

MONTGOMERY COUNTY ESD 1
MONTGOMERY COUNTY, TEXAS

The Board of Commissioners of Montgomery County ESD 1, convened in session on July 20, 2022 with the following Board Members to-wit:

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

The meeting of Montgomery County ESD 1 was called to order on July 20,2022, at 6:04 PM. by President J. Steven Weisinger. All members were present, therefore constituting a quorum. Also present was Fire Chief Jason Oliphant, Assistant Chief Shane Houser, Office Administrator Crystal LaCaze - Virtual, Administrative Assistants Kayla Gibson & Andrea Meek, Battalion Chief’s William Derks & Scott Traylor, District Legal Counsel John Peeler and Levi Love with L’Squared Engineering.

Addressing agenda item 2, No public comments were made.

Addressing item 3 of the agenda, Chief Oliphant announced that Captain Thomas Pittman retired after 21 years of service.

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 Rozier, the Board voted unanimously to accept and approve the minutes as presented of the regular board meeting held on June 15th, 2022.

Addressing item 5 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’s monthly bills.

Addressing item 6a of the agenda, Levi Love with L’Squared presented several change orders for the logistics facility construction project to the board. The total amount of all five change orders presented was \$11,685.00. Upon a motion made by Commissioner Cooper and seconded by Commissioner Frank, the board voted unanimously to accept and approve the change orders as presented.

Levi Love also updated the board regarding the station 95/logistics facility drainage issue and permitting from TXDOT which he is working with them on fixing.

Crystal LaCaze notified the board that LaW Construction submitted their first draw request, and she was also presenting payment from Building Consulting Services for Field Report No. 1. Levi Love had no objections to the LaW Construction draw that was submitted. She informed the board that First Financial also asked for an Affidavit of Commencement to be executed. Upon a motion made by Commissioner Frank and seconded by Commissioner Cooper, the board voted unanimously to accept and approve draws as presented and to execute the Affidavit of Commencement.

Chief Oliphant presented the AIA Contract to engage BRW Architects for design and construction phase management of the proposed 6,000 square foot training facility on Snoe Road property. Upon a motion made by Commissioner Frank and seconded by Commissioner Cooper, the board voted unanimously to accept the contract as presented and to house the training facility on the Snoe Road property.

Addressing item 6b of the agenda, Crystal LaCaze reported that as requested she reached out to Terracon for a proposal on a Phase 1 Environmental study on the 3.8 acre tract on the corner of Worsham and Kennedy across from Station 91. Terracon quoted \$2,600 with a 15-business day turn around.

Commissioner Weisinger informed the board that we are under contract with Jeff Moon and Associates for a survey on the 3.8 acre tract on the corner of Worsham and Kennedy. The survey contract has two components which is the actual survey component in the amount of \$3,800 and the second component on the contract which is to identify some of the other issues such as location of sewage lines and other utilities to ensure for the property will work for ESD 1's intended purposes. He reached out to Moon's office this morning and was informed that the 811 locations have been completed and all other survey work was scheduled to be completed next week, he anticipates that we will have the survey within the next few weeks. He also informed the board that once the survey is done, we will have to have the property replated to remedy the dedication of streets running through the property and zoning issues which would hinder construction.

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

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

Addressing items 8-10 of the agenda, under Government Code sections 551.071, 551.072, & 551.074 related to closed sessions, the Board convened into Closed Session at 7:16 PM.

Under item 11 of the agenda, The Board reconvened into Open Session at 8:50 PM.

Addressing item 12 of the agenda, upon a motion made by Commissioner Frank and seconded by Commissioner Cooper, the Board voted unanimously to increase the Fire Chief's annual salary by \$6,000 per year and increase his Auto Allowance by \$1,000 per year effective October 1, 2022.

Addressing item 13 of the agenda, Chief Oliphant presented the call volume report for the month of June. He also informed the board that we have 2 Employee's on deployment to assist with fire.

Chief Oliphant informed the board that he had LaW Construction repair some concrete at Station 93.

Commissioner Weisinger asked Crystal LaCaze to review the upcoming meetings:

August 10th at 6pm – Meeting to Discuss/Propose Tax Rate

August 26th at 9am – Public Hearing and Meeting to Adopt Tax Rate

Crystal LaCaze informed the board that we received a letter from County Tax Assessor-Collector Tammy McRae's office with an attachment from the Central Appraisal District stating the Appraisal District is behind schedule on certifying property values due to the large influx of protests this year. Ms. McRae's office will be working diligently to get tax rates to us by the August 8th deadline, but there is a possibility that we may not receive them. District Legal Counsel followed up by stating his office had some conversations with Mrs. McRae regarding this and feel she will work as diligently as possible to get the rates to us in time.

Chief Houser informed the Board that we received three proposals for IT services and would be meeting with the IT Committee to review, grade and interview companies. If there is a switch in IT companies it will take place in September, the existing and the new company would overlap for one month.

Addressing item 14 of the agenda, no action was taken.

There being no further business, upon a motion made by Commissioner Rozier and seconded by Commissioner Carr, the Board voted unanimously to adjourn at 9:11 PM.

Crystal LaCaze

District Office Manager and Administrative Secretary
Montgomery County ESD 1