

Montgomery County E.S.D. # 2
Board of Commissioners Regular Meeting
Wednesday, March 23, 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
- Kaye Townley – Municipal Accounts & Consulting, L.P.
- Brian Edwards – Fire Chief
- Rusty Griffith – Battalion Chief
- John Peeler – Coveler & Peeler, PC (vial teleconference)
- Krystine Ramon - Coveler & Peeler, PC
- Ricardo Martinez – Martinez Architects

Meeting Commenced: Wednesday, March 23, 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
- 3) Public Comment
 - a) No public present
- 4) Reading and approval of the following minutes:
 - a) Wednesday, February 23, 2022, Regular Meeting Minutes
 - b) March 3, 2022, Special Meeting Lease Negotiation MUD18
 - James Sibley called for a motion to accept the minutes 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 Bills as presented.
 - Mike Mason made a motion to accept the Monthly Financial Report and ratify the Bills as presented.
 - Eric Gensheimer seconded the motion
 - There were no objections and the motion carried.
 - b) Sales Tax Report and take any actions on Sales Tax
 - Review of 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.

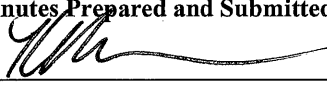
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- Station 54:
 - Design Activities:
 - Site shift accomplished
 - Enclosures for Generator and Condenser Yard designed to ESD's request
 - Project Sign awaiting final approval from ESD.
 - Anticipated Activities:
 - Issues for Bidding scheduled for April 5, 2022
 - Station 55:
 - Construction Activities:
 - Christiansen still has a few outstanding punch list items to close out project.
 - Anticipated Activities:
 - Grand Opening is scheduled for April 13, 2022, between 5:30 and 6:30 PM
 - James Sibley called for a motion to release the Release for Proposal with noted modification for Martinez Architects to solicit bids from qualified contractors.
 - Eric Gensheimer made a motion to release the Release for Proposal with noted modification for Martinez Architects to solicit bids from qualified contractors.
 - 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.
- Report that MUD 18 approved contract for Logistics facility. Still waiting for signed contract.
- 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) To review, discuss, and take any action to approve receipt of electronic (downloadable) Paid-Up and Delinquent Reports from the Texas Comptroller's Office.
- James Sibley called for a motion to authorize the Board President to approve the receipt of the Secure Information and File Transfer (SIFT), an electronic download, from the Texas Comptroller's Office to be delivered to either ESD # 2 or HdL.
 - Eric Gensheimer called for a motion to authorize the Board President to approve the receipt of the Secure Information and File Transfer (SIFT), an electronic download, from the Texas Comptroller's Office to be delivered to either ESD # 2 or HdL.
 - Mike Mason seconded the motion.
 - There were no objections and the motion carried.
- c) Review, discuss, and take any action as necessary on agreement for bookkeeping services with Municipal Accounts & Consulting, L.P.
- Municipal Accounts & Consulting, L.P. will be transitioning into an hourly-based fee structure
 - James Sibley called for a motion to approve the Municipal Accounts & Consulting contract as written.
 - Mike Mason called for a motion to approve the Municipal Accounts & Consulting contract as written.
 - Burt Green seconded the motion.

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- President Sibley, Commissioner Parrish, Mason, and Green were in favor.
 - Commissioner Gensheimer objected.
 - The motion carried four (4) to one (1).
- d) Discuss and take any action for bids on (2) tankers.
- Chief Edwards will solicit sealed proposals to replace two (2) 2005 Tankers
- 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.
 - c. To meet in Closed Session pursuant to Government Code §551.072 to deliberate regarding real estate matters.
- No Closed Session Required.**
- 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.
- 10) Discussion Report from Fire Department on Present Activities and Events.
- Incidents have kept the department very busy.
 - Tanker 53 is in Eastland assisting with fires.
 - Grand Opening scheduled for Station 55
- 11) Confirm Meeting Date, Time, and Location for Upcoming Meeting(s):
- a) Wednesday, April 27, 2022, at 5:30 at Station 51
- 12) Adjournment
- a) Meeting adjourned at 6:40 P.M.

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

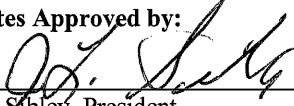


Kim Parrish, Secretary

4/22/2022

Date

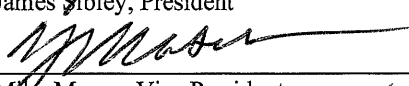
Minutes Approved by:



James Sibley, President

4/27/2022

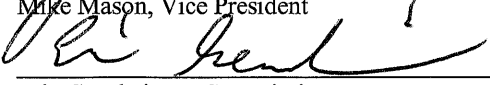
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Mike Mason, Vice President

4/27/22

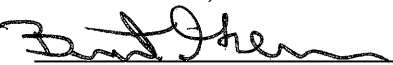
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Eric Gensheimer, Commissioner

4/27/2022

Date



Burt Green, Commissioner

4-27-2022

Date