**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 July 24, 2018.

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

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

**Also attending:** District Fire Chief Carter Johnson, Assistant Chief Cleave Pamphile, District Administrative Assistant Jessica Black, District legal counsel John Peeler of Coveler & Peeler, PC, and District book keeper Katherine Turner of Municipal Accounts and Consulting.

**Commissioners not present:** None

**Public attendees:** none

* The Board convened and the meeting was called to order by Mr. Trout at 12:44 PM.
* The Board conducted roll call with a quorum present, pledge of allegiance, and opening prayer.
* The Board opened the floor for public comment under item 2 of the agenda. Mr. Click shared with the Board that the Click Foundation had been able to help James, the former Fire Department “mascot”/helper with his housing situation.
* The Board then addressed item 3 of the agenda, minutes of prior meetings. Counsel presented the minutes for the June 26, 2018 regular meeting. Motion by Mr. Kelley and second by Mr. Miller to approve all minutes as presented. **After discussion the motion was approved 5 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. Ms. Turner included a copy of the rough draft 2019 budget derived from the preliminary numbers from the Appraisal District. Motion was made by Mr. Click and seconded by Mr. Kelley to approve the report and to approve payment of bills as presented. **After discussion the motion was approved 5 to 0.**
* The Board then addressed item 5 of the agenda, amendments/revisions to District budget(s). No action taken.
* The Board then addressed item 6, FY 2019 budget. The Board noted that it is not possible to take action on the proposed FY 2019 Budget until receipt of certified property values, but Chief Johnson reported that he and his staff are working on the budget and expect an approximate 7% increase in expenses vs. FY 2018 and anticipates a payment on the Station 122 construction load.
* The Board took no action on item 7, 2018 Tax Rate.
* The Board continued to item 8, to review, discuss and take action on items related to construction, improvements, repairs, renovations and equipment purchases for District Facilities, including architectural or other professional services. Chief Johnson stated that the Station 121 renovation was making good progress noting the following: air conditioning units being installed ahead of schedule; anticipation completion in early October; engineer and architect are happy with recent work. Chief Johnson hopes to have the Station 121 Grand Opening in conjunction with fire prevention month activities. Chief Johnson then noted that the RFQ for solicitation of architects for Station 122 would soon be released due to his lessened involvement with Station 121 renovation. Chief Johnson added that a HFD officer called to inquire if the District would be interested in developing a joint-use station on Ford road. The call was not placed as an official request, though a preliminary inquiry. No action taken.
* TheBoard took no action on item 9 of the agenda, disposition of surplus and/or salvage property.
* The Board then addressed item 10 of the agenda, acquisition of capital equipment and vehicles and financing for same. Chief Johnson reported that the P.O. had been cut for the Rosenbauer tanker through HGAC with a 390-day expected completion date. As a result, the loan and payments for the tanker would not be considered on the FY 2019 budget. Chief Johnson conveyed that he had considered working with other East County entities on the purchase of a mobile command vehicle to be available for use by multiple agencies. No action taken.
* The Board then addressed agenda item 11 regarding real estate matters. No action taken.
* The Board then addressed item 12 of the agenda, to receive a report from the Fire Department. Chief Johnson then presented the following information on recent department activities: graphs indicating calls by type and station; year-to-date good safety record resulted in workers’ compensation refund of $5,100; firefighter recently injured with torn bicep; crews in Killeen on wildfire deployment; Jessica Black filed for multiple TIFMAS reimbursements; working on Harvey reimbursements as well; recently received grants from Walmart and Firehouse Subs; new 5-story scaffolding drill tower had been installed by Lone Star College for fire academy and Department training; 10 firefighters scheduled to attend 9/11 memorial stair climb ceremony in San Antonio; True Fuel ordered in cooperation with ESD 7 for small equipment with mixed fuel; active shooter training with other agencies; recent water tower rescue and recovered fatality including use of drone with mixed results; looking at allowing local coaches in CPR at no cost; met with MCHD recently to examine ways to reduce the number of calls we make on medical calls. No action taken.
* TheBoard did not need to enter Closed Session.
* The Board took no action on agenda item 16, personnel matters.
* There being no further business to come before the Board at this time, Motion was made by Mr. Cook and seconded by Mr. Click to adjourn the meeting at 1:34 PM. **After discussion the motion was approved 5 to 0.**