

## **MEETING OF THE WALLER-HARRIS EMERGENCY SERVICES DISTRICT NO. 200**

Board of Commissioners of **The WALLER-HARRIS EMERGENCY SERVICES DISTRICT NO 200**. Was held on **Monday, October 13, 2014 at 7:00 p.m.** at the **Prairie View City Hall, 44500 US Business 290, Prairie View, TX 77446**.

In attendance were: Commissioners: Brooke Robinson, Tommy Davis, Darwin Hargrave, and Tommy Albert; Legal Counsel: Mr. Peeler; Departments: Waller VFD, Pattison VFD, Mt. Zion VFD, Waller EMS, Rolling Hills VFD, Prairie View VFD, Tri-County VFD, City of Hempstead FD, Brookshire VFD, and Monaville VFD; and Gundersons Bookkeeping, the District Bookkeeper; and Barry Weinman, the ESD Director.

The Meeting was called to order at: 7:07 p.m. by *Mr. Tommy Davis*.

1. **To receive public comment, including vendors and service providers.** Rolling Hills VFD thanked everyone for coming out and supporting their Fundraiser. Monaville VFD mentioned that they would be holding their first Haunted House on October 31<sup>st</sup>, 2014 and everyone is invited to come to it.
2. **To review and take action on approval of minutes of prior meetings.** *Mr. Albert* made a motion to approve the September 8<sup>th</sup>, 10<sup>th</sup>, 11<sup>th</sup>, 18<sup>th</sup>, and 25th minutes as presented. *Mr. Hargrave* seconded the motion. The motion passed 4 to 0.
3. **A. To review and take action on the following matters and Orders relating to calling a public election to elect three (3) commissioners to the District Board under Health & Safety Code, Section 775.035.** Mr. Peeler mentioned that the Waller and Harris counties have received the notice and they look fine. It will run in next week's newspapers. It is in three different newspapers.
3. **B. To consider and take action on such other Orders, Resolutions and related matters as required or appropriate to call for District election to elect three (3) commissioners to the District Board under Health & Safety Code, Section 775.035.** No Action.
4. **To review and take action regarding FEMA and other agency reimbursements regarding Tri-County Fire and Magnolia Fire and other incidents and to receive District Reimbursement Check from Tri-County VFD.** Mrs. Nanette Carr presented ESD with a check in the amount of \$59,219.88 from FEMA. *Ms. Robinson* asked if there was a percentage fee kept from ESD's check. Mrs. Carr said that Tri-County kept a 1% fee for office supplies, newspaper ads, accounting expense, and legal fees related to the FEMA money.

5. **To receive public comment, including vendors and service providers.** No Action.
6. **To receive a report from the Waller County Fire Chief's Association.** There was nothing to report because the Fire Chief's had not had their monthly Fire Chief's meeting. They will have it next week.
7. **To review and take action on approval of minutes of prior meetings.** No Action.
8. **To receive a financial report from the District Treasurer and District Bookkeeper.** Report was read by Ms. Gunderson for Month Ending September 30, 2014.

Prosperity – Operations # 1881	\$6,783.68
Prosperity – Tax/Public # 8700	\$919,273.72
FNB – Public Funds # 8084	\$1,974,187.59
Accounts Receivable	\$329,535.92
Total Revenues for September	\$97,502.58
Total Provider Payments	\$151,494.16
Total District Expenses	<b>\$ 66,324.75</b>

9. **To receive a report from the District Emergency Service Director.** Mr. Weinman said he met with the Houston Executive Airport out by Katy and talked to the director. They want to hold basic aviation training and get surrounding departments that would provide mutual aid backup to come for the training. Mr. Weinman will get a date set up for the training. Mr. Weinman also met with the Sheriff's office and the staff. He was issued radio # 1300. ESD office is turning into an office, it is a work in progress, but we have internet and a phone line there now.

**10. To pay District Bills.**

*Mr. Albert* made a motion to approve the district bills. *Mr. Hargrave* seconded the motion. There was discussion on the pricing of the GCBA. The board members reviewed the invoices to see why the variation in pricing between the departments. Mr. Weinman is to contact GCBA and discuss with them. The motion passed 4 to 0.

Customer/Vendor ID	Description	Check No.	Date	Amount
BFF Investments	Aug Electric	11240	9/11/2014	\$46.22
BFF Investments	Sept Light Bill	11250	10/13/2014	\$50.93
BFF Investments	November Rent	11250	10/13/2014	\$800.00
Butler Inv #23351-0	ESD Office Supplies	11249	10/13/2014	\$172.91
Daystar Publishing	Inv# 12650; notice of public hearing	11248	10/13/2014	\$219.19

Daystar Publishing	Inv# 12651; Notice of ETR	11248	10/13/2014	\$231.66
Daystar Publishing	Inv #12686; Notice of Tax Rev increase	11248	10/13/2014	\$191.13
Crosby, Rodney	Training for Rolling Hills # 36	11243	10/13/2014	\$500.00
Crosby, Rodney	Training for Hempstead # 35	11243	10/13/2014	\$575.00
Gundersons Bookkeeping	bookkeeping 9/4/14 - 10/08/14 inv# 385		10/13/2014	\$2,657.20
Harris County Clerk	Election 60% down	11242	9/25/2014	\$1,219.78
GCBA	inv# 20142294; PV air sample	11247	10/13/2014	\$271.40
GCBA	inv# 20142285; WFD air sample	11247	10/13/2014	\$366.29
GCBA	inv# 20142283; TCFD air sample	11247	10/13/2014	\$470.00
GCBA	inv# 20142280; Monaville air sample	11247	10/13/2014	\$699.56
GCBA	Inv# 20142281; Prairie View		10/13/2014	\$506.00
City of Hempstead	Gary Morrison dba GDNC Pumps Inv#1402108; Hempstead FVD, Repairs on E-150	11260	10/13/2014	\$1,157.50
City of Hempstead	Gary Morrison dba GDNC Pumps Inv#1402107; Hempstead FVD, Repairs on E-150	11260	10/13/2014	\$1,288.16
City of Hempstead	Gary Morrison dba GDNC Pumps Inv#1402106; Hempstead FVD, Repairs on E-152	11260	10/13/2014	\$762.76
Houston Comm Newspaper	inv# 342620; notice public hearing	11246	10/13/2014	\$415.80
Houston Comm Newspaper	inv# 342617; notice ETR	11246	10/13/2014	\$756.00
Houston Comm Newspaper	inv# 344315; notice of tax revenue	11246	10/13/2014	\$415.80
Matthiessen Consulting	Inv #3; Administration Bldg	11245	10/13/2014	\$1,150.00
Matthiessen Consulting	Inv #6; Rolling Hills VFD	11245	10/13/2014	\$1,725.00
Twigg	Website Maintenance	11244	10/13/2014	\$100.00
US Treasury	Sept Payroll Taxes for Barry	Epay	10/10/2014	\$1,119.76
Waller County News Citizen	inv# 924; notice on tax revenue increase	11264	10/13/2014	\$54.00
Waller County News Citizen	inv# 901; notice on tax increase	11264	10/13/2014	\$135.00
Waller County News Citizen	inv#902; notice ETR	11264	10/13/2014	\$159.30
Waller County News Citizen	inv# 833; notice election	11264	10/13/2014	\$297.00
Weinman	Reimb for office supplies	11241	9/11/2014	\$82.35
Weinman	Payroll	DD	10/15/2014	\$1,460.28
Weinman	Payroll	DD	10/31/2014	\$1,460.27
				\$21,516.25

**11. To review and discuss the proposed District 2015 budget.** No Action, the providers turned in their budgets tonight.

**12. To Review and take action on revisions to District 2014 budget.** *Mr. Albert* mentioned that *Ms. Gunderson* and he had been working on the budget revisions. *Mr. Albert* made a motion to move \$58,400 from Acct # 67600 – Office Manager to the other expense accounts that needed to be adjusted. *Mrs. Robinson* seconded the motion, which passed 4 to 0.

Waller-Harris ESD #200					
Revisions on 2014 Budget					
Acct #	Account	Current Budget	Amount Over as of Sept 2014	Amt Increase Adj	
61000	Auto / Vehicle Expense	-	538.72	1,000.00	
61500	Accounting Expense	16,000.00	3,595.73	9,600.00	
63600	Collection Expense	3,000.00	443.08	1,000.00	
63700	CPA & Audit Fees	7,000.00	3,000.00	7,000.00	
63725	Dispatch	-	3,036.00	3,500.00	
63800	Election Expense	100.00	8,119.78	9,000.00	
63970	Gear & Equip (not asset)	-	4,031.50	5,000.00	
69500	Publications	12,000.00	1,352.13	3,000.00	
70000	Travel Expense	-	3,869.57	4,000.00	
70400	Training Expense	1,000.00	11,043.31	14,000.00	
77800	Web Develop Maint.	-	1,100.00	1,300.00	
	<b>Total:</b>				<b>58,400.00</b>
<i>Could take from 67600 - Office Manager</i>		<i>Will leave \$63,639.98 remaining under budget at year end</i>			
78000	Capital Outlay	-	352,532.90	360,000.00	
79000	Debt Services	-	131,594.02	191,355.00	
	<b>Total:</b>				<b>551,355.00</b>
<i>Accounted for when budget planning, but not budgeted for.</i>					

**13. To review and take action on the payment of operations funding pursuant to 2014 budget and service agreement with the District fire and EMS service providers.** *Mr. Albert* made a motion to pay providers pursuant to the 2014 budget and service agreements. *Mrs. Robinson* seconded the motion, which passed 4 to 0.

**14. To review and take action on approval of District/Department capital acquisitions and appropriate funding thereof.** No Action.

**15. To review and take action on development of a District-wide ISO plan.** *Mr. Robinson* mentioned that the ISO committee has a meeting coming up. No Action.

**16. To review and take action on Agreement with Brookshire VFD for fire and EMS first responder services for the City of Brookshire and ETJ areas.** *Mr. Albert* mentioned that ESD has sent Brookshire VFD hose, a booster truck, which we should not have done until the contract had been signed by Brookshire. *Mr. Albert* also mentioned that there was a fire at Brookshire that Brookshire did not respond to and Pattison VFD had to cover. This has happened twice now in the last month. It was asked how many fire fighters does Brookshire have that are active? The captain of Brookshire said they have 10 volunteers that are active, but only three during the day time. The reason they did not respond to the fire was because one was out of town and the other's truck broke down so he did not have a way to get there.

The two Brookshire representatives asked what ESD wanted from them. It was mentioned that the Fire Chief never makes an appearance at the ESD meetings, and he is expected to be there. Brookshire also needs to sign the ESD contract.

**17. To review and take action on territory for the City of Brookshire and ETJ area.** *Mr. Peeler* mentioned that ESD gets to pick who service providers are. Other ESD's have had to reassign territories. *Mr. Albert* mentioned that Brookshire only has Brookshire city. We will have dispatch issues. Chief Williams suggested having a drop dead date to getting the contract signed. The board said the date had already passed. The representatives of Brookshire asked for more time, they really want to work with ESD, it is the Fire Chief that is being difficult and they will try to talk to him. *Mrs. Robinson* asked to give them to the end of the month. *Mr. Albert* suggested training Brookshire like they trained Mt. Zion with Pattison VFD. Brookshire said they already train with Pattison. It was decided that the ESD board would decide at next month's meeting what to do with Brookshire territory if a contract could not get signed.

**18. To receive activity reports from District fire and EMS providers.** Katy Fire Department had a total of 99 calls, 14 were inside ESD; Katy EMS had 15 calls in district, 130 calls out of district; Monaville VFD had 7 call, all inside ESD; Mt. Zion had 2 call, all inside ESD; Pattison Area VFD had 17 calls, all inside ESD; Hempstead VFD had 17 calls, all inside ESD; Rolling Hills had 12 call, 11 inside ESD; Waller VFD had 18 calls, all were inside ESD; Prairie View VFD had 12 calls, 6 inside ESD, Tri-County VFD had 28 calls, all inside ESD, and Waller EMS had 356 calls, 352 calls inside ESD.

**19. To review and take action on revisions to District and/or Department operating and capital budgets pursuant to re-allocations and/or other matters.** *Mrs. Robinson* made a motion to

give Pattison VFD \$2,303.61 of the unused funds they turned in for the first half of the year to put a ramp on the one ton truck. *Mr. Albert* seconded the motion, which passed 4 to 0.

- 20. To review and take action as applicable on purchase of new fire apparatus, including Engines, Booster Trucks, and Pumpers, and new ambulance and/or remount with purchase of new cab and chassis and refurbish of box.** Mr. Weinman mentioned there are a few quotes from EMS for a remount. Mr. Bo Hashaw said a few items on the quote will come off. *Mr. Albert* questioned why we were purchasing a gas engine instead of diesel? *Mr. Davis* said that that was his decision. He is tired of having massive repairs on diesel engines, and it is about \$9,000 cheaper, the fuel is cheaper, and maintenance is cheaper. *Mr. Davis* decided to try something different. Mr. Weinman mentioned a bunch of departments that had switched to gas engines and they have all been happy with the decision, no one has had any problems. Mr. Hashaw's concern is that the other departments may only have to drive 5 or 6 miles to a run, where Waller EMS will have to drive 30 miles and sit there. Mr. Hashaw said that whatever ESD will buy EMS, they will drive. *Mr. Albert* made a motion to buy Waller EMS a remount not to exceed \$106,225.00. *Mrs. Robinson* seconded the motion, which passed 4 to 0.

Mr. Weinman said that the Prairie View Booster should be in the end of this week. The speedometer is being redone right now. Mr. Weinman and Mr. Jackson went to go look at it.

Mr. Weinman also mentioned that the Rolling Hills tender needs to be replaced. The age is dangerous and it needs to be put out of service. Monaville has offered to lend a tanker to Rolling Hills until the new tanker comes in. *Mrs. Robinson* asked Chief Robinson what tanker Monaville will give up? Chief Robinson said he will discuss with Chief Orsak to decide on what tanker Rolling Hills will borrow temporarily. *Mr. Albert* made a motion to purchase the tanker for Rolling Hills from US Tanker for \$354,841.00. *Mr. Hargrave* seconded the motion, which passed 4 to 0. Mr. Weinman thanked the board, and Rolling Hills thanked the board.

*Mr. Davis* said he has two quotes to purchase a 3 quarter ton truck with an 8 foot bed for the ESD Director. It is under \$50,000 so ESD doesn't need to get bids. *Mrs. Robinson* made a motion to purchase the truck for the ESD Director from LaRoche for \$30,400.00. *Mr. Darwin* seconded the motion, which passed 4 to 0. Mr. Weinman thanked the board.

- 21. To receive a training report from service providers.** Training reports were turned in tonight. *Mr. Albert* mentioned the pension and we need all pension reports in for the year because the end of the year is coming up. He is also going to look into when retirees can start collecting from the Pension.
- 22. To review and take action on Right-of-Way Easement for the Rolling Hills Fire Station.** The paperwork still has not been signed regarding the easement. Mr. Ferguson made some sketches on the document and we are waiting on the final document to sign.
- 23. To receive a report and authorize approval of payment s related to Rolling Hills Fire Station construction project.** *Mr. Davis* said he last heard they were trying to find a plumper for the pricing to be complete. Mr. Peeler mentioned that the pricing just came in today. The

contractor submitted general conditions and price break down. The stipulated sum of building Rolling Hills Fire Station was quoted by Mr. Peeler to be \$791,616. This was higher than the board expected and they weren't sure if the engineer had time to review it yet. It was decided to table this item and Mr. Peeler was asked to get the price breakdown to the commissioners for review. No Action.

**24. To review and take action on construction of future District administration building.** No Action.

**25. Executive Session, pursuant to Government Code Sections 551.071, 551.072 and 551.074 to deliberate regarding real estate, consult with legal counsel and review District personnel and operating matters.** No executive session was needed.

**26. Adjournment.** *Mr. Albert* made a motion to adjourn at 8:20 PM. *Mrs. Robinson* seconded the motion, which passed 4 to 0.

Respectful Submitted,

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Tommy Albert, Secretary / Treasurer