



MONTGOMERY COUNTY
EMERGENCY SERVICES DISTRICT #8
BOARD MEETING
January 6, 2014

Members Present:

James Kelly, President
George Biernesser, Vice-President
Rodney Otto, Treasurer
Andy Walters, Asst. Treasurer

Members Absent:

John Rodriguez, Secretary

Guests Present:

Deputy Chief Clinton Cooke, E/O Wesley Baker, FF
Matthew Sharpe, Howard Katz, and Kaye Townley

Call to Order:

The Board meeting was called to order by President James Kelly at 6:27 p.m. at 335 Volunteer Lane.

Swearing in of Commissioners James Kelly, Rodney Otto and Andy Walters.

Commissioners James Kelly, Rodney Otto and Andy Walters were sworn in by attorney Howard Katz.

Election of District Officers.

By acclimation all Officers will retain the same positions of the ESD8 Board.

Citizen comments (for matters not on the agenda) – this provides an opportunity for citizens to comment on non-agenda items in advance of the regular business of the Board. Comments shall be limited to five minutes per person. Comments by commissioners in response to such citizen comments shall be limited to:

- A. Statements of specific factual information in response to an inquiry;
- B. Statement of existing District policy;
- C. Direction to place an item on a future District Agenda.

No citizen comments were made.

To consider and approve minutes from prior meeting(s):

Commissioner Rodney Otto made a motion to accept the minutes for the December 2, 2013 meeting. Commissioner Andy Walters seconded the motion. The motion passed with a vote of four (4) FOR and zero (0) AGAINST.

To receive Treasurer's report.

Kaye Townley of Municipal Accounts provided a detailed review of the Bookkeeper's report to the Board.

To discuss and take action on revising the 2013-2014 budget.

It was found that during the creation of the budget that a formula in the Excel workbook was not correct. No changes were made to any totals being spent in specific accounts and that only the bottom line was \$5,000.00 more than it should have been.

Commissioner Rodney Otto made a motion to accept the amended budget. Commissioner George Biernesser seconded the motion. The motion passed with a vote of four (4) FOR and zero (0) AGAINST.

To consider and act on any Resolution(s) to designate and authorize Municipal Accounts to execute wire transfers, open and close Certificates of Deposit by telephone/fax/email.

None were presented

To review and take action on District bills

Commissioner Rodney Otto made a motion to pay District bills presented. Commissioner George Biernesser seconded the motion. The motion passed with a vote of four (4) FOR and zero (0) AGAINST.

To review and take action on the District's 2014 Investment Policy.

The Board discussed the Investment policy presented and found the following:

Exhibit B regarding Investment Officers – Katherine Turner and Mark Burton of Municipal Accounts need to be added.

Page 16 Sub-paragraph 1 – Insert 2 (to indicate length of time in months)

Commissioner Rodney Otto made motion to accept and approve the policy with the above listed changes. Commissioner Andy Walters seconded the motion. The motion passed with a vote of four (4) FOR and zero (0) AGAINST.

Commissioner Rodney Otto made motion to adopt the Investment Strategy – Attachment C – as presented. Commissioner Andy Walters seconded the motion. The motion passed with a vote of four (4) FOR and zero (0) AGAINST.

To review and take action on revisions to the District's Purchasing Policy.

The Board reviewed the current Purchasing Policy and found that the following corrections need to be made:

Article 2, B – Should read \$1,999.99 instead of \$2,000.00
Article 2, C – Should read \$49,999.99 instead of \$49,000.00

Commissioner Rodney Otto made motion to accept the Purchasing Policy as amended. Commissioner George Biernesser seconded the motion. The motion passed with a vote of four (4) FOR and zero (0) AGAINST.

To discuss and take action on engagement of legal counsel for the District.

Commissioner George Biernesser made motion to accept the engagement letter from attorney Howard Katz. Commissioner Andy Walters seconded the motion. The motion passed with a vote of four (4) FOR and zero (0) AGAINST.

To discuss and take action on items pertaining to Station 11-3, Robinson Road, including report from architect, review of financing options and determination of GMP and related matters.

There were no reports or recommendations at this time from the architect. The Board discussed the Ground Breaking. They would like one commemorative shovel for the station's display case. Administration will speak with Jeff Gerber in regards to cost and options for Ground Breaking ceremony.

This item was postponed without any action taken.

To discuss and take action on items pertaining to renovation of Station 11-4, Birnham Woods Rd, including report from architect, review of plans and inclusion of MCHD wing and related matters.

There were no reports or recommendations at this time from the architect.

This item was postponed without any action taken.

To review and take action on payment requests for Aldine Westfield Station 11-2 construction project.

Commissioner Rodney Otto made a motion to process Pay App 012 in the amount of \$10,003.26. Commissioner George Biernesser seconded the motion. The motion passed with a vote of four (4) FOR and zero (0) AGAINST.

To receive report from the District's Fire Chief.

Deputy Chief Clinton Cooke presented his monthly report to the Board.

To consider agenda items for future meetings.

Station 5 Property

Adjournment:

Commissioner Rodney Otto made a motion to adjourn.

The meeting adjourned at 7:33 pm

Respectfully Presented By: Faith Smith _____

Approved By:

President James Kelly _____

Secretary John Rodriguez _____