

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 October 22, 2019.

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

Commissioners present: Larry Trout, Therlyn Cook, John Kelley, 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. and Justin Myers of Martinez Architects.

Commissioners not present: Donnie Click

Public attendees: none

- The Board convened and the meeting was called to order by Mr. Trout at 12:40 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 September 24, 2019 regular meeting. Motion by Mr. Miller and second by Mr. Kelley to approve minutes. **After discussion the motion was approved 4 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 as follows: \$9.3 million in bank; old Amegy account has a small amount in it until FEMA comes in; there was an overpayment of payroll taxes that's been returned by the IRS; October 2018 – September 2019 budget vs. actual briefly reviewed noting the District was under budget; \$200k more property taxes collected in 2019 calendar year than 2018; 98.34% collected on 2018 tax levy. Motion by Mr. Miller and second by Mr. Cook to accept the report and approve the investments and bills as presented, including preauthorization of payment for new truck upon delivery of same. **After discussion the motion was approved 4 to 0.**
- 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 and Justin Myers of Martinez Architects provided an update on Station 122 development: Collier has come back with recommendation on some cost savings; issue with doing retention pond for full 5-acre lot vs. our project only; reviewing design options; short discussion of GMP process. The Board concurred that the design should remain with the current retention pond design. Chief Johnson and Mr. Myers added that the sprinkler installation is ongoing at Station 124. No action was required.
- The Board then addressed item 7 of the agenda, disposition of surplus and/or salvage property. Chief Johnson reported the material for surplus/salvage was slowly being cataloged. No action was taken by the Board.
- The Board then addressed item 8 of the agenda, acquisition of capital equipment and vehicles and financing for same. Chief Johnson recommended the District pay for the tanker rather than take out a loan for the purchase. Chief Johnson stated the tanker should be delivered before November. Chief Johnson is working on an update of the payoff of one remaining loan of approximately \$295,000. Motion by Mr. Miller and second by Mr. Kelley to approve wire to Dayco Fire Equipment not to exceed \$68,000.00 upon delivery of the tanker. **After discussion the motion was approved 4 to 0.**

Motion by Mr. Miller and second by Mr. Kelley to pay off the balance of the note taken with Trustmark in 2017 for the E-121. **After discussion the motion was approved 4 to 0.**

- The Board took no action on agenda item 9 regarding real estate matters.
- The Board then addressed item 10, Interlocal Agreement with Lone Star College. Motion by Mr. Miller and second by Mr. Kelley to authorize Mr. Trout to execute the Interlocal Agreement with Lone Star College for use of the training facilities. **After discussion the motion was approved 4 to 0.**
- The Board then addressed item 11 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: firefighter training including wildland and swift water; Safety Fest this weekend; fire prevention poster contest this week; new high water trucks picked up from Federal Surplus, reviewing repair issues, possibly adding lifts; Chief Johnson has been named the TIFMAS South Central Coordinator, the interim title is now official; crews sent to Jefferson County recently on Imelda flooding. No action taken.
- The Board next addressed item 12, agreements with neighboring jurisdictions regarding the provision of emergency services. Chief Johnson reported that the mutual aid agreement, including the FEMA 12-hour billing issue, was being finalized with the City of Houston. Motion by Mr. Miller and second by Mr. Kelley to authorize Mr. Trout to execute the Interlocal Agreement with the City of Houston. **After discussion the motion was approved 4 to 0.**
- The Board then addressed item 13, communications or dispatching. Chief Johnson stated the need to obtain the 1295 form Verizon regarding the tower lease.
- The Board took no action on agenda item 14, records management issues.
- The Board did not meet in Closed Session under items 15, 16, or 17.
- The Board took no action on item 18, personnel matters.
- There being no further business to come before the Board at this time, the meeting adjourned at 1:42 PM.