

Montgomery County E.S.D. # 2
Board of Commissioners Regular Meeting
Wednesday, September 22, 2021
Regular Meeting Minutes

Present:

- James Sibley – Commissioner / President (in person)
- Kim Parrish – Commissioner – Treasurer / Secretary (in person)
- Mike Mason – Commissioner – Vice President (via teleconference)
- Burt Green – Commissioner (via teleconference)
- Eric Gensheimer – Commissioner (via teleconference)
- Brian Edwards – Fire Chief (via teleconference)
- Kaye Townley – Municipal Accounts & Consulting, L.P. (in person)
- John Peeler – Coveler & Peeler (via teleconference)
- Craig Prboborski – Battalion Chief (in person)
- Ricardo Martinez – Martinez Architects (via teleconference)
- Mike Others - McCall Gibson Swedlund Barfoot, PLLC (in person)

Meeting Commenced: Wednesday, September 22, 2021, at 5:36 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 5:36 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) Monday, August 9, 2021, 0730 AM Special Meeting Minutes
 - James Sibley called for a motion to accept the minutes listed above as written
 - 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.
 - b) Monday, August 9, 2021, 0810 AM Special Meeting Minutes
 - James Sibley called for a motion to accept the minutes listed above as written
 - Burt Green made a motion to accept the minutes listed above as written
 - Eric Gensheimer seconded the motion.
 - There were no objections and the motion carried.
 - c) Wednesday, August 25, 2021, Regular Meeting Minutes
 - James Sibley called for a motion to accept the minutes listed above as written
 - Mike Mason made a motion to accept the minutes listed above as written
 - Burt Green 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 August 2021 Bills
 - Eric Gensheimer made a motion to accept the Monthly Financial Report and ratify the August 2021 Bills
 - Kim Parrish seconded the motion

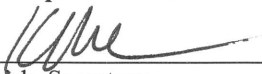
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- There were no objections and the motion carried.
- b) Sales Tax Update
- James Sibley presented the Sales Tax Snapshot as submitted by HdL Companies
- c) Discuss payment and / or financing for new Engine scheduled to arrive in late October or early November.
- Total cost for new Engine is \$622,905 + Equipment \$48,400 = Total \$671,305
 - James Sibley called for a motion to pay the total balance of \$671,305 in full for the purchase of the new Engine and Equipment.
 - Mike Mason made a motion to pay the total balance of \$671,305 in full for the purchase of the new Engine and Equipment.
 - Burt Green seconded the motion
 - There were not objections and the motion carried.
- 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.
- Ricardo Martinez presented station reports as listed:
 - Station 52:
 - Water heater is approximately three years old and developed a leak. New water heater installed by FD.. Martinez is currently inquiring on any warranty. Edwards informed Board that FD had water heater replaced, need for hot water.
 - Station 54:
 - Drainage Study is underway by Bleyl. Martinez and S&G for review / design impact analysis.
 - Station 55:
 - Drywall two-siding is complete.
 - Exterior air folds installed.
 - Bathroom tile complete.
 - Sidewalks complete.
 - Gas service connected.
 - Entergy has yet to connect power.
- James Sibley called for a motion to approve Draw No. 12 in the amount of \$220,620.40 payable to Martinez Architects and authorize Municipal Accounts & Consulting, PLLC to wire the funds as indicated by Pay Application, Draw No. 12.
- Eric Gensheimer made a motion to approve Draw No. 12 in the amount of \$220,620.40 payable to Martinez Architects and authorize Municipal Accounts & Consulting, PLLC to wire the funds as indicated by Pay Application, Draw No. 12.
- 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.
- To be updated as necessary
- 7) New Business
- a) Review, discuss, and take action on engaging auditor for September 30, 2021, MCESD # 2 Audit.

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- Review Engagement letter as presented by Mike Others with McCall Gibson Swedlund Barfoot PLLC
 - James Sibley called for a motion to engage McCall Gibson Swedlund Barfoot PLLC for the September 30, 2021
 - Burt Green made a motion to engage McCall Gibson Swedlund Barfoot PLLC for the September 30, 2021
 - Kim Parrish seconded the motion
 - There were no objections and the motion carried
 - b) Review, discuss, and take any action on sales tax consultants.
 - c) 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.
 - d) Report on Fall Safe-D event from September 16 – 18, 2021
 - e) Discuss and take action on current Fire Station 55 when ESD # 2 moves into the newly constructed Station # 55.
- 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.
 - Entered into Closed Session at 6:42 P.M.
 - Exited Closed Session at 6:51 P.M.
 - b. To meet in Closed Session pursuant to Government Code §551.074 to discuss personnel matter.
 - 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 or 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.
 - No action required.
- 10) Report from Fire Department on Present Activities and Events.
- Fire Department is wrapping up Budget items from FY 2020 / 21
 - New hire employees have started
 - Worked the Wine Fest in Montgomery with tent and crews
 - Incidents have kept the department very busy
- 11) Confirm Meeting Date, Time, and Location for October 2021 Regular Meeting
- a) Wednesday, October 27, 2021 at 5:30 at Station 51
- 12) Adjournment
- a) Meeting adjourned at 6:58 P.M.

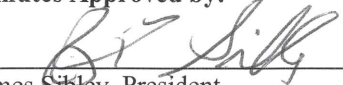
Minutes Prepared and Submitted by Kim Parrish – Commissioner – Secretary / Treasurer



Kim Parrish, Secretary

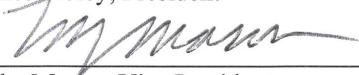
10-27-21
Date

Minutes Approved by:



James Sibley, President

10/27/21
Date



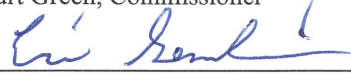
Mike Mason, Vice President

10/29/21
Date



Burt Green, Commissioner

10-27-21
Date



Eric Gensheimer, Commissioner

10/27/21
Date