

MONTGOMERY COUNTY ESD 1
MONTGOMERY COUNTY, TEXAS

The Board of Commissioners of Montgomery County ESD 1, convened in open session on January 18, 2023 with the following Board Members to-wit:

Members Present: J. Steven Weisinger, President
 Chuck Frank, Vice President
 David Cooper, Assistant Treasurer
 Tom Rozier, Secretary

Members Absent: Sharene Carr, Treasurer

Addressing item 1 of the agenda prior to the meeting being called to order, Commissioner Chuck Frank and Commissioner Tom Rozier were reappointed by Commissioners Court and Mrs. LaCaze presented the Oath of Office and the Statement of Appointed Officer to the re-appointed commissioners. Acting in her role as a Notary Public she notarized the documents upon execution by the Commissioners. Signed copies of the Oaths will be retained at the MCESD 1 Administration Office.

Addressing item 2 of the agenda, the meeting of Montgomery County ESD 1 was called to order on January 18, 2023 at 6:03 PM by President J. Steven Weisinger. All members were present, with the exception of Commissioner Sharene Carr, therefore constituting a quorum. Also present was Fire Chief Jason Oliphant, Assistant Chief Shane Houser, Office Administrator Crystal LaCaze, Administrative Assistants Andrea Meek & Kayla Gibson, Deputy Chief of Training Kirk Bailey, Deputy Chief of Logistics Eric Rodriguez, Battalion Chief Michael Olson, and District Legal Counsel John Peeler.

Addressing item 3 of the agenda regarding election of Board Officers for the 2023 term. Upon a motion made by Commissioner Frank and seconded by Commissioner Cooper, the board voted unanimously to appoint Commissioner J. Steven Weisinger as President, Commissioner Chuck Frank as Vice President, Commissioner Sharene Carr as Treasurer, Commissioner David Cooper as Assistant Treasurer and Commissioner Tom Rozier as Secretary.

Addressing item 4 of the agenda, No public comments were made.

Addressing item 5 of the agenda, Fire Chief Jason Oliphant wanted to recognize the Training Division on a job well done with the Fire Academy and passed it over to Deputy Chief Bailey to discuss. Deputy Chief Bailey of the training division informed the board that as of this afternoon all 12 Fire Academy Cadets had passed the EMT national registry test and would be beginning the TCFP portion of the academy next week.

Addressing item 6 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 Rozier, the Board voted unanimously to accept and approve the minutes as presented of the regular board meeting held on December 21, 2022.

Addressing item 7 of the agenda, the Board took action on the following:

Upon a motion made by Commissioner Rozier and seconded by Commissioner Frank, the Board voted unanimously to accept the financial report as presented by Office Administrator Crystal LaCaze and approve payment of the District monthly bills.

District Legal Counsel John Peeler informed the board that it was time to review the District Investment Policy. He stated that his office had no changes to recommend from the 2022 Investment Policy. Upon a Motion made by Commissioner Frank and seconded by Commissioner Cooper, the Board voted unanimously to adopt the resolution regarding the review of the 2023 Investment Policy as presented by District Legal Counsel John Peeler.

Office Administrator Crystal LaCaze informed the board that we are issuing department credit cards to Isaac Wright and Juvenal Gonzalez in the Logistics division.

Chief Oliphant informed the board that while on a grass fire in December our employees asked to use a dozer that was on the property to cut a line and attempt to stop the fire from spreading. While using the equipment, a tree limb flew up and broke the window. The district is paying for the broken window and will be having the equipment owner sign a settlement, waiver, and release agreement when the check is delivered for damages.

Addressing item 8a of the agenda, Office Administrator Crystal LaCaze presented the board with two draws for the Logistics Facility. LaW Construction Draw No. 7 and Draw No. 9 for construction invoices were both presented. Upon a motion made by Commissioner Frank and second by Commissioner Cooper, the board voted unanimously to approve and fund both draw request payments as presented.

Addressing item 8b of the agenda, regarding the 3.8 – acre tract on the corner of Worsham and Kennedy. Commissioner Weisinger informed the board that the property was closed in December, and Office Administrator Crystal LaCaze will work on filing the appropriate paperwork with the appraisal District. Then steps will need to be discussed about meeting with the City of Willis on the replating the property.

Addressing item 8c – 8i of the agenda, no action was taken.

Addressing item 9a of the agenda, this was covered under item 7.

Addressing item 9b of the agenda, the Board reviewed the AIA contract documents with the selected construction manager at risk LaW Construction. Mr. Peeler reviewed several items of concern that were reviewed by him in conjunction with the Building Committee prior to tonight’s meeting dealing with the way contingencies and allowances are treated in construction contracts.

Upon a motion made by Commissioner Frank and seconded by Commissioner Rozier the board voted unanimously to approve the construction manager at risk contract documents as presented, authorize the Board President and Board Vice President in conjunction with District Legal Counsel on negotiating the definitions of “contingencies” with LaW in order to reach final agreement and approval of the CMAR AIA contract documents for the Training Facility.

Addressing item 9c of the agenda, no action was

Addressing item 10-14 of the agenda, no action was

Addressing items 14 of the agenda, Chief Oliphant updated the board on the events and status of the Fire/EMT academy thus far.

Addressing item 15a of the agenda, Chief Oliphant presented the call volume report for the month of December.

Addressing item 15b of the agenda, no action was taken.

Addressing item 16 of the agenda, no action was taken

There being no further business, upon a motion made by Commissioner Rozier and seconded by Commissioner Frank, the Board voted unanimously to adjourn at 7:18 PM.

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