**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 September 24, 2024 at 12:00 P.M.

The meeting was called to order by President David Miller.

**Commissioners present**: David Miller, T.J. Davidson, Caleb Smith, Donnie Click and Terry Barnhill.

**Also attending:** Chief Carter Johnson, District Office Manager Jessica Black, Eric Gonzalez of Clarity Consulting Corporation, Jacob Pillon of Law Construction, Justin Myers of Martinez Architects and District Legal Counsel Krystine Ramon of Coveler & Peeler, P.C.

**Commissioners not present:** None

**Public attendees:** None

* The Board convened and the meeting was called to order by President Miller at 12:18 P.M.
* The Board conducted roll call with a quorum present.
* The Board opened the floor for public comment. No public comments were made.
* The Board next addressed item 3 of the agenda, to approve minutes of prior meetings. Motion by Commissioner Smith and second by Commissioner Davidson to approve the meeting minutes for the August 7, 2024 special meeting, August 7, 2024 regular meeting and August 19, 2024 meeting. **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. Eric Gonzalez from Clarity Consulting presented to the Board the District’s financial statement. Mr. Gonzalez 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. Mr. Gonzalez also went over the District’s pledge debt and FEMA deposits. Legal counsel Krystine Ramon presented to the Board that the East Montgomery County Improvement District paid interest in their late payment from the 2023 Audit payment. Chief Johnson confirmed the District received payment. Motion by Commissioner Click and second by Commissioner Davidson to accept the financial report as presented and pay bills. **After discussion the motion was approved 5 to 0.** For more detailed information concerning the District’s financial condition, see the financial reports on file with the District.
* The Board next addressed item 5 of the agenda, to act on amendments/revisions to District current year budget(s). There were no amendments at this time. No action was taken.
* The Board next addressed agenda item 6, to review and take action on approving a bid(s) from Law Construction regarding Station 125. Chief Johnson presented to the Board that Construction Manager at Risk Law Constriction went out for bids for subcontractors on the Station 125 project. Based on the bids received, the guaranteed maximum price for Station 125 has been set at six million five hundred thirty-four thousand nine hundred and ninety-two dollars ($6,534,992). Mr. Pillon from Law Construction presented the guaranteed maximum price and informed the Board that the project would take fourteen (14) months for substantial completion once started. Mr. Myers from Martinez Architects informed the Board that permits for Station 125 have been filed with the County. Commissioner Smith made a motion and second by Commissioner Davidson to approve the guaranteed maximum price for Station 125 at six million five hundred thirty-four thousand nine hundred and ninety-two dollars ($6,534,992) and to allow Chief Johnson to sign the guaranteed maximum price contract pending legal review. **After discussion the motion was approved 5 to 0.**
* TheBoard 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. No action was taken.
* The Board then addressed item 8, to review and act on disposition of surplus and/or salvage property. Chief Johnson presented to the Board that approximately fifteen (15) to twenty (20) computers from the District were outdated and needed to be designated as salvage to be placed for auction. Commissioner Davidson made a motion second by Commissioner Barnhill to designate the approximately fifteen (15) to twenty (20) computers from the District as salvage and to be placed for auction. **After discussion the motion was approved 5 to 0.**
* The Board next addressed item 9 of the agenda, acquisition and financing of capital equipment and vehicles. Chief Johnson presented to the Board that final inspection for Pierce Engine 122 will be in Wisconsin and should leave the factory in early October. Chief Johnson presented pictures of Engine 122 to the Board. No action was taken.
* The Board then addressed item 10 of the agenda, regarding real estate matters. Chief Johnson presented to the Board three pieces of land as options for expanding into the North Central District and the Valley Ranch District. Chief Johnson went over the pros and cons of each property. Commissioner Davidson made a motion second by Commissioner Barnhill to approve the purchase of real property at Valley Ranch Crossing. **After discussion the motion was approved 3 to 0 with Commissioner Click and Commissioner Smith abstaining.**
* The Board next addressed item 11, to review, discuss and take action regarding easement with King Manor MUD. Chief Johnson presented to the Board an Agreement between the King Manor MUD and the District for a water line easement. Legal Counsel Krystine Ramon informed the Board that she reviewed the agreement and sent edits for approval to the attorneys for King Manor MUD. Commissioner Click made a motion second by Commissioner Barnhill to approve the water line easement agreement between King Manor MUD and the District pending final legal review. **After** **discussion the motion was approved 5 to 0.**
* The Board next addressed item 12 of the agenda, to review, discuss and take action to approve the MCHD FRO Agreement. Chief Johnson presented the Montgomery County First Response Affiliate Agreement to the Board. Chief Johnson informed the Board that a new Medical Director has been appointed and new protocols have been listed in the Agreement. Legal Counsel Krystine Ramon informed the Board that she has reviewed the agreement and had no edits. Commissioner Barnhill made a motion second by Commissioner Davidson to approve Montgomery County First Response Affiliate Agreement between the District and Montgomery County First Response. **After** **discussion the motion was approved 5 to 0.**
* The Board addressed item 13 of the agenda, to receive a report from the Fire Department. Chief Johnson informed the Board that the District had seventeen (17) fires, two hundred and sixty-three EMS calls and nine (9) stage medical assists from August 27, 2024 through September 24, 2024. Chief Johnson informed the Board that firefighters with the District helped save a person pinned under a car. Chief stated that hydrafusion stints were used to extract the patient. Chief Johnson informed the Board that the District assisted along with the Woodlands a person trapped in a house. The person was rescued. The Humble Chamber of Commerce honored the firefighters who assisted in the rescue. Chief Johnson attended the TIFMAS conference in Waco and will be a guest speaker at the Greater East Montgomery County Chamber of Commerce. No action was taken.
* The Board next addressed agenda item 14, records management issues. No action was taken.
* The Board then went into closed session under agenda item 15, to consult with legal counsel pursuant to section 551.071 of the Texas Government Code at 1:19 P.M. and came out of closed session at 1:44 P.M.
* The Board did not go into closed session under agenda item 16, to deliberate real estate matters under section 551.072 of the Texas Government Code or agenda item 17, to discuss personnel matters under section 551.074 of the Texas Government Code.
* The Board next addressed agenda item 18, to review and take action on personnel matters, including policies, scheduling, evaluations, benefits, compensation, hiring, retention and evaluation of District employees, including District Fire Chief and Command Staff. No action was taken.
* The Board then addressed agenda item 19, to review and act on scheduling District meeting to be added to meeting agendas. The next regular meeting will be held on October 22, 2024.
* There being no further business to come before the Board at this time, Commissioner Davidson made a motion seconded by Commissioner Barnhill to adjourn the meeting. The motion was approved 5 to 0. Themeeting was adjournedat 1:48 P.M.