

MICO VOLUNTEER FIRE DEPARTMENT
7121 County Road 271, Mico TX 78056
EXECUTIVE/BUSINESS MEETING
Tuesday, July 10, 2018
Time: 7:00pm

Attendees:

Linda Murphy – President
Jim Wilbourn – Treasurer
Bo Shaw – Secretary
Mike Tudor – Fire Chief

Absent: Jamie Esquivel – Vice President

I. Call to Order: The meeting was called to order at 7:02.

II. Reading and Approval of the Minutes: All members read the minutes with no exceptions. A motion was made to approve, it was seconded, and carried/approved.

III. Financial Report (Jim): This month's large expenses included payment for tires and wheels, VFIS insurance payment, custodial services. We received a grant for \$1,500.00 from VFIS for health and wellness equipment. The President requested a new report for the monthly meeting that breaks out whether expenditures are from the ESD provided budget or from the MVFD budget. The Treasurer said he will talk to the bookkeeper about this report for the next meeting. The Chief requested information about billing for fuel for the trucks, the Treasurer explained the process. The Chief is missing one of the gas cards and will report on this next month. The Chief suggested that he review the fuel costs each month to keep better track of the fuel expenses and provide a "check and balance" for fuel expenses. The Chief inquired about the custodial schedule and the Treasurer explained that it is not on a regular schedule, he schedules them to come out when the station needs cleaning. The Chief also asked if the restroom in the building next door; the Treasurer said he will add it the next time they come to clean.

IV. Unfinished Business:

1. Annual BBQ Brief Review of Outcomes- (Jamie): The Vice President is not present, so the Treasurer provided the board with a copy of the income and expense report. The President said she will ask the Vice President for a written report so that we can close this event out and start preparing for next year's event. The Secretary asked the Treasurer if he can produce this same report with the income and expenses for 2017 inserted next to the 2018 data.
2. Fire Fighter appreciation dinner Update - (Fire Chief): The President asked the Chief if he had any updates to provide for this event. The Chief checked into reserving the Bedrock resort, but it is closed down, he also checked into the Embers but doesn't recommend it. He has a reservation that Paradise Canyon on August 18, tables 225, 227, 229; the owners are Paul and Laura Dixon. The President asked for recommendations for food, the Chief recommended hot dogs and hamburgers. The gift this year is flashlights, the Chief will order them. The cost for entry will be \$25 per car and the cost per table is \$30 total. The President

will send out invitations to everyone prior to August 1.

3. Traffic Bumpers Update – (Fire Chief): The final bumper has arrived and been placed behind the fire station.
4. Building Maintenance Proposal Update (Jamie): Tabled.
 - a. Painting of building interior
 - b. Asphalt driveway
 - c. Maintaining A/C & Heating Unit

V. New Business from Board Members:

1. Monthly report of incident calls and FF staffing (Fire Chief): There were only two calls for the month of June. However, for the month of July, they responded to a lightning strike in Bear Spring Ranch and quickly got it under control saving the home.
2. Reports for July (Linda): A draft report has been completed, Fire Programs is being used.
 - Quarterly Incident Report: (President will do report and send to ESD)
3. Facility Maintenance Issues (All): The sign in front of the building is extremely weathered on one side. The Secretary will take care of getting it replaced. During last week's power outage, the water pump in the well house failed to reset, one of the firefighters took care of it and everything is working fine now. The toilet in the second building is not functioning properly.
4. Incentives/Benefits for Firefighters (Fire Chief): Air Life (Medina County) and Air Evac (Bandera County) are two helicopter services that provide transport in cases of medical emergency in this area. The Sheriff's office dispatch controls which one is called. We currently have Air Evac, but there is no guarantee that they are the company that will be called. The Fire Chief recommended offering both services to the firefighters. The President will approach Medina County ESD #1 about funding these services for the firefighters. The Fire Chief said these types of benefits, along with the fitness equipment help with recruiting firefighters.
5. Computer for Fire Chief/President's Office (Linda): The President would like to research buying another computer for this office. The Fire Chief said that he doesn't use the one in that office at all, but it is quite old. The President will research the benefits of a laptop, desktop, or tablet option.
6. Property Inventory (Linda): The President is concerned about maintaining control of all property owned by or used by MVFD. She recommended a hand receipt system when any property leaves the premises.
7. EMS employees: The restroom in the RV behind the station is still inoperable so the EMS crews have a key and are using the station restrooms. This has created several incidents of the station being left unsecured.

VI. New Business from Membership: None

VII. Announcements:

- ESD Meeting: July 11, 2018 @ 7:00pm
- Budget Meeting with ESD: July 12, 2018 @ 6:00pm
- Draft By-laws review: July 13, 2018 @ 6:00pm
- Exec/Business Meeting: August 14, 2018 @ 7:00pm

VIII. Adjourn (Motion): A motion to adjourn was made at 8:20 pm, it was seconded and approved.

Note: Members and visitors are welcome to attend any Executive or Business Meeting. Members must be recognized by a Board Member before speaking during any agenda item. Visitors who wish to make a comment to the Board may do so by signing up under the appropriate agenda item. Concerned Citizen Comments, not regarding a specific agenda item, may be made by signing up on the visitor's log. The comment is limited to three minutes. Any person in violation of the meeting format can be asked to leave or be removed from the meeting and/or property. Executive and Business Meeting agendas will be posted at the MVFD Fire Station and on the Department website 72 hours prior to the Meeting. Executive Meetings start at 7:00pm, Business Meetings at 7:30pm. Emergency Executive Board Meetings will be posted 48 hours in advance of the Meeting. The Executive Board of the Mico VFD reserves the right to adjourn into executive session at any time during the course of the Meeting as authorized under the Texas Open Meetings Act, Government Code 551.074 (Personnel Matters) and any other provision under Texas law that permits a closed executive session. In an emergency where there is an urgent public necessity the agenda for such meeting may be posted two (2) hours prior to convening (Section 555.045, Open Meetings Act).

Respectfully Submitted
Linda Murphy, President

Posted According to all
known meetings acts: