**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 March 27, 2018.

The meeting was called to order by Therlyn Cook, District Board Vice-President.

**Commissioners present**: Therlyn Cook, Donnie Click, John Kelley

**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 auditor Mike Others of McCall Gibson Swedlund Barfoot, PLLC, and District book keeper Mark Miller of Municipal Accounts and Consulting.

**Commissioners not present:** Larry Trout, David Miller

**Public attendees:** none

* The Board convened and the meeting was called to order by Mr. Cook at 12:20 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 though none was offered.
* The Board then addressed item 3 of the agenda, minutes of prior meetings. Counsel presented the minutes for the February 20, 2018 regular meeting. Motion by Mr. Kelley and second by Mr. Click to approve all minutes as presented. **After discussion the motion was approved 3 to 0.**
* The Board then addressed item 4 of the agenda: financial report, investments, and bills. Mark Miller 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. Mr. Miller informed the Board of the following: sales tax had surpassed that received in 2017 at this time; no debt payments until July; data needed for debt reporting will be provided to District Counsel by Mr. Miller or Ms. Townley. Motion was made by Mr. Kelley and seconded by Mr. Click to approve the report and to approve payment of bills as presented. **After discussion the motion was approved 3 to 0.**

Mike Others of McCall Gibson Swedlund Barfoot, PLLC presented a draft report of the District 2017 Audit. No action taken.

* The Board then addressed the granting of exemptions for 2018. Motion was made by Mr. Kelley and second by Mr. Click to keep the exemptions the same as those for 2017: Homestead, $-0-; Over 65, $40,000; and Disability, $-0-. **After discussion the motion was approved 3 to 0.**
* The Board continued to item 6, amendments to District budgets. General discussion was held regarding the need for formal revision(s) or not. Chief Johnson expressed the wish to move one or two people from part-time positions to full-time positions. Chief Johnson stated that the next budget year would require a closer evaluation of full-time employment and equivalent for the fifty employees cut off on ACA. No action taken.
* The Board then addressed item 7, 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 provided an update on Station 121 renovation: based upon the information available from our architecture and engineering firm, EFC, Inc., the steel supplied by Metallic Building is the wrong size; it appears to be Metallic Building’s fault as there is no available documentation of the architect or general contractor approving the wrong sizes submitted by Metallic Building; results of survey of the foundation reflecting piers, protrusions, etc. performed last week should be available this week; Frost believes the current piers do match the steel though this will be reviewed upon receipt of the survey results; Frost sent plan to use steel supplied thus far rather than the eight weeks it would take to redo the piers to match the steel. Chief Johnson stated that until EFC, Inc. reviews the survey, no work could be performed on the foundation or structure. No action taken.
* TheBoard then addressed item 8 of the agenda, disposition of surplus and/or salvage property. No action taken.
* The Board then addressed item 9 of the agenda, acquisition of capital equipment and vehicles and financing for same. Chief Johnson reported that the District participates in the knox box program which results in the need to upgrade the storage systems in the trucks. Motion was made by Mr. Click second by Mr. Kelley to approve purchase of the storage systems not to exceed $11,789.00. **After discussion the motion was approved 3 to 0.**
* The Board then addressed agenda item 10 regarding real estate matters. No action taken.
* The Board then addressed item 11 of the agenda, to receive a report from the Fire Department. In addition to presentation of graphs indicating calls by type and station, Chief Johnson reported the following: team in west Texas for two weeks; crew sent to other area under one of the State mutual aid programs, TIFMAS deployment. No action taken.
* The Board then addressed agenda item 12 regarding a continuing contract with a private law firm for the collection of delinquent taxes for the District. Motion was made by Mr. Kelley second by Mr. Click to keep the contract with Linebarger for collection of delinquent taxes. **After discussion the motion was approved 3 to 0.**
* The Board then addressed agenda items 13-15 simultaneously regarding the imposition of additional penalty on delinquent taxes for 2017. Motion was made by Mr. Click second by Mr. Kelley to approve the Resolution presented by counsel regarding the imposition of penalties under Tax Code section 33.07, 33.08 and 33.11. **After discussion the motion was approved 3 to 0.**
* TheBoard had no need to enter Closed Session.
* The Board then addressed agenda item 19 regarding personnel matters. Chief Johnson complimented the staff that participated in the thirteen-day deployment covering a 400 square mile area. No action taken.
* There being no further business to come before the Board at this time, the meeting was adjourned at 12:55 PM.