

MONTGOMERY COUNTY ESD 1
MONTGOMERY COUNTY, TEXAS

The Board of Commissioners of Montgomery County ESD 1, convened in session on May 15, 2019 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, Assistant Treasurer

The regular meeting of Montgomery County ESD 1 was called to order May 15, 2019 at 6:15 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, Assistant Chief Shane Houser, Deputy Chief Kevin Kaliszewski, Deputy Chief Thomas Pittman, Battalion Chief Kirk Bailey, Captain Travis Johnson, Office Administrator Crystal LaCaze, Administrative Assistant Andrea Meek, Administrative Assistant Lynn Whitesides, District Legal Counsel John Peeler, Accountant Brian Desilets, Bookkeeper Dana Smith, as well as Paula Barr and Robin Humphrey with HDL Companies, along with 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 Carr, the Board voted unanimously to accept and approve minutes as presented from the regular meeting held on April 17, 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 Walker, 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 4b, 4c, 4d, 4e, 4f, 4g, and 4h.

i. Attorney John Peeler reported that a records retention policy is still in the process of being created in the new MCESD 1 name and that his office is currently reevaluating the requirements for electronic compliance. Attorney Peeler hopes to have the paperwork ready for the Board to approve by the next meeting in June to file with the Texas State Library and Archives Commission. Nothing further to report and no action was taken.

Addressing item 5 of the agenda regarding new business, the Board took action on the following:

a. In addressing the Truth in Taxation packets provided by the Montgomery County Tax Office, the Board, staff and counsel reviewed the dates and actions necessary to meet the Tax Office's deadlines to

propose a rate, hold hearings (if necessary) and adopt a rate. The Board approved the following proposed meeting dates and to submit the requested form to the Tax Office:

- August 07, 2019 at 6:00pm to discuss/propose Tax Rate
- August 21, 2019 at 6:00pm to hold first Public Hearing regarding the Tax Rate as well as Montgomery County ESD1's regular board meeting
- September 4, 2019 at 9:00am to hold second Public Hearing regarding Tax Rate
- September 17, 2019 at 6:00pm to Adopt Tax Rate as well as Montgomery County ESD1's regular board meeting

b. Upon a motion made by Commissioner Frank and seconded by Commissioner Carr the Board voted unanimously to approve the resolution submitted by counsel regarding delinquent tax collections, maintaining the contract with delinquent tax collections counsel and imposing the 20% penalties under Tax Code sections 33.07 and 33.08.

No action was taken on items 5c, 5d, and 5e.

f. Commissioner Frank reported that he and Chief Oliphant attended at TIRZ meeting on Monday, May 13, 2019 with the City of Willis and Mayor Reed, where they received updates on new construction and the Tax Reinvestment Zone. Mayor Reed will have more information at the next meeting. Nothing further to report, and no action was taken.

Under items 6-8 of the agenda, at 6:24 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 to review personnel matters and to review real estate matters.

The Board reconvened into Open Session at 7:12 P.M.

Addressing item 10 of the agenda, Chief Jason Oliphant updated the Board on personnel changes. No action was taken.

Addressing item 11 of the agenda, regarding the Chief's Report, Chief Oliphant reported the following:

a. Chief Oliphant presented the call volume log for 2019 year to date. Nothing further to report, and no action was taken.

b. Chief Oliphant also reported to the Board that Fire Boat 94 is out of service due to issues with the bilge pumps, but is being repaired and should be back in service by this weekend. 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 Frank and seconded by Commissioner Walker, the Board voted unanimously to adjourn at 7:45 P.M.

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