

## 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 May 28, 2019.

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

**Commissioners present:** Larry Trout, Donnie Click, John Kelley, David Miller

**Also attending:** District Fire Chief Carter Johnson, District Administrative Assistant Jessica Black, District legal counsel John Peeler of Coveler & Peeler, PC, District bookkeeper Katherine Turner of Municipal Accounts & Consulting, LP., and Ricardo Martinez of Martinez Architects, L.P.

**Commissioners not present:** Therlyn Cook

**Public attendees:** none

- The Board convened and the meeting was called to order by Mr. Trout at 12:44 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 April 23, 2019 regular meeting. Motion by Mr. Kelley and second by Mr. Miller to approve 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. Katherine Turner 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. Turner noted that the checks being presented were from the new general operating bank account and no further unauthorized activity had been detected. Motion by Mr. Click and second by Mr. 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 item 5, amendments/revisions to District budget(s). No action taken.
- The Board continued to item 6, 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. Ricardo Martinez provided an update on the Station 122 project: site plan presented; review of MCHD's participation still being considered; reviewing foundation options and civil engineer looking at the site work needs. No action taken.
- The Board next addressed item 7 of the agenda, disposition of surplus and/or salvage property. Chief Johnson stated the cataloging of the old equipment was ongoing. No action taken.
- The Board then addressed item 8 of the agenda, acquisition of capital equipment and vehicles and financing for same. Chief Johnson reported that Rosenbauer sends photos of progress on the construction of the tanker. Chief Johnson shared that staff will be visiting the plant in late June for mid-point review of the construction and again in September for the end-of-build review.
- The Board took no action on agenda item 9 regarding real estate matters.
- The Board then addressed item 10 of the agenda, to receive a report from the Fire Department. Chief Johnson provided a presentation of graphs indicating calls by type and station. Chief Johnson reported the following: update on recent flood activities with heavy rain producing large rainfall totals; Kingsmill had evacuation actions; Oakhurst and other areas also had severe flooding; looking at possibly adding second high-water truck; recently participated in "Sharing is Caring" program to help bring in food, supplies, etc. through local food pantry; two firefighters are on standby for Oklahoma flood assistance-management staff; hiring 3 from new hiring exam; spoke with Chamber of Commerce group about how fire rescue service has to be ready for anything; firefighters recently back from swift water training; audit has caused the Department to review some retirement funding; estimate to fix wrecked truck approximated at \$302,000. No action taken.

- The Board next addressed agenda item 11, agreements with neighboring jurisdictions regarding the provision of emergency services. Chief Johnson reported that attention would once again be placed on this topic now that Proposition B matters had quietened.
- The Board then addressed item 12 of the agenda, municipal annexations. Chief Johnson reported that the City of Conroe is implementing a limited purpose annexation (LPA) in the District with no real effect on the District is anticipated.
- The Board took no action on agenda item 13, communications or dispatching, as Chief Johnson had no update from the tower company.
- The Board next addressed item 14, records management issues. Chief Johnson expressed the need to readdress this item as time allows.
- The Board did not meet in Closed Session under items 15, 16 or 17.
- The Board took no action on item 18, personnel matters.
- There being no further business to come before the Board at this time, the meeting adjourned at 1:45 PM.