

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 #122, 20515 FM 1314 Porter, Texas 77365 on July 27, 2021.

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

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

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, and District Bookkeeper Maria Felder of Municipal Accounts & Consulting, LP.

Commissioners not present: Therlyn Cook, Donnie Click

Public attendees: none

- The Board convened and the meeting was called to order by Commissioner Miller at 12:35 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 June 22, 2021 regular meeting. Motion by Commissioner Trout and second by Commissioner Kelley to approve the minutes as presented by Counsel. **After discussion the motion was approved 3 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 reviewed the summary of costs related to the Station 122 project. She summarized tax reports from Montgomery County, noting 97.40% of property taxes had been collected on the 2020 tax levy; monthly sales tax deposit of \$308,032 in July. Motion by Commissioner Kelley and second by Commissioner Trout to accept the report and approve the investments and bills as presented. **After discussion the motion was approved 3 to 0.**
- The Board then addressed agenda item 5, amendments/revisions to District budget(s). No action taken.
- The Board then 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. Chief Johnson reported on Station 122: the draws approved for payment this month include the release or retainage on the Project; the Department moved into Station 122 on July 15th, and EMS will move in this week. He expressed his satisfaction with the project, which came in \$30k under budget overall, though there are still some minor items to be addressed. Chief Johnson noted that he is reviewing the close-out documentation on the project prior to releasing the final payments. He anticipates the official grand opening of new Station 122 to be in August or September. No action taken.
- The Board then addressed item 7, disposition of surplus and/or salvage property. Chief Johnson presented no items for consideration this month though would expect several next month due to the close out of old Station 122. No action taken.
- The Board next addressed item 8 of the agenda, acquisition and financing of capital equipment and vehicles. Chief Johnson relayed that the national chip shortage has the two utility vehicles in limbo as far as completion and delivery schedule are concerned. No action taken.
- The Board then addressed item 9 regarding real estate matters. Chief Johnson Counsel relayed his communication with County Right of Way people who requested minutes for the completion of the

sale of the frontage of the property at Station 123. Chief Johnson is also talking to developers regarding the availability of property near Kings Manor. He said there may be a site available for approximately \$600,000 without utilities, prompting preliminary investigation on his part. No action taken.

- The Board addressed item 10 of the agenda, to receive a report from the Fire Department. Chief Johnson presented a report noting the following: incident/run summary by type; review of insurance costs with vehicle insurer and coverage; recent arson-related structure fire; VFIS paid on a vehicle wreck on Porters Road; shop handled 22 vehicle repair tickets last month; 70 applicants for Quartermaster position; an offer is pending to one of the applicants; working on fire hydrant inspections before ISO survey; talking to SUDs and MUDs about water supply issues.
- The Board next addressed item 11 of the agenda, matters related to COVID-19. Chief Johnson reported three (3) cases of COVID-19 affecting firefighters adding that some in-house testing is being conducted as many of the firefighters are not vaccinated. Chief Johnson relayed the new workers' compensation standard for public safety on COVID-19 infections and his review of the potential state and/or federal reimbursements. No action taken.
- The Board then addressed agenda item 12, records management issues. No action taken.
- The Board did not exercise the option of Closed Session under item 13, to consult with legal counsel.
- The Board did not exercise the option of Closed Session under item 14, deliberation of real estate matters.
- The Board entered Closed Session under item 15, discussion of personnel matters, at 1:11 p.m. and returned to Open Session at 1:13 p.m.
- The Board next addressed personnel matters. No action taken.
- The Board then addressed item 17 regarding scheduling of the adoption of the 2022 budget and 2021 tax rate. The special meeting to propose the 2021 tax rate will be held Wednesday, August 4, 2021, and a special meeting to hold the Public Hearing and act on the adoption of the 2022 budget and 2021 tax rate will be held on Monday, August 23, 2021. The District's regular monthly meeting will be held on Tuesday, August 24, 2021 as previously scheduled. All meetings referenced will commence at 12:00 p.m., noon.
- There being no further business to come before the Board at this time, the meeting adjourned at 1:20 PM.