

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

The Board of Commissioners of Montgomery County ESD 1, convened in session via telephone conference call on March 18, 2020 with the following Board Members to-wit:

Members Present:            J. Steven Weisinger, President  
                                      Chuck Frank, Vice President  
                                      Sharene Carr, Treasurer  
                                      David Cooper, Assistant Treasurer/Secretary

The regular meeting of Montgomery County ESD 1 was called to order on March 18, 2020 at 6:00 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, Office Administrator Crystal LaCaze, Attorney John Peeler, and Accountant Brian Desilets.

No Public Comment was offered under item 2 of the agenda.

District legal counsel John Peeler announced it be noted that MCESD 1 is not invoking the suspension of any portions of the Texas Open Meetings Act as allowed under Governor Abbott's proclamation and guidance from the Governor's Office of General Counsel. MCESD 1 is meeting in compliance with section 551.125 of the Open Meetings Act as it is written, complying with the existing law by having the audio of the meeting available to the public at the designated meeting location.

Addressing item 3 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 the regular meeting minutes held on February 19, 2020.

Upon a motion made by Commissioner Frank and seconded by Commissioner Cooper, the Board voted unanimously to accept and approve the special called meeting minutes held on March 4, 2020.

Addressing item 4 of the agenda regarding financial matters, the Board took action on the following:

Upon a motion made by Commissioner Carr and seconded by Commissioner Cooper, the Board voted unanimously to accept the bookkeepers report as presented by Accountant Brian Desilets and to approve payment of the District's monthly bills.

Upon a motion made by Commissioner Frank and seconded by Commissioner Cooper the board voted unanimously to authorize Fire Chief Jason Oliphant to execute the First Financial Credit Card agreement renewal pending Attorney Peeler's review and approval.

Commissioner Carr had questions regarding the Benchmark Worker's Compensation payment and Motorola pagers bill. Office Administrator, Crystal LaCaze, informed Commissioner Carr she would get back with Commissioner Carr with further details.

Addressing item 5a of the agenda, Commissioner Frank informed the Board that he has not heard back from Cokinos regarding an update on station 95 pending litigation. Commissioner Frank asked that Commissioner Weisinger communicate with Cokinos moving forward. Commissioner Weisinger will

get updated information to Office Administrator, Crystal LaCaze to distribute to the board moving forward. Attorney John Peeler will also communicate with Cokinos regarding the importance of the board getting regular updated information. No action was taken.

Addressing item 6a of the agenda, Office Administrator Crystal LaCaze and Attorney John Peeler presented the 2020 Request for Verification of Exemption Information sent by the Montgomery County Central Appraisal District to the district. Upon a motion made by Commissioner Cooper and seconded by Commissioner Carr the board voted unanimously to adopt the 2020 tax exemptions to reflect the same exemptions as the 2019 tax year.

Addressing item 6b of the agenda, Office Administrator Crystal LaCaze discussed with the board that Commissioner Frank had requested being registered for a SAFE-D webcast regarding relaxed Open Meetings Laws. Crystal was asked to register all 4 Commissioners for the webcast on Monday, March 23<sup>rd</sup> at 6:30pm. No action was taken.

Under items 7-10 of the agenda, under Government Code sections 551.071, 551.072 and 551.074 related to closed sessions, no action was taken as no closed session was needed.

Under item 11 of the agenda, Chief Oliphant discussed recent COVID-19 issues and requested the board give him authorization to deal with personnel and pay issues at his discretion in the best interest of the employee and department. Upon a motion made by Commissioner Frank and seconded by Commissioner Cooper the board voted unanimously to authorize Chief Oliphant to deal with any immediate personnel issues at hand pending the board adopting a formal policy and to report any actions taken at the next meeting.

Attorney Peeler discussed that his office is working on a generic Continuity of Government plan to share with the districts that can be tailored to each district's needs for the current disaster and future events.

Chief Oliphant presented the monthly call volume report.

No requests for agenda items were made for the next meeting under item 13 of the agenda.

There being no further business, upon a motion made by Commissioner Cooper and seconded by Commissioner Frank, the Board voted unanimously to adjourn at 7:03 P.M.

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