

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

The Board of Commissioners of Montgomery County ESD 1, convened in open session on September 20, 2023, with the following Board Members to-wit:

Members Present: Chuck Frank, Vice President
Sharene Carr, Treasurer
Tom Rozier, Secretary

Members Absent: J. Steven Weisinger, President
David Cooper, Assistant Treasurer

Addressing item 1 of the agenda, the meeting of Montgomery County ESD 1 was called to order on September 20, 2023 at 6:00PM by Vice President Chuck Frank. Three Board members were present at the meeting location, therefore constituting a quorum. Also present were, Fire Chief Jason Oliphant, Assistant Fire Chief Shane Houser, Office Administrator Crystal LaCaze, Administrative Assistant Andrea Meek, Administrative Assistant Staci Pennington, Battalion Chief Jeff McDonald and District Legal Counsel John Peeler.

Addressing item 2 of the agenda, no public comments were made.

Addressing item 3 of the agenda, no action was taken.

Addressing item 4 of the agenda regarding minutes from the prior meeting, the Board took action on the following:

Upon a motion made by Commissioner Rozier and seconded by Commissioner Carr, the Board voted unanimously to accept and approve the minutes as presented of the regular and special called board meetings held in August 2023.

Addressing item 5 of the agenda, Office Administrator, Crystal LaCaze presented the Board with the District monthly financial report. Upon a motion made by Commissioner Rozier and seconded by Commissioner Carr, the Board voted unanimously to accept the financial report as presented and approve payment of the District's monthly bills.

Addressing item 6a of the agenda, Office Administrator Crystal LaCaze presented the Board with the LaW Construction draw request No. 12.

Upon a motion made by Commissioner Carr and seconded by Commissioner Rozier, the Board voted unanimously to release the final retainage less the generator expense.

Chief Oliphant notified the Board that the Building Committee met with BRW regarding the training facility and has plans to go out for bids around November/December 2023.

Addressing item 6b of the agenda,

Mr. Peeler updated the Board regarding the culmination of the property acquisition from the City of Willis for the alleys and abandoned street adjacent to the property previously acquired by the District on Kennedy Street.

Upon motion made by Commissioner Frank and seconded by Commissioner Carr, the board unanimously approved the following actions with regard to the property acquisition: (1) approval of the Deed Without Warranty and authorizing execution of same by the District President; (2) approval of closing costs to Stewart Title related to the property transaction; and (3) authorize Chief Oliphant to engage platting

services upon filing of the deed at a cost not to exceed \$25,000 without further Board approval.

Addressing item 6c – 6e of the agenda, no action was taken.

Addressing item 6f of the agenda,

Chief Oliphant informed the board that the chassis on the new DACO Tankers are complete and requested the board approve the chassis payment. Upon a motion made by Commissioner Carr and seconded by Commissioner Rozier, the Board voted unanimously to approve a wire of \$1,087,374.00 to DACO Fire for the payment for three chassis, noting that the overall construction of the three trucks is ongoing.

Addressing item 6g – 6i of the agenda, no action was taken.

Addressing item 7a of the agenda, no action was taken.

Addressing items 8-11 of the agenda, no action was taken.

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

Addressing items 13 of the agenda, Chief Oliphant presented the call volume report to the Board. He also informed the board that 115 people showed up for the written test for Class 002, 93 passed and were able to move on to the agility courses that were held. The interview process will begin soon. Chief Oliphant also informed the board that the new fire boat had arrived, and construction is underway to expand the current boat dock by 10ft to accommodate the new boat.

Addressing items 14 of the agenda, no action was taken.

Addressing item 15 of the agenda,

There being no further business, upon a motion made by Commissioner Rozier and seconded by Commissioner Carr, the Board voted unanimously to adjourn at 6:34PM.

Crystal LaCaze

District Office Manager and Administrative Secretary
Montgomery County ESD 1