

Montgomery County Emergency Service District # 2
Board of Commissioners Regular Meeting
Wednesday, February 26, 2025
Regular Meeting Minutes

Present:

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

Meeting Commenced: Wednesday, February 26, 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) Reading and Approval of following meeting minute(s).
 - a) Wednesday, January 29, 2025 – Regular Meeting Minutes
 - b) Tuesday, February 4, 2025 – Special Meeting 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, 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 with the exception of releasing funds to Municipal Accounts pending review.
 - Eric Gensheimer made a motion to accept the Monthly Financial Report and Ratify the Bills as presented with the exception of releasing funds to Municipal Accounts pending review.
 - Mike Mason seconded the motion.
 - There were no objections, and the motion carried.
 - (2) Chief Edwards report MCESD # 2 Bank Accounts and Status
 - (3) John Peeler updated the Board on some proposed new legislation.
 - b) Sales Tax Report and take any action on Sales Tax.
 - i) Eric Gensheimer presented the Sales Tax Report.
 - 6) 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) James Sibley, Chief Edwards, and Battalion Chief Griffith updated the Board on the following:
 - Roof Warranty – Board still waiting on warranty. Exceeded deadline set by Board.
 - Retaining Wall – Currently being addressed.

Montgomery County Emergency Service District # 2
Board of Commissioners Regular Meeting
Wednesday, February 26, 2025
Regular Meeting Minutes- page 2 of 3

- b) To report and take any action on adoption of District Records Management Program.
 - i) Report from Peeler on the District Records Management Program. Peeler to send in for compliance.
 - 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) Chief Edwards report on Closing Documents for ESD # 2 on the 4.115 Acres.
 - ii) James Sibley called for a motion to approve a resolution to approve the purchase of 4.115 Acres for future Logistic Facility.
 - (1) Burt Green made a motion to approve the purchase of 4.115 Acres for future Logistic Facility.
 - (2) Mike Mason seconded the motion.
 - (3) There were no objections and the motion carried.
 - iii) James Sibley called for a motion to approve the feasibility study up to a total amount of \$27,000 and authorize Chief Edwards to discuss a revision of the total cost of this study.
 - (1) Eric Gensheimer made a motion to approve the feasibility study up to a total amount of \$27,000 and authorize Chief Edwards to discuss a revision of the total cost of this study.
 - (2) Mike Mason seconded the motion.
 - (3) There were no objections and the motion was carried.
 - d) Discuss and take action on setting up ESD # 2 reserve funds and future capital expense funds.
 - i) Chief Edwards report on Close-Out of FY 2023 / 2024 Budget Year.
 - (1) Table until Regular March Meeting.
- 7) New Business
- a) To review and act to amend District Investment Policy.
 - i) Table until Regular March Meeting.
 - b) Report on Safe-D Conference.
 - i) Commissioners that attended Safe-D Conference reported on experience.
- 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 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) No Closed Session Required.
- 9) 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.
- 10) Report from Fire Department on Present Activities and Events as presented by Chief Edwards.
- a) Touring Logistics Facilities.
 - b) Working on some long-term financial plans.
 - c) Report on multiple weather events.
 - d) ESD # 2 Banquet is scheduled for December 12, 2025.
 - e) ESD # 2 donating some sets of gear that have exceeded in service times of ten years to TFS. TFS Helping Hands.
 - f) 99% through with marking of Stanley Lake MUD hydrants for them.
 - g) Memorial – Emmitsburg, Maryland for Lt. Freeman is scheduled for May 3-4.
- 11) Confirm Meeting Date, Time, and Location for up, coming meeting(s):
- a) Next Meeting
 - i) Wednesday, March 26, 2025, at 5:30 – Regular Meeting at Montgomery Fire Station # 51 located at 20590 Eva Street, Montgomery, Texas 77356.
- 12) Adjournment
- a) The meeting was adjourned at 7:00 P.M.

Montgomery County Emergency Service District # 2
Board of Commissioners Regular Meeting
Wednesday, February 26, 2025
Regular Meeting Minutes- page 3 of 3

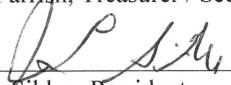
Minutes Prepared by:



Kim Parrish, Treasurer / Secretary

3/24/25

Date



James Sibley, President

3/26/25

Date



Mike Mason, Vice President

3/24/25

Date



Burt Green, Assistant Treasurer

3-26-2025

Date



Eric Gensheimer, Assistant Secretary

3/26/2025

Date