

Minutes – Meeting of the Bracken VFD Board of Directors Monday, August 22, 2016

Board Members

Charles Flink, President	- Present	Walter Brown, Member	- Present
Kurtis Wilcox, Vice President	- Absent	Levy Martinez, Member	- Present
Mark Schroeder, Treasurer	- Absent	Bob Schoeler, Member	- Present
John Andrews, Secretary	- Present	Bill Wyckoff, Member	- Present
Buddy Boone, Member	- Present		

Regular Board Meeting

The meeting was called to order by President Charlie Flink at 7:00 P.M.

1. **Meeting Minutes:** The minutes for the July 25, 2016 meeting were reviewed. There was a typo (using the word ‘*process*’ instead of ‘*progress*’). John indicated that this would be changed. Bill made a motion to approve the amended minutes. Bob seconded, and the amended minutes were approved unanimously.
2. **Treasurer’s Report:** Charlie summarized the Treasurer’s Report.
 - a. Through 58.3% of the 2016 year, our actual expenses were 50.2% of the annual budget.
 - b. Cash on hand as of August 12th was \$403,430.28.

Charlie pointed out that we paid Armstrong Vaughan and Associates \$7,000 for the annual audit and for preparing our tax return. Buddy made a motion to approve the Treasurer’s report. Bob seconded, and it was approved unanimously. The summary page of the Treasurer’s report is attached.

Unfinished Business and General Orders

1. Fire Chief Report

- a. **Weather Related Calls:** The Chief said that on the night of July 25th, there were multiple calls related to lightning strikes. One did not result in a fire, but the second started a fire and the house was a total loss. Bill Anz also talked about high water rescues this past Sunday morning. Both involved the Dry Comal watershed. One required a helicopter rescue for a driver whose car was stuck in high water.
- b. **Community Activities:** The Chief said that we have completed our walk-throughs of area schools. This included the new Veterans Memorial High School in Judson ISD. Although outside our service area, we are listed as “*second company in*” because of our proximity to the school. We are also providing CPR training to area church preschools.
- c. **Status of Department Equipment:** The chief said we will no longer be allowed to pressure test our fire hoses ourselves. This will have to be done annually by an outside agency. We paid \$1,600 for such an agency to test 7,500 feet of hoses. The hoses all passed testing, but there was also an issue with the age of some of our hoses. It is usually recommended to replace hoses after about 15 years. Some of our hoses are significantly older than that and will need to be replaced. The Chief also indicated that we will need to test the department’s bunker gear soon.
- d. **Upcoming Events:** The Chief said that the Department will be participating in the Garden Ridge National Night Out event at the Community Center on October 4th. Also, the Comal County Farm Bureau contacted the department and wanted to be at the next board meeting to make a donation to the department and ask us to become members.

2. **Fire Marshall Report / Emergency Rescue Report:** Bill Anz discussed the new format for the monthly incident report. This format is what the department uses to report department activities the state and to the

National Fire Protection Association (NFPA). Bill asked if this format presented the information the board wanted to see. Charlie indicated that it was up to the ESD if it provided them what they needed and wanted.

For July, there were a total of 49 calls, with 7 classified as fire related and 19 as EMS / rescue related. The remaining calls were for other categories (hazardous conditions, service call, false call, etc.).

- 3. Emergency Services District (ESD) Update:** Randy Maschek from ESD 6 was present. He discussed how there were ongoing conversations with some local commercial land owners about securing a site for an additional BVFD facility. But until something more develops, there was nothing more that could be reported at this time.

Randy also indicated that the ESD board was anticipating adopting a 2016 property tax rate that was less than both the effective tax rate and the rollback tax rate. The effective and rollback tax rates are computed by the county tax assessor-collector and are define in state law. Assuming this lower rate is adopted, there would be no necessity for public hearings or for having an election to approve the rate.

Randy indicted that March 9 - 11, 2017 are the dates for the next Safe-D Annual Conference. It will be held in San Marcos. Charlie encouraged department board members to consider attending.

4. BVFD Board Unfinished Business:

Review status and take action as necessary related to the transfer of BVFD land, station, and property to ESD 6. Charlie said that he has been talking with the attorney who will be drafting a sales agreement between BVFD and the ESD. The attorney will continue working on this, and Charlie will be in touch with him regularly in order to monitor progress on this.

New Business

- 1. October BVFD Membership Meeting:** Charlie reminded the board that, at our October meeting, we will have board elections. There are three board positions whose terms will expire this year. Charlie asked that the members currently holding those positions to determine if they wish to continue to serve on the board.

Adjournment: Buddy made a motion to adjourn the meeting. Bill seconded, and it passed unanimously. The meeting adjourned at 7:45 P.M. The next board meeting is scheduled for Monday September 26, 2016 at 7:00 PM.

Respectfully submitted,

John Andrews

Treasurer's Report For August 22, 2016

- **Budget Recap Jan 1, 2016 – July 31, 2016:**

Through 58.3% of the year

Income	76.3% of budget
Expenses	50.2% of budget

- **Cash on Hand as of 08/12/16: \$ 403,430.28**

American Bank Checking	\$ 94,342.56
American Bank Christmas Fund	\$ 519.53
Schertz Bank Checking	\$ 40,298.29
Schertz Bank Payroll	\$ 76,747.06
Schertz Money Market	\$ 191,522.84

- **No other business to report at this time.**

Respectfully Submitted,

Mark Schroeder
Treasurer

Incident by Incident Type With Detail

Date Range: From 7/1/2016 To 7/31/2016

Incident Type	Incident Count	Used in Ave. Resp.	Average Response Time HH:MM:SS	Total Loss	Total Value
Fire					
Building fire	1	1	00:07:49	\$675,000.00	\$675,000.00
Off-road vehicle or heavy equipment fire	1	1	00:14:09		
Natural vegetation fire, other	2	2	00:08:20		
Brush, or brush and grass mixture fire	3	1	00:03:00		
Total Fire:	7	5	00:08:19	\$675,000.00	\$675,000.00
EMS/Rescue					
Medical assist, assist EMS crew	16	16	00:05:07		
Vehicle accident with injuries	3	3	00:04:20		
Total EMS/Rescue:	19	19	00:04:59		
Hazardous Condition					
Gas leak (natural gas or LPG)	3	3	00:06:40		
Electrical wiring/equipment problem, other	1	1	00:03:00		
Power line down	1	1	00:17:00		
Arcing, shorted electrical equipment	2	2	00:05:30		
Total Hazardous Condition:	7	7	00:07:17		
Service Call					
Water or steam leak	1	1	00:17:00		
Public service assistance, other	1	1	00:08:00		
Assist police or other governmental agency	1	1	00:01:00		
Total Service Call:	3	3	00:08:40		
Good Intent					
Dispatched & cancelled en route	8				
Steam, other gas mistaken for smoke, other	1	1	00:05:00		

INC027 (3.00)

Incident Type	Incident Count	Used in Ave. Resp.	Average Response Time HH:MM:SS	Total Loss	Total Value
Total Good Intent:	9	1	00:05:00		
False Call					
Smoke detector activation due to malfunction	1	1	00:06:14		
Alarm system sounded due to malfunction	1	1	00:04:00		
Unintentional transmission of alarm, other	1	1	00:10:00		
Total False Call:	3	3	00:06:44		
Severe Weather					
Lightning strike (no fire)	1	1	00:07:45		
Total Severe Weather:	1	1	00:07:45		
Total Incident Count:	49	39		\$675,000.00	\$675,000.00