

Montgomery County E.S.D. # 2
Board of Commissioners Regular Meeting
Wednesday, July 27, 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, July 27, 2022, at 5:30 PM

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, June 22, 2022, Regular Minutes
 - i) James Sibley called for a motion to accept the above listed minutes as written.
 - (1) Mike Mason made a motion to accept the above listed minutes as written.
 - (2) Burt Green seconded the motion.
 - (3) 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.
 - (a) Mike Mason made a motion to accept the Monthly Financial Report and ratify the Bills as presented.
 - (b) Eric Gensheimer seconded the motion.
 - (c) There were no objections and the motion carried.
 - b) Present and take action on financing of Fire Station Proposal.
 - i) Completed , no action needed.
 - c) Sales Tax Report and take any action on Sales Tax
 - i) Review of HdL Sales Tax Report as presented by Eric Gensheimer.
- 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.
 - i) Edwards presented proposed lease for lots next to Station 54 construction site and sent to Walden CIA for approval.
 - (1) James Sibley called for a motion to enter into a temporary lease contract with Walden CIA in the amount of \$100.00 per month until project complete.
 - (a) Eric Gensheimer made a motion to enter into a temporary lease contract with Walden CIA in the amount of \$100.00 per month until project complete.
 - (b) Mike Mason seconded the motion.
 - (c) There were no objections and the motion carried.
 - (2) James Sibley called for a motion to request the release of earnest money in the amount of \$5,000.00 from MUD 8.
 - (a) Eric Gensheimer made a motion to request the release of earnest money in the amount of \$5,000.00 from MUD 8.
 - (b) Mike Mason seconded the motion.
 - (c) There were no objections and the motion carried.

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- 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
 - (1) Station Committee met on July 25, 2022.
 - (2) General
 - (a) Project to proceed with Cummins Generator
 - (i) 67 Week Lead Time.
 - (ii) Christiansen to issue CO for additional time.
 - (b) SWPPP fencing installed.
 - (c) Site cut to grade.
 - (d) Storm Utilities underway
 - (e) Building pad complete.
 - (3) Anticipated Activities:
 - (a) PEMB Submittal to be issued.
 - (b) Building foundation tentatively scheduled to start in two weeks.
 - (4) Financial Standing of the Project:
 - (a) Original Guarantee Maximum Price: \$4,169, 000.000.
 - (b) Change Order to Project: \$0.00
 - (5) Pay Application – Pay App No. 1: \$244,693.40
 - (a) James Sibley called for a motion to approve Pay App No. 1 in the amount of \$232,458.73.
 - (i) Eric Gensheimer made a motion to approve to approve Pay App No. 1 in the amount of \$232,458.73.
 - (ii) Mike Mason seconded the motion.
 - (iii) There were no objections and the motion carried.
 - (6) Balance of Contract: \$3,936,541.27
 - (7) James Sibley called for a motion to approve a Special Pay App Allowance in the amount up to \$250,000 for Electrical Infrastructure to Entergy through Christiansen.
 - (a) Eric Gensheimer made a motion to approve a Special Pay App Allowance in the amount up to \$250,000 for Electrical Infrastructure to Entergy through Christiansen.
 - (b) Mike Mason seconded the motion.
 - (c) There were no objection and the motion carried.
 - ii) Station 55
 - (1) James Sibley called for a motion to approve Pay App No 18 in the amount of \$29,627.00 contingent upon completion of dirt / earth work around retention pond.
 - (a) Kim Parrish made a motion to approve Pay App No 18 in the amount of \$29,627.00 contingent upon completion of dirt / earth work around retention pond.
 - (b) Eric Gensheimer seconded the motion.
 - (c) 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.
 - i) Nothing to report.
 - b) Discuss and take any action on Budget for FY 2022 / 2023
 - i) Went over proposed budget. Vote on budget at future meeting.
- 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.
 - i) No Closed Session required.

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- 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) Report on Safe-D calculating tax rate with new Bills / Laws – Webcast 07/25/22 in which Edwards, Mason, and Sibley in attendance.)
 - i) Edwards distributed ESD Tax Comptroller Form 50-856
 - c) Preparing to add 3-4 Full Time positions in the next quarter.
- 11) Confirm Meeting Date, Time, and Location for upcoming meetings
 - a) Special Meeting – Monday, August 8, 2022, at 9:00 AM at Station 51
 - b) Regular Meeting – Wednesday, August 24, 2022, at 5:30 PM at Station 51
- 12) Adjournment
 - a) Meeting adjourned at 7:00 P.M.

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



Kim Parrish, Secretary / Treasurer

Date

8.24.22

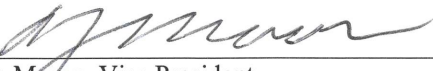
Minutes Approved by:



James Sibley, President

Date

8/24/22



Mike Mason, Vice President

Date

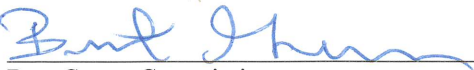
8/24/22



Eric Gensheimer, Commissioner

Date

8/24/22



Burt Green, Commissioner

Date

8-24-22