**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 February 27, 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 Dean Barnhill. Dean Barnhill arrived at 12:45pm.

**Also attending:** Chief Carter Johnson, Assistant Chief Charles Martin, District Office Manager Jessica Black, Brian Desilets of Clarity Consulting Corporation and District Legal Counsel Krystine Ramon of Coveler & Peeler, PC.

**Commissioners not present:** None

**Public attendees:** Larry Trout

* The Board convened and the meeting was called to order by President Miller at 12:14 P.M.
* The Board conducted roll call with a quorum present.
* The Board opened the floor for public comment. None were present.
* The Board next addressed item 3 of the agenda, to approve minutes of prior meetings. Motion by Commissioner Davidson and second by Commissioner Smith to approve the meeting minutes for January 23, 2024. **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. Brian Desilets from Clarity Consulting presented to the Board the District’s financial statement. Mr. Desilets 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. The Board discussed current loan rates. Motion by Commissioner Click and second by Commissioner Smith to accept the financial report as presented and pay bills. **After discussion the motion was approved 4 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). No action taken.
* TheBoard 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. Justin Myers and Andrew Vincent of Martinez Architects presented to the Board that they are currently working on final designs with Chief Johnson for Station 125 (Kings Manor) and Station 123 (Ford Rd.). Elevation is coming together and at this time an RFP has been sent out for a selection of construction manager at risk (CMR). Martinez Architects is evaluating whether to build one station at a time, together or staggered. A guaranteed maximum price (GMP) is anticipated in August and then move into construction. The CMR will go out for bids for construction. A possible start date of construction is anticipated in September with construction lasting twelve (12) to fourteen (14) months. Chief Johnson discussed Geotech and cleaning out the brush at Kings Manor. Chief Johnson will get bids for cleaning the brush. No action taken.
* The Board next addressed item 7 to review and act on disposition of surplus and/or salvage property. No action taken.
* The Board next addressed item 8 of the agenda, acquisition and financing of capital equipment and vehicles. Assistant Chief Martin informed the Board that a bid was sent out for replacement of truck to see lead times. Current lead times are about three (3) years. No action taken.
* The Board then addressed item 9 of the agenda, regarding real estate matters. Krystine Ramon said Kings Manor closed on February 14, 2024 and brought a copy of closing documents. No action taken.
* The Board next addressed item 10 of the agenda, to review, discuss and take action regarding fleet services to mutual aid agencies for a fee. Chief Johnson informed the Board that currently the District is not taking on extra work at this time as they are down a person. No action taken.
* The Board then addressed item 11, to review, discuss and take action regarding an easement with the Montgomery County Emergency Services District No. 6 and Tachus Infrastructure. Chief Johnson presented to the Board that no deal was worked out. No action taken.
* The Board addressed item 12 of the agenda, to receive a report from the Fire Department. Chief Johnson said the crews were very busy for the month. The District had a notable rescue of a pedestrian caught in a dumpster with a high point ladder used for rescue. Chief Johnson also informed the Board that he is working on getting information to the Board on what is the most beneficial way of building the two new stations and whether that is one at a time, staggered or both at the same time. Chief Johnson presented to the Board that for the year-to-date, the District has had a total of six hundred and forty one incident counts (641), thirty six fires (36), four hundred and five (405) EMS calls and eleven (11) stage medical assists. No action taken.
* The Board next addressed agenda item 13, to review, discuss and take action on the District’s ISO rating. Chief Johnson presented to the Board that the ISO rating was not challenged by the District and is currently being processed for review. The District is looking at advertising the ISO rating to inform the citizens in the District. No action taken.
* Then Board then addressed agenda item 14, to review discuss and take action regarding the City of Conroe limited partnership annexation. No action taken.
* The Board next addressed agenda item 15, records management issues. No action taken.
* The Board chose not to enter closed session under items 16, 17 or 18.
* The Board next addressed agenda item 19, personnel matters. No action taken.
* There being no further business to come before the Board at this time, Commissioner Click made a motion, second by Commissioner Smith to adjourn the meeting. **After discussion the motion was approved 5 to 0.** Themeeting was adjournedat 1:11 pm.