



Montgomery County Emergency Services District No. 10

**DATE:** October 8, 2020

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, October 8, 2020 at 2:00 p.m. inside the boundaries of the District.

**AGENDA ITEM:**

**1. Call Meeting to order**

At 2:17 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:

**2. Roll Call, Pledge of Allegiance, Pledge of Texas and Invocation.**

<b>COMMISSIONER</b>	<b>BOARD POSITION</b>	
Robert Buschardt	President	Present
Scot Wall	Vice President	Absent
Johnnie Bryant	Secretary	Present
Tate Robinson	Treasurer	Present
Tommy Gage	Assistant Secretary/Treasurer	Present

4 of 5 Commissioners were present thus constituting a quorum.

Also present were Magnolia Volunteer Fire Department ("MVFD" or "the Department") Fire Chief Gary Vincent, and Office Manager Rhonda Reinholz, Carol Morrison of Municipal Accounts & Consulting LP, and Deputy Silvio.

Commissioner Buschardt led the Board in the Pledge of Allegiance to the U.S. Flag.

Commissioner Bryant led the Pledge to the Texas Flag.

The Invocation was given by Commissioner Gage.

**3. To receive public comment.**

There was no public comment.

***The Board agreed to take items out of order as posted on the Agenda to address item #5 before addressing item #4.***

**5. To review and take action on Magnolia VFD Executive Fire Board applicants for appointment effective September 1, 2020.**

No action was necessary.

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

The Board reviewed the prior minutes of September 17, 2020.

Upon a motion duly made by Commissioner Robinson and seconded by Commissioner Gage, the Board unanimously approved the Minutes of the District's Regular Meeting held September 17, 2020 as presented.

**7. To address financial matters including depositories, Investment Policy and investments, to receive Financial Reports from the District Bookkeeper and pay District bills.**

The Board reviewed the October 8, 2020 Bookkeeper's Report including a listing of the disbursements presented, for the Board's approval and signature.

Upon a motion duly made by Commissioner Robinson and seconded by Commissioner Gage, the Board unanimously approved the payment of district bills as presented in the Bookkeeper's Financial Report with the addition of check number(s):

2471 to Magnolia Volunteer Fire Department in the amount of \$3,000.00 for Reimbursement of Classroom Server Project expenses paid to Conference Room Systems.

Discussion ensued on this topic where to it was determined the Casco invoice and payment was confirmed to be correct.

No other action was necessary.

**8. To receive and review the monthly ad valorem tax report.**

The Board reviewed the August 2020 Ad Valorem Tax Report presented by Ms. Morrison.

*The Board agreed to take items out of order as posted on the Agenda to address item #15 before addressing item #9.*

**15. To review, discuss and take action on amendments to the District's 2020 budget.**

Upon discussion of this topic this item was Tabled.

*The Board agreed to take items out of order as posted on the Agenda to address item #10 before addressing item #9.*

**10. To review and act on the payment of operations funding pursuant to budget and service agreement with the Magnolia Volunteer Fire Department ("MVFD" or "Department").**

Upon a motion duly made by Commissioner Robinson and seconded by Commissioner Gage, the Board unanimously approved the payment of Operation's Funding as presented in the October 8, 2020 Bookkeeper's Report which was check number 2465 in the amount of \$787,607.83 for Payroll Transfer 11/20 and check number 2466 in the amount of \$117,602.00 for Maintenance & Operations Transfer 11/1/2020.



**11. To review and act to approve the purchase, funding, financing and payment for capital assets, including vehicles, fire-fighting apparatus and equipment.**

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

- 2459 to Casco Industries, Inc. in the amount of \$33,600.00 for Two (2) Booster Skid Units;
- 2463 to Edmond's Plumbing, Inc. in the amount of \$3,870.00 for Station 187 Acidic Water Repairs;
- 2471 to Magnolia Volunteer Fire Department in the amount of \$3,000.00 for Reimbursement of Classroom Server Project expenses paid to Conference Room Systems.

*The Board agreed to take items out of order as posted on the Agenda to address item #13 before addressing item #12.*

**13. To receive a report from Department regarding the good and welfare of the Fire Department and act on requests for equipment and expenses for the Department.**

Fire Chief Gary Vincent presented the Fire Chief's ESD October 2020 Board, Fire Chief's MVFD October 2020 Board Report, and handouts with special mention to the Board about the following topics:

- Requesting funds from the 2020 Capital Budget for the repair of two (2) E-One Tanker Pumps.
- Requesting \$75,000.00 from the 2020 Capital Budget to increase the Department's 2021 Uniform Budget for a permanent Uniform Management Program.
- Requesting \$10,000.00 from the 2020 Capital Budget for a Forcible Entry Training Prop.
- The Department has received both Booster Skid Units for the two (2) new Boosters. The Chassis' have not been delivered yet.
- ISO has postponed their visit for approximately one (1) month.
- The Cascade System at Station181 has taken a major hit. The repair will be expensive, and most likely be a capital expense as well next month.
- Gary Vincent presented the graphics that will be used for the Department's Fire Trucks.

Upon a motion duly made by Commissioner Robinson and seconded by Commissioner Gage, the Board unanimously approved up to \$23,000.00 from the 2020 Capital Budget for the repair of two (2) E-One Tanker Pumps as presented, and the payment of additional check number 2472 to Metro Fire Apparatus in the amount of \$21,667.78 as presented.

Upon a motion duly made by Commissioner Bryant and seconded by Commissioner Gage, the Board unanimously approved \$75,000.00 from the 2020 Capital Budget to increase the Department's 2021 Uniform Budget for a permanent Uniform Management Program as presented.

Upon a motion duly made by Commissioner Bryant and seconded by Commissioner Gage, the Board unanimously approved \$10,000.00 to purchase a Forcible Entry Training Prop as presented.

The Board readdressed this topic after item #14.

Discussion ensued pertaining to the Fire Chief's MVFD October Report on how the opening of 249 has already had a growth impact of the area and the potential for very large projects in the very near future.

**12. To receive a report and act as appropriate to revise District and/or Department current year operating and/or capital budgets pursuant to Department quarterly re-allocations and/or other matters.**

Gary Vincent presented the 2020 3<sup>rd</sup> Quarter Re-allocation in the amount of \$43,991.93 and the October 2020 Tower Rent check in the amount of \$2,700.00.

**14. To receive a financial report from the MVFD.**

Fire Chief Gary Vincent presented the Department's September 2020 GL, and the 3<sup>rd</sup> Quarter September 2020 Rolling Budget.

*The Board agreed to take items out of order as posted on the Agenda to readdress item #13 before addressing item #16.*

**16. To review, discuss and act on the disposition of surplus and/or salvage property.**

No action was necessary.

*The Board agreed to take items out of order as posted on the Agenda to address item #18 before addressing item #17.*

**18. To review and act on District/Department PPC/ISO ratings including engagement of consultant(s), review of recommendations and purchase of equipment.**

This topic was addressed on item #13.

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

No action was necessary.

**The meeting was recessed at 4:05 pm.**

**The meeting reconvened for regular business at 4:42 pm.**

**9. To receive the monthly sales tax report from the sales tax consultant.**

The Board reviewed the October sales tax report prepared by Sales Revenue Inc.

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

No action was necessary.

The Board consulted with the District's legal counsel via phone whereto entered into Closed Session at 4:45 pm to deliberate regarding real estate issues and reconvened for regular business at 6:05 pm.



**21. To meet in Closed Session, pursuant to Government Code §551.071 to consult with legal counsel regarding pending or contemplated litigation, settlement offers or on matters which require confidentiality under the Texas Disciplinary Rules of Professional Conduct of the State Bar of Texas and Tax Code §323.3022 to discuss sales tax matters.**

The Board did not enter into Closed Session on this item.

**22. To meet in Closed Session pursuant to Government Code §551.072 to deliberate regarding real estate matters.**

The Board entered into Closed Session at 4:45 pm to further deliberate regarding real estate matters and reconvened for regular business at 6:05 pm.

**23. To meet in Closed Session pursuant to Government Code §551.074 to discuss personnel matters.**

The Board did not enter into Closed Session on this item.

**24. To meet in Closed Session pursuant to Government Code §551.089 to deliberate regarding security assessments or deployments relating to information resources technology, network security information, or the deployment, or specific occasions for implementation, of security personnel, critical infrastructure, or security devices.**

The Board did not enter into Closed Session on this item.

*The Board agreed to take items out of order as posted on the Agenda to address item #17 before addressing item #25.*

**17. To review and act on real estate matters, including but not limited to purchase, sale, utilities, encumbrances and/or easements.**

Upon a motion duly made by Commissioner Buschardt and seconded by Commissioner Robinson, the Board unanimously approved to grant counsel permission to coordinate with realtor on previously approved purchase amount to negotiate with the District realtor commission issues.

**25. To review and take action on matters related to claims regarding construction of Station 181.**

Upon discussion of this topic no action was necessary.

**26. To review and take action on matters related to COVID-19, including but not limited to meeting procedures, emergency expenditures and continuity of operations per Government Code §418.1101.**

Upon discussion of this topic no action was necessary.

*The Board agreed to take items out of order as posted on the Agenda to address item #4 before addressing item #27.*

**4. Review and take action on matters relating to calling an election to be held on November 3, 2020:**

**a. To consider and take action on such other Orders, Resolutions and related matters as required or appropriate to conduct the District election.**

4. Repasar y actuar en relacion asuntos relativos a la convocación de una elección a celebrarse el 3 noviemre de 2020.


a. Considerar y actuar sobre tales otras Órdenes, Resoluciones y asuntos pertinentes que sean requeridas o apropiado para llevar a cabo la elección del Distrito.

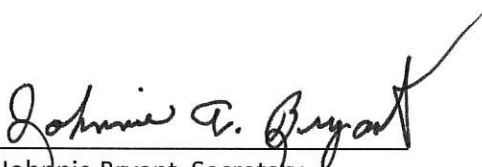
No action was necessary.

**27. ADJOURNMENT**

There being no further business to come before the Board, upon a motion duly made by Commissioner Robinson and seconded by Commissioner Gage, the Board unanimously approved adjourning the meeting at 6:08 pm.

Next regularly scheduled meeting will be on November 12, 2020 at 2:00 pm.

  
Robert Buschardt, President

  
Johnnie Bryant, Secretary

