



MONTGOMERY COUNTY
EMERGENCY SERVICES DISTRICT #8
BOARD MEETING
July 1, 2013

Members Present:

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

Members Absent:

None

Guests Present:

Fire Chief Robert Hudson, Assistant Chief Michael Johnson, Deputy Chief Clinton Cooke, Deputy Chief Tommy Erickson, Deputy Chief Paul Baker, Kaye Townley of Municipal Accounts, Jeff Gerber with PGAL, Howard Katz

Call to Order:

The Board meeting was called to order by President James Kelly at 6:36 p.m. at 335 Volunteer Lane.

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. Statements of existing District policy;
- C. Direction to place an item on a future District Agenda.

None

Presentation of Certificates of Promotion:

Commissioner James Kelly presented to Certificates of Promotion to Robert Hudson, Michael Johnson, Clinton Cooke, Tommy Erickson, and Paul Baker.

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

Commissioner Rodney Otto made a motion to accept the minutes for the June 3, 2013 meeting. Commissioner George Biernesser seconded the motion. The motion passed with a vote of five (5) FOR and zero (0) AGAINST.

Commissioner George Biernesser made a motion to accept the minutes as amended for the June 19, 2013 meeting. Commissioner Rodney Otto seconded the motion. The motion passed with a vote of five (5) 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 review and take action on any Resolution(s) to designate and authorized Municipal Accounts to execute wire transfers, open and close Certificates of Deposit by telephone/fax/email:

Commissioner Rodney Otto made a motion to authorize the Certificate of Deposit to Bank of River Oaks. Commissioner Andy Walters seconded the motion. The motion passed with a vote of five (5) 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 five (5) FOR and zero (0) AGAINST.

To review and take action on paying off Fleet Lease agreement with Wells Fargo:

The payoff would be \$1,497,745.24

Commissioner Andy Walters thinks paying off the loans should be part of the next budget. This item is postponed until the Aug 2013 meeting and will be a budget item will be discussed as part of the Budget committee meeting 7/2/13.

To review and accept the final version of the District's 2012 fiscal year audit as submitted by McCall, Gibson, Swedlund, Barfoot, LLC.

Commissioner Rodney Otto made a motion to accept the final 2012 audit. Commissioner George Biernesser seconded the motion. The motion passed with a vote of five (5) FOR and zero (0) AGAINST.

To discuss and take action on Proposals for auditing services.

Howard Katz presented the following proposals received for the Board:

Roth and Eyring - \$15,000.00
Within 45 days from the time that the documents are released
Have not performed an audit for an ESD

Vanwassenova & Assoc. - \$10K-12K, 1 year agreement, did not volunteer time frame
Perform audits for several ESDs
ESD 1, ESD 2, ESD 10, ESD 11, 911 Comm. District ESD 5, 6, 9, 12, 24

Ubernosky & Majers - \$9K to \$9,500 - completed no later than 12/31/13
Have some governmental clients - maybe 5 or 6 ESDs

Breedlove & Co. - \$7,500 -\$9,250 plus additional fees (will request approval before additional fees are incurred) - did not volunteer time frame

Brooks Cardiel - \$7,500.00
Focuses solely on audits - 50 different government entities
ESD 7, Harris County WCID 74, a couple of cities Gonzales & Giddying
Planning meeting mid-Nov
Presentation early to mid-January

Commissioner John Rodriguez made a motion to engage Brooks Cardiel for the 2013 audit. Commissioner Andy Walters seconded the motion. The motion passed with a vote of five (5) FOR and zero (0) AGAINST.

To receive a progress report from the Station 11-2 (Aldine Westfield) Building Committee.

The project is moving along very well, mostly at the detail phase, bay doors should be installed by end of the week, biggest hold up is the generator. Completion should be around 7/26/13.

To review and take action on payment requests for Station 11-5 (Aldine Westfield) construction project.

Commissioner Rodney Otto made motion to process for payment Pay App 007 in the amount of \$226,416.37. Commissioner Andy Walters seconded the motion. The motion passed with a vote of five (5) FOR and zero (0) AGAINST.

To review and take action on contracting for alarm monitoring with Knight Security for Station 11-2 (Aldine Westfield).

Commissioner Rodney Otto made motion to accept the contract with Knight Security. Commissioner Andy Walters seconded motion. The motion passed with a vote of five (5) FOR and zero (0) AGAINST.

To discuss and take action on Grand Opening of Station 11-2 (Aldine Westfield).

This item will be postponed until the Aug meeting

To review and approve the final version of the contract with Verizon Wireless to co-locate on the antenna tower at Station 11-4 (Birnham Woods).

Commissioner George Biernesser made motion to accept final version of contract with Verizon. Commissioner Rodney Otto seconded the motion. Commissioner Andy Walters voted NAY. The motion passed with a vote of four (4) FOR and one (1) AGAINST.

To discuss and take action on Construction Manager at Risk process for construction of Station 11-3 (Robinson Rd).

Jeff Gerber presented to the Board. CMR bids must be submitted by 8/1/13 at 10 am. They will be opened and reviewed on 8/1/13 at 1:00 pm and the committee will make their recommendation to the Board on 8/5/13.

Rodney Otto, James Kelly and Andy Walters will be on the Committee of reviewing and ranking the proposals after they have been opened to establish which firms the ESD wants to interview further.

Commissioner Andy Walters made a motion to request bids following the above schedule. Commissioner Rodney Otto seconded the motion. The motion passed with a vote of five (5) FOR and zero (0) AGAINST.

To discuss and take action on budget for Geotechnical Survey and site clearing for construction of Station 11-3 (Robinson Rd).

This item will be postponed

To discuss and take action on capital budget expenditure to purchase 22 Scott EZ Radiocom II units and an additional 60 mask brackets for each air mask.

Commissioner George Biernesser made motion to purchase the Scott EZ Radiocomm units. Commissioner Rodney Otto seconded the motion. Commissioner Andy Walters made an amendment to the motion – the

purchase will be increased to 25 with the purchase price not to exceed \$49,999.00. The motion passed with a vote of five (5) FOR and zero (0) AGAINST.

To receive report form the District's Fire Chief.

Fire Chief Robert Hudson presented his report to the Board.

To consider agenda items for future meetings.

None

Adjournment:

Commissioner Rodney Otto made motion to adjourn.

Meeting was adjourned at 8:39 pm.

Respectfully Presented By: Faith Smith

Approved By:

President James Kelly

Secretary John Rodriguez
