**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 March 28, 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 John W. Peeler 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 12:16 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 February 28, 2023, general meeting. Motion by Commissioner Davidson and seconded by Commissioner Smith 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: 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.Motion by Commissioner Trout and seconded by Commissioner Davidson to authorize execution of IRS form 8821. **After discussion the motion was approved 5 to 0.**
* The Board next addressed item 5 of the agenda, to act on amendments/revisions to District current year budget(s). Chief Johnson presented amendments to the budget on new positions that are needed for the ESD based on one (1) Lt. per shift for three (3) total and one (1) FF per shift for three (3) total. Chief Johnson presented that there are people in firefighting school right now, but candidates are recruited during graduation cycles and the need to hire during graduation cycles. The ESD will be sending Captains for extensive rescue training and brining in Lieutenants now, will help the District. Chief Johnson presented that sales tax is up sixty percent (60%) from 2022, new taxpayers are expected to come online soon and that EMCID sales tax is going up since 2018. Motion by Commissioner Smith and seconded by Commissioner Davidson to approve adding the six (6) new personnel and amend the current budget. **After discussion the motion was approved 5 to 0.**
* TheBoard then addressed agenda item 6, 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 presented to the Board that he met with Ricardo Martinez from Martinez Architects to discuss plans for Ford Road and Kings Manor Fire Stations and that plans for both stations will be similar. No action taken.
* The Board next addressed item 7 to review and act on disposition of surplus and/or salvage property. No action taken. No action taken.
* The Board next addressed item 8 of the agenda, acquisition and financing of capital equipment and vehicles. No action taken.
* The Board then addressed item 9, of the agenda, regarding real estate matters. Chief Johnson informed the Board that the demolition of the house on Ford Road cost $7,000 and was done within the price parameters set by the Board. The Board discussed excess property at Station 122 and the potential to sell it. No action taken.
* The Board addressed item 10 of the agenda, to receive a report from the Fire Department. Chief Johnson presented to the Board that the District had a total of 448 incidents. For the month of March, there was nine (3) building fires, including forty-eight (48) unique incidents. No action taken.
* Then Board then addressed agenda item 11, to review discuss and take action regarding the City of Conroe limited partnership annexation. Chief Johnson presented to the Board that the City of Conroe has an agreement with MUDs for future annexation. Chief Johnson will be sending documents to District Counsel to review. No action taken.
* The Board next addressed agenda item 12, records management issues. No action taken.
* The Board chose not to enter closed session under items 13 through 15.
* The Board next addressed agenda item 16, personnel matters. No action taken.
* There being no further business to come before the Board at this time, the meeting was adjourned at 1:20 p.m.