

# *Ponderosa Volunteer Fire Association, Inc.*



17061 ROLLING CREEK DRIVE  
HOUSTON, TX 77090  
281-444-8465  
FAX 281-444-8052  
TAX ID 74-1893778  
www.ponderosavfd.org



## **PVFA BOARD MEETING October 13, 2015**

### Members Present:

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

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

### Others Present:

Teresa Griffin, Office Manager

### Absent:

Fred Windisch, Fire Chief (excused)

## **CALL TO ORDER**

Steve Sheridan called the October Board Meeting of the Ponderosa Volunteer Fire Association, Inc. to order at 6:00 p.m.

## **MINUTES**

Dan Vogel asked if there were any changes to the minutes from the September 8, 2015 Board Meeting. No changes were presented; Brandon Huffman made a motion to accept the minutes as written. Paul Nichols seconded the motion with unanimous approval of the board.

## **PUBLIC COMMENTS**

No public was in attendance.

## TREASURER'S REPORT

Brandon Huffman gave the Treasurer's Report as of September 30, 2015:

Prosperity Bank Checking	\$ 8,787.61
Prosperity Bank Advantage Plus	193,864.95
Prosperity MM-Contingency Account	150,038.18
Trustmark Cook FF Ed/Relief Fund	17,847.13
Prosperity Bank Non-ESD Funds	131,172.39
Trustmark Dan A. & Larue B. Langford Fund	96,145.71
Independent Bank – SCBA CD	30,000.00
<b>Total:</b>	<b>\$627,855.97</b>

### Checks for September > \$1,000

Check #	Amount	To	For
28072	\$ 3,022.49	Hudson Energy	Electric Utilities
28078	1,067.26	Siddons-Martin Fire Apparatus	Apparatus maintenance
28079	3,179.09	Spring VFD	Special Training Courses
ACH	13,272.14	EFTPS	Payroll Taxes
ACH	3,922.09	Lincoln Trust	401K
ACH	31,668.02	QuickBooks Payroll Service	Payroll
28093	1,094.26	MES-Texas	Fire Hose and Equip.
28099	1,126.10	Southwest Houston Tire Sales	E61 (2) Tires
28100	1,324.80	Sun Coast Resources	Diesel Fuel
ACH	1,853.38	EFTPS	PVIP Taxes
ACH	8,421.77	QuickBooks Payroll	PVIP
28112	3,578.02	Blue Cross Blue Shield of Texas	Health Care Premium
28118	1,500.00	Prime ITS Inc.	Monthly Computer Maint.
ACH	30,101.02	QuickBooks Payroll	Payroll
ACH	12,765.12	EFTPS	Payroll Taxes
ACH	4,410.00	Lincoln Trust	401K
28125	1,531.24	American Express	Explanation Sheet attached
28141	1,457.37	Siddons-Martin Fire	E-64 Repair A/C Condenser Oil Leak; (4) LUMA Bars

Checks for September totaled \$146,958.22.

### Profit & Loss YTD – Page 10 of 24

For September, the \$175k draw we approved is shown.

Page 13 of 24 shows a Net income of \$13,670.74 for the month.

Page 14 of 24 is the Profit & Loss YTD from August just for your records.

### Balance Sheet – Page 18 of 24

Bank balances are listed at the top of the page. All other accounts are in line, Depreciation expenses have been reduced, per recommendation of Debbie Gibson from \$25k per month to \$15k for the remainder of this year.

Page 21 of 24 lists explanations for credit card usage for the month.

Steve Sheridan made a motion to accept the Treasurer's Report and checks written. Dan Vogel seconded the motion with unanimous approval of the board.

There is no ESD draw for this month; November will be the next draw.

## **FIRE CHIEF'S REPORT**

FCW included a written Chief's Report (in his absence) in the minute's package. Board reviewed the report, Rick Windham made a motion to accept as submitted, and Bill Wurdeman seconded the motion with unanimous board approval.

## **OLD BUSINESS**

### **Station 63 Planning**

The build is moving forward per FCW's report. We had to perform a construction manager at risk process in early October.

### **Station 61 Fans**

We should be taking delivery of the fans sometime in October. Fred will keep the board apprised.

### **2016 Budget**

Fred is working on, and it is evident that we will not be in a position to hire three more full time firefighters. There is a projected substantial wage increase for the 15 full time employees to become more competitive with other agencies in the area. We have expanded the duty crew at Station 62, and all duty crew positions will move from 10 hour shifts to 12 hour shifts. It appears that employee insurance costs will not increase for the next year. Station 63 demolition will reduce insurance costs for 2016 during the construction period.

### **Station 62 – Ponderosa/Spring Joint Use**

All is going well at this time.

### **Radio System Transition**

Per FCW, we are continuing forward and hopefully the single channel dispatch with a major expenditure will be consummated prior to December 31.

### **Radio Tower Station 63**

ESD 28 project, tower was delivered in late September.

### **Upgrade Burn Building**

ESD 28 project, work in progress prior to the end of the year.

## **NEW BUSINESS**

### **Board Member Remaining on Board – Out of District (Paul Nichols)**

Paul has sold his house in Ponderosa and has moved out of district. He would like to remain on the board and says he can schedule his visits back to the area around the board meetings. Rick Windham made a motion to approve keeping Paul on the board. Dan Vogel seconded the motion with unanimous approval of the board.

### **UPS Holiday Use of Stations 61 & 63 Property**

Fred asked that the Board authorize him to allow UPS to "park" a POD at Stations 61 and 63 from about November 1 to December 31 with a payment of \$450 each to be deposited into the CJC Fund. Paul Nichols made a motion to approve, with Rick Windham seconding. Motion carried with board approval.

### **2016 Pickup Truck**

Per FCW's board report, he asked for permission to move forward with the purchase of a 2016 Ford truck which will ultimately be assigned to him. The current 2013 pickup will be reassigned for daily activities and EMS Medical responses thereby not using a fire engine. It would also be used as a backup to the 2010 pickup District 60 activities when that unit is out of service. Steve Sheridan made a motion to approve FCW moving forward with the purchase of the new truck. Rick Windham seconded the motion with unanimous approval of the board.

### **CJC Fund Loan**

During the month a member incurred legal expenses and borrowed \$12,000 from the CJC Fund. The loan will be repaid when the member receives his LOSAP and 401k funds that have been requested. Steve Sheridan made a motion to authorize the loan; Paul Nichols seconded the motion with unanimous board approval.

## **MOTION TO ADJOURN**

A motion to adjourn was made at 6:25 p.m. by Rick Windham; Bill Wurdeman seconded the motion with unanimous approval of the board.

The next meeting will be on Monday, November 23<sup>rd</sup> beginning at 5:00 p.m. with dinner. The meeting will be combined boards meeting to include a 2016 PVFA Budget Meeting.

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Bill Wurdeman, Secretary

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Teresa Griffin, Office Manager