

Montgomery County E.S.D. # 2
Board of Commissioners Regular Meeting
Thursday, March 26, 2020
Regular Meeting Minutes

Present:

- Mike Mason – Commissioner / President (via Conference)
- James Sibley – Commissioner / Vice President (via Conference)
- Kim Parrish – Commissioner / Secretary-Treasurer
- Burt Green – Commissioner (via Conference)
- Lonnie Clover – Commissioner
- Kaye Townley – Municipal Accounts & Consulting, L.P. (via Conference)
- John Peeler – Coveler & Peeler (via Conference)
- Brian Edwards – Fire Chief (via Conference)
- Brian Fortner – Sales Revenue (via Conference)
- Mike Borski – Lieutenant
- Rusty Griffith – Battalion Chief
- Ricardo Martinez – Martinez Architects (via Conference)

Meeting Commenced: Thursday, March 26, 2020 at 5:32 PM

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

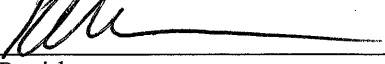
1. Call to Order: President Mike Mason called the meeting to order at 5:32 PM. The Board conducted the meeting via teleconference under Open Meetings Act § 551.125 due to the COVID-19 declared disaster.
2. Roll Call:
 - a. All members present as listed above.
3. Public Comment:
 - a. No public present.
4. Reading and approval of the following minutes:
 - a. February 26, 2020 Regular Meeting Minutes
 1. Bart Green made a motion to approve the above listed Minutes
 2. Lonnie Clover seconded the motion.
 3. There were no objections and the motion carried
5. Financial Matters
 - a. Take action on ESD financial accounts and amending bank signature cards
 - b. Monthly Financial Report presented by District Bookkeeper
 - i. Mike Mason called for a motion to accept and ratify the February 2020 Bills.
 1. Burt Green made a motion to accept and ratify the February 2020 Bills.
 2. Lonnie Clover seconded the motion.
 3. There were no objections and the motion carried.
 - c. Sales Tax update from Sales Revenue, Inc.
 - i. Review Sales and Use Tax Administration Report for February 2020
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 55: Ricardo Martinez indicated that they plan to finish the permit process in early April and go out for bids on May 12th; Mr. Martinez also mentioned some additional review is necessary on the detention pond plans.
 - ii. Station 54: Still waiting on replant and are most likely 60 days away.
 - iii. Station 52: Roof is still leaking and the door has yet to be replaced into the workroom. We are currently waiting on Halo Door. Drain Pan needs to be remounted according to plans.
 - 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 taken.
 - c. To review and act on matters related to MCESD # 2 and MCHD contract for new Station 55

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- i. Counsel reported that he is finalizing the lease agreement with construction contribution from MCHD with their counsel and it is currently under review by MCHD.
 - d. Review, discuss, and take action on water line with MUD 18.
 - i. Mike Mason called for a motion to approve a prepayment of \$24,000 out of the previously approved \$200,000 toward the cost of water line with MUD 18.
 - 1. James Sibley made a motion to approve a prepayment of \$24,000 out of the previously approved \$200,000 toward the cost of water line with MUD 18.
 - 2. Burt Green seconded the motion.
 - 3. There were no objections and the motion carried.
- 7. New Business
 - a. Report on new apparatus purchase.
 - i. Heavy apparatus and chief's car will soon be in service.
 - b. Report and take action on granting of exemptions for 2020.
 - i. Table till April Meeting
 - c. Report, discuss, and take any action for MCESD # 2 in regard and concerning to the COVID19 Virus.
 - i. Department leadership is currently working to overcome shortages and issues created by the COVID19 outbreak.
 - ii. Mike Mason called for a motion that, for the duration of the state or local disaster declaration regarding COVID19, that *any* two (2) commissioners from ESD # 2 will be authorized to make financial decisions not to exceed \$100,000 for any expenditure related to COVID19. In the event that a minimum of two (2) ESD # 2 Commissioners are not available, this delegated authority will transfer to Chief Brian Edwards.
 - 1. Burt Green made a motion that, for the duration of the state and local disaster declaration regarding COVID19, that any two commissioners from ESD # 2 will be authorized to make financial decisions not to exceed \$100,000 for any expenditure related to COVID19. In the event that a minimum of two ESD # 2 Commissioners are not available, this delegated authority will transfer to Chief Brian Edwards.
 - 2. Lonnie Clover seconded the motion.
 - 3. There were no objections and the motion carried.
 - iii. Brief discussion took place regarding how workers compensation will treat claims due to COVID 19 infection by District first responders.
- 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. No Closed Session required.
- 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. Department will continue to work with state and local officials during this COVID19 situation.
- 11. Set Meeting Date, Time and Location for upcoming ESD Meeting(s)
 - a. Regular Meeting – Wednesday, April 22, 2020 at 5:30 P.M.
- 12. Adjournment:
 - 13. Meeting adjourned at by President Mike Mason 6:37 PM

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Minutes Prepared and Submitted by Kim Parrish, Secretary / Treasurer

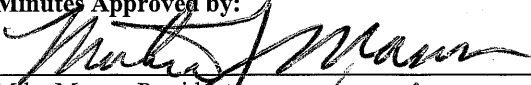


Kim Parrish

4-22-2020

Date

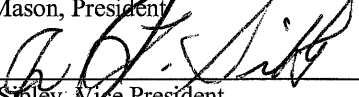
Minutes Approved by:



Mike Mason, President

4/22/2020

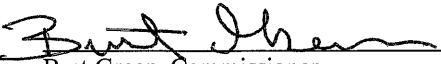
Date



James Stoley, Vice President

4/22/2020

Date



Burt Green, Commissioner

4-22-20

Date

Lonnie Clover, Commissioner

Date