

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

Present:

- Mike Mason – Commissioner / President
- James Sibley – Commissioner / Vice President
- Kim Parrish – Commissioner / Secretary-Treasurer
- Burt Green – Commissioner
- Lonnie Clover – Commissioner
- Kaye Townley – Municipal Accounts & Consulting, L.P.
- John Peeler – Coveler & Peeler
- Brian Edwards – Fire Chief
- Lonnie Mapston – Battalion Chief
- Ricardo Martinez – Martinez Architects
- Ryan Fortner – Sales Revenue Inc.

Meeting Commenced: Wednesday, October 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. Reading and approval of the following minutes:
 - a. September 2019 Regular Meeting Minutes
 - b. November 17, 2019 Special Meeting Minutes
 - i. Mike Mason called for the approval of the above listed Minutes
 1. Kim Parrish made a motion to approve the above listed Minutes
 2. James Sibley seconded the motion.
 3. There were no objections and the motion carried
5. Financial Matter,
 - a. Monthly Financial Report presented by District Bookkeeper
 - i. Mike Mason called for a motion to accept and ratify the September 2019 Bills.
 1. Burt Green made a motion to accept and ratify the September 2019 Bills.
 2. Lonnie Clover seconded the motion.
 3. No objections and the motion carried.
 - b. To review, discuss, and take action as necessary on financial matters, including bill payment, depositories, investment actions, and district clerk.
 - i. Sales and Use Tax Administration Report submitted by Ryan Fortner of Sales Revenue Inc.
 1. No action necessary.
6. Old Business
 - a. To review and take action on any matters related on construction on 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. Station 54 and Station 55
 1. Review Construction and Design Progress Packet presented by Ricardo Martinez with Martinez Architects
 - 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. No action necessary.
7. New Business
 - a. Review and take any action on new Fire Station 55 and proposed lease with MCHD.
 - i. In process and to update at November meeting.

- b. Discuss and take any action on MCESD # 2 retention program for 2019.
 - i. Action taken during October 17, 2019 meeting.
- c. Discuss and take any necessary action on amending payroll budget for 2018-2019.
 - i. Add a line item to amend 2019 Payroll for November Meeting
 - ii. As presented in the Final Treasurer Report regarding the surplus budget amount of \$400,000:
 1. Mike Mason called for a motion to hire six additional fire fighters, adding two staff personnel to each shift, and four fire fighters at three of five stations.
 - a. Burt Green made a motion to hire six additional fire fighters, adding two staff personnel to each shift, and four fire fighters at three of five stations.
 - b. Lonnie Clover seconded the motion.
 - c. There were no objections and the motion carried.
- d. Presentation of salary survey and ISA survey.
 - i. Review the 2019 Payroll Survey and ISO Evaluation or MCESD # 2 as presented.
8. 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. Entered into Closed Session at 6:21 P.M.
 - ii. Exit from Closed Session at 6:34 P.M.
9. 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.
10. Report from fire department on Present Activities and Events
 - a. November 10 Veteran's Day program Sunday, November 10 at Station 51
11. Set Meeting Date, Time and Location for upcoming ESD Meeting(s)
 - a. Regular Meeting – Tuesday, November 18, 2019 at 5:30 P.M.
 - b. Regular Meeting – Tuesday, December 18, 2019 at 5:30 P.M.
12. Adjournment:
 13. Meeting adjourned at by President Mike Mason 6:37 PM

Minutes Prepared and Submitted by Kim Parrish, Secretary / Treasurer

Kim Parrish

Date

Minutes Approved by:

Mike Mason, President

Date

James Sibley, Vice President

Date

Burt Green, Commissioner

Date

Lonnie Clover, Commissioner

Date