

MONTGOMERY COUNTY ESD 1
MONTGOMERY COUNTY, TEXAS

The Board of Commissioners of Montgomery County ESD 1, convened in session on September 12, 2018 with the following Board Members to-wit:

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

Members Absent: David Cooper, Commissioner

The regular meeting of Montgomery County ESD 1 was called to order on September 22, 2018 at 6:13 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, Battalion Chief Brett Pyles, Office Administrator Debbie Gregory, Administrative Assistant Crystal LaCaze, Administrative Assistant Andrea Meek, Attorney John Peeler, Accountant Brian Desilets and Olivia Cuellar, as well John Warren with Cokinos.

The board took no action on item 2 of the agenda, approving minutes from prior meeting(s).

Addressing item 3 of the agenda regarding financial matters, the board took action on the following: Upon a motion made by Commissioner Frank and seconded by Commissioner Carr the board voted unanimously to accept the bookkeepers report as presented by accountant Brian Desilets and pay monthly district bills.

The board took no action on any matters listed under item 4 of the agenda, Old Business.

Addressing item 5 of the agenda regarding New Business, the board took action on several items:
a. The Board noted that the FY 2019 Budget had been approved at a previous meeting when the Tax Rate was initially proposed to begin Truth in Taxation procedures. Counsel advised that based upon the public participation in the public hearings, the Board was free to either amend the Budget or leave it in place as previously approved. The Board unanimously agreed to leave in place the previously approved FY 2019 Budget and take no action to revise or amend that Budget at this time.

The Board then unanimously agreed to open item 12, Chief's Report:

b. Action on items that need to be purchased for the Fire Department. Chief Oliphant requested permission from the board to purchase a high-tech DJI Matrix drone for use by Montgomery County ESD 1 Fire Department in instances where aerial views would be beneficial to the Department. He reported that currently Montgomery County ESD 1 has to call on neighboring Caney Creek Fire Department to assist in the event a drone is needed.

Upon a motion made by Commissioner Frank and seconded by Commissioner Carr the board voted unanimously to approve the purchase of a DJI Matrix drone as presented by Chief Oliphant, not to exceed \$30,000.00.

The Board then unanimously agreed to return to agenda item 5, New Business.

b. Set by Order the 2018 Ad Valorem Tax Rate for Maintenance and Operations.

Motion made by Commissioner Carr to adopt the Tax Order supplied by the Tax Assessor using the required statutory language:

“I move that the property tax rate be increased by the adoption of a tax rate of \$0.1000/\$100, which is effectively a 2.04 percent increase in the tax rate.” The motion was seconded by Commissioner Frank. The board voted unanimously to approve the Order as presented.

c. Upon a motion made by Commissioner Frank and seconded by Commissioner Walker the board voted unanimously to adopt a Tax Rate for Debt Service of \$0.000/\$100.

d. The Board unanimously approved forwarding the Tax Order to the Tax Assessor-Collector stating a Total Tax Rate for 2018 of \$0.1000/\$100.

e. Upon a motion made by Commissioner Walker and seconded by Commissioner Carr the board voted unanimously to accept the HIPAA Business Associate Agreement as presented by Montgomery County Hospital District. Mr. Peeler advised the Board that it may be necessary to have District staff complete training on an annual or semi-annual basis in order to assure compliance with the Privacy Rule and Health Information Technology for Economic and Clinical Health Act of 2009 which are referenced in the Agreement.

Upon a motion made by Commissioner Frank and seconded by Commissioner Walker the board voted unanimously to instruct Chief Oliphant to make sure that all Montgomery County ESD 1 employees receive the necessary training referenced by counsel.

f. Administrative Assistant Crystal LaCaze informed the board that only Captains and Lieutenants will be issued debit cards from First Financial Bank for deployments. All cards will be and kept in a safe until they are needed.

Under items 6-8 of the agenda, Closed Session under Government Code sections 551.072, 551.071 and 551.074, the board agreed to convene in Closed Session including attorneys John Warren and John Peeler and Chief Oliphant in attendance at 6:24 P.M. to consult with legal counsel, to review personnel matters, and to review real estate matters.

Under item 9 of the agenda, the board reconvened into open session at 8:43 P.M.

The board took no action on item 10 of the agenda, regarding construction projects.

Addressing item 11 of the agenda, Chief Oliphant announced the official retirement of Office Administrator Debbie Gregory effective September 21, 2018. Chief Oliphant thanked Debbie Gregory for building this department and for her many years of service with Montgomery County ESD 1.

Addressing item 12 of the agenda, Chief Oliphant presented a check from US Federal Trade Commission in the amount of \$29.79 that was payable to Montgomery County ESD1 related to a settlement related to defective light bulbs. Board President J. Steven Weisinger gave approval to deposit the check.

No Public Comment was offered under item 13 of the agenda.

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

Crystal LaCaze
District Office Manager and Administrative Secretary
Montgomery County ESD 1