

MONTGOMERY COUNTY ESD 1
MONTGOMERY COUNTY, TEXAS

The Board of Commissioners of Montgomery County ESD 1, convened in session via video conference call on January 20, 2021 with the following Board Members to-wit:

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

Members Absent: None

The regular meeting of Montgomery County ESD 1 was called to order on January 20, 2021 at 5:35 P.M. by President J. Steven Weisinger. All members were present, therefore constituting a quorum. Also present were Fire Chief Jason Oliphant, Office Administrator Crystal LaCaze, Administrative Assistant Kayla Gibson, District Legal Counsel John Peeler, Accountant Brian Desilets and bookkeeper Santos Acuna.

Addressing item 2 of the agenda regarding oath of office for appointed and reappointed Commissioners, the Board noted that Commissioners Court took action to reappoint Commissioner Chuck Frank and to appoint Commissioner Tom Rozier and that each had taken the Oath of Office prior to the meeting. Signed copies of the Oaths will be retained at the MCESD 1 Administration Office and Mr. Peeler will be provided with a copy for his files.

Addressing item 3 of the agenda regarding election of Board Officers for the 2021 term, it was determined upon a motion made by Commissioner Chuck Frank and seconded by Commissioner David Cooper, the board voted unanimously to appoint Commissioner J. Steven Weisinger as President, Commissioner Chuck Frank as Vice President, Commissioner Tom Rozier as Secretary, Commissioner Sharene Carr as Treasurer, and Commissioner David Cooper as Assistant Treasurer.

No Public Comments were offered.

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 Carr, the Board voted unanimously to accept and approve the minutes of board meeting held on December 16, 2020.

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

Upon a motion made by Commissioner Cooper and seconded by Commissioner Frank, the Board voted unanimously to accept the bookkeepers report with the correction to the Investment Report regarding interest rate on the TexPool accounts and pay district monthly bills as presented by Accountant Brian Desilets.

Crystal LaCaze informed the Board that we still have an old ESD 12 checking account through Woodforest Bank that was left open to receive miscellaneous sales tax deposits. She feels that sales tax deposits will no longer be made to that account as ESD 12 has finally dropped off the Comptroller's website. The Board instructed Crystal to cut a check to ESD 1 for \$37,500.00 from the old ESD 12 account which would leave a very small balance to keep the account open in case any other deposits came in.

Addressing item 7, District Legal Counsel John Peeler sent over a new Investment Policy for 2021 for the board to review. He reminded the Board that statutes require that the Policy be reviewed annually and have evidence in writing that a review took place but it does not require there to actually be a whole new policy adopted every year. Mr. Peeler recommends keeping the policy the same as 2020 and adopting a short resolution to that effect.

Upon a motion made by Commissioner Carr and seconded by Commissioner Frank, the Board voted unanimously to accept and approve Investment Policy for 2021 to remain the same as it was in 2020.

Addressing item 8a of the agenda, Chief Jason Oliphant informed the board that District Legal Counsel John Peeler made a few changes to the L 'Squared Engineering agreement in regards to the District's legal status, but no changes were made regarding the structure or the cost. Upon a motion made by Commissioner Carr and seconded by Commissioner Cooper, the Board voted unanimously to accept the agreement as reviewed by District Legal Counsel and authorize Chief Oliphant to sign on behalf of the district.

Addressing items 8(b-c) of the agenda, no action was taken.

Addressing item 8d of the agenda, Office Administrator Crystal LaCaze informed the board that she received a request from Tammy McRae requesting the District's total debt in regards to the last City of Conroe Annexation and required compensation by Conroe to the District.

Addressing item 8e of the agenda, Chief Jason Oliphant informed that board that we emailed them a list of surplus items that will be placed on Rene' Bates Auction soon.

Addressing items 8(f-h) of the agenda, no action was taken.

Addressing item 8i of the agenda, District Legal Counsel John Peeler request the board to vote formally to appoint the new Commissioner Tom Rozier as Records Management Officer for the record, which will allow District Legal Counsel John Peeler and staff to coordinate with the Texas Archives Commission. Upon a motion made by Commissioner Carr and seconded by Commissioner Cooper, the Board voted unanimously to appoint the Commissioner Tom Rozier as Records Management Officer for the district.

Addressing item 9 of the agenda, no action was taken.

Addressing items 10-13 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 6:31 PM.

Under item 14 of the agenda, The Board reconvened into Open Session at 7:40 P.M.

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

Addressing item 16a of the Agenda, Chief Oliphant stated that the call volume was at 539 for the month of December. Chief Oliphant stated that since the last board meeting there have been 14 positive COVID-19 cases and 11 additional in isolation due to high-risk exposures. As of today all employees have returned back to work with the exception of 3 or 4. None of our employees were hospitalized. Commissioner Frank suggests that we may need to review and update the policy which would cover a pandemic.

Chief Oliphant informed the board that we have been asked by Montgomery County Office of Emergency Management (OEM) to assist with administering the COVID-19 vaccine. The training will be given by the Montgomery County Hospital District and the Fire Department Personnel will do this on their days off. They will be paid for their time and this will be reimbursed through Montgomery County. District Legal Counsel John Peeler stated that we may need a letter from the Hospital District stating that this will not violate our FRO agreement with them since we are operating under them and to assure this protects all parties involved.

Addressing item 17, Commissioner Steve Weisinger would like to add agenda item to discuss how long we are going to remain virtual.

There being no further business, upon a motion made by Commissioner Carr and seconded by Commissioner Frank, the Board voted unanimously to adjourn at 8:00 P.M.

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