**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 June 28, 2022.

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

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

**Also attending:** Chief Carter Johnson, Assistant Chief Charles Martin, District Office Manager Jessica Black, District Legal Counsel John Peeler and Krystine Ramon of Coveler & Peeler, PC, District Bookkeeper Maria Felder of Municipal Accounts & Consulting, LP.

**Commissioners not present:** None

**Public attendees:** None

* The Board convened and the meeting was called to order by Commissioner Miller at 12:27 p.m.
* The Board conducted roll call with a quorum present.
* The Board opened the floor for public comment though none was offered.
* The Board next addressed item 3 of the agenda, minutes of prior meetings. The minutes were reviewed for the May 24, 2022 regular meeting. Motion by Commissioner Kelley and second by Commissioner Cook to approve the minutes as presented by Counsel. **After discussion the motion was approved 5 to 0**.
* The Board then addressed item 4 of the agenda: financial report, investments, and bills. Maria Felder of Municipal Accounts and Consulting 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. Felder reported: TexPool interest is now over 1.0% after an extended period of rates being below that level; land sale last month net $745,200 to the District; a few bills with checks numbers 8915-8918 which are not referenced on the printed report were presented for payment; 97.02% of the 2021 property tax levy has been collected; and sales tax collected for all months in 2022 have been higher than that for same period in 2021. Motion by Commissioner Click and second by Commissioner Kelley to accept the report and approve the investments and bills as presented. **After discussion the motion was approved 5 to 0.**
* The Board next addressed took agenda item 5, amendments/revisions to District budget(s). Chief Johnson stated the maximum health insurance per employee of $950 had been budgeted though the actual cost for the District toward coverage for some employees ended up being less expensive. Chief Johnson believed they could better budget if the anticipated actual costs were reflected rather than the maximum potential costs. Commissioner Miller impressed upon the rest of the Board that leaving that portion of the personnel budget as currently prepared would ensure they remain within the budget. No action required by the Board.
* The Board next addressed item 6 of the agenda, 2023 budget and 2022 tax rate adoption planning. Counsel requested the District authorize Tammy McRae to prepare the calculations and designate himself and Chief Johnson to complete the tax rate setting calendar and unencumbered fund balance sheets requested by the Tax Office. Motion by Commissioner Trout and second by Commissioner Kelley to (1) name Montgomery County Tax Assessor-Collector Tammy McRae to prepare calculations and (2) authorize Chief Johnson and Counsel provide calendar and unencumbered fund balance to Tammy McRae. **After discussion the motion was approved by a vote of 5 to 0.**
* The Board 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. Chief Johnson shared a quote from Crew for air conditioner replacement for the administrative unit at Station 121. The Board agreed to delegate the matter to Chief Johnson due to having capital budgeted for maintenance and repairs. No action required by the Board.
* TheBoard took no action on agenda item 8, disposition of surplus and/or salvage property. No action required by the Board.
* The Board next addressed item 9 of the agenda, acquisition and financing of capital equipment and vehicles. Chief Johnson reported Battalion 124 vehicle to be having graphics and lights applied with it expected to be placed in service soon. No action required by the Board.
* The Board then addressed item 10, of the agenda, regarding real estate matters. Commissioner Click made a Motion and second by Commissioner Miller to authorize Chief Johnson to seek $5 per square foot from Entergy for the new easement related to the road widening at the Ford Road Station. **After discussion the motion was approved 5 to 0.**

Chief Johnson relayed his efforts discussing with representatives of MUD 24 regarding land owned by the MUD currently designated as a park. He is working on a plan where ESD 6 would improve the park by installing a playground and splash pad in exchange for a portion of the land being transferred to the District for a new fire station. Chief Johnson is on the MUD 24 agenda to address the possibility for the described park and fire station development.

Chief Johnson also reported he is looking at some land in other areas where new stations are needed. No action required by the Board.

* The Board addressed item 11 of the agenda, to receive a report from the Fire Department. Chief Johnson presented a report noting the following: hurricane workshop to be held here this evening; Entergy will have a representative present for the meeting; County Commissioner will also be in attendance; runs by type chart presented; an assistant Chief is on a big fire near Mineral Wells through Forest Service Deployment; Signorelli fireworks festival for July 4th in which the Department will be paid to staff/brush truck. No action required by the Board.
* The Board next addressed item 12 of the agenda, matters related to COVID-19. Chief Johnson reported COVID infections are up in the community, and the Department is currently experiencing mild cases in firefighters. No action required by the Board.
* The Board then addressed agenda item 13, Interlocal Agreement with Montgomery County pertaining to housing and use of apparatus and vehicles. No action required by the Board.
* The Board next addressed agenda item 14, records management issues. No action required by the Board.
* The Board did not exercise the option to enter Closed Session under item 15, to consult with legal counsel, item 16, deliberation of real estate matters or item 17, discussion of personnel matters.
* The Board next addressed agenda item 18, personnel matters. No action required by the Board.
* There being no further business to come before the Board at this time, the meeting was adjourned at 1:31 p.m.