

Montgomery County E.S.D. # 2
Board of Commissioners Regular Meeting
Wednesday, November 17, 2021
Regular Meeting Minutes

Present:

- James Sibley – Commissioner / President
- Kim Parrish – Commissioner – Treasurer / Secretary
- Mike Mason – Commissioner – Vice President
- Burt Green – Commissioner
- Eric Gensheimer – Commissioner
- Kaye Townley – Municipal Accounts & Consulting, L.P.
- Rusty Griffith – Battalion Chief
- Robin Humphrey - HdL

Meeting Commenced: Wednesday, November 17, 2021, at 5:30 P.M.

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

- 1) Call to Order: President James Sibley called the meeting to order at 5:30 P.M.
- 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) Wednesday, October 27, 2021, Regular Meeting Minutes
 - James Sibley called for a motion to accept the minutes with the amendment of the addition of Burt Green's last name being included on Line Item 4, a.
 - Burt Green made a motion to accept the minutes listed above as written
 - Mike Mason seconded the motion.
 - There were no objections and the motion carried.
- 5) Financial Matters
 - a) Monthly Financial Report as presented by District Bookkeeper
 - James Sibley called for a motion to accept the Monthly Financial Report and ratify the October 2021 Bills
 - Mike Mason made a motion to accept the Monthly Financial Report and ratify the October 2021 Bills
 - Burt Green seconded the motion
 - There were no objections and the motion carried.
 - b) Sales Tax Update
 - Robin Humphreys from HdL presented Sales Tax Information
- 6) 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.
 - Station 52:
 - Station 54:
 - MA to collect Owner Review notes from November 5, 2021, submission
 - MA to submit for permit November 16, 2021
 - S & G have secured both Approval Letters for Drainage Report

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- MA to revise plans per Owner Comments
 - Ninyo & Moore to begin Geotechnical borings and analysis on November 17, 2021
 - Station 55:
 - Landscape & Irrigation complete
 - Flooring is complete
 - Toilet Accessories complete
 - Septic System start-up complete
 - Exterior finishes nearly complete
 - Sectional doors install nearly complete
 - Electrical and Plumbing nearing completion
 - Emergency Generator delay – estimated ship date January 17, 2022, and temporary mobile generator is currently in negotiation / discussion
 - Owner / Architect punch list scheduled for November 23, 2021
 - Temporary Certificate of Occupancy expected at the end of November.
 - James Sibley called for a motion to approve Draw No 14 in the amount of \$135,214.18 payable to Martinez Architects and authorize Municipal Accounts & Consulting, PLLC to wire the funds as indicated by Pay Application, Draw No. 14 contingent upon receiving the signed Pay App from both Martinez and Christianson.
 - - Mike Mason made a motion to approve Draw No 14 in the amount of \$135,214.18 payable to Martinez Architects and authorize Municipal Accounts & Consulting, PLLC to wire the funds as indicated by Pay Application, Draw No. 14 contingent upon receiving the signed Pay App from both Martinez and Christianson.
 - - Burt Green seconded the motion.
 - - 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.
- 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.
 - Nothing to report
 - b) Discuss and take action on current Fire Station 55 when ESD # 2 moves into the newly constructed Station # 55.
 - Chief Edwards and James Sibley are working with MUD 18 on the possibility to use this station as logistics / storage after we move from the building. There should be more to report until the third week of December as that is the next time MUD 18 is scheduled to meet.
 - c) To review and take action on municipal annexations of District territory.
 - Mr. Peeler, James Sibley, and Chief Edwards are scheduled to meet with the City of Conroe after the Thanksgiving Holiday.
- 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 matter.

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- c. To meet in Closed Session pursuant to Government Code §551.072 to deliberate regarding real estate matters.
Entered Closed Session # 1 at 5:31 PM
Exited Closed Session # 1 at 5:52 PM
Entered Closed Session # 2 at 7:30 PM
Exited Closed Session # 2 at 7:36 PM
- 9) Take any action on item(s) discussed in Closed Session.
- a. Pending or contemplated litigation or settlement.
 - Nothing to report.
 - b. Real estate, including, but not limited to purchase, sale, platting, or permits.
 - Nothing to report.
 - c. Personnel matters, including hiring, retention, duties, and benefits, including administrative staff, fire suppression staff, command staff, and fire chief.
 - Nothing to report.
- 10) Report from Fire Department on Present Activities and Events.
- Incidents have kept the department very busy
 - Holiday Banquet is scheduled for December 10
 - Several projects currently underway and scheduled to complete soon: Station 53 Remodel, Beds for Station 52, and Station 55 Move-In
- 11) Confirm Meeting Date, Time, and Location for December 2021 Regular Meeting
- a) Wednesday, December 15, 2021, at 5:30 at Station 51
- 12) Adjournment
- a) Meeting adjourned at 6:38 P.M.

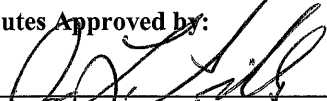
Minutes Prepared and Submitted by Kim Parrish – Commissioner – Secretary / Treasurer



Kim Parrish, Secretary

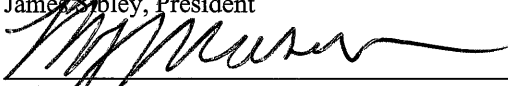
12/15/21
Date

Minutes Approved by:



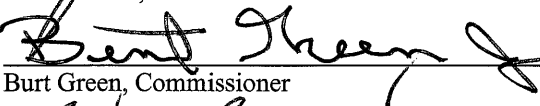
James Sibley, President

12/15/21
Date



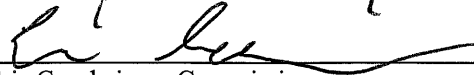
Mike Mason, Vice President

12/15/21
Date



Burt Green, Commissioner

12-15-21
Date



Eric Gensheimer, Commissioner

12/15/21
Date