

MICO VOLUNTEER FIRE DEPARTMENT
7121 County Road 271, Mico TX 78056
EXECUTIVE/BUSINESS MEETING MINUTES
Tuesday, June 12, 2018
Time: 7:00pm

Attendees:

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

Absent: Vice President – Jamie Esquivel

I. Call to Order: 7:00pm.

II. Reading and Approval of the Minutes: Meeting minutes have been reviewed by Board members, the Secretary had questions about quotes for door locks. A motion has been made to accept the minutes, it was seconded, carried and approved.

III. Financial Report (Jim): Income includes the quarterly distribution from ESD, proceeds from the sale of the skid unit. The Treasurer provided profit and loss reports for 2017 and for 2018 year-to-date for use in budget planning. We are waiting for receipts from the Annual BBQ to close out that event and provide a final income amount to the Board; currently the profit is just under \$20,000.00. A motion was made to accept the financial report, it was seconded, carried and approved.

IV. Unfinished Business:

1. Annual BBQ Update- (Jamie): Tabled.
2. Quote for Conference Tables Update - (Linda): The President received 3 quotes and recommended accepting the quote from DC Interiors. These tables match what we currently have and will fit the area that we have. The Chief recommended we look at purchasing the tables but without the option where the tables flip up. The President will ask if they make the same tables without the option to flip up for storage. A motion was made to purchase the tables at or below the amount of \$2,300.00, it was seconded, carried and approved.
3. Fire Fighter appreciation dinner Update - (Chief): Tabled for further research, currently scheduled for the 3rd Saturday in August.
4. Traffic Bumpers Update – (Fire Chief): There is one backordered, but will wait until that one comes in before ordering any more.
5. Building Maintenance Proposal Update (Jamie): Tabled.
 - a. Painting of building interior
 - b. Asphalt driveway

- c. Maintaining A/C & Heating Unit
6. Leaking doors in the bay (Chief): Tabled.

V. New Business from Board Members:

1. Monthly report of incident calls and FF staffing (Fire Chief): 7 calls in April, 2 calls in May. Joint training sessions with LaCoste and Castroville were successful. The team has been doing a lot of training and maintenance of equipment. We have 3 new firefighter candidates. The new members need to get signed up for FFA and Medical Air services. The Chief will be ordering bunker gear and wildland gear for the new members. Lt Zabel and Destiny now live outside of the coverage area, however, the response time to the station is quicker than when he lived in the coverage. He has requested to remain on with the MVFD. The President requested he submit a letter requesting this waiver. A motion to accept the waiver for Ian and Destiny was made, seconded, carried and approved. The Chief requested purchase of more radio equipment. He recommends going with the used equipment, 8 radios (complete with antenna, clip, etc.) and associated equipment for a total of \$9, 555.50. He is requesting \$10,000 to purchase the radio equipment and shipping. A motion was made to purchase the radios and associated equipment, it was seconded, carried, and approved. The Chief is concerned about the facility leaking at the overhead doors, and other various facility problems. The President brought this to ESD and they kicked it back to MVFD to fix. The Chief requested someone to take on the project of getting the sign in front of the station restored. Also, he would like something electronic to post announcements on. The Secretary volunteered to take on this project. The Chief asked if we could add cleaning of one more bathroom in the ESD barn to the cleaning schedule, the Treasurer will add this to the schedule. The Chief received VFIS grant money for health and wellness equipment. He purchased more equipment and replaced the old heating/air conditioning units with new air conditioning units. The Treasurer asked how the grant money flows from VFIS, the Chief said that the check comes to MVFD for purchasing equipment. Truck 193 needs to go in for maintenance, anticipate around \$3,000.00. Other trucks also need maintenance, especially tires.
2. Reports for July (Linda):
 - Quarterly Incident Report: (President will do report and send to ESD)
3. Consider Facility Maintenance Issues (Permanent Agenda Item): The Secretary recommended this as a permanent agenda item. The purpose is to keep track of the maintenance required for the building to be sure that it gets completed. Somebody from MVFD should be responsible for keeping track of maintenance issue and briefing updates each month.
4. Annual Budget (All): The Board went through the budget, by line item, using data from 2017 and 2018 as well as scheduled training and equipment maintenance to fill in the budget for next year. A follow-up budget meeting was agreed on and is scheduled for June 19 at 6:00pm.

5. By-Laws Update: The next meeting for reviewing the By-Laws is scheduled for June 23 at 8:00am.
6. Edwards Aquifer: The Chief said that the Edwards Aquifer authority will be taking a water sample from our well, they are researching Medina Lake seepage.

VI. New Business from Membership:

VII. Announcements:

- Meeting with ESD New Hire (President & Fire Chief): June 13, 2018
- ESD Meeting: June 13, 2018
- Budget Meeting with ESD: June 26, 2018 @ 6:30pm
- Exec/Business Meeting: July 10, 2018

VIII. Adjourn (Motion) Motion to adjourn was made, seconded, and approved at 8:38pm.

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:**