

MONTGOMERY COUNTY ESD 1
MONTGOMERY COUNTY, TEXAS

The Board of Commissioners of Montgomery County ESD 1, convened in open session on September 25, 2024 with the following Board Members to-wit:

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

Members Absent: David Cooper, Assistant Treasurer

Addressing item 1 of the agenda, the meeting of Montgomery County ESD 1 was called to order on September 25, 2024, at 6:03PM by President J. Steven Weisinger. Four Board members were present at the meeting location, therefore constituting a quorum. Also present were Fire Chief Jason Oliphant, Assistant Fire Chief Kirk Bailey, Office Administrator Crystal LaCaze, Administrative Assistants Andrea Meek, Staci Pennington and Mary Yandell, Deputy Chiefs Michael Olson and Michael Romagus, Battalion Chiefs Andrew Evans and Jeff McDonald and District Legal Counsel John Peeler.

Addressing item 2 of the agenda, 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 Chuck Frank and seconded by Commissioner Tom Rozier, the Board voted unanimously to accept and approve (3) sets of meeting minutes for the following dates:

Special Called Meeting: August 21, 2024

Regular Board Meeting: August 21, 2024

Special Called Meeting: September 03, 2024.

Addressing item 5 of the agenda,

Office Administrator, Crystal LaCaze presented the Board with the District monthly financial report. Upon a motion made by Commissioner Sharene Carr and seconded by Commissioner Chuck Frank, the Board voted unanimously to accept the financial report as presented and approve payment of the District's monthly bills. Chief Jason Oliphant informed the Board that ESD 1 will remain with McNeil & Co. for Commercial/Auto Insurance and that the deductible was increased to \$25,000.

Addressing item 6a of the agenda,

Chief Jason Oliphant informed and discussed the following with the Board:

ESD 1 Building Committee had a Station 99 Kick off Meeting with Martinez Architects and LaW Construction on September 23, 2024.

Chief Oliphant presented a proposed AIA contract amendment for \$45,000.00 to engage Martinez Architects for addressing moisture issues and renovations at Station 94 and initiate the Construction Manager at Risk (CMaR) method. After discussions, the board requested that Martinez Architects create a separate AIA contract specifically for Station 94, rather than amending the existing contract for Station 99.

Upon a motion made by Commissioner Carr and seconded by Commissioner Frank the board voted unanimously to authorize Chief Oliphant to execute the AIA Contract with Martinez Architects once reviewed by District Legal Counsel.

Upon a motion made by Commissioner Carr and seconded by Commissioner Frank the board voted unanimously to authorize Martinez Architects to solicit the renovation of Fire Station 94 using the

Construction Manager at Risk delivery method.

Chief Oliphant informed the board that the building committee approved Change Order No. 6 which was to add the stone back to the Station 96/Training Facility burn tower.

Crytal presented LaW Construction Station 96/Training Facility Pay App 006. Upon a motion made by Commissioner Chuck Frank and seconded by Commissioner Sharene Carr, the Board voted unanimously to accept and authorize payment of Pay App 006.

Addressing item 6b of the agenda,
Office Administrator, Crystal LaCaze notified the Board that the replat was approved by the City of Willis on August 17, 2024, for the new Station 91 property. Mylar will be filed within 10 days.

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

Addressing item 6e of the agenda,
Chief Jason Oliphant informed the Board that Rene Bates auction has ended and all items that were posted for auction have been sold and picked up.

Addressing item 6g of the agenda,
Chief Jason Oliphant notified the Board that the new Generator for Station 97 has been received. The Side by Side and the Mobile Barrier should arrive in about 2 weeks.

Addressing item 6h of the agenda,
Chief Jason Oliphant informed the board that the final payment for Engine 99 was signed tonight.

Addressing item 6i of the agenda, no action was 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 and 551.087 related to closed sessions, the Board convened into Closed Session at 6:47PM.

Under item 11 of the agenda, The Board reconvened into Open Session at 7:19PM.

Addressing item 12 of the agenda,
Office Administrator, Crystal LaCaze informed the Board that (2) new Ladies have been hired for Administration. Mary Yandell started on September 9, 2024, and Yesenia Espinosa will start on October 1, 2024.

Addressing items 13 of the agenda,
Chief Oliphant notified the Board that Class 003 will begin on October 14, 2024, starting with 18 Cadets. The Chief also informed the Board that Ladder 91 should be finished in December 2024 and presented the call volume report for September.

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

Addressing item 15 of the agenda,
There being no further business, upon a motion made by Commissioner Tom Rozier and seconded by Commissioner Sharene Carr, the Board voted unanimously to adjourn at 7:59PM.

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