



DATE: December 18, 2014

THE BOARD OF COMMISSIONERS OF MONTGOMERY COUNTY EMERGENCY SERVICES DISTRICT NO. 10 (the "District") met in a regular session, open to the public, at the Magnolia Volunteer Fire Department, Station 181, 18215 Buddy Riley Blvd, Magnolia Texas 77354 on Thursday, December 18, 2014 at 3:00 p.m. inside the boundaries of the District.

At 3:05 p.m., Commissioner Buschardt called to order the Regular Meeting of the Montgomery County Emergency Services District #10 (the "District") and the roll was called of the duly appointed officer's to-wit:

COMMISSIONER	BOARD POSITION	
Robert Buschardt	President	Present
Wesley Werner	Vice President	Present
Andrew Brown	Secretary	Present
Dwight Arnold	Treasurer/Investment Officer	Present
Johnnie Bryant	Assistant Secretary/Treasurer	Present

All of said Commissioners were present thus constituting a quorum.

Also present were Assistant Chief Kevin Walters and Rhonda Reinholz of Magnolia Volunteer Fire Department ("MVFD" and the "Department"), Cathy Branco of Municipal Accounts & Consulting LP., Robert VanWassehnova of VanWassehnova and Associates, and Anthony Cardiel of BrooksCardiel, and F. Howard Katz, the District's attorney arrived at 3:37 pm.

The following business was transacted:

AGENDA ITEM:

1. Roll Call, Pledge of Allegiance, Pledge of Texas and Invocation.

Commissioner Buschardt led the Board in the Pledge of Allegiance.

Commissioner Bryant led the Pledge to Texas.

The Invocation was given by Commissioner Werner.

2. To receive public comment.

Robert VanWassehnova explained he will no longer be providing auditing services and highly recommended BrooksCardiel. He then introduced Anthony Cardiel of BrooksCardiel thereafter Mr. Cardiel briefly described their qualifications and interest in providing auditing services for the District.

3. To approve the Minutes of prior meeting(s).

Upon a motion duly made by Commissioner Brown and seconded by Commissioner Werner, the Board unanimously approved the minutes of the District's Regular Board meeting of November 13, 2014 as presented.

4. To receive a Financial Report from the District Bookkeeper.

Ms. Branco presented the Bookkeeper's Report including a listing of the disbursements presented, for the Board's approval and signature. A copy of the Bookkeeper's Report for December 18, 2014, is attached hereto as **Exhibit A**.

5. To receive a Tax Report from the District Bookkeeper.

Ms. Branco presented the November 2014 Tax Report. A copy of the November 2014 Tax Report is attached hereto as **Exhibit B**.

6. To receive a report on District investments and take action on investment of District Funds.

Upon a motion duly made by Commissioner Arnold and seconded by Commissioner Werner, the Board unanimously authorized Municipal Accounts & Consulting, L.P. to reinvest the following CD's with a current maturity date of 12/23/2014 to mature in June 2015:

1) Green Bank , 2) Memorial City Bank. 3) Post Oak Bank, and 4) Texas Capital Bank.

7. To review and take action on engagement of auditor to perform District 2014 Audit.

Upon a motion duly made by Commissioner Arnold and seconded by Commissioner Werner, the Board unanimously approved to retain BrooksCardiel, PLLC to perform the District 2014 Audit.

8. To review the monthly sales tax report.

The District's attorney presented the Sales and Use Tax Audit Report Status Update.

9. To review sales tax matters concerning City of Magnolia.

Upon discussion of this topic no action was necessary.

10. To review and take action on District Depositories and authorize revised investments.

No action was necessary.

11. To pay District bills.

Upon a motion duly made by Commissioner Arnold and seconded by Commissioner Brown, the Board unanimously approved the payment of district bills as presented in the Bookkeeper's Financial Report with the addition of check numbers:

1211 to Hickory Corral in the amount of \$60.00 for Meeting Expense for 12/18/14, and
1212 to Postmaster in the amount of \$21.00 for Late Fee on PO Box renewal.

Discussion later ensued with unanimous consent and without objections, Commissioner Arnold moved to amend the motion to include additional check number 1212 to CASCO in the amount of \$2,000.00 for Capital Outlay to which the motion was seconded by Commissioner Brown, hence the motion was unanimously approved by the Board.

12. To discuss and take action on amending the District's 2014 budget and 2015 budget.

No action was necessary.

13. To review and approve proposed Department 2015 Budget and proposed 2015 three year Service Contract with Magnolia Volunteer Fire Department commencing January 1, 2015.

Upon a motion duly made by Commissioner Werner and seconded by Commissioner Bryant, no action was taken and the Board unanimously approved to extend the current contract for 30 days.

14. To receive a report from Magnolia VFD regarding the good and welfare of the Fire Department.

Commissioner Buschardt presented the Fire Chief's MVFD and ESD December 2014 Board Report with special mention to the Board about the following topics:

- Request \$10,500.00 for an inventory tracking software (PSTrax)
- Request \$25,000.00 for Ladder 186 project to equip Ladder 186 with necessary equipment in addition to the ISO mandatory equipment to be allocated from the 2015 Capital Outlay Budget
- A yearend summary of several projects that were completed this year is included in the Fire Board Report

15. To receive a financial report from the Department.

Assistant Chief Kevin Walters presented the Department's November 2014 GL and Rolling Budget.

Let the records reflect at 4:19 pm the meeting was suspended. The meeting reconvened at 4:52 pm.

16. To review and take action on the payment of operations funding pursuant to 2014 - 2015 budget and service agreement with the Department.

Upon a motion duly made by Commissioner Brown and seconded by Commissioner Arnold, the Board unanimously approved the payment of Operation's Funding as presented in the Bookkeeper's Report which was check number 1210 in the amount of \$68,147.76 for Maintenance & Operations and check number 1209 in the amount of \$250,275.55 for Payroll.

A copy of the Bookkeeper's Report December 18, 2014 is attached hereto as **Exhibit A**

17. To Review and take action on the payment of capital funding pursuant to 2014 - 2015 budget and service agreement with the Department.

Upon a motion duly made by Commissioner Werner and seconded by Commissioner Bryant, the Board unanimously approved up to \$10,500.00 for an inventory tracking system (PSTrax) to be allocated from the 2014 Capital Budget.

Upon a motion duly made by Commissioner Werner and seconded by Commissioner Bryant, the Board unanimously approved payment of check number(s): 1189 to Lowe's Home Centers, Inc. in the amount of \$1,202.70 for Equipment for new Engine 182 & 183;

1190 to Motorola in the amount of \$51,373.50 for Radios for new Engine 182 & 183;
1193 to Big Daddy Electric in the amount of \$2,295.50 for Station Alerting System Repair - 184 & 186;
1194 to CASCO Industries, Inc. in the amount of \$47,029.37 for Capital Outlay;
1196 to Dooley Tackaberry in the amount of \$6,600.10 for Equipment for new Engine 182 & 183;
1197 to Fire Safety USA, Inc. in the amount of \$55.00 for Mounting Plates for new Engine 182 & 183;
1198 to Griffith Welding & Services in the amount of \$26,179.00 for Concrete Slab & Driveway for Ladder 186 Housing Project;
1200 to Metro Fire Apparatus Specialists, Inc in the amount of \$3,900.00 for Jumbo Ball Intake Valve for new Engine 182 & 183;
1206 to Witmer Public Safety Group, Inc. in the amount of \$6,417.85 for Boots;
1207 to Dooley Tackaberry in the amount of \$420.60 for 2 Reed Hoods;
1208 to Dooley Tackaberry in the amount of \$2,523.60 for 12 Reed Hoods;
1213 to CASCO Industries, Inc. in the amount of \$2,000.00 for Capital Outlay.

18. To receive a report and take action as appropriate to revise District and or Department operating and capital budgets pursuant to Department quarterly re-allocations and/or other matters.

No action was necessary.

19. To review and take action on ISO project.

No action was necessary.

20. To receive a report and take action on design-build project with Bass Construction for 3 New Fire Stations Project, including approval of guaranteed maximum price.

Upon discussion of this topic no action was necessary.

21. To review and take action on matters relating to Ladder 186 Housing.

No action was necessary.

22. To review and take action on the sale of surplus property: 1999 Ford F-450, Unit 32, Booster 183.

No action was necessary.

23. To review and take action on purchase of New Engines 182 and 183.

This item was Tabled.

24. To review and take action on Lonestar property fencing needed to secure the property.

Upon discussion of this topic no action was necessary.

25. To review and take action on Gulf Coast State Planning Region Mutual Aid Agreement.

No action was necessary.

26. To review and take action on VFIS of Texas policy renewal package options for additional coverage.

Upon a motion duly made by Commissioner Arnold and seconded by Commissioner Werner, the Board unanimously approved to add Crime Coverage as proposed in the VFIS Quote.

27. To meet in Closed Session, pursuant to Section 551.071 Government Code, to discuss possible litigation concerning the Buddy Riley Road fire station with District Counsel.

The Board did not enter into executive session.


28. To meet in Closed Session, pursuant to Section 551.074 Government Code, to discuss District personnel, including review of possible creation of full time operational staffing positions.

The Board entered into Executive Session at 5:11 pm and came out at 5:54 pm.

ADJOURNMENT

There being no further business to come before the Board, upon a motion duly made by Commissioner Werner and seconded by Commissioner Brown, the Board unanimously approved adjourning the meeting at 5:55 pm.

Next regularly scheduled meeting will be on January 8, 2015 at 3:00 pm.



~~Robert Buschardt, President~~

WESLEY J. WERNER,
Vice-President



Andrew Brown, Secretary