly be used for this type of sign. Commissioner Carlton stated that tower and sign would be discussed again at next month's meeting.

5C. Attorney follow-up-Mr. Morris stated that he looked at the letter and it was approved by all of the cities as long as the money was coming out of one of the three specified funds.

5D. Workers Compensation Contract- 1 year premium 2/10/2022-2/10/2023
Mrs. Longoria stated that the new one-year contract is \$47,865, which is a \$7,781.00 increase over last year. Commissioner Carlton suggested looking into all employees that could be considered clerical to cut cost where possible.

Commissioner Carlton asked for a motion to approve the workers compensation contract. Commissioner Folloder moved to approve workers comp contract; Commissioner Nash seconded.

Commissioner Byrne voted "Aye," "Noes" none. Spring Valley was not present to vote.

6. DISCUSSION OF AND POSSIBLE ACTION ON THE FOLLOWING - The Board will discuss and consider possible action on the following:

6A. Letter from Bunker Hill to request reentry-Commissioner Carlton stated that Bunker made a timely notice for reentry. Mr. Morris stated that the next step was to get each of the cities to sign off on the amendment to the interlocal agreement and that April 1st was the target date.

Commissioner Carlton asked for a motion to approve Mr. Morris drawing up a letter to approve Bunker Hill being reinstated. Commissioner Folloder seconded to approve the letter.

Commissioner Byrne and Commissioner Nash voted "Aye," "Noes" none. Spring Valley was not present to vote.

7. EXECUTIVE SESSION - The Board of Commissioners will retire into Executive Session as authorized by Chapter 551; Texas Government Code, to discuss following matters:

7A. Fire Chief-performance and salary review

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

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9. FUTURE TOPICS:

- Flashing signal/sign quote
- Dash Cameras for trucks
- Long-term maintenance schedule for vehicles

10. NEXT MEETING DATE:

February 23, 2022

11. ADJOURNMENT

Commissioner Folloder moved to adjourn at 8:08 p.m. seconded by Commissioner Byrne

MOTION CARRIED UNANIMOUSLY

Respectfully submitted.

Commissioner Jay Carlton, Chair

Attest:

Commissioner Zeb Nash, Secretary