

Montgomery County E.S.D. # 2
Board of Commissioners Regular Meeting
Wednesday, September 23, 2020
Regular Meeting Minutes

Present:

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

Meeting Commenced: Wednesday, September 23, 2020 at 5:33 via Teleconference

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

Teleconference

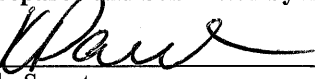
1. Call to Order: President Mike Mason called the meeting to order at 5:33 PM
2. Roll Call:
 - a. All members present as listed above via Teleconference
3. Public Comment:
 - a. No public present or conferenced in.
4. Reading and approval of the following minutes:
 - a. August 26, 2020 Regular Meeting Minutes
 1. Lonnie Clover 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 Matters
 - a. Monthly Financial Report presented by Katherine Turner, District Bookkeeper. Review, discuss, and take action as necessary on financial matters, including bill payment, depositories, investment actions, and district debt.
 1. Burt Green made a motion to accept report and ratify the August 2020 Bills.
 2. James Sibley seconded the motion.
 3. No objections, motion carried.
 - b. Mike Mason called for a motion to authorize Chief Edwards to open a PTO account at Spirit of Texas Bank with authorized signers listed as follows: Brian Edwards, Gretchen Prieto, Rusty Griffin, and Lonnie Mapston.
 1. James Sibley made a motion to authorize Chief Edwards to open an ESD # 2 PTO Account at Spirit of Texas Bank with authorized signers listed as follows: Brian Edwards, Gretchen Prieto, Rusty Griffin, and Lonnie Mapston.
 2. Lonnie Clover seconded the motion.
 3. There were no objections and the motion carried.
 - c. Sales Tax update from Sales Revenue, Inc.
 1. Review report from Sales Revenue, Inc. as presented by Ryan Fortner
6. Old Business
 - a. To review and take action on construction financing including approval of loan documents.
 1. Mike Mason called for a motion to sign and submit all necessary loan documents for Station 55.
 - a. James Sibley made a motion to sign and submit all necessary loan documents for Station 55.
 - b. Lonnie Clover seconded the motion.

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- c. There were no objections and the motion carried.
 - b. 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.
 - 1. Ricardo Martinez updated the board on the status of Station 55.
 - c. 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.
 - 1. No update.
 - d. Review, discuss, take any action on water line with MUD 18, including approving contracts or easements and costs associated with installing water lines.
 - 1. The water line has been installed.
7. New Business
- a. To review and take action on emergency operational procedures during the COVID-19 disaster, including designation of commissioners or employees to authorize emergency expenditures during the duration of the declared state of disaster.
 - 1. No current cases of COVID-19 are reported within the department at this time.
 - b. Discuss and take any action on engaging auditor for 2020 MCESD#2 audit.
 - 1. Mike Others presented his proposal for engaging McCall Gibson Swedlund Barfoot, PLLC as auditor for the 2020 MCESD # 2 audit.
 - 2. Mike Mason called for a motion to engage McCall Gibson to conduct the annual 2020 MCESD # 2 audit.
 - a. James Sibley made a motion to engage McCall Gibson Swedlund Barfoot, PLLC to conduct the annual 2020 MCESD # 2 audit.
 - b. Burt Green seconded the motion.
 - c. There were no objections and the motion carried.
 - c. Discuss and take any action on renewal of membership for SafeD.
 - 1. Mike Mason called for a motion to renew ESD # 2 Membership in Safe D for \$1,100.00.
 - a. Burt Green made a motion to renew ESD # 2 Membership in Safe D for \$1,000.00.
 - b. There were no objections and the motion carried.
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.
 - 1. Entered into Closed Session at 6:15 P.M.
 - 2. Exited Closed Session at 6:31 P.M.
 - 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.
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. Groundbreaking for Station 55 scheduled for October 1 at 5:30 P.M.
11. Set Meeting Date, Time, and Location for upcoming ESD Meeting(s)
- a. Wednesday, October 28, 2020 at 5:30 P.M.
12. Adjournment
- a. Meeting adjourned at 6:37 P.M. by President Mike Mason.

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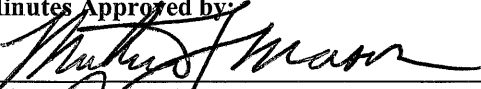
Minutes Prepared and Submitted by Kim Parrish – Commissioner – Secretary / Treasurer



Kim Parrish, Secretary

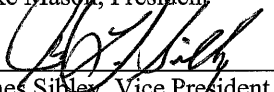
10/28/20
Date

Minutes Approved by:



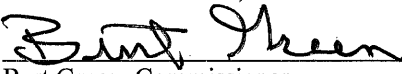
Mike Mason, President

10/28/20
Date



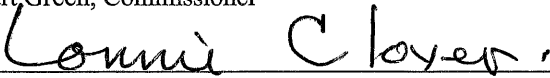
James Sibley, Vice President

10/28/20
Date



Burt Green, Commissioner

10-28-20
Date



Lonnie Clover, Commissioner

10/28/2020
Date