

Montgomery County E.S.D. # 2
Board of Commissioners Regular Meeting
Wednesday, January 27, 2021
Regular Meeting Minutes

Present:

- Mike Mason – Commissioner / President
- James Sibley – Commissioner / Vice President
- Kim Parrish – Commissioner – Treasurer / Secretary
- Burt Green – Commissioner
- Eric Gensheimer – Commissioner
- Kaye Townley – Municipal Accounts & Consulting, L.P. (via Teleconference)
- John Peeler – Coveler & Peeler (via Teleconference)
- Rusty Griffith – Battalion Chief
- Gretchen Prieto – Administrator
- Brian Edwards – Fire Chief (via Teleconference)
- Ryan Fortner – Sales Revenue, Inc. (via Teleconference)

Meeting Commenced: Wednesday, January 27, 2021 at 5:30 PM in Person and via Teleconference

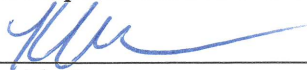
Location: Montgomery Fire Station # 51
20590 Eva Street
Montgomery, Texas 77356

1. Call to Order: President Mike Mason called the meeting to order at 5:30 PM
2. Roll Call:
 - a. All members present as listed above in Person and via Teleconference
3. Public Comment:
 - a. No public present or conferenced in.
4. Oath of Office for ESD Commissioners
 - a. Commissioners Sibley, Green and Gensheimer were sworn into office.
5. Action to elect Board Officers for 2021 term.
 - a. Mike Mason called for a motion to nominate James Sibley to the position of President of ESD # 2 Board of Commissioners
 1. Burt Green made a motion to nominate James Sibley to the position of President of ESD # 2
 2. Eric Gensheimer seconded the motion.
 3. There were no objections and the motion carried.
 - b. Mike Mason called for a motion to nominate a board member to the position of Vice President of ESD # 2 Board of Commissioners.
 1. Kim Parrish made a motion to nominate Mike Mason to the position of Vice President of ESD # 2 Board of Commissioners.
 2. James Sibley seconded the motion.
 3. There were no objections and the motion carried.
 - c. Mike Mason called for a motion to nominate a board member to the position of Secretary / Treasurer of ESD # 2 Board of Commissioners
 1. James Sibley made a motion to nominate Kim Parrish to the position of Secretary / Treasurer of ESD # 2 Board of Commissioners
 2. Eric Gensheimer seconded the motion.
 3. There were no objections and the motion carried.
 - d. Mike Mason called for a motion to nominate a board member to the position of Vice Treasurer of ESD # 2 Board of Commissioner
 1. Kim Parrish made a motion to nominate Burt Green to the position of Vice Treasurer of ESD # 2 Board of Commissioners
 2. James Sibley seconded the motion.
 3. There were no objections and the motion carried
 - e. Mike Mason called for a motion to nominate a board member to the position of Vice Secretary of ESD # 2 Board of Commissioners.

1. Kim Parrish nominated Eric Gensheimer to the position of Vice Secretary of ESD # 2 Board of Commissioners
2. Mike Mason seconded the motion.
3. There were no objections and the motion carried.
6. Reading and approval of the following minutes:
 - a. November 19, 2020
 - b. December 15, 2020
 1. Mike Mason called for a motion to approve the above listed minutes.
 - a. James Sibley made a motion to approve the above listed minutes
 - b. Burt Green seconded the motion.
 - c. There were no objections and the motion carried.
7. Financial Matters
 - a. Monthly Financial Report presented by Kaye Townley District Bookkeeper. Review, discuss, and take action as necessary on financial matters, including bill payment, depositories, investment actions, and district debt.
 1. Mike Mason called for a motion to accept the Monthly Financial Report and ratify the December 2020 Bills.
 - a. James Sibley made a motion to accept Monthly Financial Report and ratify the December 2020 Bills.
 - b. Burt Green seconded the motion.
 - c. No objections, motion carried.
 - b. Mike Mason called for a motion to update any and all financial accounts with the current board members and remove any commissioners no longer on the board.
 1. James Sibley made a motion to update any and all financial accounts with the current board members and remove any commissioners no longer on the board.
 2. Eric Gensheimer seconded the motion.
 3. There were no objections and the motion carried.
 - c. Kim Parrish called for a motion to review and approval of the Investment Policy for MCESD # 2 as presented to retain the 2020 policy as is.
 1. Mike Mason made a motion to review and approval of the Investment Policy for MCESD # 2 as presented to retain the 2020 policy as is.
 2. James Sibley seconded the motion
 3. There were no objections and the motion carried.
 - d. Mike Mason called for a motion to approve the list of authorized brokers for 2021 as presented by Municipal Accounts & Consulting, L.P
 1. Burt Green made a motion to approve the list of authorized brokers for 2021 as presented by Municipal Accounts & Consulting, L.P
 2. James Sibley seconded the motion.
 3. There were no objections and the motion carried.
 - e. Sales Tax update from Sales Revenue, Inc.
 1. Review report from Sales Revenue, Inc. as presented by Ryan Fortner
8. 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.
 1. Mike Mason called made a motion to approve change orders of up to \$25,000.00 to be made without approval from the Board by Building Committee members James Sibley and Eric Gensheimer.
 - a. Burt Green seconded the motion.
 - b. There were no objections and the motion carried.
 2. Rusty Griffith provided updates on the status of Station 55 and Station 54.
 - a. Mike Mason called for a motion to approve Draw No. 4 in the amount of \$346,013.30 payable to Martinez Architects and authorize Municipal Accounts & Consulting, PLLC to wire said funds.
 - a. Burt Green a motion to approve Draw No. 4 in the amount of \$346,013.30 payable to Martinez Architects and authorize Municipal Accounts & Consulting, PLLC to wire said funds.
 - b. James Sibley seconded the motion.
 - c. There were no objections and the motion carried.
 - b. Mike Mason called for a motion to approve a payment in the amount of \$61,230 to MUD District 18 for the Tap Fees at Station 55.
 - a. James Sibley called for a motion to approve a payment in the amount of \$61,230 to MUD District 18 for Tap Fees at Station 55.

- b. Burt Green seconded the motion.
 - c. 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.
 - 1. The contract is scheduled to be presented to Walden for approval and ESD # 2 will be updated upon receipt of any new or additional information.
 - 2. Mike Mason called for a motion to engage Wendy Goebel with Caldwell Banker to negotiate the purchase of property on FM 1097 West for future Station.
 - a. James Sibley made a motion to engage Wendy Goebel with Caldwell Banker to negotiate purchase of property on FM 1097 West for Future Stations.
 - b. Burt Green seconded the motion.
 - c. There were no objections and the motion carried.
- 9. 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. Battalion Chief Griffith updated the board on the status of the COVID-19 disaster in regard to ESD 2.
 - b. Action to adopt a policy to charge for costs for responding to Public Information Act requests.
 - 1. Mike Mason called for a motion to authorize the policy to institute charges related to the Public Information Act per maximum allowed.
 - a. Eric Gensheimer made a motion to authorize the policy to institute charges related to the Public Information Act per maximum allowed.
 - b. James Sibley seconded the motion.
 - c. There were no objections and the motion carried.
 - c. 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.
 - d. To meet in Closed Session pursuant to Government Code §551.074 to discuss personnel matters.
 - e. To meet in Closed Session pursuant to Government Code §551.072 to deliberate regarding real estate matters.
 - 1. No Closed Session Required
- 10. Take any action on item(s) discussed in closed session.
- 11. Report from fire department on Present Activities and Events.
 - a. Review of incident report as presented by Department
 - b. 2020 Employee Performance Evaluations have completed.
 - c. 2020 Year in Review will be presented at the February ESD # 2 Regular Meeting.
- 12. Set Meeting Date, Time, and Location for February 2021 Meeting
 - a. Wednesday, February 24 2021 at 5:30 PM.
- 13. Adjournment
 - a. Meeting adjourned at 7:12 P.M. by President Mike Mason.

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



 Kim Parrish, Secretary

2/24/21

 Date

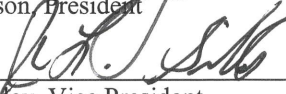
Minutes Approved by:



 Mike Mason, President

2/24/21

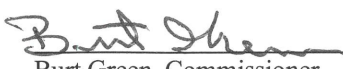
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 James Sibley, Vice President

2/24/21

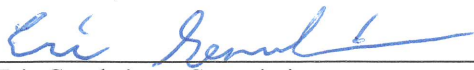
 Date



 Burt Green, Commissioner

2-24-21

 Date



 Eric Gensheimer, Commissioner

2/24/21

 Date