

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 Station #121, 2350 Loop 494, Porter, Texas 77365 on January 25, 2022.

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

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

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

Commissioners not present: John Kelley

Public attendees: None

- The Board convened and the meeting was called to order by Commissioner Miller at 12:35 p.m.
- The Board conducted roll call with a quorum present.
- The Board opened the floor for public comment though none was offered.
- The Board then addressed item 3 of the agenda, election of Board officers for 2022. Motion by Commissioner Cook and second by Commissioner to keep the Board officers for 2022 as currently in place: President, David Miller; Vice President, Therlyn Cook; Secretary, Larry Trout; Treasurer, John Kelley; and Assistant Secretary/Treasurer, Donnie Click. **After discussion the motion was approved 4 to 0.**
- The Board next addressed item 4 of the agenda, minutes of prior meetings. The minutes of the regular meetings held December 7, 2021 and January 7, 2022 were reviewed by the Board. Motion by Commissioner Click and second by Commissioner Cook to approve the minutes as presented by Counsel. **After discussion the motion was approved 4 to 0.**
- The Board then addressed item 5 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 \$9,139,702 currently in all accounts. A few additional checks did not make the report. Ms. Felder is working to move accounts from Amegy Bank for First Financial. She reported a FEMA reimbursement deposit as well as the current levy collection to be 57.40% year to date. Chief Johnson added the annual EMCID “true up” Payment to be \$685,205.05 under the sales tax grant agreement between the District and EMCID. Motion by Commissioner Click and second by Commissioner Cook to accept the report and approve the investments and bills as presented. **After discussion the motion was approved 4 to 0.**
- The Board addressed item 6 of the agenda, annual review of the District’s Investment Policy. Motion by Commissioner Trout and second by Commissioner Click to approve the Resolution Regarding 2022 Review of the Adopted Investment Policy. **After discussion the motion was approved 4 to 0.**
- The Board took no action on agenda item 7, amendments/revisions to District budget(s).
- The Board then addressed agenda item 8, 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 stated Station 2 had some minor warranty items he is addressing with the builder; architects paid for resolution of an HVAC issue in maintenance facility; working on septic system leech field wetness issue; Station 121 needs more concrete work; driveways on parking lot need repairs; not the same area addressed in last few years; he has received informal quotes from two concrete/paving vendors and is awaiting quotes from two additional companies as the expected cost is under \$50,000. Motion by Commissioner

Trout and second by Commissioner Cook to authorize Chief Johnson to select the concrete company at an amount not to exceed \$49,999. **After discussion the motion was approved 4 to 0.**

- The Board then addressed agenda item 9, disposition of surplus and/or salvage property. Chief Johnson reported the Dash Engine had been listed at \$20,000 the previous year though did not sell. Siddons-Martin has offered \$15,000 as a trade-in on a new truck. Motion by Commissioner Click and second by Commissioner Trout to approve the trade-in of the Dash Engine as presented. **After discussion the motion was approved 4 to 0.**

Discussion was then held regarding the manufactured home located at Old Station 122. Motion by Commissioner Trout and second by Commissioner Cook to approve the bill of sale of the mobile home to East Montgomery County Improvement District as a part of the real estate transaction. **After discussion the motion was approved 4 to 0.**

- The Board next addressed item 10 of the agenda, acquisition and financing of capital equipment and vehicles. Chief Johnson explained if the District chose to prepay on the new truck with a performance bond it could save the ESD 2% of the total cost. Assistant Chief Martin reported that the new pumper truck will be \$770,000. He reported that it will be about an 18-month delivery schedule. Motion by Commissioner Cook and second by Commissioner Click to approve the prepayment on the purchase of a new pumper truck. **After discussion the motion was approved 4 to 0.**
- The Board then addressed item 11 regarding real estate matters. Mr. Peeler relayed the Title company had received the contract and earnest money on the sale of Old Station 122 to EMCID. Mr. Peeler then presented a revised contract between the District and Home Depot to renew the easement for Home Depot's sign on Station 121 property. Motion by Commissioner Trout and second by Commissioner Click to sign the easement contract. **After discussion the motion was approved 4 to 0.**
- The Board addressed item 12 of the agenda, to receive a report from the Fire Department. Chief Johnson presented a report noting the following: Needham Fire Department of Montgomery County ESD No. 4 asked for some bay space for their mechanic to work in our maintenance facility (the Board unanimously consented to allow access as requested); call volume was broken down by type of response indicating a 22% increase in calls from 2020 to 2021 with an average response time for 2021 to be 6:56; TIFMAS truck had been deployed to Merkel (near Abilene) and worked many wildland fires; Chief Vaden working with TDEM on Arlington mass COVID-19 testing site; Chief Johnson participated in recent public relation event with law enforcement and school district police; 103 pre-plans accomplished since October 1, 2021; hydrant project ongoing; and TEEER training to take place in February. No action required by the Board.
- The Board next addressed item 13 of the agenda, matters related to COVID-19. Chief Johnson explained the numbers of cases were spiking in the community also affecting the Department as staff personnel were out due to the virus. Chief Johnson shared he'd been working with the County on the use of funds from the federal government to be used for new radios as well as other discussions with the County on the CARES ACT funds. No action required by the Board.
- The Board then addressed agenda item 14, records management issues. No action required by the Board.
- The Board did not exercise the option of Closed Session under item 15, to consult with legal counsel, item 16, deliberation of real estate matters and item 17, discussion of personnel matters.
- The Board next addressed agenda item 18, personnel matters. No action taken.
- There being no further business to come before the Board at this time, the meeting was adjourned at 1:25 p.m.