

MONTGOMERY COUNTY ESD 1
MONTGOMERY COUNTY, TEXAS

The Board of Commissioners of Montgomery County ESD 1, convened in session on March 21, 2018 with the following Board Members to-wit:

Members Present: J. Steven Weisinger, President
 Chuck Frank, Vice President
 Sharene Carr, Treasurer
 Robert Walker, Secretary

Members Absent: David Cooper, Commissioner

The regular meeting of Montgomery County ESD 1 was called to order on March 21, 2018 at 6:21 P.M. by President J. Steven Weisinger. All members were present, with the exception of David Cooper, therefore constituting a quorum. Also present were Fire Chief Jason Oliphant, Administrative Assistant Crystal LaCaze, Administrative Assistant Andrea Meek, Assistant Fire Chief Shane Houser, Deputy Chief Kevin Kaliszewski, Battalion Chief Josh Montgomery, Attorney John Peeler, Accountant Brian Desilets, Janet Walker and Don Prescott.

Upon a motion made by Commissioner Walker and seconded by Commissioner Carr the board voted unanimously to approve the regular February 21, 2018 monthly minutes and SPECIAL called February 28, 2018 minutes of Montgomery County ESD 1.

Upon a motion made by Commissioner Walker and seconded by Commissioner Carr the board voted unanimously to approve the regular January 11, 2018 monthly minutes of Montgomery County Emergency Services District No. 12.

Upon a motion made by Commissioner Walker and seconded by Commissioner Frank the board voted unanimously to authorize the Accountant, Brian Desilets, to covert two checking accounts with First Financial Bank to Money Market accounts as he deems appropriate.

Upon a motion made by Commissioner Carr and seconded by Commissioner Walker the board voted unanimously to accept the bookkeepers report as presented by Accountant Brian Desilets and pay monthly district bills.

The building committee reported the following: they met with Jennifer Bettiol from BRW Architects on a Preliminary design idea of a replacement Station 91, estimating an approximately 20,000 sq. ft., 2 story building on existing property at \$450.00 per square foot.

The building committee reported that a walk-through at Station 95 was done with Brian Grossman of Grossman Design. There is a list of items that need to be repaired. Station Alert System has not yet been paid for by Grossman, yet it should be installed with the next week. Chief Oliphant feels the ESD should remove the Station Alert System from Grossman's scope of work. ESD1 continues to wait for Hydro-test to be done. Approximately 3 weeks to move in Station 95.

Upon a motion made by Commissioner Walker and seconded by Commissioner Frank the board voted unanimously to amend the contract with Grossman Design by removing the Station Alert System and directing Chief Oliphant to handle.

Upon a motion made by Commissioner Frank and seconded by Commissioner Walker the board voted unanimously to approve and pay Grossman's draw #12 for \$37,416.99 on Station 95 being 95% complete. There is an outstanding balance of \$110,000.00.

Attorney John Peeler informed the board that the billboard permits are up for renewal and he will be sending that information to the administration staff to handle.

Chief Oliphant informed the board that he received a notice from the City of Conroe regarding property in our district that was annexed. The notice stated that we needed to remove that area off our district map. Attorney John Peeler will prepare a resolution to be approved.

The board would like for Chief Oliphant to Chair the annual contracts review committee. Chief will assign administrative staff and board members to the committee based on expertise of particular contracts. Contract review committee meetings will be posted as special called meetings.

The board convened into closed session at 7:27pm to consult with legal counsel, to review personnel matters, and to review real estate matters.

The board reconvened into open session at 8:25pm.

Upon a motion made by Commissioner Frank and seconded by Commissioner Walker the board voted unanimously to increase Chief's salary 2.5% and retro-active his pay to February 01, 2018.

Tuesday, March 27, 2018 Chief Oliphant will go to Austin for the day to meet with the State Fire Marshall in reference to ISO. MCESD1 was regraded in 2016 and has yet to receive our grade.

Commissioners asked administrative staff to looking into options of tablets or computer screens for the Commissioners table, as we move forward in going semi-paperless.

Don Prescott thanked the Board for the plaque he received for his many years of service on the Board for Montgomery County Emergency Services District No. 1.

There being no further business, upon a motion made by Commissioner Frank and seconded by Commissioner Walker the Board voted unanimously to adjourn at 8:35 P.M.

Debbie Gregory
District Office Manager and Administrative Secretary
Montgomery County ESD 1