

Montgomery County Emergency Service District # 2
Board of Commissioners Regular Meeting
Wednesday, January 29, 2025
Regular Meeting Minutes

Present:

- James Sibley - President
- Kim Parrish, Commissioner – Treasurer / Secretary
- Burt Green – Commissioner / Assistant Secretary
- Eric Gensheimer – Commissioner
- Wendy Welsh – Caldwell Banker
- Brian Edwards – Fire Chief
- Rusty Griffith – Battalion Chief
- Eric Gonzalez – Clarity Consulting Corp.
- John Peeler – Coveler & Peeler, P.C.

Meeting Commenced: Wednesday, January 29, 2025

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 and Establish a Quorum
 - a) All members were present as listed above.
 - b) Quorum established.
- 3) To Receive Public Comment
 - a) No Public Comment
- 4) Oath of Office for ESD Commissioners
 - a) Counsel Peeler administered the Oath of Office for Commissioner Sibley, Commissioner Green, and Commissioner Gensheimer.
- 5) Action to elect Board Officers for 2025.
 - a) James Sibley called for a motion to re-appoint Commissioners to existing positions within the Board as were held during the 2024 term: James Sibley – President, Mike Mason – Vice President, Kim Parrish – Treasurer / Secretary, Eric Gensheimer – Assistant Secretary.
 - i) Kim Parrish made for a motion to re-appoint Commissioners to existing positions within the Board as were held during the 2024 term: James Sibley – President, Mike Mason – Vice President, Kim Parrish – Treasurer / Secretary, Eric Gensheimer – Assistant Secretary, Burt Green – Assistant Treasurer.
 - ii) Burt Green seconded the motion.
 - iii) There were no objections, and the motion carried.
- 6) Reading and Approval of following meeting minute(s).
 - a) Tuesday, December 17, 2024– Regular Meeting Minutes
 - i) James Sibley called for a motion to accept the above-listed minutes as written.
 - (1) Burt Green made a motion to accept the above-listed minutes as written.
 - (2) Eric Gensheimer seconded the motion.
 - (3) There were no objections, and the motion carried.
 - b) The Regular Meeting scheduled for 1/22/25 was cancelled due to weather.
- 7) Financial Matters
 - a) Monthly Financial Report as presented by District Bookkeeper, Eric Gonzalez.
 - i) Review, discuss, and take action as necessary on financial matters, including bill payment, depositories, investment actions, Investment Policy, and district debt.
 - (1) James Sibley called for a motion to accept the Monthly Financial Report and Ratify the Bills as presented.
 - Burt Green made a motion to accept the Monthly Financial Report and Ratify the Bills as presented.
 - Kim Parrish seconded the motion.
 - There were no objections, and the motion carried.
 - (2) James Sibley called for a motion to update all financial accounts with the current Board.
 - Kim Parrish made a motion to update all financial accounts with the current Board.
 - Burt Green seconded the motion.
 - There were no objections, and the motion carried.
 - (3) James Sibley called for a motion to give Clarity and Eric Gonzales access to all ESD # 2 financial accounts.

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- Kim Parrish made a motion to give Clarity and Eric Gonzales to all ESD # 2 financial accounts.
 - There were no objections, and the motion carried.
 - b) Discuss and take any action on accounting for MCESD # 2 on closing out FY 23 / 24 and implementation of future reserve expenditure accounts.
 - i) Discussed in Item 9. B.
 - c) Sales Tax Report and take any action on Sales Tax.
 - i) Eric Gensheimer presented the Sales Tax Report.
- 8) 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.
 - i) Station # 54 – (Walden)
 - (1) Chief Edwards updated the Board on the status of unpaid vendors.
 - (2) Battalion Chief Griffith updated the Board on the status of ongoing punch list items that he will continue to address and manage for an additional thirty-day period and will update the Board at the February Regular Meeting.
 - b) To report and take any action on adoption of District Records Management Program.
 - i) Resolved at the December 2024 Regular Meeting.
 - c) To review and take any action regarding real estate, including sale, purchase, lease, platting, utilities, encumbrances, maintenance, and legal actions related to real estate.
 - i) James Sibley called for a motion to authorize Wendy Welsh with Caldwell Banker to make an offer on the property and per the amount established in Closed Session.
 - (1) Kim Parrish made a motion to authorize Wendy Welsh with Caldwell Banker to make an offer on the property and per the amount established in Closed Session.
 - (2) Burt Green seconded the motion.
 - (3) There were no objections, and the motion carried.
- 9) New Business
- a) Report and status of District reporting requirements due January 2025.
 - i) John Peeler updated the Board on the District reports submitted by Peeler & Coveler, P.C. that were due January 2025.
 - b) To review and act to amend District Investment Policy.
 - i) Proposed revisions will be sent to the Board for review to discuss at the February Regular Meeting.
 - ii) Categories to be reviewed and revised per the Board's discussion and completed at the February Regular Meeting.
- 10) 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 are required 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) Entered Closed Session at 6:10.
 - ii) Exited Closed Session at 6:42.
- 11) 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.
- 12) Report from Fire Department on Present Activities and Events as presented by Chief Edwards.
- a) The promotional ceremony on January 15, 2025 was a success.
 - b) Preconstruction Meeting on TIFMAS Engine scheduled for next week.
 - c) MCESD # 2 is exploring starting an ESD # 2 Honor Guard. The Board will be updated as additional details are available.
 - d) MCESD # 2 Lt. Freeman will be recognized in Maryland at Memorial on May 3-4, 2025 if any ESD Commissioners are interested in attending this event.

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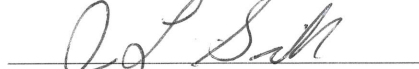
- e) Safe-D is February 6-8, 2025 in Round Rock, Texas.
 - f) Pct 1 Commissioner Walker will be having a state of Pct 1 at Lone Star Community Center tomorrow. ESD2 crews will be there.
 - g) Discuss MCAD nominee Parrish and possible Special Meeting.
- 13) Confirm Meeting Date, Time, and Location for upcoming meeting(s):
- a) Public Meetings
 - i) Tuesday, February 4, 2025 at 8:30 – Special Meeting to discuss MCAD nominee Parrish Meeting at Montgomery Fire Station # 51 located at 20590 Eva Street, Montgomery, Texas 77356.
 - ii) Wednesday, February 26, 2025, at 5:30 – Regular Meeting at Montgomery Fire Station # 51 located at 20590 Eva Street, Montgomery, Texas 77356.
- 14) Adjournment
- a) The meeting was adjourned at 7:09 P.M.

Minutes Prepared by:



Kim Parrish, Treasurer / Secretary

2-24-25
Date



James Sibley, President

2-26-25
Date



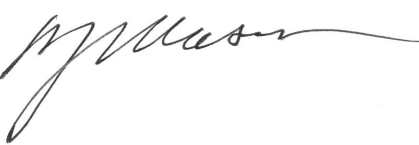
Burt Green, Commissioner

2-24-25
Date



Eric Gensheimer, Commissioner

2-26-25
Date



2/24/25