

MONTGOMERY COUNTY ESD 1
MONTGOMERY COUNTY, TEXAS

The Board of Commissioners of Montgomery County ESD 1, convened in session on April 17, 2019 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, Assistant Treasurer

The regular meeting of Montgomery County ESD 1 was called to order April 17, 2019 at 6:10 P.M. by President J. Steven Weisinger. All members were present, therefore constituting a quorum. Also present were Fire Chief Jason Oliphant, Assistant Chief Shane Houser, Deputy Chief Kevin Kaliszewski, Deputy Chief Thomas Pittman, Battalion Chief Josh Montgomery, Office Administrator Crystal LaCaze, Administrative Assistant Andrea Meek, Administrative Assistant Lynn Whitesides, District Legal Counsel John Peeler, Accountant Brian Desilets, and Bookkeeper Dana Smith.

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 Carr and seconded by Commissioner Frank, the Board voted unanimously to accept and approve minutes as presented from the regular meeting held on March 20, 2019.

Addressing item 3 of the agenda regarding financial matters, the Board took action on the following: Accountant Brian Desilets presented the monthly Bookkeeper's Report. Upon a motion made by Commissioner Carr and seconded by Commissioner Frank, the Board voted unanimously to accept the Bookkeeper's Report as presented and to approve payment of the district's monthly bills.

Addressing item 4 of the agenda regarding old business, the Board took action on the following: No action was taken on items 4a and 4b.

c. Office Administrator Crystal LaCaze reported that an email had been received regarding permits and licenses for the department owned billboards. The email stated that it is required that both a license and permit are needed every 2 years, and that the permit had been renewed, but the license had not. Crystal reported that a check has been cut including a penalty of \$100 and that all permits and licenses are now current. No further action was taken.

d. Chief Jason Oliphant reported that the department should be receiving a check for the December annexation from the City of Conroe soon. No action was taken and nothing further to report.

No action was taken on items 4e, 4f, 4g, or 4h.

i. Attorney John Peeler reported that a records retention policy needs to be adopted and notice of same sent to the Texas State Library and Archives Commission in the new MCESD 1 name. Mr. Peeler

stated that his office is currently working on the requirements for compliance and will have the paperwork at the next meeting. Nothing further to report and no action was taken.

Addressing item 5 of the agenda regarding new business, nothing to report, therefore no action was taken.

Under items 6-8 of the agenda, at 6:38 P.M. the Board convened into Closed Session pursuant to Government Code sections 551.071, 551.072 and 551.074, to consult with Legal Counsel John Peeler to review personnel matters and to review real estate matters.

The Board reconvened into Open Session at 6:58 P.M.

Addressing item 10 of the agenda, Chief Jason Oliphant reported that the first check has been received from the California Deployment. No further action was taken.

Addressing item 11 of the agenda, Chief Jason Oliphant presented the call volume log for 2019 year to date. Nothing further to report, and no action was taken.

No public comments were offered under item 12 of the agenda.

Addressing item 13 of the agenda, regarding Agenda Items for the next meeting, nothing was offered; therefore no further action was taken.

There being no further business, upon a motion made by Commissioner Cooper and seconded by Commissioner Walker, the Board voted unanimously to adjourn at 7:00 P.M.

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