

MONTGOMERY COUNTY ESD 1
MONTGOMERY COUNTY, TEXAS

The Board of Commissioners of Montgomery County ESD 1, convened in session on April 18, 2018 with the following Board Members to-wit:

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

Members Absent: Robert Walker, Secretary

The regular meeting of Montgomery County ESD 1 was called to order on April 18, 2018 at 6:15 P.M. by President J. Steven Weisinger. All members were present, with the exception of Robert Walker, therefore constituting a quorum. Also present were Assistant Fire Chief Shane Houser, Deputy Chief Kevin Kaliszewski, Office Administrator Debbie Gregory, Administrative Assistant Andrea Meek, Attorney John Peeler and Accountant Brian Desilets.

Upon a motion made by Commissioner Carr and seconded by Commissioner Frank the board voted unanimously to approve the regular March 18, 2018 monthly minutes of Montgomery County ESD 1 as presented.

Upon a motion made by Commissioner Cooper and seconded by Commissioner Carr the board voted unanimously to close First Financial Bank account xxx7544.

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

The building committee represented by Commissioner Frank reported the following: There have been some major issues encountered at Station 95. The turning radius in driveway is inadequate to handle the apparatus. CobbFendley put together possible changes to accommodate the turning radius issues on the left side of the building and to allow vehicles on the 2432 side to back into parking spaces. CobbFendley's recommendations were sent to Grossman Design. At this time the final retainage is being held until we hear from Grossman. Attorney Peeler will work with the Committee on reviewing the issues and communicating them to Grossman Design Build and CobbFendley. In addition, the building committee addressed the standing water issues on the north side of the building. Discussions took place regarding getting a 3rd party TOPO Engineer to survey.

Upon a motion made by Commissioner Frank and seconded by Commissioner Cooper the board voted unanimously to get a TOPO survey and instructing Chief Oliphant and Mr. Peeler to review the issues in order to work towards a possible demand letter regarding turning radius and other issues at Station 95.

Proposal was also made for landscaping at Station 95. Chief Oliphant will work on getting additional bids.

Attorney Peeler received a letter from The City of Conroe last month regarding annexations. A resolution was prepared and we will work with the City and check into the financials for annexations.

Upon a motion made by Commissioner Carr and seconded by Commissioner Frank the board voted unanimously to approve the resolution to accept annexations from the City of Conroe.

Accountant Brian Desilets is working on amending the budget and will present at the next meeting being held on May 16, 2018.

IT Contract Committee met to draft requirements of the RFP for IT Services. Draft was sent to Debbie to review, per Debbie RFP for IT Services was returned with minor corrections. Per Commissioner Frank the contract is 98% complete and the committee requested permission to send the final draft to Attorney Peeler and Commissioner Weisinger for review and authorization to publish once completed.

Upon a motion made by Commissioner Frank and seconded by Commissioner Cooper the board voted unanimously to authorize Chief Oliphant to work with Attorney Peeler on finalizing the Request for Proposal for IT Services and send out for bid.

Commissioner Frank discussed with the board possibly having two monthly board meeting instead of one. He suggested one meeting to handle finances and the budget and another meeting to handle all other department matters. Just informational only, no action was taken. Commissioner Weisinger suggested a second meeting could be called if needed.

Commissioner Frank discussed the confusion regarding numerous names for ESD 1. He brought up possibly adding FKA (Formerly Known As) North Montgomery County Fire Department being used on correspondences. No action was taken.

Chief Houser advised the board that the 2017-2018 budget included purchasing a staff vehicle. Chief Oliphant is proposing to move forward and purchase a Ford F250 Command Vehicle fully equipped within the amount budgeted.

Attorney Peeler requested the Truth and Taxation be put on the agenda for next month's meeting.

There being no further business, upon a motion made by Commissioner Cooper and seconded by Commissioner Carr the Board voted unanimously to adjourn at 7:45 P.M.

Debbie Gregory
District Office Manager and Administrative Secretary
Montgomery County Emergency Services District No. 1