



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

Members Present:

James Kelly, President
George Biernesser, Vice-President
Rodney Otto, Treasurer

Members Absent:

Andy Walters, Asst. Treasurer
John Rodriguez, Secretary

Guests Present: Chief Robert Hudson, Deputy Chief Clint Cooke, Howard Katz, and Kaye Townley

Call to Order:

The Board meeting was called to order by President James Kelly at 6:30 p.m. at 335 Volunteer Lane.

Presentation of Service Awards and Recognition:

The following presentations were made for appointments and promotions:

- Nathan Huffman, promotion to Lieutenant.
- E/O Cory Albright and Lieutenant Curtis Pratt received 5-Year Awards.
- John Cruz promotion to Engineer-Operator.

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, however Chief Coke provided a brief overview of the new personal thermal imaging units the District just received.

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

Commissioner Rodney Otto made a motion to accept the minutes as presented for the September 2, 2014 meeting. Commissioner George Biernesser seconded the motion. The motion passed with a vote of three (3) 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.

Commissioner Rodney Otto made a motion to accept the report as presented. Commissioner George Biernesser seconded the motion. The motion passed with a vote of three (3) FOR and zero (0) AGAINST.

To discuss and take action on contracting with a payroll processing company (recommendation by Chief Cooke).

Chief Cooke reviewed his Board communication recommending the District choose a payroll processing company. The Department is growing and Fire Administration believes contracting this function will streamline operations.

Chief Cooke interviewed three companies, and received proposals from each for services to the District. His recommendation is to work with Pay Com and begin their services for the first payroll in December 2014.

Attorney Katz noted his concern that the contract describes that any lawsuit would be heard in the State of Oklahoma, the home state of Pay Com. After discussion the following action took place.

Commissioner Rodney Otto made a motion to accept the contract from PayCom. Commissioner George Biernesser seconded the motion. The motion passed with a vote of three (3) 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.

Commissioner Rodney Otto made a motion for the Board to resolve Municipal Accounts to purchase Certificates of Deposit from Texas Capital Bank. Commissioner George Biernesser seconded the motion. The motion passed with a vote of three (3) FOR and zero (0) AGAINST.

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 three (3) FOR and zero (0) AGAINST.

To review and take action on directing Municipal Accounts to open a bank account for the purpose of funding the District's health care flexible spending account.

Chief Cooke provided an overview of the new Flexible Spending Account (FSA) that the District is offering employees this fiscal year. He asked the Board to open an account for the funds set aside for the FSA.

Commissioner Rodney Otto made the motion to allow Municipal Accounts to open an account for the District's Flexible Spending Account (FSA) at Wells Fargo Bank. Commissioner George Biernesser seconded the motion. The motion passed with a vote of three (3) FOR and zero (0) AGAINST.

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

Board President James Kelly provided an overview of his work with Entergy of an easement for utilities. After discussion Commissioner George Biernesser made a motion to approve and process Pay App 004 in the amount of \$1,115,155.77. Commissioner Rodney Otto seconded the motion. The motion passed with a vote of three (3) FOR and zero (0) AGAINST.

To review and take action on approving the vendor for the renovation of Station 11-4 Birnham Woods Dr.

Commissioner Rodney Otto made a motion to approve and process Pay App 006 in the amount of \$197,356.83. Commissioner George Biernesser seconded the motion. The motion passed with a vote of three (3) FOR and zero (0) AGAINST.

To receive report from the District's Fire Chief.

The Fire Chief Robert Hudson presented his monthly report to the Board.

Discussion on upcoming state legislation.

Attorney Katz presented an overview of proposed state legislation that could impact ESD's during this legislative session.

Adjourn Open Session.

At 8:22 p.m.

Executive Session, pursuant to Sections 551.072 Government Code, to discuss real estate matters with the District's attorney.

The ESD Attorney presented information to the Board on pending real estate issues.

Reconvene in Open Session.

At 8:28 p.m.

Take action on matter(s) from Executive Session.

Commissioner Rodney Otto made a motion to move forward on the acquisition of land for Station 11-5 in Bender's Landing Estates. Commissioner George Biernesser seconded the motion. The motion passed with a vote of three (3) FOR and zero (0) AGAINST.

To consider agenda items for future meetings.

None

Adjournment:

Commissioner Rodney Otto made a motion to adjourn.

The meeting adjourned at 8:31 pm

Respectfully Presented By: Faith Smith

Approved By:

President James Kelly

Secretary John Rodriguez
