

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 December 19, 2022 at 12:00 P.M.

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

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

Also attending: Chief Carter Johnson, Assistant Chief Charles Martin, District Office Manager Jessica Black, District Legal Counsel Krystine Ramon of Coveler & Peeler, PC and Brian Desilets of Clarity Consulting Corporation.

Commissioners not present: None

Public attendees: T.J. Davidson

- The Board convened and the meeting was called to order by President Miller at 12:36 p.m.
- The Board conducted roll call with a quorum present.
- The Board opened the floor for public comment. None were given.
- The Board next addressed item 3 of the agenda, to approve minutes of prior meetings. The minutes were reviewed for the November 14, 2022, general meeting. Motion by Commissioner Trout and second by Commissioner Click to approve the minutes as presented by Counsel. **After discussion the motion was approved 5 to 0.**
- The Board then addressed item 4 of the agenda: to act on financial reports, investments, and bills. Brian Desilets from Clarity Consulting presented to the Board the District's financial statement. Mr. Desilets presented to the Board the District Cash and Investment Report, Pledged Securities Report, First Financial Checking Account Cash Flow Report, First Financial Payroll Account Cash Flow Report, First Financial State Reimbursement Account Cash Flow Report, First Financial CPR PayPal Account Cash Flow Report, Profit and Loss Budget Performance, Montgomery County Monthly Tax Collection Report, Montgomery County Tax Office Deposit Distribution Report, Montgomery County Tax Office Receivables Report, First Financial Sales Tax Account Cash Flow Report, Sales Tax Allocation Report and Sales Tax Revenue Graph. Motion by Commissioner Trout and second by Commissioner Click to accept the financial report as presented. **After discussion the motion was approved 5 to 0.** Mr. Desilets informed the Board that Clarity Consulting Corporation did not have access to the District's TexPool account. Motion by Commissioner Kelley and second by Commissioner Trout to remove Municipal Accounts from the TexPool account and give access to Clarity Consulting Corporation as their Bookkeeper. **After discussion the motion was approved 5 to 0.**
- The Board next addressed took agenda item 5, to act on amendments/revisions to District budget(s). No action taken.
- The Board next addressed item 6 of the agenda, to review the 2023 budget. No action taken.
- The Board then addressed agenda item 7, 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. Commissioner Kelley made a motion second by Commissioner Click to hire Martinez Architects for construction on Ford Road. **After discussion the motion was approved 5 to 0.**
- The Board next addressed item 8 to review and act on disposition of surplus and/or salvage property. No action taken. No action taken.
- The Board next addressed item 9 of the agenda, acquisition and financing of capital equipment and vehicles. No action taken.

- The Board then addressed item 10, of the agenda, regarding real estate matters. Chief Johnson reported to the Board that the survey was rejected by Stewart Title regarding the property on Foard Road due to the eminent domain property being included in the survey and that a new survey would need to be done at the expense of the District per the TREC Contract. Motion by Commissioner Trout and second by Commissioner Kelley to approve a new survey being conducted for the Ford Road property at the expense of the District. **After discussion the motion was approved 5 to 0.**
- The Board addressed item 11 of the agenda, to receive a report from the Fire Department. Chief Johnson discussed past events with the Board, Pathway to Leadership and Holiday Remember Event. Chief Johnson presented a report noting the following: number of fires were down for the month, call volume for the month of December totaled 397 with 42 different incident types. No action taken.
- The Board next addressed agenda item 12, records management issues. No action taken.
- The Board choose not to enter closed session under items 13 and 14.
- The Board entered Closed Session under item 15, to consult with legal counsel at 1:14 p.m.
- The Board came out of Closed Session at 1:39 p.m.
- The Board next addressed agenda item 16, personnel matters. Commissioner Cook submitted to President Miller his letter of resignation from the Board. The Board thanked him for his service. Commissioner Trout made a motion second by Commissioner Click to recommend to Montgomery County Commissioner Gray in appointing T.J. Davidson to the Board to fill Commissioner Cook's vacancy. **After discussion the motion was approved 5 to 0.**
- There being no further business to come before the Board at this time, the meeting was adjourned at 1:45 p.m.