**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 July 26, 2022 at 12:00 P.M.

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

**Commissioners present**: David Miller, Therlyn Cook, 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, District Bookkeeper Maria Felder and Kaye Townley-Trenary of Municipal Accounts & Consulting, LP.

**Commissioners not present:** Donnie Click

**Public attendees:** None

* The Board convened and the meeting was called to order by Commissioner Miller at 12:15 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 next addressed item 3 of the agenda, to approve minutes of prior meetings. The minutes were reviewed for the June 28, 2022 regular meeting. Motion by Commissioner Cook and second by Commissioner Trout to approve the minutes as presented by Counsel. **After discussion the motion was approved 4 to 0**.
* The Board then addressed item 4 of the agenda: to act on financial reports, 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 reported: TexPool investment $385,923.88; tax collection for sales tax in June was $27,756.54 with a year-to-date of $3,859,585.90; operation fees $2,498,158.94; sales tax fund in the amount of $5,826,005.20; payment to TX Mutual in the amount of $40,0000 with a balance of $51,496.45 and an error in check number 8987 that was a duplicate and has been corrected. Motion by Commissioner Trout and second by Commissioner Kelley to accept the report and approve the investments and bills as presented. **After discussion the motion was approved 4 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. Chief Johnson presented a report asking the board for a 6% salary increase for all employees, except for Chiefs and Assistant Chiefs. The budget from 2021-2022 was $8,118,200.52 compared to the 2022-2023 budget in the amount of $8,657,758.20; with an overall 6.65% increase from the previous year. Largest increase was fuel costs. **After discussion, the board tabled the item for final review until the Proposed Budget Meeting August, 8, 2022.**
* 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. Chief Johnson shared that he along with Commissioner Mill have spoken with MUD Board 24 regarding leasing land to build a station. Chief Johnson shared that he spoke with HOA who currently has a lease with MUD 24 and they are okay with transferring the lease to the District. Chief Johnson shared that MUD 24 is willing to work with the District due to approval from the HOA. Location is off County Colony Fort Rd. Chief Johnson also shared that he is looking at 3 acres off Kingsmanner. Chief Johnson asked the Board for $15,000 to do further exploration of the project off County Colony Fort Rd. Motion by Commissioner Trout and seconded by Commissioner Cook to approve $15,000 for construction exploration off County Colony Fort Rd. **After discussion the motion was approved 4 to 0.**
* TheBoard took no action on agenda item 8, disposition of surplus and/or salvage property. No action required by the Board.
* The Board next addressed item 9 of the agenda, acquisition and financing of capital equipment and vehicles. No action required by the Board.
* The Board then addressed item 10, of the agenda, regarding real estate matters. Item was addressed under Item 7 and no further discussion. No action required by the Board.
* The Board addressed item 11 of the agenda, to receive a report from the Fire Department. Chief Johnson presented a report noting the following: call volume for the month of July was up from June; increase in COVID-19 cases reported for the month of July; Booster BFX truck arrived after its debut at a trade show. Incident reports for the month of July totaled 464 with 46 different incident types. No action required by the Board.
* The Board next addressed item 12 of the agenda, matters related to COVID-19. No action required by the Board.
* The Board next addressed agenda item 13, records management issues. No action required by the Board.
* The Board entered Closed Session at 1:48pm under item 16 discussion of personnel matters and returned to Open Session at 2:30 pm.
* The Board next addressed agenda item 17, personnel matters. Motion by Commissioner Trout and seconded by Commissioner Kelly to approve a 6% - 7% increase in all District employee salaries.
* There being no further business to come before the Board at this time, the meeting was adjourned at 2:34 p.m.