

*Amended Special Meeting*  
*Minutes*  
**Thursday, December 1, 2022,**  
**6:00 P.M.**

1. **CALL TO ORDER**

Present & Voting Were:

City of Hilshire Village	Commissioner Mayor Robert (Bob) Buesinger, Chair
City of Bunker Hill Village	Commissioner Keith Brown, Treasurer
City of Piney Point Village	Commissioner Zebulun Nash, Secretary
City of Spring Valley Village	Commissioner Allen Carpenter, member
City of Hunters Creek	Commissioner Rob Adams, member
City of Hedwig Village	Commissioner Matt Woodruff, Vice-Chair

Present Were:

City of Spring Valley	Alternate Bo Bothe
City of Bunker Hill Village	Alternate Clara Towsley
City of Piney Point Village	Alternate Aliza Dutt
City of Hunters Creek	Alternate Pat McClellan
Village Fire Department	David Foster, Fire Chief
Village Fire Department	Marlo Longoria, Administrator
Randle Law Firm	Brandon Morris and Grady Randle, Attorney

Not Present:

City of Hedwig Village	Alternate Mayor Tom Jinks
City of Hilshire Village	Alternate John Cooper (audience)

**A quorum of the Fire Commissions is present.**

2. **COMMENTS FROM THE PUBLIC**

Alternate Pat McClellan stated I introduced myself last night. I'm Pat McLellan. I'm the alternate for Hunters Creek. One of the things that I think I learned during all that time is that teamwork is really, really important. You can have great individual players, but if they don't mesh together as a team, you might be on the losing hand. So I was really glad to join the team to come and work here. My neighbor, Jay Carlton, was kind enough to include me, but with things that had recently happened and last night, I could not agree with about last night about the chief. And so I talked to Jay about it long and hard. He, he's my neighbor and we, we sat down and talked about it. I told Jay at that time, I said, I know I'm going against the city council and so it, it's an issue if they want me

Special Meeting December 1, 2023

to, I'll resign. This afternoon they called and asked if I will resign. And I said, yes, I would. So I just, I got a call from Jay and I don't know who else. I assume the city council. So I just wanted to say thank you to all of the people that I got to work with. I really think you're phenomenal. I didn't get to know the two newest members; I was looking forward to doing that. I think we work together really well as a group I would hope with these issues that you're dealing with, that maybe you'll give it a little time before making a decision. Because, you know, I've been coming to the meetings for about a year and I, I know you haven't been there and I know that your mayor hasn't been there except once or twice. And I think in that time, it gives you the ability to really evaluate the chief and the job that he's done and how he works with the fire commissioners and the issues that might be a problem maybe would come to light to the rest of us, because I'm, I didn't know those issues. Whatever the issues are that people are having with the chief, I never understood them. So, maybe give it some time, you know, and maybe you'll form your own team and the teamwork will come together. So again, I just wanted to thank you. I appreciate it. Careful every one of you guys. We spent some long meetings together doing the budgets and we didn't always agree. That's what's really great is that we didn't agree, but we, all came to good decisions. I'll see you guys on the public side.

**For all comments from the public please refer to the recording on the website.**

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.

- A. Approval of Minutes – Special Meeting – October 2022
- B. Approval of Bills Paid – October/November 2022

**Commissioner Woodruff made a motion to adopt the Consent Agenda.  
Commissioner Nash seconded.**

**The motion carried unanimously.**

4. **REPORTS**

- A. Steering committee report and possible action
  - Facility Update (roof- Current)

The Steering Committee representative presented the report.

Commissioner Woodruff made a motion to move 5B out of order and consider it after 4A.

Commissioner Brown seconded.

The motion carried unanimously.

Discussion and possible action on the annex roof repair or replacement

The steering committee representative presented the annex roof update.

*(Article 1) – roof annex quote*

Roof consultant request- Karl Schaack, PCI

The proposal received did not include the tower.

- B. Treasurer’s Financial Reports – October and Draft November 2022 (over-budget items- (OT, maintenance of vehicles, utilities, & fuel cost) Ambulance Billing Fund & Facility Fund

Commissioner Brown presented the financial report. He stated as you can see there are a number of budget categories that are some of the concerns right now. Starting under capital expenditure. You will note that we have spent 97% of our funding for miscellaneous tools, equipment, and hose, through November. Chief, is that 3% going to be enough to cover us for the month of December? Yes. All right. And if you the protective gear, we spent hundred 106%. So, we are over on that.

Marlo Longoria stated that the amount does include the protective gear, but it may not come out this year so this number may change. We did receive a possible 60-day timeline. Commissioner Brown stated this funding for the protective gear will be funded from EMS revenue.

Moving along to personnel expenditure we reached 100 % of the deferred 457 deferred compensation. And so, I think we should be okay. We are 108% of our salary is on overtime and we knew that was coming. We're at 90% on the certification base, so we should be good there. Disability insurance, hospitalization, and workers comp. We're all in the 90% there this varies from month to month. So, should we be in all those categories? For medical supplies, we are at 104% for the year that we did not budget appropriately, unfortunately. September 20th report on medical inflation and the medical rate of 18%. This explains the difference thereafter we anticipated it. The same with building supplies and maintenance. The inflation indexes that up in any way that. Gas and oil are up as you can see, we are at \$95,000 I think we'll be over 100% by the end of the year. Again, that fuel inflation rate as of October 1st this year is 17% the other significant category where that's Is public utilities where we are up substantially, we are at 131% through November. again, the price increase selection for electricity has an average of 5% nationally. It appears to be about 2% in Texas.

Marlo Longoria presented the unaudited November financials and stated that the following items: overtime (OT) maintenance of vehicles, utilities, and fuel costs are very likely to come in over budget. The new 29 sets of bunker gear cost came in at just under \$114,000.

EMS Revenue- \$77,000 balance current \$227,000 (\$150,000 for bunker gear)  
Facility Fund – \$39,000 balances \$272,000 (retainage has not been paid as of 12/1/2022)

- C. Fire Chief’s Report – Events of October 2022, Monthly Performance; Record of Calls, Response Times, etc.

Chief Foster presented the report for October.

Chief Foster stated that the accounting firm that the department currently uses will no longer represent the fire department.

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

- A. Follow-up discussion- “wall time” after delivering patients to a hospital.

No action

- B. Discussion and possible action on the annex roof repair or replacement. - *moved*

Commissioner Woodruff made Motion to proceed immediately in the replacement of the annex roof per the bid to apply a sealant, seal expansion joints, and caulking of the windows required to seal the building up to the \$20,000. Commissioner Adams seconded.

**The motion carried unanimously.**

6. **EXECUTIVE SESSION** - The Board of Commissioners will retire into Executive Session as authorized by Texas Government Code Sec. 551.074 Personnel Matters, to discuss the following matters:

**6A.** To deliberate the appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of the Fire Chief.

Commissioner Brown requested a motion to table 6A, to deliberate the appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of the Fire Chief. Seconded by Commissioner Carpenter.

MOTION CARRIED UNANIMOUSLY

7. **ACTION – ADJOURN EXECUTIVE SESSION, RECONVENE REGULAR SESSION** – The Board of Commissioners will discuss and take action as necessary on items discussed in Executive Session.

None

8. **FUTURE TOPICS**

**EMS revenue- 2023**

9. **NEXT MEETING DATE**

**Commissioner Woodruff made a motion to cancel the December 2022 meeting and have a special meeting if necessary. Seconded by Commissioner Brown**

MOTION CARRIED UNANIMOUSLY

**January 25, 2023**

10. **ADJOURNMENT**

**Commissioner Buesinger asked for a motion to adjourn at 7:41:15, seconded by Commissioner Nash.**

Special Meeting December 1,2023

**MOTION CARRIED UNANIMOUSLY**

Respectfully submitted.

Commissioner Robert (Bob) Buesinger, Chair

Attest:

Commissioner Zeb Nash, Secretary

Special Meeting December 1,2023