

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 January 28, 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, and District Bookkeeper Mark Miller of Municipal Accounts & Consulting, LP.

Commissioners not present: Therlyn Cook

Public attendees: none

- The Board convened and the meeting was called to order by Mr. Trout at 12:55 PM.
- The Board conducted roll call with a quorum present.
- The Board opened the floor for public comment under item 2 of the agenda though none was offered.
- The Oath of Office were administered to Mr. David Miller by Mr. Peeler in his capacity as District counsel.
- The Board took no action on the election of Board Officers for the 2020 term.
- The Board then addressed item 5 of the agenda, minutes of prior meetings. The minutes were reviewed for the December 18, 2019 regular meeting. Motion by Mr. Kelley and second by Mr. Miller to approve the minutes as presented. **After discussion the motion was approved 4 to 0.**
- The Board then addressed item 6 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 stated that Municipal Accounts and Chief Johnson were reviewing the issue with Amegy Bank regarding the fee being charged to one of the District's accounts. Mr. Miller also informed the Board that the cash balance may allow for the new station to be built without the need to apply for a loan. Motion by Mr. Click and second by Mr. Miller 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 7, amendments/revisions to District budget(s).
- The Board next addressed item 8, 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: "bid set" drawings had been released; committee would like to push the February meeting back a few days to allow time for review of bids submitted; TxDOT permits appear to be on track; TxDOT may require a traffic light at the District's cost; asked Colier to add a storage building as an option for review (to include concrete foundation, etc.). Chief Johnson and District Counsel will review the testing services selection procedures.
- The Board then addressed item 9 of the agenda, disposition of surplus and/or salvage property. Chief Johnson stated that the T-121 was no longer for sale as it was necessary to place it back in service.
- The Board took no action on item 10 of the agenda, acquisition of capital equipment and vehicles and financing for same.
- The Board next addressed agenda item 11 regarding real estate matters. Chief Johnson expressed the need for an easement for the new Station 122 at Rolling Hills. Motion by Mr. Miller and second by Mr. Click to approve a water line easement to Porter SUD 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 12 of the agenda, to receive a report from the Fire Department. Chief Johnson explained the run reports provided in the packet along with the following updates: E-121 came back from repairs though remains out of service as it still has several issues to be corrected; DACO, with Chief Johnson's support, would like the new tanker to be displayed at the SAFE-D conference (no objection from the Board); website updated presented; 4,497 calls during 2019.
- The Board took no action on item 13, agreements with neighboring jurisdictions regarding the provision of emergency services.
- The Board then addressed item 14, communications or dispatching. Chief Johnson stated that T-Mobile is paying the tower rental fee.
- The Board next addressed agenda item 15, records management issues. Chief Johnson relayed that progress is being made on the sorting of documents and expect to soon be ready to shred the paperwork.
- The Board did not exercise the option of Closed Session under items 16, 17 and 18.
- The Board then addressed item 19, personnel matters. Chief Johnson reviewed information on the retirement plans and fees from Mass Mutual, the company currently used vs Lincoln Financial who seems to charge lower fees. Chief Johnson expressed the need to review the performance of the respective plans as well as available options on changes at the next District meeting. Assistant Chief Pamphile announced his resignation to pursue a new business opportunity. No action taken.
- There being no further business to come before the Board at this time, the meeting adjourned at 1:55 PM.