

Montgomery County E.S.D. # 2
Board of Commissioners Regular Meeting
Wednesday, June 22, 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
- Ricardo Martinez – Martinez Architects (via phone)

Meeting Commenced: Wednesday, May 25, 2022, at 5:00 PM

Location: Montgomery Fire Station # 51
20590 Eva Street
Montgomery, Texas 77316

- 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, May 25, 2022, Regular Minutes
 - b) Wednesday, June 8, 2022, Special Meeting Minutes
 - i) James Sibley called for a motion to accept the above listed minutes as written.
 - ii) Burt Green made a motion to accept the above listed minutes as written.
 - iii) Mike Mason seconded the motion.
 - iv) There were no objections and the motion carried.
- 5) Financial Matters
 - a) Monthly Financial Report as presented by District Bookkeeper
 - i) Financial Report
 - (1) James Sibley called for a motion to accept the Monthly Financial Report and ratify the Bills as presented.
 - (2) Mike Mason made a motion to accept the Monthly Financial Report and ratify the Bills as presented.
 - (3) Eric Gensheimer seconded the motion.
 - (4) There were no objections and the motion carried.
 - ii) Present and take action on financing of Fire Station Proposal.
 - (1) James Sibley called for a motion to approve resolution regarding a promissory note and security agreement for the purpose of financing the construction of Station 54.
 - (a) Eric Gensheimer made a motion to approve resolution regarding a promissory note and security agreement for the purpose of financing the construction of Station 54.
 - (b) Mike Mason seconded the motion.
 - (c) There were no objections and the motion carried.
 - (2) James Sibley called for a motion to approve resolution regarding a promissory note along with supporting documents for the purpose of financing the construction of Station 54.
 - (a) Mike Mason made a motion to approve resolution regarding a promissory note along with supporting documents for the purpose of financing the construction of Station 54.
 - (b) Eric Gensheimer seconded the motion.
 - (c) There were no objections and the motion carried.
 - b) Sales Tax Report and take any action on Sales Tax
 - i) Review of HdL Sales Tax Report as presented by Eric Gensheimer.

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6) Old Business

- a) 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.
- b) 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.
 - i) Station 54
 - (a) To Review and take action on any matters related on construction and improvements of District facilities and property, including selection of contractors and consultants for construction and material testing services.
 - (b) Groundbreaking is scheduled Monday, June 27, 2022, at 6:00 PM
 - (c) Walden on Lake Conroe ACC Review completed and approved.
 - (d) Submittal Review Process has begun.
 - (e) Qualifications packets from both Ninyo Moore and Raba Kistner for Materials Testing Services attached for Board Review and Selection
 - (f) Anticipated Activities:
 - (i) Bipolar Ionization System Overview – June 23
 - (ii) Kick-Off Meeting – June 27 at 5:00 PM
 - (iii) Groundbreaking – June 27 at 6:00 PM
 - (g) James Sibley called for a motion to accept Ninyo and Moore's Proposal to Perform Construction Materials Testing Services for MCESD No. 2 Fire Station 54.
 - (i) Mike Mason made a motion to accept Ninyo and Moore's Proposal to Perform Construction Materials Testing Services for MCESD No. 2 Fire Station 54.
 - (ii) Eric Gensheimer seconded the motion.
 - (iii) There were no objections and the motion carried.
 - ii) Station 55
 - (1) Last few primary items are being addressed with the largest being the flowing water causing erosion at the retention pond and fire protection within the building.

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.
 - i) Nothing to report.
 - b) Discuss and take any action on Truth and Taxation scheduled for 2022.
 - i) James Sibley called for a motion to authorize counsel along with staff and District bookkeepers to complete and submit the 2022 Tax Rate Information and Tax Rate Calculation Forms to the office of Tammy McRae.
 - (1) Mike Mason made a motion to authorize counsel along with staff and District bookkeepers to complete and submit the 2022 Tax Rate Information and Tax Rate Calculation Forms to the office of Tammy McRae.
 - (2) Eric Gensheimer seconded the motion.
 - (3) There were no objections and the motion carried.
 - c) Discuss and take any action on City of Conroe Annexation Ordinances 1414-97, 1572-01, and 1605-02.
 - i) Conroe City Council approved to de-annex these at recent council meeting.
 - ii) No action needed at this time.
 - d) Discuss and take action on mutual aid.
 - i) Discussion and no action on Mutual Aid.
- 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.
 - i) 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) Report from Fire Department on Present Activities and Events.
 - a) Incident Report submitted by Chief Edwards.
 - b) Currently working on FY 2022-2023 budget to present in July Regular Meeting.
 - c) Station 54 Groundbreaking – June 27, 2022, at 6:00 PM
- 11) Confirm Meeting Date, Time, and Location for upcoming meetings
 - a) Regular Meeting – Wednesday, July 27, 2022, at 5:30 PM at Station 51
 - b) Special Meeting – Monday, August 8, 2022, at 9:00 AM at Station 51
- 12) Adjournment
 - a) Meeting adjourned at 6:43 P.M.

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



Kim Parrish, Secretary / Treasurer

7/27/22

Date

Minutes Approved by:



James Sibley, President

7/27/22

Date



Mike Mason, Vice President

7/27/22

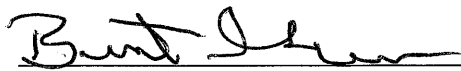
Date



Eric Gensheimer, Commissioner

7/27/22

Date



Burt Green, Commissioner

7-27-22

Date