

Ponderosa Volunteer Fire Association, Inc.



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PVFA BOARD MEETING July 9, 2014 6:00 p.m.

Members Present:

Dan Vogel, President (2)
Paul Nichols, 2nd V.P. (1)
Brandon Huffman, Treasurer (4)

Steve Sheridan, 1st V.P. (3)
Rick Windham, 3rd V.P.
Bill Wurdeman, Secretary (5)

Others Present:

Fred Windisch, Fire Chief
Teresa Griffin, Office Manager

CALL TO ORDER

Following dinner, Dan Vogel called the July Board Meeting of the Ponderosa Volunteer Fire Association, Inc. to order at 6:30 p.m.

MINUTES

Dan Vogel asked if there were any changes to the minutes from the June Board Meeting. There was one change to be made, page 4 of 18 under "Modify Insurance for Families"; first sentence has 'he' duplicated. Should read, "At this time, FCW is looking at the 50% column, but until he receives...." Teresa will make the change. Bill Wurdeman made a motion to accept the minutes with the noted change; seconded by Paul Nichols with unanimous approval of the board.

PUBLIC COMMENTS

No public in attendance.

TREASURER'S REPORT

Brandon gave the Treasurer's Report:

As of June 30, 2014:

Prosperity Bank Checking	\$ 15,717.80
Prosperity Bank Advantage Plus	122,951.76
Prosperity Bank MM-Contingency Account	101,289.49
Trustmark Bank-Cook FF ED Fund	7,020.51
Prosperity Bank Non-ESD Account	127,214.17
Dan A. & Larue B. Langford	98,924.50
Trustmark Firefighter Relief Fund	8,721.22
Total:	\$481,839.45

Check	Name	Amount	For
27028	GENAVE/NRC, Inc.	\$ 2,070.00	Communications Equipment
27030	Hudson Energy	2,495.23	Electric Utilities
27035	Pam's Prints & More	2,375.05	T-Shirts
27037	Sun Coast Resources	2,113.43	Diesel Fuel
ACH	EFTPS	10,553.92	Payroll Taxes
ACH	Lincoln Trust	3,914.41	401K
27041	Bilma Public Utility	1,290.25	Water Lead @ Sta. 2 - \$1200
27046	Houston Livestock Show & Rodeo	2,315.00	2015 Rodeo Tickets
27051	AFLAC	2,326.29	Premium-Loss of Income Ins.
27059	Sam's Club	1,526.57	Crawfish Pty.; Sta. 1 Supplies, Sta. 3 Maintenance
ACH	EFTPS	11,306.04	Payroll Taxes
ACH	Lincoln Trust	3,945.81	401K
ACH	QuickBooks Payroll Service	29,038.34	Payroll
27063	Affiliated Computer Services	1,275.00	Firehouse Renewal
27065	Blue Cross Blue Shield of Texas	1,772.76	Health Care Premium
27066	Capital One Bank	3,156.48	BBQ Team Mugs, \$1036; BBQ Team Shirts, \$681.75; Onboard computer hard drive replacement, \$331.00; 2010 Pickup two tires, \$576.
27072	Prime ITS, Inc.	2,400.00	Network Video VLAN Implementation and Monthly Computer Maintenance
27073	Pro Coats, Inc.	1,650.00	Sta. 61 Apply Seal Crete sealer to cap stone.

(The American Express report should be in next month's minutes – Teresa will take care of.)

June checks total \$123,739.02.

Balance Sheet

On page 13 of 18, Fred noted that account 131-18 Jose Cardona, should not be listed as Employee Advance, it is a grant from the Dan A. & Larue B. Langford Fund and does not require repayment. Teresa will make the change.

ESD Draw

FCW recommended that we request a draw of \$300K as we are still going to have bills and payroll before the ESD meets on 7/21. Rick Windham made a motion to approve the draw not to exceed \$325K; Steve Sheridan seconded the motion with unanimous approval of the board.

Bill Wurdeman made a motion to accept the Treasurer's Report and checks as written. Brandon Huffman seconded the motion with unanimous approval of the board.

FIRE CHIEF'S REPORT

FCW reported there were 106 runs for the month of June; we had the large fire on South Kuykendahl two Sundays ago, suspected arson.

The full time crew is coming up to speed with the new members.

OLD BUSINESS

2014 Budget

FCW said this can be removed from the agenda now.

Station 63 Deed Change – Transfer Title

FCW reported on the handouts to be executed. The Warranty Deed from PVFA to ESD #28, \$4,000 is to go to closing to transfer the deed, ESD will cover the cost. Steve Sheridan made a motion to adopt the Resolution and another to transfer the property. Brandon Huffman seconded the motion with unanimous approval of the board.

Modify Insurance for Families

FCW asked to keep on agenda for another month; he is still getting more data.

NEW BUSINESS

Langford Fund Grant

Jose Cardona, a member since 2012, has applied for funds for EMT Basic classes with Cypress Creek EMS, and will include funds for uniforms as well.

Jose knows that he has to stay with PVFD for 3 years after completion of the course, if not; he has to pay us back plus 5% interest.

Paul Nichols made a motion to approve the grant for Jose Cardona; Bill Wurdeman seconded with unanimous approval of the board.

Base pay increase for full time employees

FCW reported that Spring VFD is doing a salary study currently and we are at the low end of the scale. We are operating \$28K under budget with our full time firefighters. Fred proposes that we give each of the full time firefighters, 15 positions, a \$600 each raise annually across the board. This will bring the new starting pay to \$33,500. Steve Sheridan made a motion to approve the pay increase as stated; Dan Vogel seconded the motion with unanimous approval of the board.

The pay increase will be effective with the next pay period.

Overtime Hours – FCW reported that we are trying to come up with a process by having a check list, to try to equal out the opportunity for overtime. He has charged some of the full time guys to come up with a process. He will advise more as it unfolds.

Station 63 Staffing

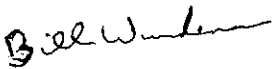
FCW discussed the Procedure to Staff Station During Weekdays document and reviewed it with the board. This lays out how we are going to staff Station 63 Monday – Friday. Three (3) will be at Station 3; but we will have six (6) here. Andrew Threet is receiving \$100 per month for scheduling both duty crew and Station 3 staffing.

Modify Station 61 Bedrooms

FCW reported on the scheduled modification to include an extra bedroom. The cost should be \$5K or less, highest cost will be for the built in locker/drywall; additional for electrician, drywall, door frame, etc.

MOTION TO ADJOURN

A motion to adjourn was made at 7:08 p.m. by Bill Wurdeman and seconded by Rick Windham. The next scheduled meeting will be held on TUESDAY, August 12th at 6:00 p.m.



Bill Wurdeman, Secretary



Teresa Griffin, Office Manager