

## Meeting Minutes -Montgomery County Emergency Services District No. 6

The Montgomery County Emergency Services District No. 6 Board of Commissioners held its regular meeting at the Porter Fire Department Station 121 on August 27, 2019.

The meeting was called to order by Larry Trout, District Board President.

**Commissioners present:** Larry Trout, Donnie Click, Therlyn Cook, John Kelley, David Miller

**Also attending:** District Fire Chief Carter Johnson, Assistant Chief Cleave Pamphile, District Administrative Assistant Jessica Black, District Legal Counsel Nicole Pierce of Coveler & Peeler, PC, and District Bookkeeper Katherine Turner of Municipal Accounts & Consulting, LP.

**Commissioners not present:** none

**Public attendees:** none

- The Board convened and the meeting was called to order by Mr. Trout at 12:25 PM.
- The Board conducted roll call with a quorum present, pledge of allegiance, and opening prayer.
- The Board opened the floor for public comment under item 2 of the agenda though none was offered.
- The Board then addressed item 3 of the agenda, minutes of prior meetings. Counsel presented the minutes for the July 23, 2019 regular meeting and the August 7, 2019 special meeting. Motion by Mr. Miller and second by Mr. Kelley to approve minutes. **After discussion the motion was approved 5 to 0.**
- The Board then addressed item 4 of the agenda: financial report, investments, and bills. Katherine Turner presented a report on the financial status of the District for review and action, and she provided a verbal summary of the monthly report and bills for payment. Motion by Mr. Miller and second by Mr. Click to accept the report and approve the investments and bills as presented. **After discussion the motion was approved 5 to 0.**
- The Board then addressed item 5, amendments/revisions to District budget(s). No action was required.
- The Board next addressed item 6, proposed 2020 budget(s). Chief Johnson stated that the proposed 2020 budget was reviewed and approved by the Board at the August 7<sup>th</sup> special meeting. No action was required.
- The Board continued to item 7, to review, discuss and take action on items related to construction, improvements, repairs, renovations and equipment purchases for District Facilities, including architectural or other professional services. Chief Johnson reported that the RFQs for Construction Manager at Risk for the new fire station had been scored and that Collier General Construction had the top score and has worked with the ESD before and the District architect. He stated that the second highest scored contractor was Pearson Construction out of Waco, Texas. He reported that interviews would be held next week. No action was required.
- The Board then addressed item 8 of the agenda, disposition of surplus and/or salvage property. Chief Johnson reported that the recently ordered new tanker would be replacing the older 1998 tanker. He said the estimated value on the old tanker is between \$50,000 and \$80,000. The Board discussed if it could be used by a smaller department and Chief Johnson stated that it would make for a great truck for a smaller department that ran a smaller number of calls. The Board asked for him to research any smaller departments nearby to see if they needed a ladder truck and to report back to the Board at the next meeting so they could make a final determination and decision. No action was taken by the Board.
- The Board then addressed item 9 of the agenda, acquisition of capital equipment and vehicles and financing for same. Chief Johnson reported that Rosenbauer truck is expected to be delivered in late September and that the District can pay cash for the truck (approximately \$657,000) and does not need to go out for financing for the new truck. No action was required.

- The Board took no action on agenda item 10 regarding real estate matters.
- The Board took no action on agenda item 11, regarding Interlocal Agreement with Lone Star College as this item had been addressed and approved at the special meeting held on August 7<sup>th</sup>. No action was required.
- The Board then addressed item 12 of the agenda, to receive a report from the Fire Department. Chief Johnson provided a presentation of graphs indicating calls by type and station. Chief Johnson reported that the Department is in the process of hiring as there are two positions open. He reported that the Department is working on getting some of their training completed by the end of the year that was approved in the 2019-year end budget. He reported that the new hires will be completing a ropes class. He reported that the Department has been assisting the Sheriff's Office on some of their recent calls. Chief Johnson requested \$35,000 for Station 124 for parts and installation of the new alerting system. Motion by Mr. Click and second by Mr. Kelley to approve the request of \$35,000 for the new alerting system for Station 124. **After discussion the motion was approved 5 to 0.**
- The Board next addressed agenda item 13, agreements with neighboring jurisdictions regarding the provision of emergency services. Chief Johnson reported that he is continuing work with the City of Houston on the Automatic Aid Agreement. He requested \$63,850.48 to Motorola for upgrades to their radios in relation to the Agreement with the City of Houston. Motion by Mr. Miller and second by Mr. Click to approve the request of \$63,850.48 to Motorola for upgrades to the Department's radios. **After discussion the motion was approved 5 to 0.**
- The Board took no action on agenda item 14, communications or dispatching.
- The Board took no action on item 15, records management issues.
- The Board did not meet in Closed Session under items 16, 17 or 18.
- The Board took no action on item 19, personnel matters.
- There being no further business to come before the Board at this time, the meeting adjourned at 1:08 PM.