

MONTGOMERY COUNTY ESD 1
MONTGOMERY COUNTY, TEXAS

The Board of Commissioners of Montgomery County ESD 1, convened in session via video conference call on November 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

Members Absent: None

The regular meeting of Montgomery County ESD 1 was called to order on November 18, 2020 at 5:30 P.M. by President J. Steven Weisinger. All members were present, therefore constituting a quorum. Also present were Chief Jason Oliphant, Assistant Chief Shane Houser, Office Administrator Crystal LaCaze, Administrative Assistant Kayla Gibson, District Legal Counsel John Peeler, Accountant Brian Desilets, and Bookkeeper Santos Acuna.

No Public Comments were offered.

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 Frank and seconded by Commissioner Cooper, the Board voted unanimously to accept and approve the regular board meeting minutes held on October 21 & October 28, 2020.

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

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

Crystal LaCaze notified the commissioners that we received a letter from First Financial requesting to sign the Irrevocable letter of Credit that John Peeler had reviewed back in March 2020, however he had some concerns with the contract. First Financial sent the new revised version to Crystal and is requesting a signature, as well as a member to open a secured account that will be strictly for a credit card security.

Upon a motion made by Commissioner Frank and seconded by Commissioner Carr; following the conditions that the document is reviewed and approved by the Commissioners, the Board voted unanimously authorizing Chief Jason Oliphant to sign the form and open the secured account needed.

Addressing item 6a of the agenda, Chief Jason Oliphant notified the board that L Squared Engineering sent over an Amendment Agreement requesting an additional \$10,500 to allow them to proceed with Survey and geotechnical investigation. Chief Oliphant recommends that we move forward and sign this

document. This new expense was not budgeted for in this year's budget; therefore, Chief Jason Oliphant is requesting that we reallocate the funds for the Annual SCBA. The Annual SCBA is no longer an expense scheduled for this year's budget.

Upon a motion made by Commissioner Frank and seconded by Commissioner Cooper, the Board voted unanimously to allow funds to be reallocated to cover the L-Squared Construction expense.

Addressing item 6 (b-c) of the agenda, No action was taken.

Addressing item 6d of the agenda, Chief Jason Oliphant informed the board that an Annexation notice was sent on 10/02/2020 by the City of Conroe, notifying ESD 1 that a couple of parcels of land located in the extraterritorial jurisdiction ("ETJ") of Conroe will be annexed into the City for full purposes and removed from ESD 1. Texas Health and Safety Code 775.022, requires that the city pay compensation to the District where the loss of tax base impacts on the payment of outstanding debt owed by the District which staff and legal counsel will follow up on.

Addressing item 6f of the agenda, Chief Jason Oliphant informed the board that the Department will be moving forward with several large purchases which were already allocated in the budget.

- Bunker gear
- Fireboat
- Jaws of Life

Addressing item 6g of the agenda, Chief Jason Oliphant and Chief Shane Houser gave an update on the quotes they received for the new septic for station 97. They received 3 quotes. The selected, lowest bid contractor is a reputable company that has worked with the District in the past. However, this was not in the budget so the Chief is asking that we reallocate funds for the Annual SCBA and put some of those funds towards the septic.

Upon a motion made by Commissioner Carr and seconded by Commissioner Cooper, the Board voted unanimously to allow funds to be reallocated to cover the new septic for station 97 expense.

Addressing item 6 (h-i) of the agenda, No action was taken.

Addressing item 7a of the agenda, Commissioner Frank appointment is coming up for renewal.

Upon a motion made by Commissioner Carr and seconded by Commissioner Cooper, the Board voted unanimously to recommend Commissioner Frank to be reappointed.

Addressing item 7a of the agenda, the Board noted that the open position previously filled by County Commissioner-elect Robert Walker needs an appointment.

Upon a motion made by Commissioner Frank and seconded by Commissioner Cooper, the Board voted unanimously to recommend that former ESD Commissioner Tom Rozier be considered for appointment to the ESD 1 Board of Commissioners.

Addressing item 7b of the agenda, Commissioner Frank advised that all contracts are due for an annual review. Before the next meeting a list of contracts needs to be sent over to the Commissioners and discussed in the next meeting.

Addressing items 8-12 of the agenda, under Government Code sections 551.071, 551.072, 551.074 and 551.087 related to closed sessions, the Board convened into Closed Session at 6:42 PM. Under item 12 of the agenda, The Board reconvened into Open Session at 7:15 P.M.

Addressing item 13 of the agenda, No action was taken.

Addressing item 14a of the Agenda, Chief Oliphant stated that the call volume is rising due to the lack of rain. The Chief also announced the plans for Operation Santa for this year stating that due to COVID-19 the department will be taking gifts to homes instead of bringing the families together. We are still looking for donations in hopes for providing Christmas to 20 families. The Chief also stated that a generator that was struck by lightning has been replaced and the new one has been installed.

Addressing item 14b of the Agenda, Chief Oliphant announced that the Fire Department received an anonymous donation to be used on Fire equipment and would like to use it to purchase Wildland Equipment.

Addressing item 15 of the Agenda, no requests for agenda items were made for the next meeting.

Addressing item 16 of the Agenda, there being no further business, a motion made by Commissioner Frank and seconded by Commissioner Carr, the Board voted unanimously to adjourn at 7:46 P.M.

Crystal LaCaze

District Office Manager and Administrative Secretary
Montgomery County ESD 1