

Village Fire Department
Regular Board Meeting of Commission Meeting
Wednesday, March 23, 2022
Minutes

Minutes
VILLAGE FIRE DEPARTMENT
REGULAR BOARD MEETING MINUTES
WEDNESDAY, March 23, 2022, 6:05 P.M.

Present and
Voting Were:

City of Hunters Creek Village
City of Hilshire Village
City of Hedwig Village

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

Present Were:

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

Alternate Rob Adams
Alternate, Henry Kollenberg
David Foster, Fire Chief
Marlo Longoria, Administrator
Katherine Stuart, Administrator
Brandon Morris, Randle Law Firm

Not present:

City of Hilshire Village
City of Spring Valley Village
City of Hedwig Village
City of Piney Point Village
City of Spring Valley Village

Alternate, Ron Presswood
Alternate Bo Bothe
Alternate, Doug Bergen
Commissioner Zebulun Nash, Secretary
Commissioner Allen Carpenter, Member

2. COMMENTS FROM THE PUBLIC:

None

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 – February 2022

3B. Approval of Bills Paid

Approval of Bills Paid –February- GF & FF

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

“Aye,” “Noes” none. Spring Valley/Hedwig was not present to vote.

MOTION CARRIED UNANIMOUSLY

4. Reports

4A. Steering committee report and possible action

Renovation updates- Chief Foster

Fire Chief, David Foster stated that substantial completion was set with Construction Masters (CM) with a 30- day resolution period with the punch-list items. The door speed specifications issue was resolved, and the door now opens at the speed of 20 seconds rather than 45 seconds. The ADA inspection took place Friday am, however, a report has not been submitted to the Fire Department. A final pay application was submitted to the department and payment has been placed on hold until all necessary items under the base bid have been addressed.

Commissioner Byrne stated the roof consultant, Mr. Karl Schaack, is roughly 50% on the drawings, documents, and site planning. Commissioner Byrne also stated the goal is to have a document/s from Mr. Schaack by the next meeting

Alternate Kollenberg requested the estimated cost of roof replacement on the annex and tower.

Commissioner Byrne stated the cost estimate is based on the December 2020 quote with a cost increase. The estimated cost is about \$70k to \$80K and possibly more with the rising cost of materials.

4B. Treasurer's Financial Reports – February 2022

Marlo Longoria stated that February is at 16% of the budget. She also stated that currently, the department is over budget due to OT- salaries and maintenance of vehicles. She also stated that the 457 contributions were put in as 1/ 12 in 2022 personnel expenditures to see the amount throughout the year.

4C. Fire Chief's Report -Events of February 2022; Monthly Performance; Record of Calls; EMS Collections, Operational issues, Response times, and staffing.

- Racquet club fire in a small crawl through in a duct
- Cardiac arrest – the patient was in good condition when arriving to hospital
- Hiring 1- Employee FF/EMT
- Hired a new FF/EMT- in the pre-employment process
- Emergency food supply – 30 days -3 shifts- 4000 calories - 15 people
- This month demonstrated how the alerting system worked, overhead door (OHD),and CAD worked cohesively to improve the response time after construction. All equipment working
- Rescue staffing –
 - 29k in February
 - 1st Rescue 1 (R1 or R2) staffed regularly
 - 2nd staffed as needed
 - Length of time at the hospital 1-2 hours.
 - Suggested continuing staffing R2 or staff R2 full time.
- FF/EMT posted position.
- Looking ahead, the fire marshal is probably looking at retiring in the next year and a half. Need to start looking for and training replacement.
- Rescue 2 staffing still ongoing since August 2021. Hospital hold times are still long, but covid calls have dramatically decreased. Chief Foster asked the commission if they wanted to continue to keep rescue 2 staffed. The commission agreed to continue rescue 2 staffing.

Commissioner Folloder asked Chief Foster what is the monthly cost of staffing the R2 for a regular employee? Chief Foster stated to hire a regular employee would cost \$140K a year salary, benefits, turnout gear, and uniform. Commissioner Folloder stated \$24K a month to staff R 12-hr on 2 FTE only ½ the time.

Commissioner Byrne stated with the increased medical facilities, influx of people, and delay from Houston Fire Department there is a greater need for the 2nd ambulance to be staffed full-time to provide the level of care the residents of the Village expect. He also stated that if the cost of overtime is greater than the cost of hiring an “x” number of people, the commission should be receptive to the chief recommendation to staff the R2 full-time.

Commissioner Folloder stated as a commission, he thinks that all would want to see the rescue staffed full-time and the ladder staffed full-time. This has to be the agreement, once agreed then the goal is then set and how the commission should execute would follow.

Commissioner Carlton requested the Village Fire Department provide all options to staffing the ambulance.

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

5A. Interlocal Cooperation Agreement Amendment #6 readmitting Bunker Hill Village to the Village Fire Department.

Attorney, Brandon Morris presented the material and a signed copy of the amendment # 6 from all villages to the commission.

Commissioner Carlton asked for a motion to approve the Interlocal Cooperation Agreement Amendment #6 readmitting Bunker Hill Village to the Village Fire Department, Commissioner Folloder moved to approve the items presented; Alternate Kollenberg seconded.

Commissioner Byrne “Aye,” “Noes” none.

Spring Valley was not present to vote.

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

None

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

None

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

-Flashing signal and sign quote-Chief Foster stated that it would be \$2,500 plus 2.5% to install (approx. \$7,000.00 total

-Long-term vehicle maintenance schedule- Commissioner Folloder proposed the idea, that the commission use the ambulance fund to provide self-funding to a reserve for maintenance on the apparatus.

-2021 Investment Policy and Resolution NO. 2021-01- Tabled

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

None

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

11. **FUTURE TOPICS**

Budget workshop-4/13/2022

12. **NEXT MEETING DATE**

April 27, 2022

13. **ADJOURNMENT**

Commissioner Carlton moved to adjourn at 8:24 p.m. seconded by Commissioner Byrne

MOTION CARRIED UNANIMOUSLY

Respectfully submitted.

Commissioner Jay Carlton, Chair

Attest:

Commissioner Zeb Nash, Secretary