

Minutes – Meeting of the Bracken VFD Board of Directors Monday, Feb. 26, 2018

Board Members

Charles Flink, President	- Present	Levy Martinez, Member	- Absent
Kurtis Wilcox, Vice President	- Absent	Bob Schoeler, Member	- Present
Mark Schroeder, Treasurer	- Present	Rick Shimon, Member	- Present
Walter Brown, Secretary	- Present	Jim Moreland, Member	- Present
Buddy Boone, Member	- Absent		

Regular Board Meeting

The meeting was called to order by President Charles Flink at 7:00 p.m.

We pledged allegiance to the U.S. Flag and the Texas Flag.

The minutes for the Jan. 22, 2018 meeting were reviewed. Rick made a motion to approve the minutes, and Bob seconded, and the minutes were approved unanimously.

Treasurer's Report – Mark reported our cash on hand, as of 02/22/2018 is \$435,919.98.

He also reported our status from Jan 1, 2018 to Jan 31, 2018 through 8.33% of the year income was 33.39% of budget, and expense was 7.54% of budget.

Jim made a motion to approve the Treasurer's Report and Bob seconded, and the Treasurer's Report was approved unanimously.

The complete Treasurer's report is attached.

Unfinished Business and General Orders

Fire Chief Report – Chief Zipp reported that

1. We are getting bids for the Delafield fence and gate.
2. We are trying to get new employees hired.
3. We are trying to keep everything running.

Fire Marshal Report/ Emergency Rescue Report – Bill Anz reported we are now manning the Delafield station from 8to5 when possible. In January our calls were higher than normal. We had 58 total calls, 18 fire related, 40 EMS/Rescue related. Our Avg. Response Time was 7:37 minutes for fire and 7:23 for EMS/Rescue. The complete report is attached.

Emergency Services District (ESD) Update – none

New Business

1. A motion was made by Rick and seconded by Jim, to adjust our 2018 budget by an extra \$360,000, for additional payroll and other expenses for the Delafield station. The motion passed unanimously.
2. Discussed the 401K plan. It gained \$62k in assets. We had a net increase of \$141,000, and now have \$551,000 in the plan.
3. Armstrong Vaughn has offered to do our audit for 2018 for the same price as last year, \$5,900 and our tax return for \$1,100. Rick made a motion and Bob seconded, that we retain Armstrong Vaughn and Associates for our 2018 audit for \$5,900. The motion passes unanimously.
4. Rick made a motion and Mark seconded, that we retain Armstrong Vaughn and Associates for our 2018 Income tax return for \$1,100. The motion passes unanimously
5. A discussion took place on how the Bracken VFD might aid Lt. Bellinger of the Garden Ridge Police Dept. with costs associated with his cancer treatment. Jim made a motion and Mark seconded that we donate \$250 from our non-ESD account to Lt. Bellinger's fund raising account. The motion passes unanimously

6. Charlie brought up the fact that we had not finalized our agreement with our Web designer Dryden Labs. Rick made a motion and Bob seconded that we sign off to approve the Web Site and launch it. The vote passed unanimously

Adjourn

Rick made a motion for the meeting to be adjourned, which was 2nd by Mark. Motion carried, and the meeting was adjourned at 7:50 p.m. Next meeting will be the Board of Directors Meeting on Monday March 26th @ 7PM.

Respectfully submitted,

Walter Brown,

Treasurer's Report

For February 26, 2018

- • **Budget Recap Jan 1, 2018 – January 31, 2018:**

Through 8.33% of the year

Income 33.39% of budget

Expenses 7.54% of budget

- • **Cash on Hand as of 02/22/18: \$435,919.98**

First United Bank Checking \$ 125,096.82

First United Bank Christmas Fund \$ 969.53

Schertz Bank Checking \$ 10,954.92

Schertz Bank Payroll \$ 15,197.17

Schertz Money Market \$ 283,701.54

- • **Scholz Klein has completed their annual review of the Bracken 401(k) plan and the annual Form 5500 tax return has been filed. 2017 plan activity will be discussed as a separate agenda item.**

- • **Our 2017 year end Workers Comp. audit has been completed. We owe an additional premium of \$1,569.00 due to increased pay rates authorized by the ESD in February, 2017.**

- • **We have received an engagement letter from Armstrong, Vaughan and Associates to perform our 2017 annual audit and to prepare our 2017 income tax return. This will be discussed as a separate agenda item.**

Respectfully Submitted,

Mark Schroeder

Treasurer

Incident By Incident Type with Detail				
Date Range: 1/1/2018 to 1/31/2018				
Incident Type	Incident Count	Used in Avg. Resp.	Avg. Response Time	
<u>Fire</u>				
Building Fire	1	1	4:22	
brush, or brush and grass mixture	1	1	12:46	
Outside rubbish, trash or waste	1	1	10:02	
	Total Fire	3	3	9:03
<u>EMS/Rescue</u>				
Medical assist, assist EMS crew	29	29	7:33	
Medical assist, assist EMS crew- no transport	3	3	7:15	
MVC w/ injuries	3	3	7:39	
MVC w/o injuries-no trans port	2	2	4:33	
	Total EMS/ Rescue	37	37	7:23
<u>Hazardous Condition</u>				
gasoline or other flammable liquid spill	1	1	8:22	
Gas Leak (natural gas or LPG)Odor	1	1	4:00	
	Total Hazardous Condition	2	2	6:11
<u>Service call</u>				
Ring or jewelry removal	1			
Public service assistance, other	1	1	6:55	
Assist invalid	3	3	7:44	
Unauthorized Burning	1	1	8:05	
	Total Service Call	6	5	7:38
<u>Good Intent</u>				
Dispatched and Cancelled en route	3			
Authorized controlled burning	2	2	7:24	
	Total Good Intent	5	2	7:24
<u>False Call</u>				
Alarm system activation, due to malfunction	1	1	7:30	
Smoke detector activation, no fire- unintentional	3	3	12:30	
Alarm system sounded, no fire- unintentional	1	1	7:07	
	Total False Call	5	5	10:25
	Total Incident Count	58	54	

Avg Fire response 7:37

Avg Rescue response 7:23