

**MONTGOMERY COUNTY ESD 1**  
**MONTGOMERY COUNTY, TEXAS**

The Board of Commissioners of Montgomery County ESD 1, convened in session on November 14, 2018 with the following Board Members to-wit:

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

The regular meeting of Montgomery County ESD 1 was called to order November 14, 2018 at 6:13 P.M. by President J. Steven Weisinger. All members were present, therefore constituting a quorum. Also present were Fire Chief Jason Oliphant, Assistant Fire Chief Shane Houser, Deputy Chief Kevin Kaliszewski, Deputy Chief Thomas Pittman, Battalion Chief Kirk Bailey, Office Administrator Crystal LaCaze, Administrative Assistant Andrea Meek, Administrative Assistant Lynn Whitesides, Attorney Adam Tabak, Accountant Brian Desilets and Bookkeeper Olivia Cuellar, as well as several Firefighters.

Addressing item 2 of the agenda regarding minutes from the prior meeting, the board took action on the following: Upon a motion made by Commissioner Frank and seconded by Commissioner Cooper, the board voted unanimously to accept and approve minutes as presented from the regular meeting held on October 17, 2018.

Addressing item 3 of the agenda regarding financial matters, the board took action on several items: Upon a motion made by Commissioner Walker and seconded by Commissioner Frank, the board voted unanimously to approve the contract from Precision Utility, LLC., pending review by Commissioner Carr and Commissioner Frank, and also pending review by Attorney John Peeler to modify and amend the scope of work.

Office Administrator Crystal LaCaze presented to the board that Montgomery County ESD 1 took possession of two new engines on Friday, November 09, 2018. A request was made that two Commissioners sign the wire transfer for payment of the two trucks in which the purchase was previously approved.

Upon a motion made by Commissioner Carr and seconded by Commissioner Frank, the board voted unanimously to accept the amended October 2018 Bookkeeper's Report as presented reflecting the corrected sales tax summary reconciliation.

Upon a motion made by Commissioner Carr and seconded by Commissioner Frank, the board voted unanimously to accept the November 2018 Bookkeeper's Report as presented by accountant Brian Desilets and pay monthly district bills.

- Addressing item 4 of the agenda regarding Old Business, the board took action on the following items:
- a. Attorney Adam Tabak presented an update on Cokinis and produced a copy of the demand letter that will be sent to Grossman. No further action was taken.
  - b. Chief Oliphant presented an update to the board, that the building committee is to meet with Caldwell Developers on 11/15/18 at 9:00am regarding the Calvary Rd. property and Station 96. Chief Oliphant indicated there were no further status updates at this time.  
No action taken on item 4c.
  - d. Chief Oliphant reported that he has received two packets from the City of Conroe for proposed annexation of properties near FM 1484/Seven Coves Rd and Conroe Industrial Park. No further action to be taken.
  - e. Under disposition of District surplus and salvage property, Chief Oliphant presented a list of equipment to be designated as surplus and salvage. He asked for permission to transfer three small items designated in the list to Walker County ESD 1 for \$1.00 and the costs associated with picking them up as fair market value due to their age and condition under the provisions of Texas Health and Safety Code chapter 775, subchapter J and to list the other items for auction with an internet auction site as allowed by other sections of the code. Upon a motion made by Commissioner Walker and seconded by Commissioner Frank, the board voted unanimously to approve the designation of surplus and salvage the items presented by Chief Oliphant, to authorize the transfer of several listed items to Walker County ESD 1 for fair market value established at \$1.00, and directed Chief Oliphant to dispose of the remaining items on the list via internet auction site.
  - f. Chief Oliphant requested previously budgeted funds from 6010.30 not to exceed \$45,000 for a new one ton staff pickup truck with a utility bed and toolboxes for the second mechanic that has been hired. Upon a motion made by Commissioner Frank and seconded by Commissioner Carr, the board voted unanimously to approve the purchase of the new mechanic truck, as presented by Chief Oliphant.

No action was taken on items 4g-4i.

- Addressing item 5 of the agenda regarding New Business, the board took action on the following:
- a. Chief Oliphant presented an update on the request made at the previous meeting, for 5 additional parking spaces on the north end of the Administration Building. Bubba Elmore has agreed to cover the cost of the additional spaces, if Montgomery County ESD 1 will extend the lease contract with Elmore Land Co. by 1 year, keeping the lease rate the same as the remaining years 3-5 of the existing contract. Upon a motion made by Commissioner Frank and seconded by Commissioner Walker, the board voted unanimously to request of Mr. Elmore that the contract be extended by one year, and that Mr. Elmore cover the cost to install 5 additional parking spaces, as previously agreed.
  - b. Commissioner Weisinger recommended that Commissioner Walker and Commissioner Frank be reappointed for 2019. No further action was taken.
  - c. No action was taken on items 5c-5d.

Under items 6-8 of the agenda, Closed Session under Government Code sections 551.072, 551.071 and 551.074, the board agreed not to convene in Closed Session to consult with legal counsel, to review personnel matters and to review real estate matters, and continued in Open Session.

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

Addressing item 11 of the agenda, Chief Oliphant presented an update on the California Deployment. The Montgomery County ESD 1 crew was assigned to the Woolsey wildfires, with the possibility of reassignment to the Camp Fires near Paradise, California. The current deployment will be for 14 days, beginning Monday 11/12/2018 and could be extended as long as 28 days.

Addressing item 12 of the agenda, no action was taken.

No Public Comments were offered under item 13 of the agenda.

There being no further business, upon a motion made by Commissioner Frank and seconded by Commissioner Walker, the Board voted unanimously to adjourn at 7:32 P.M.

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