



Montgomery County Emergency Services District No. 10

DATE: November 12, 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, November 12, 2020 at 2:00 p.m. inside the boundaries of the District.

AGENDA ITEM:

1. Call Meeting to order

At 2:14 p.m., Commissioner Buschardt called to order the Regular Meeting of the Montgomery County Emergency Services District No.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.

COMMISSIONER	BOARD POSITION	
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.

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

No action was necessary.

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

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 October 8, 2020 as presented.

6. 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 November 12, 2020 Bookkeeper's Report including a listing of the disbursements presented, for the Board's approval and signature.

The Board readdressed this topic after item #13.

Discussion ensued on this topic whereto 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):

2487 Voided;

2488 to American General Life Insurance in the amount of \$525.00 for Life Insurance annual premium for Gary Vincent;

2489 to Lone Star Groundwater Conservation District in the amount of \$44.00 for Station 182 and 187 Operating Permit Fees for 2021;

2490 to Magnolia Volunteer Fire Department in the amount of \$83,022.50 for the balance of the December 2020 Maintenance and Operations Funds.

The Board readdressed this topic after item #14.

Discussion ensued on the District's 2021 budget pertaining to the Department's Payroll, and Maintenance and Operations budgets whereto no action was necessary.

No other action was necessary.

The Board agreed to take items out of order as posted on the Agenda to address item #8 before addressing item #7.

8. To receive the monthly sales tax report from the sales tax consultant.

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

9. 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").

The Board reviewed the payment of Operation's Funding presented in the November 12, 2020 Bookkeeper's Report.

The Board readdressed this topic after item #6 was readdressed.

Discussion ensued on this topic whereto 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

November 12, 2020 Bookkeeper's Report which was check number 2476 in the amount of \$787,607.87 for Payroll Transfer 12/20 and check number 2477 in the amount of \$34,579.50 for Maintenance & Operations Transfer 12/1/2020, and additional check number 2490 in the amount of \$83,022.50 for the balance of the December 2020 Maintenance & Operations Funds.

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

Fire Chief Gary Vincent presented handouts with special mention to the Board about the following items:

1. Physical Fitness Program for the Department: Requesting \$10,000.00 to purchase new gym equipment for Station 181 in order to replace existing gym equipment that will be moved to Station 183, and monthly gym memberships for the other stations per Chief Herrman's written proposal.
2. Station Computer Needs: Requesting up to \$25,000.00 to purchase new computers, monitors, and printers for the Department per Chief Grant's written proposal.

Discussion ensued and the Board approved funding the aforementioned items as 2020 Capital Expenditures:

Upon a motion duly made by Commissioner Robinson and seconded by Commissioner Bryant, the Board unanimously approved up to \$35,000.00 for the Department's Station Computer Needs and Physical Fitness program as presented.

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

- 2485 to Consolidated Traffic Controls, Inc. in the amount of \$3,192.00 for one (1) GPS Preemption Vehicle Kit for the Rescue Truck.

11. 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.

No action was necessary.

12. 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 November 2020 Board, Fire Chief's MVFD November 2020 Board Report, and handouts with special mention to the Board about the following topics:

- The Department Audit has been completed and is another very positive Audit.
- We have begun the process of conducting a Comparative Analysis of the Department against other benchmark Departments.
- This month we began the ISO evaluation process.
- The 2nd Skid Unit for our two new Boosters has arrived. We are still waiting on the two Chassis's.
- Our cascade system at Station 181 has taken a major hit. The repair will be expensive and most likely will be a capital expense next month.
- Much of the equipment for the Rescue Truck has been ordered.

13. To receive a financial report from the MVFD.

Fire Chief Gary Vincent presented the Department's October 2020 GL, and the 4th Quarter October 2020 Rolling Budget.

7. To receive and review the monthly ad valorem tax report.

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

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

Upon discussion of this topic, this item was Tabled.

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

No action was necessary.

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

Upon discussion of this topic no action was necessary.

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

No action was necessary.

18. 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 4:14 pm.

The meeting reconvened for regular business at 4:44 pm.

19. 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 agreed to take items out of order as posted on the Agenda to address item #21 before addressing item #21.

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 consulted with the District's legal counsel via phone where to entered into Closes Session at 4:44 pm and reconvened for regular business at 5:25 pm.

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

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

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.

20. To review and act on proposal from Montgomery County Emergency Management District No. 1 regarding an interlocal agreement regarding overlapping sales and use tax.

No action was necessary.

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.

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 5:26 pm.

Next regularly scheduled meeting will be on December 10, 2020 at 2:00 pm.


Robert Buschardt, President


Johnnie Bryant, Secretary

