



Montgomery County Emergency Services District No. 10

DATE: December 08, 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, December 08, 2016 at 2:00 p.m. inside the boundaries of the District.

At 2:00 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	Present
Johnnie Bryant	Secretary	Present
Dwight Arnold	Treasurer/Investment Officer	Present
Buck Carraway	Assistant Secretary/Treasurer	Present

All of said Commissioners were present once Commissioner Wall arrived at 2:42 pm, thus constituting a quorum.

Also present were Fire Chief Gary Vincent and Rhonda Reinholz of Magnolia Volunteer Fire Department ("MVFD" and the "Department"), Cathy Branco of Municipal Accounts & Consulting LP., John Peeler, of Coveler & Katz, the District's Attorney, and Ryan Fortner with Sales Tax Revenue, Inc.

The following business was transacted:

AGENDA ITEM:

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

Commissioner Arnold 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.

Let the records reflect at 2:01 pm the meeting was suspended.

The meeting reconvened for regular business at 2:38 pm.

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 November 17, 2016 as presented.

4. To receive a Financial Report from the District Bookkeeper and to pay District bills and to address financial matters including depositories and investments.

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 08, 2016 is attached hereto as **EXHIBIT A**.

Upon a motion duly made by Commissioner Arnold and seconded by Commissioner Wall, the Board unanimously approved the payment of district bills as presented in the Bookkeeper's Financial Report.

No other action was necessary.

5. To receive a tax report from the District Bookkeeper.

There was no Tax Report.

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

Ryan Fortner presented the December 2016 Sales and Use Tax Report.

7. 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 Wall, the Board unanimously approved the payment of Operation's Funding as presented in the Bookkeeper's Report which was check number 1629 in the amount of \$457,796.17 for Payroll and check number 1630 in the amount of \$85,362.08 for Maintenance & Operations.

A copy of the Bookkeeper's Report December 08, 2016 is attached hereto as **Exhibit A**

8. 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 Wall, the Board unanimously approved the payment of check number(s):

2016 Capital:

Check Number:

1626 to Brett Eaton in the amount of \$750.00 to mow overgrown vegetation at Station 187, 188 and 189;
1633 to NAFECO in the amount of \$479.00 for Jet Siphon for 2 new engines;

1634 to Plastix Plus in the amount of \$2,172.00 for custom tray liners for 3 new engines;
1637 to Staples Advantage in the amount of \$303.00 for office chairs for 3 new stations;

1640 to STS360 in the amount of \$62,488.94 for Soft Costs - Data Cabling for Station 188 and 189, Video and Access Control for Station 188 and 189;

1638 is to be voided, if after further research by Ms. Branco determines the amount was included in check number 1623 that was paid on November 17, 2016.

9. To receive a report and take action as appropriate to revise District and or Department Operating and capital budgets pursuant to Department quarterly reallocations and/or other matters.

Ms. Branco presented the amended 2017 District budget. Upon discussion of this topic no action was taken.

No other action was necessary.

10. 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.

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

-Request \$70,000.00 to purchase equipment for New Engine 185.

11. To receive a financial report from the Department.

Fire Chief Gary Vincent presented the October 2016 GL and November 2016 Rolling Budget.

12. To review and take action to approve acquisition and funding for equipment to be placed on new Engine 185.

Commissioner Bryant made a motion to approve up to \$70,00.00 which was seconded by Commissioner Arnold thereto discussion ensued followed by an amended motion by Commissioner Bryant and seconded by Commissioner Arnold whereto the Board unanimously approved up to \$50,000.00 for equipment for New Engine 185.

13. To review and take action on any municipal action(s) affecting the District and provision of District services.

Upon discussion of this topic no action was necessary.

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

Upon discussion of this topic no action was necessary.

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

No action was necessary.

16. 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 Arnold and seconded by Commissioner Wall, the Board unanimously approved Pay Applications #9 for Station 187, and #15 for Stations 188 and 189 as presented for a combined total of \$47,575.05:

Station 187	Pay Application # <u>9</u>	\$ <u>42,844.05</u>
Station 188	Pay Application # <u>15</u>	\$ <u>2,365.50</u>
Station 189	Pay Application # <u>15</u>	\$ <u>2,365.50</u>

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

No action was necessary.

18. 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 unanimously approved to upgrade the medical insurance plan BlueCross/BlueShield "PPO G620CHC" to BlueCross/BlueShield "PPO P600CHC" as well as the dental insurance plan BlueCross/BlueShield "DTXHR03" to "DTXHR01" effective January 1, 2017 or the soonest obtainable date.

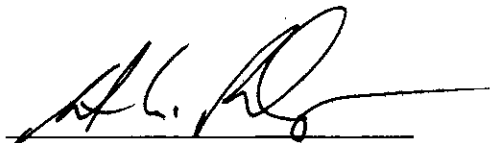
19. To meet in Closed Session, pursuant to Government Code Sections 551.072, 551.074 and 551.071 to discuss District real estate, personnel matters and to consult with legal counsel on litigation and other matters requiring confidentiality under the rules of the State Bar of Texas and Tax Code §323.3022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

The Board did not enter into Closed Session.

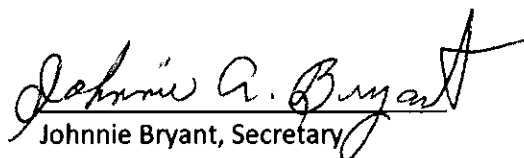
ADJOURNMENT

There being no further business to come before the Board, upon a motion duly made by Commissioner Arnold and seconded by Commissioner Bryant, the Board unanimously approved adjourning the meeting at 4:09 pm.

Next regularly scheduled meeting will be on January 12, 2017 at 2:00 pm.



Robert Buschardt, President



Johnnie Bryant, Secretary