

# *Ponderosa Volunteer Fire Association, Inc.*



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## **PVFA BOARD MEETING**

March 14, 2017

### **PVFA Members Present:**

Brandon Huffman, Treasurer (4)      Paul Nichols, 2nd V. P. (1)  
Buddy Yen, 3<sup>rd</sup> V.P.

### **Members Not Present:**

Steve Sheridan, 1st V.P. (Excused)  
Bill Wurdeman, Secretary (Excused)

### **Others Present:**

Fred Windisch, Fire Chief  
Dana Schmanski, Office Manager

## **CALL TO ORDER - PVFA**

Paul Nichols called the March 14, 2017 Board Meeting of the Ponderosa Volunteer Fire Association, Inc. to order at 6:00 p.m.

## **PUBLIC COMMENTS**

No public in attendance.

## **MINUTES**

Paul Nichols asked if there were any changes to the minutes from February 14, 2016 Board Meeting.

Buddy Yen made a motion to accept the minutes as written. Brandon Huffman seconded the motion with unanimous approval of the board.

## **TREASURERS REPORT**

Brandon Huffman gave the Treasurer's Report as of February 28, 2016.

**Bank Balances as of 02/28/2017:**

Prosperity Bank Checking	42,390.50
Prosperity Bank Advantage Plus	111,788.92
Prosperity MM – Contingency Acct.	150,188.16
Trustmark Bank Cook FF ED/Relief FD	14,454.99
Prosperity – Non ESD Funds	136,426.34
Dan A. & Larue B. Langford	96,440.98
Independent Bank – SCBA CD	30,207.33
<b>TOTAL:</b>	<b>581,897.22</b>

**Checks for February > \$1,000**

Date	Num	Name	Paid Amount	Description
02/03/2017	29424	BLUE CROSS BLUE SHIELD OF TEXAS	-4,756.07	Health Insurance
02/03/2017	29430	HUDSON ENERGY	-2,616.10	Electricity
02/03/2017	29441	VFIS OF TEXAS	-8,076.00	Insurance Premiums
02/09/2017	ach	EFTPS	-13,758.06	Payroll
02/09/2017	ach	LINCOLN TRUST	-2,745.98	401K
02/09/2017	29457	PNC EQUIPMENT FINANCE	-160,145.52	Velocity Apparatus Payment
02/10/2017	ACH	QuickBooks Payroll Service	-33,913.75	Payroll
02/16/2017	29470	PRIME ITS, INC.	-1,749.00	It Services
02/16/2017	29471	REHAB GARAGE RESTORATION	-6,117.55	1972 Engine - Non ESD Funds Transferred
02/16/2017	29473	SHELL CREDIT CARD CENTER	-1,005.28	Fuel
02/23/2017	ach	EFTPS	-14,226.28	Payroll
02/23/2017	ach	LINCOLN TRUST	-2,935.10	401K
02/24/2017	ach	QuickBooks Payroll Service	-35,284.45	Payroll
02/24/2017	29478	BLUE CROSS BLUE SHIELD OF TEXAS	-4,573.26	Health Insurance
02/24/2017	29487	PRIME ITS, INC.	-1,749.00	It Services
02/24/2017	29488	SOUTHWEST HOUSTON TIRE SALES, INC.	-4,654.48	Tires for Apparatus
02/24/2017	29489	STATION AUTOMATION INC.	-3,250.00	PSTrax Annual Renewal
02/24/2017	29490	TEXAS ASSOC. OF FIRST RESPONDERS	-2,400.00	Annual Membership
02/28/2017	29505	AMERICAN EXPRESS	-8,647.92	See Attached
02/28/2017	29508	REHAB GARAGE RESTORATION	-8,090.35	1972 Engine - Non ESD Funds Transferred

**Total of February 2017 Checks Written is \$ 335,821.33**

Brandon Huffman made a motion to approve the monthly checks. Buddy Yen seconded the motion with unanimous approval of the board.

### **ESD DRAW**

Discussion held by the board, March Draw not to exceed \$510,000.00.

Brandon Huffman made a motion to approve the draw not to exceed \$510,000.00. Buddy Yen seconded the motion with unanimous approval of the board.

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

#### **Fire Responses**

FCW – Responses 139 for the month of February. Report to follow a couple of runs need additional work for completion.

### **OLD BUSINESS**

#### **Radio System Transition**

Today is switch over and the hardware is working as planned.

#### **PVFA Document Retention**

Last page of package includes the document submitted to Gibson, McCall, Swedlund, Barfoot, PLLC. Debbie Gibson has reviewed the document on our behalf. An invoice received for \$415.00 for services.

Discussion held by the board in consideration of adopting the Document and Retention Policy.

Buddy Yen made a motion to accept the PVFA Document Retention and Destruction Policy. Brandon Huffman seconded the motion with unanimous approval of the board.

#### **Hiring**

Hiring we have 6 new hires on board and 3 open positions.

#### **Lease Space Weather Station – Station 63**

Nothing new to report

#### **Replacement Board Members**

We are looking for two board members. BY - may have someone of interest from Cypressdale Subdivision. BH - We may have someone from Westador Subdivision.

### **NEW BUSINESS**

#### **Camper 63**

We were considering replacing camper 63, but it has been totaled. We would like to consider a replacement camper not to exceed \$10,000.00, using Non ESD funds to get an RV in the fold.

Archer has RV of interest for \$8,000.00. I have other leads under \$9,000.00. We will keep cost as low as possible

Buddy Yen made a motion to purchase a replacement camper not to exceed \$10,000.00. Brandon Huffman seconded the motion with unanimous approval of the board.

### **MOTION TO ADJOURN**

Steve Sheridan made a motion to adjourn at 6:44 p.m. Buddy Yen seconded the motion with unanimous approval of the board.

The next meeting will be Tuesday, April 11, 2017 at 6:00 p.m.

*Bill Wurdeman*

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Bill Wurdeman, Secretary