

Montgomery County
Emergency Services District No. 4
Minutes from Regular Meeting of Board of Commissioners

June 12, 2018

Item 1 – Call the meeting to order

The meeting was called to order at 7:00 pm by President Arceneaux. The Commissioners present were: Brian Arceneaux, Raymond Veit, Mark Abbey, and Howard Livesay. Commissioner Roxann McDaniel was unable to attend the meeting. Chief Hosler, Alison Doyle, Helen Capozzelli, Deputy Chief Dicker, Deputy Chief Brooks, Lieutenant Sanguedolce, Lieutenant Moore, Firefighter Franks, Firefighter S. Dicker, Firefighter Gilmore, Firefighter Pope and Firefighter McDearman were also present at the meeting.

Item 2 – Citizens comments

No comments.

Item 3 - Approve the minutes from the regular meeting of May 8, 2018.

A motion to approve the minutes was made by Commissioner Abbey and seconded by Commissioner Veit. The motion carried 3 for (Commissioners Abbey, Veit, and Livesay), 0 against, with 1 abstention (Commissioner Arceneaux).

Item 4 – Review and discuss the minutes and financial statements from the Needham Fire Rescue (“NFR”) June 5, 2018 Board of Directors meeting.

The agenda, minutes, and the financial statement from the June 5, 2018 NFR Board of Directors meeting were reviewed. No action was taken.

Item 5 - Review and approve Treasurer’s monthly report.

Commissioner Veit reviewed the Treasurer’s Report. A motion was made by Commissioner Livesay and seconded by Commissioner Abbey to accept the Treasurer’s Report, as presented by Commissioner Veit. The motion carried 3 for (Commissioners Abbey, Veit, and Livesay), 0 against, with 1 abstention (Commissioner Arceneaux). The fund account balances at Woodforest National Bank, N.A. (“Woodforest”) are as follows:

- A. General Fund Account (6823) - \$863,075.07
- B. Debt Service Account (6864) - \$0.00
- C. Revenue Account (6880) - \$334,502.22
- D. Sales Tax Revenue Account (6872) - \$2,350.51
- E. Payroll Account (9181) - \$1,005.26

Item 6 - Review and approve monthly invoices.

The invoices were reviewed and a motion was made by Commissioner Veit and seconded by Commissioner Abbey to approve the payment of the monthly invoices, as presented. The motion carried 3 for (Commissioners Abbey, Veit, and Livesay), 0 against, with 1 abstention (Commissioner Arceneaux).

Item 7 – Discuss and if found appropriate, declare the following property as surplus and authorize the sale of same:

- A. Propane 17w generator with transfer switch (from old house at Station 62 site)
- B. Command skid out of 2010 Ford Expedition
- C. Command skid out of 2015 Explorer
- D. 2012 projector system.

Chief Hosler explained that these items were no longer in use and that sealed bids would be required for the sale. A motion was made by Commissioner Livesay and seconded by Commissioner Veit to a) declare the property as surplus property and b) authorize the sale of the property by sealed bids. The motion carried 3 for (Commissioners Abbey, Veit, and Livesay), 0 against with 1 abstention (Commissioner Arceneaux).

Item 8 - Status of legal matters related to Ford Motor Company ("Ford") DTPA claim and defective Ford Explorer.

Chief Hosler explained that Ford made an offer to repurchase the Ford Explorer from the District, which was accepted. Chief Hosler then noted that Ford required additional information in its offer to repurchase regarding the accessories that would not be removed from the Explorer and the expenses related to the same. Chief Hosler stated that the list would be completed and sent later in the week.

Item 9 – Discuss and if found appropriate, authorize search for Ford Explorer vehicle replacement.

Chief Hosler stated that he had contacted Gullo Ford and they have five (5) white 2018 Ford F150 XL 4x4 trucks. Chief Hosler stated that he would be adding a rolling bed cover which comes with a lock and the price would be approximately \$35,000.00. A motion was made by Commissioner Livesay and seconded by Commissioner Abbey to purchase a 2018 Ford F150 XL 4x4 truck. The motion carried 3 for (Commissioners Abbey, Veit, and Livesay), 0 against with 1 abstention (Commissioner Arceneaux).

Item 10 – Discuss and if found appropriate, authorize the two (2) Spirit of Texas Loan payments due July 1, 2018.

A motion was made by Commissioner Abbey and seconded by Commissioner Livesay to authorize the Spirit of Texas Loan payments. The motion carried 3 for (Commissioners Abbey, Veit, and Livesay), 0 against, with 1 abstention (Commissioner Arceneaux).

Item 11 – Monthly Chief's Report:

A. Summary of Department Monthly Financials and Call Activity

Chief Hosler presented his monthly report to the Commissioners. Chief Hosler noted that the District and NFR responded to 160 calls, - of which were outside the District. The overall response time was - minutes. - training hours were completed and Chief Hosler worked -.

- Fire Programs has been installed and is operational. Payroll ran smoothly using the new system. District administration is still working on the report setup for District meetings.
- Septic system at Station 64 is completed. Chief Hosler thanked Commissioner Livesay for all of his help.
- A dead Sweetgum tree and some other small trees were removed and the stumps were ground.

- Chief Hosler informed the Commissioners that there was only one (1) engine in service but all of the Boosters and Tankers were okay. Engine 64's fan clutch had a bad part and Engine 63's pump shifter went out. Chief Hosler also stated the loaner engine has been broken since it was received.

B. Review and consider any new and/or revised Department SOP's

The following SOP's were presented:

- 1) Index-approved
- 2) SOP 519 TCFP Classes-approved

C. Review of new construction in the SH 242 corridor.

Chief Hosler shared 1) HEB's plans were approved and that it was now in the contractor's hands, 2) the Medi Clinic has begun construction, and 3) Tractor Supply Company was slated to open August 1st. Chief Hosler noted that Blue Wave Car Wash and Wendy's have been approved by the Fire Marshal.

Item 12 – Discuss and if found appropriate, approve the revisions to the District's Policies and Procedures Manual (the "Manual")

A motion was made to approve to the revisions to the Manual by Commissioner Livesay and seconded by Commissioner Veit. The motion carried 3 for (Commissioners Abbey, Veit, and Livesay), 0 against, with 1 abstention (Commissioner Arceneaux).

Item 13 - Executive Session to discuss items as authorized by the Texas Open Meetings Act, as may be necessary.

Executive Session was called at 7:54 p.m. The Commissioners and Chief Hosler were in attendance. Such Executive Session regarded:

Section 551.074, Personnel Matters. No action was taken.

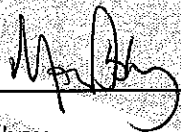
Executive Session concluded at 8:52 p.m.

Item 14 - Miscellaneous Inquiry.

None.

Item 15 – Adjourn.

Motion was made by Commissioner Abbey to adjourn at 8:55 p.m. and seconded by Commissioner Livesay. The motion carried 4 for (Commissioners Arceneaux, Veit, Abbey, and Livesay), 0 against, with 0 abstentions.



Mark Abbey
Secretary, Board of Commissioners

FIRE RESCUE