

Montgomery County Emergency Services District No. 10

**DATE:** March 12, 2015

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 Wednesday, March 12, 2015 at 3:00 p.m. inside the boundaries of the District.

At 3:03 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:

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

4 of said Commissioners were present 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., and Ryan Fortner of Sales Revenue Inc.

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.**

There was no public comment.

**3. To elect board officers.**

Upon a motion duly made by Commissioner Werner and seconded by Commissioner Bryant, the Board unanimously approved for all officers to remain the same as 2014.

**4. To approve the Minutes of prior meeting(s).**

Upon a motion duly made by Commissioner Werner and seconded by Commissioner Bryant, the Board unanimously approved the minutes of the District's Regular Board meeting of February 18, 2015 as presented.

Upon discussion of the District's Special Board meeting minutes of March 2, 2015 this item was Tabled.

**5. 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 March 12, 2015 is attached hereto as **Exhibit A**.

**6. To receive a Tax Report from the District Bookkeeper.**

There was no Tax Report.

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

Upon a motion duly made by Commissioner Brown and seconded by Commissioner Werner, the Board unanimously authorized Municipal Accounts & Consulting, L.P. to reinvest 2 Operating CD's; Patriot Bank with a maturity date of 4/4/15 and Texas Capital Bank with a maturity date of 4/13/15 to mature in September 2015 and 1 Tax CD; Independent Bank with a maturity date of 4/17/15 to mature October 15, 2015 and to pay Debt Service Payments out of the Operating TexPool Money Market Fund.

**8. To receive and review the monthly sales tax report.**

Ryan Fortner presented the February 28, 2015 Sales Tax Collection Report.

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

No action was necessary.

**10. To pay District bills.**

Upon a motion duly made by Commissioner Werner 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:

1256 to Hickory Corral in the amount of \$60.00 for Meeting Expense 3/12/2015 and

1257 to Magnolia Hardware in the amount of \$108.27 for Supplies for Ladder 186 Housing.

**11. To discuss and take action on amending the District's 2015 budget.**

No action was necessary.

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

Fire Chief Gary Vincent presented the Fire Chief's March 2015 Report.

**13. To review and take action on proposed Department 2015 Budget.**

No action was necessary

**14. To review and take action on proposed 2015 three (3) year Service Contract with Magnolia Volunteer Fire Department.**

No action was necessary.

**15. To receive a financial report from the Department.**

Fire Chief Gary Vincent presented the Department's 2015 1st Quarter Rolling Budget, January 2015 GL, and February 2015 GL.

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

Upon a motion duly made by Commissioner Brown and seconded by Commissioner Werner, the Board unanimously approved the payment of Operation's Funding as presented in the Bookkeeper's Report which was check number 1249 in the amount of \$250,275.55 for Maintenance & Operations and check number 1248 in the amount of \$68,147.76 for Payroll. A copy of the Bookkeeper's Report March 12, 2015 is attached hereto as **Exhibit A**

**17. To review and take action on the payment of capital funding pursuant to 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 payment of check number(s):

1245 to Weisser Engineering in the amount of \$3,702.50 for Survey for Station 189;  
1252 to Plastix Plus in the amount of \$4,536.00 for New Engine 182 & 183 Poly Work;  
1247 to Lowe's in the amount of \$399.21 for Station 186 Landscaping Supplies and Ladder 186 Housing Project, and New Engines 182 & 183 equipment installation supplies;  
1255 to Waytek, Inc. in the amount of \$278.59 for Supplies and equipment installs on New E182 & E183;  
1254 to System Automation in the amount of \$10,450.00 for PSTrax Inventory Software; and  
1257 to Magnolia Hardware in the amount of \$108.27 for Supplies for Ladder 186 Housing Project

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

No action was necessary.

**21. To review and take action to allocate up to \$25,000.00 from the 2015 Capital Outlay Budget to equip Ladder 186 with necessary equipment in addition to the ISO mandatory equipment.**

No action was necessary.

**22. To review and take action on contract for hose testing with Axxcess Hose & Ladder Co.**

No action was necessary.

**23. To review and take action on fleet purchases.**

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 a Department Generator Maintenance contract.**

No action was necessary.

**26. To review and take action on Crown Castle cell tower loan.**

Upon discussion of this matter no action was taken.

**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 Closed 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 did not enter into Closed Session.

**ADJOURNMENT**

There being no further business to come before the Board, upon a motion duly made by Commissioner Werner and seconded by Commissioner Bryant, the Board unanimously approved adjourning the meeting at 3:53 pm.

**A Special Meeting is scheduled for March 18, 2015 at 3pm.**

**Next regularly scheduled meeting will be on April 9, 2015 at 3:00 pm.**



Robert Buschardt, President



Andrew Brown, Secretary