

**Riverside Volunteer Fire Department
Regular Session Minutes
Tuesday, September 9, 2025**

CALL TO ORDER

Call to order at 7:53pm, Brandon Tucker, President (Meeting started late as President Tucker arrived late)

Present Quorum: Brandon Tucker, Sandy Hundl, Lisa McGilberry

Roll Call: Sign in Sheet verified

Certification given the "Notice of Meeting" was posted in accordance with the Open Meetings Act

GENERAL

Prayer by President Tucker

Pledge of Allegiance led by President Tucker

Texas Pledge of Allegiance led by President Tucker

Receive Citizens Input - None

CONSENT AGENDA

1. Approve minutes from the previous meetings held in August 2025.
Motion made to approve August Meeting minutes with the following changes, correct Charlsa Dearwester name through out minutes, # 3 Business include "increase by" in front of \$295.00, check note to correct time frame on meeting adjournment.
Motion: Brandon Tucker Second: Sandy Hundl Vote: Unanimous
2. Approve Disbursement Report
Motion made to approve Disbursement Report
Motion: Lisa McGilberry Second: Sandy Hundl Vote: Unanimous
3. Approve claims and invoices submitted for payment.
Invoice for 4 Seasons Lawn Care did not make the Treasures Report as it was not received until today, 2150, 2149, 2148, 2147 for a total of \$5,464.00.
Firemen Insurance Life Insurance \$1560.00
Reimbursement to Cody Hume for fuel as the fuel card was out of date.
Reimbursement to Chief Crocker \$350.00 for Sharee's CPR class/trainer class.
Motion Made to approve payment of invoices as well as reimbursement to Ben Crocker in the amount of \$350.00, to be paid from the General Fund. Reimbursement is for CPR class (NCS) taken by Sharee Enloe. Reimbursement to Cody Hume for fuel.
Motion: Lisa McGilberry Second Brandon Tucker Vote: Unanimous
4. Receive monthly Chief's Report.
Chief's report given by Charlsa Dearwester
 - Budget is still pending, budget information has been provided to ESD for review, waiting for their approval.
 - Call response holding steady: August Total calls 78, response 67 no response 11 for a total of 85.89%
 - Chief Crocker and Sharee Enloe will attend CPR instructor class. This will allow them to train classes for the Department and conduct classes for the public as community outreach.
 - Administrative Building is in service, Chief Crocker and Administrative Assistant Charlsa Dearwester are working out of it.
 - Administrative Assistant interviews were held and selection made, Charlsa Dearwester, currently working about 30 hours a week.
 - No extraordinary purchases, waiting for new budget to be approved
 - Volunteer response is good

- All units in service, driveways in service
- Grate at Station 54 looks bad, hazard to tires and will need to be fixed/replaced
- Shed at Station 51 should be fixed this week
- Repairs to Booster were approved by ESD

BUSINESS

1. Discuss and take action to approve amendments of Department Bylaws
Second vote to approve bylaws
Motion: Lisa McGilberry Second: Sandy Hundl Vote: Unanimous
2. Discuss and take action to RVFD Board Meeting time/date
Change Board meeting time to 7:30pm until further notice
Motion: Lisa McGilberry Second: Brandon Tucker Vote: Unanimous
3. Discuss and take action on Bunker Program at Station 52.
John Hobbs to discuss and provide a plan for ESD approval. Bunker Program is where volunteer firefighters would be allowed to live at Station 52, potential opportunity for College students. Board will need to agree on the program prior to presenting to ESD.
Discussion only
4. Discuss and take action on the Walker County Hospital District holding a public meeting at the Community Room at Station 54.
Motion made to allow the Community Room to be rented for the Walker County Hospital District to hold a public meeting to discuss new hospital on 9/30/2025, 10/7/2025 and 10/9/2025 for a \$1.00 fee for each meeting and a onetime deposit. Deposit would be returned after last meeting date.
Motion: Brandon Tucker Second: Sandy Hundl Vote: Unanimous
5. Discuss and take action on Administrative Assistant Position
Discussion only
6. Discuss and take action on 2025 – 2026 Budget
Still in progress, Discussion only
7. Update on repairs to Station 52
Roof repair has not been done correctly; the roof leaking is the main reason Station 52 needed repairs. Roof repairs need correction along with a door and AC stands. ESD approved final payment. Notes for future repairs will need to be taken.
Discussion only
8. Updates from Planning Committee, National Night Out
Everything is in place. Daisey's Diner, Tallents, Police, Fire, EMS, Game Wardens and Texas Forester to be on location to visit with the public. Brandon will get with HEB for Donation. NNO is October 7, 2025
Discussion only
Motion to Adjourn meeting at 9:09pm
Motion: Brandon Tucker Second: Sandy Hundl Vote: Unanimous

EXECUTIVE SESSION

If during the course of the meeting covered by this notice, the members of the Executive Board of Riverside VFD shall determine that a closed meeting of the Board is required, then such closed meeting as authorized by Texas Government Code 551, subchapter D, will be held by the Executive

Board at the date, hour and place given in this notice or as soon after the commencement of the meeting covered by this notice as the Executive Board may conveniently meet in such closed meeting concerning any and all subjects and for any and all purposes permitted by Chapter 551, subchapter D, inclusive of said Texas Government code, including but not limited to:

Section 551.071 For the purpose of private consultation between the Board and its attorney when the attorney's advice with respect to pending or contemplated litigation settlement offers and matters where the duty of the Board counsel to his client pursuant to the Code of Professional Responsibility of the State Bar of the Texas clearly conflicts with the Open Meetings Act.

Section 551.072 For the purpose of discussion with respect to the purchase, exchange, lease, or value of real property, if deliberation in an open meeting would have a detrimental effect on the position of the Board in negotiations with a third party.

Section 551.073 For the purpose of deliberation regarding prospective gifts or to deliberate a negotiated contract for prospective gift or donation to the Board of District if deliberation in an open meeting would have a detrimental effect on the position of the Board in negotiations with a third party.

Section 551.074 For the purpose of considering the appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of a public officer or employee or to hear complaints or charges against a public officer or employee, unless such officer or employee requests a public hearing.

Section 551.076 To discuss the deployment, or specific occasions for implementation of security personnel or devices.

Section 551.086 Deliberation regarding economic development negotiations.

Adjourn

INFORMATION ITEMS

Public Comment- Non Agenda Items

Executive Board

ADJOURN

I, the undersigned Secretary, do hereby state the above Notice of Meeting Agenda is a true and correct copy of said Notice, and I posted a true and correct copy of said Notice at RVFD Station 51 2360 FM980, Riverside, TX , The United States Post Office, Riverside, TX, and Riverside City Hall,

places that are readily accessible to the general public at all times. The said Notice will be posted for at least three business days before the scheduled date of the Meeting and remain until after the conclusion of said Meeting.

Items for next month's meeting:

Next meeting scheduled for October 14, 2025

- Christmas Party
- Account Signatures for Bank Accounts
- Bunker Program, developing
- Treasurer resignation to be rescinded
- Grate repair/replacement at Station 54
- Reimbursement for EMT B Class

Posted Date: 10/14/2025
Lisa McGilberry

Lisa McGilberry, Executive Board Secretary