

Montgomery County Emergency Service District # 2
Board of Commissioners Regular Meeting
Tuesday, October 28, 2025
Regular Meeting Minutes

Present:

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

Meeting Commenced: Tuesday, October 28, 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, September 24, 2025 – Regular 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 Eric Gensheimer
 - i) Review, discuss, and take action as necessary on financial matters, including bill payment, depositories, investment actions, Investment Policy, and district debt.
 - (1) Eric Gonzalez with Clarity Consulting Corp. presented and reviewed the report along with recent changes.
 - (2) 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.
 - Eric Gensheimer seconded the motion.
 - There were no objections, and the motion carried.
 - ii) Chief Edwards presented invoice for the TIFMAS Type 6 truck in the amount of \$248,380.66. Chief Edwards also noted that FD transferred \$ 124,107.66 from FD TIFMAS to ESD account.
 - (1) James Sibley called for a motion to pay the TIFMAS Invoice for Type 6 Truck in the amount of \$248,380.66.
 - Mike Mason made a motion to pay the TIFMAS Invoice for Type 6 Truck in the amount of \$248,380.66.
 - Burt Green seconded the motion.
 - There were no objections and the motion carried.
 - b) Sales Tax Report and take any action on Sales Tax.
 - i) Eric Gensheimer presented 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) Eric Gensheimer, Station Committee, presented update on Station 54.
 - b) Discuss and take any action on a resolution to conclude Fire Station 54 transaction.
 - i) Tabled - John Peeler to prepare a resolution to present next month to conclude Fire Station 54 transaction.

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- 7) New Business
- a) To review, discuss, and take action on engagement of Auditor to prepare District 2024 / 2025 Fiscal Year Audit.
 - i) Michael Others with McCall Gibson Swedlund Barfoot Ellis PLLC presented the 2024 / 2025 engagement letter.
 - ii) James Sibley called for a motion to engage McCall Gibson Swedlund Barfoot Ellis PLLC as Auditor for prepare District 2024 / 2025 Fiscal Year Audit.
 - (1) Mike Mason made a motion to engage McCall Gibson Swedlund Barfoot Ellis PLLC as Auditor for prepare District 2024 / 2025 Fiscal Year Audit.
 - (2) Burt Green seconded the motion.
 - (3) There were no objections and the motion carried.
 - b) 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 reported on Spring Branch property.
 - c) Report and take any action from County ESD Meeting.
 - i) James Sibley and Eric Gensheimer updated the Board on County ESD Meeting opportunities.
 - d) To review and act regarding the Fire Administration Rank Structure and Fire Department task List.
 - i) Chief Edwards updated the Board on the updated Fire Administration Rank Structure and Fire Department Task List.
 - e) To review and act regarding Fire Department pay structure, pay rates, and payroll classifications.
 - i) Chief Edwards updated the Fire Department pay structure, pay rates, and payroll classifications.
 - f) Discuss and take action on dates for November, December, and January ESD Meetings due to possible schedule conflicts and holidays.
 - i) November 18 – Regular Meeting
 - ii) December 16 - Regular Meeting
 - iii) January 20 – Regular 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 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.
 - i) Entered into Closed Session at 6:40 PM.
 - ii) Exited Closed Session at 7:05 PM.
 - 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.
- 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.
 - i) James Sibley called for a motion to implement the raise for the Chief's annual salary as discussed in Closed Session.
 - (1) Mike Mason made a motion to implement the raise for the Chief's annual salary as discussed in Closed Session.
 - (2) Kim Parrish seconded the motion.
 - (3) There were no objections and the motion carried with Commissioner Green abstaining.
- 10) Report from Fire Department on Present Activities and Events as presented by Chief Edwards.
- a) Fire Department working on closing out last year's Fiscal Year.
 - b) Fire Department working on updating 5- and 10-year plan. Edwards presented Board with last 5 years of income vs budget and projected income for next 5 years. To be included in 5 year plan when presented.
 - c) Working to set up Logistics Committee.
 - d) Fire Department has reorganized quite a few tasks to improve quality and productivity.
 - e) Promotional Ceremony – October 29 at 6 PM
 - f) ESD # 2 will be participating in Countywide Drill on December 3.
 - g) TIFMAS Type 6 truck should be in by the first week of November.
 - h) Tanker 51 expected to return mid-November.
- 11) Confirm Meeting Date, Time, and Location for up, coming meeting(s):
- a) Next Meeting

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i) Wednesday, November 18, 2025, at 5:30 – Regular Meeting at Montgomery Fire Station located at 20590 Eva Street, Montgomery, Texas 77356.

12) Adjournment

a) The meeting was adjourned at 7:20 P.M.


Minutes Prepared by:



Kim Parrish, Treasurer / Secretary


Date

12/14/25


James Sibley, President

Date

12/16/25


Mike Mason, Vice President

Date

12/14/25


Burt Green, Assistant Treasurer

Date

12-16-25


Eric Gensheimer, Assistant Secretary

Date

12/16/25