

# Ponderosa Volunteer Fire Association, Inc.



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## PVFA BOARD MEETING March 11, 2015

### Members Present:

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

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

### Members Absent:

Dan Vogel, President (2) (excused)

### Others Present:

Fred Windisch, Fire Chief  
Teresa Griffin, Office Manager

## CALL TO ORDER

Steve Sheridan called the March Board Meeting of the Ponderosa Volunteer Fire Association, Inc. to order at 6:36 p.m.

## MINUTES

Steve Sheridan asked if there were any changes to the minutes from the January 14, 2015 Board Meeting. Bill Wurdeman noted that on page 2, second sentence under "Minutes", should read "FCW **had** a correction, on page 5 of 19...."

Two other changes to be made are on page 5 of 20 under "Use of Training Facility", first sentence should read, "There is a rescue services company that is **training** their employees in Dallas and they want to **use** our Training Facility once a quarter for \$500 each use." Teresa will make the changes. Rick Windham made a motion to accept the minutes with the noted change. Paul Nichols seconded the motion with unanimous approval of the board.

## PUBLIC COMMENTS

No public in attendance.

### TREASURER'S REPORT

Brandon Huffman gave the Treasurer's Report as of February 28, 2015:

Prosperity Bank Checking	\$ 9,349.93
Prosperity Bank Advantage Plus	60,457.85
Prosperity MM Contingency Account	100,115.80
Trustmark Bank Cook FF ED Fund	7,023.81
Prosperity Bank Non-ESD Funds	132,236.19
Dan A. & Larue B. Langford Fund	96,101.04
Trustmark Firefighter Relief Fund	9,979.83
<b>TOTAL:</b>	<b>\$415,264.45</b>

#### February Checks > \$1,000

Check	Name	Amount	For
ACH	EFTPS	\$ 1,177.48	PAYROLL TAX
ACH	QUICKBOOKS PAYROLL	3,053.50	PAYROLL-FCW AND SFW
27621	HUDSON ENERGY	2,446.48	ELECTRIC UTILITIES
27625	OSHKOSH CAPITAL	160,145.52	LEASE PAYMENT ON ENGINES
27628	VFIS OF TEXAS	7,673.00	AD&D INSURANCE
27643	SPRING VFD	2,382.00	JAN-JUNE 2015 TOWER RENTAL
27644	SUN COAST RESOURCES	1,540.25	DIESEL FUEL
27645	TEXAS MUTUAL INS. CO.	7,879.00	AUDIT SHORTAGE
ACH	EFTPS	12,147.12	PAYROLL TAXES
ACH	LINCOLN TRUST	4,175.38	401K
ACH	QUICKBOOKS PAYROLL	29,881.56	PAYROLL
27650	BLUE CROSS BLUE SHIELD	6,150.34	HEALTH INS. PREMIUM-MARCH
27660	PPE CARE	3,726.83	GEAR REPAIRS
27661	AMERICAN EXPRESS	3,919.71	EXPLANATION IN MINUTES
27666	PRIME ITS, INC.	1,500.00	MONTHLY COMPUTER MAINT.
ACH	EFTPS	12,324.58	PAYROLL TAXES
ACH	LINCOLN TRUST	4,024.84	401K
ACH	QUICKBOOKS PAYROLL	31,271.91	PAYROLL & STIPENDS

Total checks for the month were \$309,516.40.

Blue Cross and Blue Shield payment was a catch-up when we went to family coverage per FCW. We will get some credit against that.

#### Balance Sheet, pg. 10 of 20

The checking account balance at 2/28/15 was \$9,349.93, Advantage Plus MM account was \$60,457.85 and Contingency account was \$100,115.80. Brandon reported that everything on the Balance Sheet is within normal range.

Profit and Loss YTD, pg 13 of 20

We did not take a draw last month from ESD. We do have BBQ Cook-off revenue coming in though, \$2,000 to date!

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

### **ESD 28 DRAW**

FCW reported that on page 16 of 20, there is an analysis of the ESD Draw. Fred proposed a tentative draw of \$340K. We will have to draw on the Contingency Account for payroll and bills this week, so we will need to replenish that as well. Paul Nichols made a motion to approve the draw not to exceed \$450K. Rick Windham seconded the motion with unanimous approval of the board.

### **FIRE CHIEF'S REPORT**

February was a busy month; we had over \$1 million of loss in the district. There was a relatively normal amount of responses; and EMS was down about 10 or 15 runs. On the 5<sup>th</sup>, we had a two alarm apartment fire in 505 Cypress Station, and a large house fire at 2011 Tucumcari that was completely involved. There is further investigation on the house fire.

We spent approximately \$6K on the generator. The light tower on R61 failed. A new one is \$17K, we have shipped to the factory for a rebuild, and total project could be about \$4K.

Our Christmas Party will be on Friday, December 11<sup>th</sup> this year, again at Shirley Acres.

The BBQ Cook-off is being planned now. The dates are April 24-25. The revenue is coming in and we do know of one contributor that is raising their contribution from \$1K to \$3K! Fred will reconcile income/expenses after all of the bills are in.

On March 21<sup>st</sup> we are going to have a Celebration of Life for John O'Gorman. We will have sandwiches in the Training Room and the ceremony will be in the bay as we did for Curt Cook's. FCW, Debbie Riddle, Mike Montgomery Skip Strauss and Jeff Doran will speak.

We are going to have Northwest Fire Department's mini bus to pick people up at the YMCA parking lot and bring over to the Station. We will have 200 chairs at the Celebration, as we expect 100 of our own people, plus other guests.

## OLD BUSINESS

### **Station 63 Planning**

FCW passed around the drawings we received or proposed variations for Station 63. The project is moving forward. ESD has on their agenda next week and will approve the new shed for the back of the property which will get us going on that, and the rest is going to be design, etc.

If we are looking at a knock down of the old building, it would be in June. We are going to rent a couple of Pods for storage.

### **Langford Fund Committee and Results (Dickerson)**

FCW reported that the Forest Service approved the "pass through" of the funds (\$610) even though we are not supporting Dickerson's attendance at certain courses. Funds were provided to Dickerson.

### **Cook and Firefighter Relief Funds**

FCW hasn't done anything on this yet. We have the Cook Training Station, Fred was thinking about making a "John O' Gorman Relief Fund" – any ideas would be welcome, just send them to Fred. It would be nice to announce something on the 21<sup>st</sup> at the Celebration of Life.

### **Use of Training Facility**

FCW commented that the rescue services company we discussed last month sent him an agreement for the use of the Training Facility one day a quarter at \$500 a day. FCW would like the board to give him the power to act and allow them to potentially use the Training Facility before the next meeting. We do not know the timing right now, but they have all the liability insurance necessary. Bill Wurdeman made a motion to approve FCW to act on PVFA's behalf and we will make it official at the next meeting. Rick Windham seconded the motion with unanimous approval of the board.

## NEW BUSINESS

### **Firefighter Relief Fund – Jordan Hale**

Jordan Hale was provided with Firefighter Relief money for EMT class with Cypress Creek EMS. He did not make the class. His employer tightened the rules and said his position now required that he stay until the entire overflow from the day was done. He did not make the rules of attendance and, therefore, he was cut from the class. Jordan is going to pay back the \$640.

### **SCBA Fund**

In April, FCW has scheduled to restart the SCBA Fund. It is budgeted for \$30K this year. We had the fund for 11 years the last time putting funds away for the purchase when needed. Teresa will check CD rates.

### **Circle K Donation/Purchase**

The new Circle K at Kuykendahl and FM 1960W held a Grand Opening and we were invited to attend as well. We received a donation check of \$5K to the PVFA today.

We are looking to purchase a Public Safety Tracking System for \$3250. (This would be an annual charge after purchase). We would also purchase (3) Dell Tablets. As we did with the rescue jacks, we would put some stickers saying that Circle K donated the funds. Total would be around \$4500.00. We would not exceed the donation from Circle K. Brandon made a motion that we purchase the system and the (3) tablets with accessories (\$500 each tablet) with the Circle K money. Paul Nichols seconded the motion with unanimous approval of the board.

### **RV Donation**

The father of one of the guys that works on the cook-off team wants to donate a RV to the PVFA. Fred would pick it up in Freeport. The guy that owned before him lost the title, Jeff Tucker. We would have to get the title replaced. What we would most likely do, is not have to rent an RV for \$900 for the cook-off. We could go to bid to members and board members for the old FEMA trailer. The donated RV is 26 ft. If the Board allows the donation, FCW will put together a legal donation letter and after the cook-off we would look at the bidding process.

Rick Windham made a motion to accept the donation. Bill Wurdeman seconded the motion with unanimous approval of the board.

### **Blue Card Training**

CCEMS has put together a course teaching incident command. Phase 1 is to take all duty officers, District 60's, Lieutenants and FCW to take this online course using real life videos. It's approximately 50 hours of training.

There is a potential that we would get some money back from the Texas Forest Service. We would then make it Phase 1.5 for any full timers or volunteers could take it. We would pay up front, but if they fail the course, they would have to pay the money back. We could possibly filter more people in later.

## MOTION TO ADJOURN

A motion to adjourn was made at 7:10 p.m. by Rick Windham. Bill Wurdeman seconded the motion with unanimous approval of the board.

The next meeting will be on Wednesday, April 8, 2015 at 6:00 p.m.

*Bill Wurdeman*

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Bill Wurdeman, Secretary

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Teresa Griffin, Office Manager