

MONTGOMERY COUNTY ESD 1
MONTGOMERY COUNTY, TEXAS

The Board of Commissioners of Montgomery County ESD 1, convened in session on September 21, 2022 with the following Board Members to-wit:

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

The meeting of Montgomery County ESD 1 was called to order on September 21, 2022, at 6:03 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, Administrative Assistants Kayla Gibson & Andrea Meek, Battalion Chief M. Olson & Battalion Chief S. Traylor, Deputy Chief of Training Kirk Bailey & Deputy Chief of Logistics Eric Rodriguez, District Legal Counsel John Peeler.

Addressing agenda item 2, No public comments were made.

Addressing item 3 of the agenda, no action was taken.

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 July 20th, August 10th Regular Meeting & Special Meeting, and August 26th.

Addressing item 5 of the agenda, 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 financial report as presented by Office Administrator Crystal LaCaze and approve payment of the District's monthly bills.

Addressing item 6a of the agenda, Office Administrator Crystal LaCaze presented the board with Logistics Facility draw payments.

Chief Oliphant informed the board that the building for the Logistics should be delivered next week.

Chief Oliphant informed the board that the building committee met with BRW regarding the training facility plans and it went well with just minor adjustments. He also informed the board that BRW has recommended to go out for an RFQ on hiring a Construction manager at risk for future project.

Upon a motion made by Commissioner Frank and seconded by Commissioner Carr, the board voted unanimously to authorize and Direct BRW to develop and send out RFQ's for Construction Manager at Risk when they think the time is appropriate.

Addressing item 6b of the agenda, Commissioner Weisinger stated that the City of Willis is moving forward per their attorney, Larry Forrester regarding the 3.8-acre tract on the corner of Worsham and Kennedy. Chief Oliphant asked the board if we can schedule Terracon to complete Phase 1 Environmental Report at the Worsham Property. The Board authorized the Phase I to be completed.

Addressing item 6c of the agenda, Office Administrator Crystal LaCaze presented to the board the new artwork for the State Farm billboard and the board approved.

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

Addressing item 6e, Chief Oliphant presented a list of items to be listed as surplus for disposition via internet auction site.

Addressing item 6f, Chief Oliphant reviewed the proposed purchase of 2 staff vehicles which are approved in the 2023 Budget, and the Board authorized the budgeted purchase. Staff noted that Mr. Peeler is assisting in the development of an RFP for loose equipment.

Addressing items 6g-6i of the agenda, no action was taken.

Addressing item 7a of the agenda, Chief Oliphant presented to the board plans for an in-house Fire Academy due to our District growth and the local colleges not putting out enough cadets to fill the needs of Montgomery County fire departments. Upon a motion made by Commissioner Frank and seconded by Commissioner Rozier, the board voted unanimously to authorize the Chief to move forward with the in-house fire academy for 15 new cadets.

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

Addressing items 8-11 of the agenda, no action was taken.

Addressing items 12 of the agenda, Crystal LaCaze presented the new compensation & benefits policy to the board.

Addressing item 13 of the agenda, Chief Oliphant presented the call volume report for the month of August. Chief Oliphant also informed the board that they will be putting up a new security fence at station 91.

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 Frank, the Board voted unanimously to adjourn at 8:08 PM.

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