

**Montgomery County Emergency Service District # 2**  
**Board of Commissioners Regular Meeting**  
Thursday, April 11, 2024  
*Special Meeting Minutes*

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**Present:**

- James Sibley, Commissioner – President
- Mike Mason – Vice President
- Kim Parrish, Commissioner – Treasurer / Secretary
- Bert Green – Commissioner
- Eric Gensheimer – Commissioner
- Brian Edwards – Fire Chief
- Mark Christensen – Owner, Christenson Building Group

**Meeting Commenced:** Thursday, April 11, 2024

**Location:** Montgomery Fire Station # 51  
20590 Eva Street  
Montgomery, Texas 77356

- 1) Call to Order: President James Sibley called the meeting to order at 6:34 P.M.
- 2) Roll Call and Establish a Quorum
  - a) All members were present as listed above.
  - b) Quorum established.
- 3) To Receive Public Comment
  - a) No Public in Attendance
- 4) Old Business
  - a) To review and take action on any matters related to construction of new station(s), including action to engage architectural or engineering service, to select delivery methods to engage contractor(s), to approve plans / designs / changes, to approve payments, and to authorize Building Committee to act on behalf of the District regarding construction matters. To review and take action on construction and improvements of District facilities and property, including selection of contractors and consultants for construction and material testing services. DBR will need to be scheduled to complete their portion of the Inspection.
    - i) Station # 54 – Mark Christensen addressed the Board regarding the remaining / outstanding issues with Station # 54 to get the Station operational and in use as soon as possible. A small number of the issues that need to be addressed were discussed and listed below. The final punch list is expected to be developed by April 24, 2024.
      - (1) Sprinkler Heads – Specs and Contract have called for Concealed Sprinkler Heads. However, Pendent Sprinkler Heads were installed instead.
        - This issue has remained on the punch list since November 2023.
      - (2) Gas Meter – The Gas Meter is currently not to the listed specifications. Repeated requests to remedy this issue have not been addressed / answered.
      - (3) Storm Drain – Has been an ongoing issue for nine months. Five months ago, it was supposedly remedied. Repeated requests to view video were not responded to. Today, the storm drain was cleaned and videoed. It appeared that the storm drain was indeed not cleaned out previously.
      - (4) Doors – The doors arrived with a cable running on the outside of the door, causing the paint to rub off and cause damage to the outside of the door. Doors were specified with two panes of glass, yet another style has been installed. The original installer of the doors now refuses to address the issues with the doors as another company has made changes. This has been an ongoing issue since October 1, 2023.
      - (5) Retaining Wall – Original design contained very specific details regarding the design and installation of a retaining wall. This was not installed with the flatwork, and it is not designed according to the specifications from the submittals. There are now cracks appearing approximately every 5-6 feet along the wall. Requesting that an engineer inspect the wall and produce a result with their findings, with Christensen making any necessary repairs as needed.
      - (6) Grates – Remove incorrect grates that were ground down and order custom grates as a replacement. Per Mark, this will be remedied.

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- (7) MCESD#2 Board and CBG agree that CBG will continue to address items on current punch list until the final punch list is developed by the end of April. Both parties are in agreeance to work together to get MCESD#2 in a position to occupy the new station.
- 5) 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 contemplative litigation, settlement offers or on matters which require confidentially 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 matters.
  - c) To meet in Closed Session pursuant to Government Code §551.072 to deliberate regarding real estate matters.
    - i) No Closed Session Necessary.
- 6) Take any action on item(s) discussed in Closed Session.
- a) Pending or contemplated litigation, 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.
- 7) Adjournment
- a) Meeting adjourned at 7:41 P.M. by President James Sibley

Minutes Prepared by:

  
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Kim Parrish, Treasurer / Secretary

4/24/24  
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Date

James Sibley, President

  
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Mike Mason, Vice President

Date  
4/24/24  
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Bert Green, Commissioner

  
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Bert Green, Commissioner

4-24-24  
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Date  
4/24/24  
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Eric Gensheimer, Commissioner