

Riverside Volunteer Fire Department
Special Session
Minutes
Monday, February 24, 2025

CALL TO ORDER

Call to order 6:00 pm by President Tucker.

Present Quorum: Brandon Tucker, Sandy Hundle, Charlsa Dearwester, Lisa McGilberry

Roll Call: Sign In sheet verified

Charlsa Dearwester confirmed that the certification that Public Notice of meeting was given in accordance with State Law.

GENERAL

Prayer by President Tucker

Pledge of Allegiance

Citizens Input- None

CONSENT AGENDA

1. Approve minutes from the previous meeting held December 10, 2024, January 16, 2025 and February 20, 2025
Discussion: Brandon makes motion to approve the minutes of the December 10, 2024, January 16, 2025 and February 20, 2025 with the correction of the names of Brandon Tucker Business #3 on January 16, 2025 and Sandy Hundl throughout all three minutes.
Motion: Brandon Tucker Second: Sandy Hundl Vote: Unanimous

2. Approve Disbursement Report.
Discussion: Board unanimously approved the Disbursement Report.

3. Approve claims and invoices submitted for payment.
Discussion: Motorola Pagers, already approved by ESD1 \$6,040.95, (5) Licenses for Radio Management \$440.00, Replacement Batteries \$1,025.30 already approved by ESD1. Motion to approve claims and invoices to include the reimbursement to Chief for \$534.97 for Heaters.
Motion: Charlsa Dearwester Second: Brandon Decker Vote: Unanimous

4. Receive monthly Chief's Report.
Discussion: Received approval of RFO license. Need to know that we have to carry BLS meds that will need to be discussed for the upkeep. We are to comply with Walker County EMS protocols. Chief will talk to EMS Director, Rachel Parker. Chief will print a copy of the protocols to be accessed in each vehicle (Approx. 532 pages). Comes with additional demographic forms to be submitted to EMS monthly, once active with ESO it will become electronic. Chief will print a copy of the certificate in the training room. All duty crew positions were posted and approximately 23 have been submitted. Need someone that is experienced with payroll to help out on the hiring process. Lisa McGilberry stated she would assist. Conducted 1 interview with an applicant but needed a confirmation of the payroll process before hiring. Would like to have new staff starting March 1, 2025.

Motion was made to approve the consent agenda items

Motion: Charlsa Dearwester Second: Sandy Hundl Vote: Unanimous

BUSINESS

1. Update on maintenance repairs for E 55, Safe Industries, not to exceed \$6,089.00.
Discuss: Was sent to the ESD last month for approval. ESD approved the repairs. The service tech was here today to make repairs, not all were completed yet. \$2,000 rule was discussed at the ESD and their attorney stated that we do not need a second approval if the item is in the budget, but that budget is not clear so we are working on that.
2. Update on repairs to Overhead doors at Station 51, Conroe Commercial Door Solutions LLC, not to exceed \$12,254.00.
Discuss: Taken to the ESD. Several individuals were not happy but were approved up to the amount of \$12,254.00. Chief was told to reach out to two other vendors to get more quotes. Chief reached out and 1 was excited to help but did not show up, 1 did not return the call. Conroe Commercial Door Solution was coming to reevaluate to see if a cost savings can be had. Chief reaches out to Jeffcoat to have him contact the referred vendors. Chief will proceed after receiving the Conroe Commercial Door Solutions re-evaluation.
3. Update on restock of medic bags, Boundtree Medical, not to exceed \$2,118.20.
Discuss: Chief stated that this expense was approved by the ESD without taxes. Chief will follow up with the invoice. Order contained only out of date supplies.
4. Discuss and take action on the purchase of computers, approved by the ESD at their November meeting.
Discuss: Charlsa Dearwester explained that the ESD was not clear on the approval of this item. Motion was made to approve the purchase of 2 laptops as indicated in the request and if money allows two docking stations, contingent on Coy Clayton, ESD Board Member seeking clarification and could possibly make the entire purchase presented by Chief Crocker in January.
Motion: Charlsa Dearwester Second Sandy Hundl Vote: Unanimous
5. Discuss and take action on finalization of Thomas Lake Road Volunteer Fire Department.
Discuss: Conclusion of bank accounts. Sandy got 3 calls about the code being changed in the community room. Things on the event calendar were discussed and the process of developing and revising the current procedure for renting the space. Agreement was given that events currently scheduled through March 20, 2025 will be able to use space, to include funerals scheduled for March 29, 2025. Charlsa Dearwester is working on the agreement and documents to be presented to the Fire Department Board for approval. It is expected to be discussed in the March 2025 meeting. Discussion Only.
6. Discuss and take action to assign U 54 as a chief command vehicle.
Discuss: Motion was made to assign U 54 as the chief command vehicle.
Motion: Charlsa Dearwester Second Sandy Hundl Vote: Unanimous
7. Discuss and take action to approve the new Department logo.
Discuss: Motion was made to approve the recommended department logo.
Motion: Brandon Tucker Second Sandy Hundl Vote: Unanimous
8. Discuss and take action on the name of Station 54.
Discuss: Motion was made to that the name would be Thomas Lake Road Station# 54.
Motion: Charlsa Dearwester Second Sandy Hundl Vote: Unanimous
9. Discuss and take action to award sanitation services for Station 54.
Discuss: Motion was made to award Texas Trash It for \$45mo, picked up once a week, (2) 96 gal cans.
Motion: Charlsa Dearwester Second Sandy Hundl Vote: Unanimous

EXECUTIVE SESSION None

INFORMATION ITEMS

Public Comment- Non Agenda Items

Erick Community Room states need Supplemental Liability insurance for Station 54.

Executive Board: Next Agenda Items:

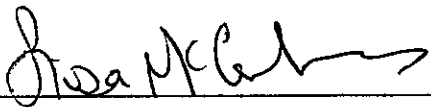
ADJOURN

Motion was made to adjourn.

Motion: Charlsa Dearwester

Second Sandy Hundl

Vote: Unanimous



Lisa McGilberry, Executive Board Secretary