

MONTGOMERY COUNTY ESD 1
MONTGOMERY COUNTY, TEXAS

The Board of Commissioners of Montgomery County ESD 1, convened in open session on May 16, 2023 with the following Board Members to-wit:

Members Present: J. Steven Weisinger, President
 Tom Rozier, Secretary
 Sharene Carr, Treasurer
 David Cooper, Assistant Treasurer

Members Absent: Chuck Frank, Vice President

Addressing item 1 of the agenda, the meeting of Montgomery County ESD 1 was called to order on May 16, 2023 at 5:01 PM by President J. Steven Weisinger. Three board members were present, therefore constituting a quorum. Also present was Fire Chief Jason Oliphant, Assistant Chief Shane Houser, Office Administrator Crystal LaCaze, Administrative Assistant Andrea Meek, Administrative Assistant Staci Pennington, Deputy Chief of Training Kirk Bailey, Deputy Chief of Logistics Eric Rodriguez, and District Legal Counsel John Peeler.

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

They unanimously agreed to take items out of order as posted in the meeting notice in order to hold the Fire Academy graduation ceremony after the conclusion of regular business.

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 Cooper and seconded by Commissioner Rozier, the Board voted unanimously to accept and approve the minutes as presented of the regular board meeting held on April 20, 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 Cooper, the Board voted unanimously to accept the financial report as presented with the correction of the date and also approve payment of the District monthly bills.

Addressing item 6a of the agenda, Chief Oliphant reported: the Construction Committee met recently with LaW Construction and BRW Architects regarding the planning and estimates for the next station construction project; the estimated price is currently \$9M rather than the budgeted \$6.5M, prompting the need to make changes to the design and scope of the project, including no longer planning on a 10,000 square foot building. Additional reports will be presented by the Committee in subsequent meetings regarding the revised plans.

Upon a motion made by Commissioner Carr and seconded by Commissioner Cooper, the board voted unanimously to pay contractor bills as presented, noting that the pay application included approximately 50% retainage.

Addressing item 6b of the agenda, Chief Oliphant mentioned that tonight, May 16, 2023 is the first hearing of two hearings at City of Willis for the abandonment of the streets and alley ways located on the 3.8 acres that the District recently purchased on Kennedy Street. Chief Oliphant also notified the Board that a letter from Jeff Cross with the City of Willis was received requesting permission to inspect existing Station 91 for potential purchase by the City. The Board unanimously approved to allow the City to inspect Station 91.

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

Addressing 6h of the agenda, Office Administrator Crystal LaCaze and Counsel presented the final loan documents to fund the acquisition of the 3 new fire trucks. Upon a motion made by Commissioner Carr and seconded by Commissioner Cooper the board voted unanimously to approve the documents and authorize Board officers to sign documents.

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

Addressing item 7a of the agenda, the Board generally discussed the Truth in Taxation Process. Upon a motion made by Commissioner Cooper and seconded by Commissioner Carr, the Board voted unanimously to designate Montgomery County Tax Office to prepare the tax rate calculations, required notices and handle publications. Crystal LaCaze reported on the tentative schedule to hold a meeting on August 9th to propose the Budget and Tax Rate with the Public Hearing and final action to occur on August 25th.

Addressing item 7b-7e of the agenda, Counsel reviewed the delinquent tax collection process with the Board. Upon a motion made by Commissioner Carr and seconded by Commissioner Rozier, the Board voted unanimously to approve the Resolution presented which retains Linebarger as collections counsel and imposes the penalties allowed under Tax Code sections 33.07, 33.08 and 33.11 to fund the expenses of collections.

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

Addressing item 8 – 12 of the agenda, no action was taken.

Addressing item 13a of the agenda, Chief Oliphant presented the call volume report for the month of April. Chief Oliphant also informed the Board that E98 is scheduled for major repairs.

Addressing item 13b of the agenda, no action was taken.

Addressing item 14 of the agenda, no specific items were discussed for addition to the next meeting agenda.

Upon a motion made by Commissioner Cooper and seconded by Commissioner Carr, the Board voted unanimously to recess for all to attend the graduation for Montgomery County ESD 1's first Fire Academy, Class 001. The Board recessed the meeting from 5:40 – 6:00 PM to move to the larger conference room for the graduation ceremony.

Addressing item 3 of the agenda:

The Board Members attended Montgomery County ESD 1's first Fire Academy Graduation for Class 001. Thirteen (13) Cadets were recognized and officially graduated.

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 7:20 PM.

Crystal LaCaze

District Office Manager and Administrative Secretary
Montgomery County ESD 1