

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 February 27, 2020.

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

Commissioners present: Larry Trout, Donnie Click, John Kelley, and 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, District Bookkeeper Kaye Townley of Municipal Accounts & Consulting, LP. And Butch Hagey of Oakhurst HOA public safety representative.

Commissioners not present: Therlyn Cook

Public attendees: none

- The Board convened and the meeting was called to order by Mr. Trout at 12:40 PM.
- The Board conducted roll call with a quorum present.
- The Board opened the floor for public comment. Mr. Butch Hagey, public safety representative of Oakhurst HOA, introduced himself to the Board.
- The Board then addressed item 3 of the agenda, minutes of prior meetings. The minutes were reviewed for the January 28, 2020 regular meeting. Motion by Mr. Miller and second by Mr. Kelley to approve the minutes as presented. **After discussion the motion was approved 4 to 0.**
- The Board then addressed item 4 of the agenda: financial report, investments, and bills. Kaye Townley presented a report on the financial status of the District for review and action, and he provided a verbal summary of the monthly report and bills for payment. Motion by Mr. Miller and second by Mr. Kelley to accept the report and approve the investments and bills as presented, including the additional checks page added. **After discussion the motion was approved 4 to 0.**
- The Board took no action on item 5, amendments/revisions to District budget(s).
- The Board next addressed 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 provided an update on Station 122 development stating the GMP had been presented by Collier Construction. Ricardo Martinez and Chief Johnson shared that they have reviewed potential cost savings on HVAC and lighting systems and will continue to coordinate with Collier on same. Mr. Martinez reported that he was still working on the TxDOT permitting. District Counsel will present the MCHD agreement at the District's April meeting. Motion by Mr. Miller and second by Mr. Click to approve GMP of \$4,482,803 with statement that the project is to be paid from funds on hand rather than through financing. **After discussion the motion was approved 4 to 0.**
- The Board then addressed item 7 of the agenda, disposition of surplus and/or salvage property. Chief Johnson stated the old hose would be declared salvage and given to non-profit organizations.
- The Board then addressed item 8 of the agenda, acquisition of capital equipment and vehicles and financing for same. Assistant Chief Pamphile expressed the need for a maintenance vehicle for the mechanic servicing the fire trucks. Motion by Mr. Kelley and second by Mr. Click to authorize up to \$68,000 for the purchase of the mechanic's truck through cooperative purchasing sources. **After discussion the motion was approved 4 to 0.**
- The Board next addressed agenda item 9 regarding real estate matters. Motion by Mr. Kelley and second by Mr. Miller to approve the use of the Porter SUD easement for water lines, installation and related issues at new Station 122. **After discussion the motion was approved 4 to 0.**

- The Board then addressed item 10 of the agenda, to receive a report from the Fire Department. Chief Johnson summarized the run reports provided in the packet along with the following updates: bed bug incident on a recent medical call; a policy is being developed to address bed bug matters; coronavirus will be handled like other infectious diseases.
- The Board next addressed item 11, agreements with neighboring jurisdictions regarding the provision of emergency services. Chief Johnson stated the Mutual Aid agreement with the City of Houston was still going through the signature process. No action taken.
- The Board then addressed item 12, communications or dispatching. Chief Johnson relayed that the ISD wants to add to the radio tower. The request is under review pending the ISD conduction a load study and being responsible for the cost of installation.
- The Board next addressed agenda item 13, records management issues. Chief Johnson relayed that progress is still being made on the sorting of documents and shredding of same.
- The Board entered Closed Session under item 14, consultation with legal counsel, at 1:46 p.m. and returned to Open Session at 1:48 p.m.
- The Board did not exercise the option of Closed Session under items 15 and 16, real estate and personnel.
- The Board took no action on item 19, personnel matters.
- There being no further business to come before the Board at this time, the meeting adjourned at 1:50 PM.