



Montgomery County Emergency Services District No. 10

DATE: July 14, 2016

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, July 14, 2016 at 2:00 p.m. inside the boundaries of the District.

At 2:04 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
Scot Wall	Vice President	Absent
Johnnie Bryant	Secretary	Present
Dwight Arnold	Treasurer/Investment Officer	Present
Buck Carraway	Assistant Secretary/Treasurer	Absent

3 of said Commissioners were present thus constituting a quorum.

Also present were Fire Chief Gary Vincent, Assistant Chief Kevin Walters, and Rhonda Reinholz of Magnolia Volunteer Fire Department ("MVFD" and the "Department"), Cathy Branco of Municipal Accounts & Consulting LP., John Peeler, the District's Attorney.

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 Arnold led the Pledge to Texas.

The Invocation was given by Commissioner Bryant.

2. To receive public comment.

There was no public comment.

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

Upon a motion duly made by Commissioner Arnold and seconded by Commissioner Bryant, the Board unanimously approved the minutes of the District's Regular meeting of June 23, 2016 as presented.

4. To receive a Financial Report from the District Bookkeeper and pay District bills.

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 July 14, 2016 is attached hereto as **Exhibit A**.

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

1545 to TML IRP in the amount of \$37,187.08 for Workers Compensation for the Department;

1546 to Skelton Business Equipment in the amount of \$6,272.00 for a new copier;

1547 to Hickory Corral in the amount of \$60.00 for July Meeting Expense.

5. To review and take action on 2015 District Audit.

Upon a motion duly made by Commissioner Arnold and seconded by Commissioner Bryant, the Board approved the 2015 District Audit.

6. To conduct mid-year budget review and amend 2016 budget.

Upon a motion duly made by Commissioner Arnold and seconded by Commissioner Bryant, the Board approved to accept the amended 2016 District Budget.

7. To review and discuss the proposed District 2017 budget.

Upon discussion of this topic no action was taken.

8. To review and take action on 2016 Tax Rate, including scheduling special meetings and public hearings, reviewing tax values and proposing tax rate.

Upon discussion of this topic no action was taken.

9. To receive a tax report from the District Bookkeeper, including report on District investments and take action on investment of District Funds, including annual review of Investment Policy.

Ms. Branco presented the June 2016 Tax Report.

10. To receive and review the monthly sales tax report.

There was no monthly sales tax report presented.

11. To review and take action on the payment of operations funding pursuant to budget and service agreement with the Department.

Upon a motion duly made by Commissioner Arnold and seconded by Commissioner Bryant, the Board unanimously approved the payment of Operation's Funding as presented in the Bookkeeper's Report which was check number 1535 in the amount of \$367,422.58 for Payroll and check number 1536 in the amount of \$64,613.57 for Maintenance & Operations.

A copy of the Bookkeeper's Report July 14, 2016 is attached hereto as **Exhibit A**

12. To review and take action on the payment of capital funding pursuant to budget and service agreement with the Department.

Upon a motion duly made by Commissioner Arnold and seconded by Commissioner Bryant, the Board unanimously approved payment of check number(s):

2016 Capital:

- 1534 to Building Consulting Services in the amount of \$975.00 for Field Reports # 7 for Station 188 and Field Reports # 7 and 8 for Station 189;
- 1537 to MES in the amount of \$6,386.00 for SCBA Flow Testing and Hydro Testing;
- 1540 to Witmer Public Safety Group in the amount of \$1,004.84 for Equipment for 4 new trucks;
- 1542 to re3D in the amount of \$14,863.50 for 3D Printer and supplies;
- 1546 to Skelton Business Equipment in the amount of \$6,272.00 for Sharp MX-4050 Copier;

13. 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.

14. To receive a report from Magnolia VFD regarding the good and welfare of the Fire Department and take action on requests for equipment and expenses for the Department.

Gary Vincent presented the Fire Chief's MVFD and ESD July 2016 Board Reports with special mention to the Board about the following topics:

- Presented the MVFD 2nd Quarter Roster and the 2016 Employee Appreciation Ceremony Invitation
- Engine 181 was placed In-Service on July 7, 2016
- The Department is working on the refurbishment of the old E-181 currently, as well as new E-186 for its In-Service
- The new scheduling software and the 3-D printer has been ordered.
- Met with the local dealer in Beaumont to evaluate his operations and expected level of support on the Hydra-Trek vehicle.
- Completed the FEMA requests for all the flood events this year.
- Substantial progress has been made on the 2016 MVFD By-Law revisions.

15. To receive a financial report from the Department.

Gary Vincent presented the May 2016 GL and June 2016 Rolling Budget.

Let the records reflect at 3:46 pm the meeting was suspended. The meeting reconvened for regular business at 4:12 pm.

16. To review and take action on any municipal action(s) affecting the District and provision of District services.
No action was necessary.

17. To review and take action on Service Contract with Magnolia Volunteer Fire Department.

Upon a motion duly made by Commissioner Bryant and seconded by Commissioner Arnold, the Board unanimously approved to extend the currently extended Service Contract with the Department to the end of the year 2016.

18. To review and take action on real estate matters, including but not limited to purchase, sale, utilities, encumbrances and/or easements.

Upon discussion of this topic no action was necessary.

19. To receive a report and take action on construction, improvements, repairs and construction for District facilities, including utilities, construction payments, engagement of architectural or engineering services and selection of contractors.

Upon a motion duly made by Commissioner Bryant and seconded by Commissioner Arnold, the Board unanimously approved Pay Applications #4 for Station 187, #10 for Stations 188 and 189 as presented for a combined total of \$233,619.25:

Station 187	Pay Application #4	\$ 45,501.20
Station 188	Pay Application #10	\$ 73,834.95
Station 189	Pay Application #10	\$ 114,283.10

20. To review, discuss and take action on the need for Station 1810.

No action was necessary.

21. To review and take action on District debt, including refinancing existing debt and incurring debt for new acquisitions or construction.

Upon discussion of this topic no action was taken.

22. To review and take action to approve the purchase of capital assets, including vehicles, fire fighting apparatus and equipment.

No action was necessary.

24. To review and take action on ISO project.

No action was necessary.

24. To review and take action on long term apparatus purchases and operational changes.

No action was necessary.

25. To review and take action on employment/personnel issues, including hiring, retention, compensation, benefits and scheduling for District employees, including administrative staff, Fire Chief, suppression staff and command staff.

Upon a motion duly made by Commissioner Arnold and seconded by Commissioner Bryant, the Board reviewed and discussed the insurance proposals and unanimously approved to keep prior insurance plans in place.

26. To review and take action on the disposition of surplus or salvage property.

No action was necessary.

27. To meet in Closed Session, pursuant to Government Code Sections 551.072, 551.074 and 551.071 to discuss District real estate, personnel matters and to consult with legal counsel on litigation and other matters requiring confidentiality under the rules of the State Bar of Texas and Tax Code §323.3022 to review sales tax information.

The Board did not meet in Closed Session.

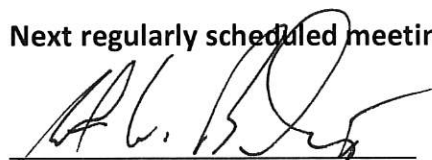
28. To review Open Government and Commissioner training requirements.

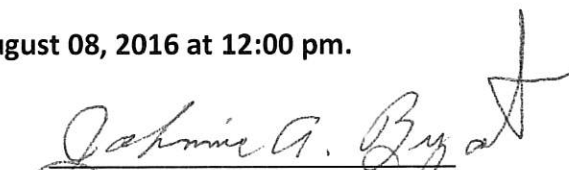
Upon discussion of this topic no action was necessary.

ADJOURNMENT

There being no further business to come before the Board, upon a motion duly made by Commissioner Bryant and seconded by Commissioner Arnold, the Board unanimously approved adjourning the meeting at 4:50 pm.

Next regularly scheduled meeting will be on August 08, 2016 at 12:00 pm.


Robert Buschardt, President


Johnnie Bryant, Secretary