

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 21, 2020.

The meeting was called to order by David Miller, District Board President.

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

Also attending: District Fire Chief Carter Johnson, Assistant Chief Charles Martin, District Office Manager Jessica Black, District Legal Counsel John Peeler of Coveler & Peeler, PC (remotely), and District Bookkeeper Maria Felder of Municipal Accounts & Consulting, LP.

Commissioners not present: Therlyn Cook

Public attendees: none

- The Board convened and the meeting was called to order by Commissioner Miller at 12:33 PM.
- The Board conducted roll call with a quorum present. The Board of Commissioners attended the meeting in person, and consultants appeared either in person or via teleconference.
- The Board opened the floor for public comment though none was offered.
- The Board then addressed item 3 of the agenda, minutes of prior meetings. The minutes were reviewed for the November 17, 2020 regular meeting. Motion by Commissioner Kelley and second by Commissioner Click to approve the minutes as presented by Counsel. **After discussion the motion was approved 4 to 0.**
- The Board then addressed item 4 of the agenda: financial report, investments, and bills. Maria Felder of Municipal Accounts and Consulting 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. Felder noted the Collier's pay application in the amount of \$526,229.94 as well as the FEMA reimbursement. Chief Johnson stated that he would be talking to Amegy Bank about the service fee on the District's account. Commissioner Miller added his concern over Amegy's current management. Due to the Amegy service issues, Chief Johnson suggested possibly transferring funds to the BBVA account. Ms. Felder continued her report noting the following: a Paylocity error on the payroll account; pages added on construction expenses; payments to Martinez Architects are not tracked; and sales tax is 10% over the same period for 2019. Chief Johnson reviewed the Municipal Accounts and Consulting fee schedule with the Board. Motion by Commissioner Trout and second by Commissioner Kelley to accept the report and approve the investments and bills as presented, including any additional bills presented at the meeting. **After discussion the motion was approved 4 to 0.**
- The Board then addressed agenda item 5, amendments/revisions to District budget(s). No action taken.
- The Board next addressed agenda 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. Collier submitted project modification proposal #1908-010 related to floor coloring in the maintenance bay at no cost to the District. Chief Johnson summarized the issue regarding the problem of the floor concrete not being mixed for a permanent color as required. He noted that the solution proposed by Collier's is a superior solution compared to simply staining the concrete and noted it also comes with a 20-year warranty. Commissioner Miller voiced his concern as to the cost of the maintenance for the floor product to be approximately \$900 per year rather than the no maintenance required if it was installed correctly. Chief Johnson will obtain more accurate numbers on the different floor maintenance costs before the Board takes final action to approve.

- The Board then addressed agenda item 7, disposition of surplus and/or salvage property. Chief Johnson requested the 2008 brush truck be declared as salvage due to being “totaled” by insurer and in turn receive \$75,000 from the insurer. Motion by Commissioner Trout and second by Commissioner Kelley to approve the 2008 brush truck as salvage property to be transferred to the insurer in lieu of the insurance payment. **After discussion the motion was approved 4 to 0.**
- The Board next addressed item 8 of the agenda, acquisition and financing of capital equipment and vehicles. Chief Johnson presented the MES quote for rescue tools. Motion by Commissioner Click and second by Commissioner Kelley to approve the purchase of tools from MES in the amount of \$31,518.14 to be withdrawn from the capital budget. **After discussion the motion was approved 4 to 0.**

Replacement of the brush truck was then addressed. Chief Johnson explained that Skeeters had a brush truck available for approximately \$200,000. Chief Johnson expressed his wish that the Board allow him to find an H-GAC or other approved cooperative purchasing plan qualified vehicle for a purchase price up to \$180,000. Motion by Commissioner Trout and second by Commissioner Click to authorize Chief Johnson to purchase replacement brush truck through a cooperative purchasing program at a price not to exceed \$180,000. **After discussion the motion was approved 4 to 0.**

- The Board addressed agenda item 9 regarding real estate matters. A general discussion was had on the search for land for the new station location. Chief Johnson stated no new information had been received from the County on the possible purchase of the strip of land in front of Station 123. No action taken.
- The Board addressed item 10 of the agenda, to receive a report from the Fire Department. Chief Johnson provided the following updates: call information; reviewed letter from Chiefs Association to Montgomery County 911 director regarding 2500 missed calls per month due to shortage of dispatchers; new Battalion Chief promotion announced; noted FEMA grant on station exhaust system; providing FRO service to County holiday event.
- The Board then addressed item 11, matters related to first responder status and activities with Montgomery County Hospital. No action taken.
- The Board next addressed item 12 of the agenda, matters related to COVID-19. Chief Johnson summarized the cost reimbursement issue. Motion by Commissioner Trout and second by Commissioner Kelley to approve the interlocal agreement with the County and authorize Chief Johnson to sign on behalf of the District thereafter. **After discussion the motion was approved 4 to 0.**
- The Board took no action on agenda item 13, records management issues.
- The Board did not exercise the option to enter Closed Session under items 14, 15 and 16, consultation with legal counsel for real estate or personnel matters.
- The Board took no action on item 17, personnel matters.
- The Board then addressed item 18, interlocal agreement with Lone Star College for facilities use. Chief Johnson and Counsel recommended the approval of the Lone Star College renewal amendment. Motion by Commissioner Trout and second by Commissioner Click to approve the renewal with Lone Star College for facilities use. **After discussion the motion was approved 4 to 0.**
- There being no further business to come before the Board at this time, the meeting adjourned at 2:06 P.M.