

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 December 18, 2019.

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

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

Also attending: District Fire Chief Carter Johnson, District Administrative Assistant Jessica Black, District Legal Counsel John Peeler 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 1:10 PM.
- The Board conducted roll call with a quorum present.
- 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. The minutes were reviewed for the November 19, 2019 regular meeting. Motion by Mr. Kelley and second by Mr. Miller to approve minutes with the correction to Item 7 from “nad” to “and”. **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. Ms. Turner noted the operating funds on-hand as \$5.19 million and the total being \$8.93 million. Jessica Black stated that FEMS recently closed out the Harvey so issues since Harvey are just now being reviewed. Ms. Turner continued her review explaining some make-up payments to Massachusetts Mutual that the payroll company had not yet addressed. Ms. Turner also noted that the District currently has no long-term debt. Motion by Mr. Click and second by Mr. Miller to accept the report and approve the investments and bills as presented. **After discussion the motion was approved 5 to 0.**

(Mr. Click exited the meeting at this time, 2:00 p.m.)

- The Board took no action on item 5, amendments/revisions to District budget(s).
- The Board next addressed item 6, To review and act on items related to construction, improvements, repairs, renovations, and equipment purchases for District facilities, including selection/engagement of contractor(s), architectural, testing or other services. Chief Johnson provided an update on Station 122 development: 60% drawing estimate is approximately \$3.7 million. Estimate MCHD will contribute \$500,000 up front and then pay rent monthly thereafter; looking at some cost savings as drawings continue; does not include slab for future maintenance facility yet; probably cannot build without some financing, especially if the maintenance facility is added at this time. Mr. Kelley suggested the District may not need to plan to prepare the full parcel expecting to sell 1.5 acres to which Chief Johnson replied that the thought remained to sell the 1.5 acres to get revenue for the next project. General discussion was held regarding requirements that make projects more expensive. The District will move forward with the design team at Colliers on the full project including retention for the entire lot and maintenance building. Chief Johnson will present revised estimates at the January meeting.

Chief Johnson then provided an update on Station 121 development: electrical issues on the hood fire detection system shorting out the alarm; repairs are scheduled under warranty. Chief Johnson reported that power surges have damaged several televisions, and the Department believes that the surges have been from the Comcast cable, not the electrical. Comcast is working on the issue at no charge as the alarm is under warranty.

- The Board then addressed item 7 of the agenda, disposition of surplus and/or salvage property. Chief Johnson relayed that the T-122 yet though would be disposed of soon as the new T-122 had arrived.
- The Board took no action on item 8 of the agenda, acquisition of capital equipment and vehicles and financing for same.
- The Board took no action on agenda item 9 regarding real estate matters.
- The Board then addressed item 10 of the agenda, to receive a report from the Fire Department. Chief Johnson explained the run reports provided in the packet along with the following updates: Chief Pamphill and mechanic are at Ferrara reviewing the truck being repaired; active shooter training recently conducted including new training on rescues in “warm zone”; additional bullet resistant vests coming in; reported on call volume; looking at concerns of repeat 9-1-1 calls for medical assist calls; SAFE-D update on room reservations and cancellation procedures.
- The Board next addressed item 11, agreements with neighboring jurisdictions regarding the provision of emergency services. Chief Johnson reported that the City of Houston still had not responded about the automatic aid agreement.
- The Board then addressed item 12, communications or dispatching. Chief Johnson stated that T-Mobile is paying even though they’ve been delayed putting equipment on the tower.
- The Board took no action on agenda item 13, records management issues.
- The Board entered Closed Session under items 14, 15 and 16 at 2:20 p.m. and returned to Open Session at 2:30 p.m.
- The Board took no action on item 17, personnel matters.
- There being no further business to come before the Board at this time, the meeting adjourned at 2:32 PM.