

Montgomery County E.S.D. # 2
Board of Commissioners Regular Meeting
Wednesday, January 26, 2022
Regular Meeting Minutes

Present:

- James Sibley – Commissioner / President
- Kim Parrish – Commissioner – Treasurer / Secretary
- Mike Mason – Commissioner – Vice President
- Burt Green – Commissioner
- Eric Gensheimer – Commissioner
- Adam Charanza – Municipal Accounts & Consulting, L.P.
- Rusty Griffith – Battalion Chief
- Brian Edwards – Fire Chief
- Gretchen Prieto – Administrator
- John Peeler – Coveler & Peeler, PC
- Krystine Ramon - Coveler & Peeler, PC
- Ricardo Martinez – Martinez Architects
- Robin Humphrey – HdL Companies

Meeting Commenced: Wednesday, January 26, 2022, 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
 - b) Oath of Office Taken for Commissioner Mike Mason and Commissioner Kim Parrish
- 3) Public Comment
 - a) No public present
- 4) Reading and approval of the following minutes:
 - a) Wednesday, December 15, 2021, Regular Meeting Minutes
 - James Sibley called for a motion to accept the minutes 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.
- 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 December 2021 Bills
 - Mike Mason made a motion to accept the Monthly Financial Report and ratify the December 2021 Bills
 - Burt Green seconded the motion
 - There were no objections and the motion carried.
 - b) Sales Tax Update
 - Robin Humphrey went over HdL Sales Tax Report
- 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.

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- James Sibley called for a motion to follow the recommendation of Counsel regarding the purchase of enhancements to the title company and authorize the purchase of T-19.2 (Minerals and Surface Damage Enhancement), T-19.3 (Mineral and Surface Damage Enhancement), Amendment of Exception to Area and Boundaries, and Restrictions, Encroachments, and Mineral Endorsements.
 - Mike Mason made a motion to follow the recommendation of Counsel regarding the purchase of enhancements to the title company and authorize the purchase of T-19.2 (Minerals and Surface Damage Enhancement), T-19.3 (Mineral and Surface Damage Enhancement), Amendment of Exception to Area and Boundaries, and Restrictions, Encroachments, and Mineral Endorsements.
 - Eric Gensheimer seconded the motion.
 - There were no objections and the motion carried.
- Station 54:
 - Design Activities:
 - Permit comments reply submitted
 - Utility Commitment Letter received
 - Design submitted to Walden Community Improvement Association
 - MA Delivered 75% CD Set for Owner Review – January 26th
 - Anticipated Activities:
 - MA to deliver 50% Set Owner Comments
- Station 55:
 - Construction Activities:
 - Punchlist 99% complete
 - Anticipated Activities:
 - Punch List Walk Through Scheduled
 - Back-up Generator to be installed
 - Grand Opening will be scheduled at later date upon arrival of MCHD signage and installation
- 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.
 - James Sibley called for a motion to approve the lease proposal to MUD 18 as previously discussed and submit to MUDD for 18 review.
 - Eric Gensheimer made a motion to approve the lease proposal to MUD 18 as previously discussed and submit to MUDD for 18 review.
 - Mike Mason seconded.
 - There were no objections and the motion carried.
- 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. Proposed contract Working on lease amount and MUD 18 to discuss at their next Board meeting.
 - c) Fire Department presented 10-year Plan
 - Board agreed to have special meeting to review plan.
- 8) To Meet in Closed Session

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- 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.
- c. To meet in Closed Session pursuant to Government Code §551.072 to deliberate regarding real estate matters.

Entered Closed Session at 6:12 PM

Exited Closed Session at 7:40 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.
 - James Sibley called for a motion to approve the new employment contract with Chief Brian Edwards.
 - Eric Gensheimer made a motion to approve the new employment contract with Chief Brian Edwards.
 - Mike Mason seconded the motion.
 - There were no objections and the motion carried.
- 10) Discussion Report from Fire Department on Present Activities and Events.
 - Incidents have kept the department very busy.
 - Multiple members attending training, have a few on duty injuries, have a few off-duty injuries, and COVID issues. Staffing has been a struggle.
 - Currently working on the Year in Review
 - New Engine 54 is here. Working on getting it in service.
- 11) Confirm Meeting Date, Time, and Location for Upcoming Meeting(s):
 - a) Wednesday, February 23, 2022, at 5:30 at Station 51
- 12) Adjournment
 - a) Meeting adjourned at 7:43 P.M.

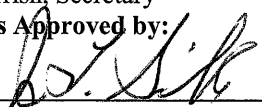
Minutes Prepared and Submitted by Kim Parrish – Commissioner – Secretary / Treasurer



Kim Parrish, Secretary

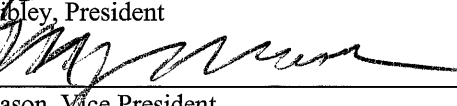
2/23/22
Date

Minutes Approved by:



James Sibley, President

2/23/22
Date



Mike Mason, Vice President

2/23/22
Date



Burt Green, Commissioner

2/23/22
Date

Eric Gensheimer, Commissioner

Date