**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 April 25, 2023 at 12:00 P.M.

The meeting was called to order by David Miller, District Board President.

**Commissioners present**: David Miller, Donnie Click, Larry Trout, T.J. Davidson and Caleb Smith.

**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:** None

* The Board convened and the meeting was called to order by President Miller at 12:26 p.m.
* The Board conducted roll call with a quorum present.
* The Board opened the floor for public comment. None were given.
* The Board next addressed item 3 of the agenda, to approve minutes of prior meetings. The minutes were reviewed for the March 28, 2023, general meeting. Motion by Commissioner Click and seconded by Commissioner Trout to approve the minutes with an edit under agenda item four (4) as presented by Counsel. **After discussion the motion was approved 5 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. Motion by Commissioner Click and second by Commissioner Davidson to accept the financial report as presented and pay bills. **After discussion the motion was approved 5 to 0.** For more detailed information concerning the District’s financial condition, see the financial reports on file with the District.
* The Board then addressed item 5 of the agenda, to review and act on the Fiscal Year 2022 audit, including presentation by the auditor MCSB, PLLC. Joseph Ellis of MCSB presented the District’s 2022 Audit report. Mr. Ellis informed the Board that overall the fund balance was positive and there was no negative notes. Mr. Ellis informed the Board that the District was doing well overall and there were no issues or concerns during the Audit process. Motion by Commissioner Smith and second by Commissioner Davidson to accept the Audit report as presented. **After discussion the motion was approved 5 to 0.** For more detailed information concerning the District’s Audit, see the Audit reports on file with the District.
* The Board next addressed item 6 of the agenda, to act on amendments/revisions to District current year budget(s). No action taken.
* TheBoard then addressed agenda item 7, 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. No action taken.
* The Board next addressed item 8 to review and act on disposition of surplus and/or salvage property. No action taken. No action taken.
* The Board next addressed item 9 of the agenda, acquisition and financing of capital equipment and vehicles. No action taken.
* The Board then addressed item 10, of the agenda, regarding real estate matters. Chief Johnson presented to the Board that the contract for Kings Manor was given to legal counsel to review. Krystine Ramon presented to the Board that Coveler & Peeler has reviewed the contract and is pending final review. Motion by Commissioner Trout and second by Commissioner Click to approve the real estate contract for Kings Manor, pending final review from legal counsel. **After discussion the motion was approved 5 to 0.** Motion by Commissioner Smith and second by Commissioner Click to approve earnest money in the amount of ten thousand dollars ($10,000) for Kings Manor real estate. **After discussion the motion was approved 5 to 0.**
* The Board addressed item 11 of the agenda, to receive a report from the Fire Department. Chief Johnson presented to the Board that the District had a total of four hundred and thirty-nine (439) incidents. For the month of April, there was forty-two (42) unique incidents. Chief Johnson presented to the Board that for Montgomery County, only six (6) consecutive calls can be answered for 911 calls and that on average about two thousand (2,000) calls are considered abandoned as callers cannot get in touch with 911. Chief Johnson informed the Board that he visited with legislatures at the capital to go over concerns for ESDs and that the District will be hosting a fire drill on June 8, 2023. No action taken.
* Then Board then addressed agenda item 12, to review discuss and take action regarding the City of Conroe limited partnership annexation. No action taken.
* The Board next addressed agenda item 13, records management issues. No action taken.
* The Board chose not to enter closed session under items 14 through 16.
* The Board next addressed agenda item 17, personnel matters. No action taken.
* There being no further business to come before the Board at this time, a motion was made by Commissioner Click and second by Commissioner Smith to adjourn the meeting. **After discussion the motion was approved 5 to 0.** Meeting adjourned at 1:17pm.