

Montgomery County E.S.D. # 2
Board of Commissioners Regular Meeting
Wednesday, April 22, 2020
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
- Brian Fortner – Sales Revenue
- Ricardo Martinez – Martinez Architects

Meeting Commenced: Wednesday, April 22, 2020 at 5:30 via Teleconference

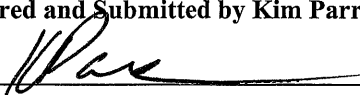
Location: Montgomery Fire Station # 51
20590 Eva Street
Montgomery, Texas 77356

1. Call to Order: President Mike Mason called the meeting to order at 5:32 PM
2. Roll Call:
 - a. All members present as listed above via Teleconference
3. Public Comment:
 - a. No public present or conferenced in.
4. Reading and approval of the following minutes:
 - a. March 26, 2020 Regular Meeting Minutes
 1. James Sibley made a motion to approve the above listed Minutes
 2. Bart Green seconded the motion.
 3. There were no objections and the motion carried
5. Financial Matters
 - a. Monthly Financial Report presented by District Bookkeeper
 - i. Mike Mason called for a motion to accept and ratify the March 2020 Bills.
 1. Bart Green made a motion to accept and ratify the March 2020 Bills.
 2. James Sibley seconded the motion.
 3. There were no objections and the motion carried.
 - b. Sales Tax update from Sales Revenue, Inc.
 - i. Review Sales and Use Tax Administration Report for March 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:
 1. Ricardo expects additional documentation and updates on Monday, 04/27/2020.
 2. Expects to go out for bidding Mid-June 2020
 3. Hopefully to break ground July / August 2020
 4. Utility Plans have been submitted but were returned until the MUD18 contract is completed.
 5. MUD 18's legal counsel was supposed to have complete contract to MUD 18 for their Board meeting April 21, 2020, however, this was not completed.
 6. Their legal counsel will stay on top of them to try and get it to us ASAP.
 7. This is important due to the fact- we need a letter or contact from MUD 18 to get permitting done for Station 55
 - ii. Station 54: Walden proposed new land for Station 54.
 1. Moon surveying and Walden CIA have completed all paperwork and County currently has packet for approval. Completion if all is approved first go around- 30-45 days under normal circumstances – (unknown due to COVID19)

- a. Mike Mason called for a motion to approve payment in the amount of \$5,051.73 to Moon Surveying for services rendered.
 - i. James Sibley made a motion to approve payment in the amount of \$5,051.73 to Moon Surveying for services rendered.
 - ii. Burt Green seconded a motion to approve payment in the amount of \$5,051.73 to Moon Surveying for services rendered.
 - iii. There were no objections and the motion carried.
 - iii. Station 52:
 - 1. Everything is complete with the exception of the water leak and glass that has been ordered.
 - 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 discussion
 - c. To review and act on matters related to MCESD # 2 and MCHD contract for new Station 55
 - i. Currently under review by MCHD.
 - d. Review, discuss, and take action on water line with MUD 18.
 - i. No discussion.
- 7. New Business
 - a. Report on new apparatus purchase and sale of surplus apparatus.
 - i. The new Engine and Pumper/tanker are in service.
 - ii. Engine is at Station 55 as Engine 55.
 - iii. Pumper/tanker is at Station 51 as Tanker 51.
 - iv. Both surplus trucks have been sold and delivered.
 - v. Signed checks were given to ESD accountant- Municipal Accounts.
 - b. Report and take action on granting of exemptions for 2020.
 - i. Allowed to grant exemptions for three categories.
 - ii. In 2019 ESD # 2 granted the following exemptions:
 - 1. Homestead: \$0.00
 - 2. Over 65: \$25,000
 - 3. Disability: \$25,000
 - iii. Mike Mason called for a motion to resolve and order that the following exemptions be granted for 2020:
 - Homestead: \$0.00
 - Over 65: \$25,000
 - Disability: \$25,000
 - 1. Burt Green made a motion to resolve and order that the following exemptions be granted for 2020:
 - Homestead: \$0.00
 - Over 65: \$25,000
 - Disability: \$25,000
 - 2. James Sibley seconded a motion to resolve and order that the following exemptions be granted for 2020:
 - Homestead: \$0.00
 - Over 65: \$25,000
 - Disability: \$25,000
 - 3. There were no objections and the motion carried.
 - c. Report, discuss, and take any action for MCESD # 2 in regard and concerning to the COVID19 disaster, including designation of commissioners or employees to authorize emergency expenditures during the duration of the declared state of disaster.
 - i. Everything going well in FD.
 - ii. We have had a 3-4 members with mild fever that were sent home.
 - iii. Only one was tested and it came back negative.
 - iv. As of now- good on supplies and feel we have a pretty decent handle on things.
 - v. We still have 2 quarantine locations.
 - vi. Overall, our responses have seemed to decrease over the last 2 months.
 - vii. No major expenditures at this time as everything has been handled out of FY 19-20 budget.
- 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.
 - b. Runs have been low to average recently
 - c. Department is working to get new trucks in service and selling the surplus vehicles.
 - d. ESD # 2 has truck and personnel at the West Texas Fire as support.
- 11. Set Meeting Date, Time and Location for upcoming ESD Meeting(s)
 - a. Regular Meeting – Wednesday, May 27, 2020 at 5:30 P.M.
- 12. Adjournment:
 - 13. Meeting adjourned at by President Mike Mason 6:19 PM

Minutes Prepared and Submitted by Kim Parrish, Secretary / Treasurer



Kim Parrish

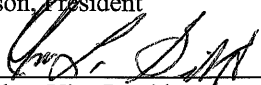
5/27/2020
Date

Minutes Approved by:



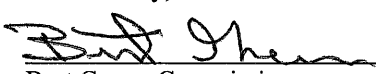
Mike Mason, President

5/27/2020
Date



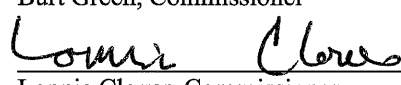
James Sibley, Vice President

5/27/20
Date



Burt Green, Commissioner

5-27-20
Date



Lonnie Clover, Commissioner

5/27/20
Date