

Montgomery County E.S.D. # 2
Board of Commissioners Regular Meeting
Wednesday, January 23, 2019
Minutes

Present:

- Mike Mason – Commissioner / President
- James Sibley – Commissioner / Vice President
- Kim Parrish – Commissioner / Secretary-Treasurer
- Burt Green – Commissioner
- Lonnie Clover - Commissioner
- Brian Edwards – Fire Chief
- Kaye Townley – Manager / Sr. Consultant – Municipal Accounts & Consulting, L.P.
- Ricardo Martinez – Martinez Architects
- Gretchen Prieto – Administration MFD

Meeting Commenced: January 23, 2019 at 5:30 PM

Location: Montgomery Fire Station # 51
20590 Eva Street
Montgomery, Texas 77356

1. Call to Order: President Mike Mason called the meeting to order at 5:30 PM
2. Roll Call:
 - a. All members present as listed above.
3. Public Comment:
 - a. No public present.
4. Oath of Office for ESD Commissioners
 - a. Commissioners Clover, Green and Sibley were sworn in for the 2019-2020 Term of Two Years
5. Action to elect Board Officers for 2019 Term
 - a. Mike Mason called for the adoption of MCESD # 2 2019 Officers of Mike Mason as President, James Sibley as Vice President, and Kim Parrish as Treasurer / Secretary.
 - i. Lonnie Clover made a motion to adopt MCESD # 2 2019 Officers Mike Mason as President, James Sibley as Vice President, and Kim Parrish as Treasurer / Secretary.
 - ii. Burt Green seconded the motion
 - iii. There were no objections and the motion passed
6. Adoption of Minutes:
 - a. Reading and approval of prior meetings.
 - i. Mike Mason called for the adoption of the minutes from the previous meetings as listed with the changes as noted and updated accordingly.
 - ii. Burt Green made a motion to accept the adoption of the minutes from the previous meetings as listed with the changes as noted and updated accordingly.
 - iii. Lonnie Clover seconded motion to accept.
 - iv. There were no objections and the motion carried.
7. Financial Matters:
 - a. Monthly Financial Report presented by District Bookkeeper.
 - b. Review, discuss, and take action as necessary on financial matters, including bill payment, depositories, and investment actions.
 - i. Mike Mason moved to accept the Treasurer's Report as written and ratify the December bills.
 - ii. Burt Green made a motion to accept the Treasurer's Report as written and ratify the December bills.
 - iii. James Sibley seconded motion to accept.
 - iv. There were no objections and the motion carried.
8. Sales Tax:
 - a. Review tax update from Sales Revenue, Inc.
9. Old Business
 - a. To review and take action on any matters related on construction of new station(s), including action to engage architectural or engineering service, to select deliver methods to engage contractor(s), to approve plans/designs/changes, and to approve payments.
 - i. Ricardo Martinez presented the monthly Construction Progress Report and Project Weekly Status Report with a list of Milestones with dates.

- ii. Mike Mason called for a motion to approve Pay App No. 16 in the amount of \$80,922.35 contingent upon certification by Ricardo Martinez.
 1. James Sibley made a motion to approve Pay App No. 16 in the amount of \$80,922.35 contingent upon certification by Ricardo Martinez.
 2. Lonnie Clover seconded the motion.
 3. There were no objections and the motion carried.
 - b. To review and act on matters related to the ownership of property for District fire stations, including approving the purchase or lease of real property.
 - i. To date, no response or reply has been received from either of the MUDD districts.
 1. MUDD 8 needed language revision and MCESD # 2 Counsel has made contact with MUDD 8 Counsel.
 2. MUDD 18 has not responded at all.
10. New Business:
- a. Discuss and take any action on ESD # 2 Anniversary Banquet
 - i. 50 Years of Service Celebration presentation by Gretchen Prieto with event plan options and budget.
 - ii. Mike Mason called for a motion to approve the proposed budget Celebrating 50 Years of Service scheduled for December 6, 2019 in the amount of \$37,000.
 1. James Sibley made a motion to approve the proposed budget Celebrating 50 Years of Service scheduled for December 6, 2019 in the amount of \$37,000.
 2. Burt Green seconded the motion.
 3. There were no objections and the motion carried.
 - b. Discuss and take any action on City of Conroe Annexation 2018-01.
 - i. Chief Edwards described the area most recently annexed by the City of Conroe.
 - c. To review, report, and take action on legislative services under legal services representation.
 - i. John Peeler advised the board of status of State Committees and current Legislative status.
11. To Meet in Closed Session.
- a. To meet in Closed Session pursuant to Government Code §551.071 to consult with legal counsel regarding pending or contemplated litigation, settlement offers or on matters which require confidentiality under the Texas Disciplinary Rules of Professional Conduct of the State Bar of Texas and Tax Code §323.3022 to discuss sales tax matters.
 - b. To meet in Closed Session pursuant to Government Code §551.074 to discuss personnel matters.
 - c. To meet in Closed Session pursuant to Government Code §551.072 to deliberate regarding real estate matters.
 - i. No Closed Session required.
12. Take any action on item(s) discussed in closed session.
- a. Pending or contemplated litigation, settlement.
 - b. Real estate, including but not limited to purchase, sale, platting, or permits.
 - c. Personnel matters, including hiring, retention, duties, and benefits, including administrative staff, fire suppression staff, command staff and fire chief.
13. Report from fire department on Present Activities and Events.
- a. Total incident count of 3,272
 - b. Four FT employees have been added to FD Staff
 - c. Family Day on March 30 at KOA
 - d. Station 52 Open House – Tuesday, February 26, 2019 at 5:30
14. Set Meeting Date, Time and Location for February 2019 ESD Meeting(s)
- a. Wednesday, February 27, 2019 at 5:30
 Montgomery Fire Station 51
 20590 Eva Street
 Montgomery, Texas 77356
15. Adjournment:
16. Meeting adjourned at by President Mike Mason at 6:46 P.M.

Minutes Prepared and Submitted by Kim Parrish, Secretary / Treasurer

Kim Parrish

Date

Minutes Approved by:

Mike Mason, President

Date

2/28/19

2/28/19

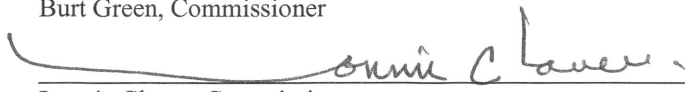
2/28/19

James Sibley, Vice President

Date

Burt Green, Commissioner

Date

A handwritten signature in dark ink, appearing to read "Lonnie Clover", is written over a horizontal line.

Lonnie Clover, Commissioner

02/27/2019

Date