

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, January 13, 2015** at **7:00 p.m.** at the **Prairie View City Hall, 44500 US Business 290, Prairie View, TX 77445**.

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

The Meeting was called to order at: 7:03 p.m. by *Mr. Tommy Davis*.

- 1. To administer oath of office to recently appointed commissioner(s).** Mr. Katz announced that Mr. Gary Ferguson, Mr. Tommy Albert, and Mr. Darwin Harwin was reelected to the ESD Board and proceeded to administer the oath to the three commissioners.
- 2. To elect board officers.** *Mr. Albert* made a motion to keep the current officers in place. *Mr. Hargrave* seconded the motion, which passed 5 to 0.
- 3. To receive public comment, including vendors and service providers.** Les Fulger with Dayco Fire wanted to thank ESD for the Waller Pumper purchase. It should be available two weeks after February 3rd. Pattison wanted to thank Mt. Zion VFD and Monaville VFD for the mutual aid with the recent fires they have had lately.
- 4. To review and take action on approval of minutes of prior meetings.** *Mr. Albert* made a motion to approve the December 8th, 2014 minutes. *Mrs. Robinson* seconded the motion, which passed 5 to 0.
- 5. To review and take action regarding FEMA and other agency reimbursements.** *Mr. Ferguson* asked if we were through with all the FEMA stuff. *Mrs. Robinson* asked to see the detail from Tri County regarding what the 1% fee was for. The Fire Departments had all been paid, Tri-County gave their money back. *Mr. Davis* said they will get with Nanette Carr to get things taken care of.
- 6. To take action to retain the law firm Coveler & Katz, P.C. to serve as District counsel.** *Mr. Albert* made a motion to approve Coveler & Katz as District counsel. *Mrs. Robinson* seconded the motion, which passed 5 to 0.
- 7. To take action to retain Gundersons Bookkeeping to serve as District bookkeeper.** *Mr. Albert* made a motion to approve Gundersons Bookkeeping to serve as District bookkeeper. *Mr. Ferguson* seconded the motion, which passed 5 to 0.
- 8. To receive a report from the Waller County Fire Chief's Association.** There was no Fire Chief's meeting last month.

9. To receive a financial report from the District Treasurer and District Bookkeeper.

Prosperity – Operations # 1881	\$16,865.29
Prosperity – Tax/Public # 8700	\$549,260.32
FNB – Public Funds # 8084	\$1,978,770.79
Accounts Receivable	\$281,248.05

Total Revenues for December	\$3,585.70
Total Provider Payments	\$141,722.76
Total District Expenses	\$227,309.06

10. To pay District Bills. *Mr. Ferguson* made a motion to approve the district bills. *Mr. Hargrave* seconded the motion, which passed 5 to 0.

Type	Date	Num	Name	Memo	Amount
Liability Check	01/03/2015	E-pay	United States Treasury	04-3746791 QB Tracking # 162773192	1,119.74
Bill Pmt - Check	01/07/2015	EFT	AT&T	Account # 138856784	107.25
Bill Pmt - Check	01/12/2015	11338	Barry Weinman	Reimbursements	268.26
Bill Pmt - Check	01/12/2015	11339	BFF Investments	Rent & Light Invoice	1,422.89
Bill Pmt - Check	01/12/2015	11340	Gulf Coast Breathing Air	Air Sample	1,533.04
Bill Pmt - Check	01/12/2015	11341	Gundersons Bookkeeping LLC	Inv# 436; Dec 4 - Jan 8 bookkeeping	2,164.97
Bill Pmt - Check	01/12/2015	11342	Metro Fire	Bunker Gear	141,016.00
Bill Pmt - Check	01/12/2015	11343	Michael Twigg	Website Maintenance	100.00
Bill Pmt - Check	01/12/2015	11344	Municipal Emergency Services	Inv. # 00579339-SNV - Waller FD	2,650.26
Bill Pmt - Check	01/12/2015	11345	Rodney Crosby	Training	700.00
Bill Pmt - Check	01/12/2015	11346	Rolling Hills VFD	Rolling Hills VFD Reimbursement	1,132.62
Bill Pmt - Check	01/12/2015	11347	Shirts Caps and More	200 Orange Safety Vests	4,716.45
Bill Pmt - Check	01/12/2015	11348	Spirit of Texas Bank, SSB	Acct# 6101084	65,902.55
Bill Pmt - Check	01/12/2015	11349	Tri-County VFD	Training	200.00
Bill Pmt - Check	01/12/2015	11350	U S Postmaster	Roll of Stamps	46.00
Bill Pmt - Check	01/12/2015	11351	VFIS of Texas	Policy # 44BSBFJ7702 Inv. 25737 Bond Renewal	400.00
Bill Pmt - Check	01/12/2015	11352	City of Katy	Provider Payment - Feb 2015	6,250.00
Bill Pmt - Check	01/12/2015	11353	Monaville VFD	Provider Payment - Feb 2015	6,650.00
Bill Pmt - Check	01/12/2015	11354	Mt. Zion Community VF Assoc., Inc.	Provider Payment - Feb 2015	1,593.75
Bill Pmt - Check	01/12/2015	11355	Pattison Area VFD, Inc.	Provider Payment - Feb 2015	7,075.42
Bill Pmt - Check	01/12/2015	11356	Prairie View VF Association,	Provider Payment - Feb 2015	4,411.42

Check			Inc.		
Bill Pmt - Check	01/12/2015	11357	Rolling Hills VFD	Provider Payment - Feb 2015	4,087.92
Bill Pmt - Check	01/12/2015	11358	Tri-County VFD	Provider Payment - Feb 2015	6,618.50
Bill Pmt - Check	01/12/2015	11359	Waller County EMS, Inc.	Provider Payment - Feb 2015	95,833.33
Bill Pmt - Check	01/12/2015	11360	Waller VFD, Inc.	Provider Payment - Feb 2015	5,648.33
Bill Pmt - Check	01/12/2015	11361	Coveler & Katz, P.C.	December 2014 Invoice	3,999.22
Bill Pmt - Check	01/12/2015	11362	Waller-Harris ESD 200	Transfer to MM Account to bring up to 2 million	221,299.21
Check	01/12/2015	11363	Waller County EMS, Inc.	e-dispatche inv# 33665; 5,000 calls per month/Feb 1 - Jul31, 2015 Inv# 2060; Rolling Hills Fire Station, labor for 3 telephone cables in ditch for placement of dr...	1,518.00
Check	01/12/2015	3094	H W Garrett Construction		375.00
Check	01/12/2015	3095	City of Brookshire	Feb 2015 Provider Payment	1,216.63
Liability Check	01/14/2015		QuickBooks Payroll Service	Created by Payroll Service on 01/09/2015	1,463.27
Check	01/26/2015	11364	TxTag	Acct #303692339	51.52
Check	01/27/2015	BP	AT&T	Account # 138856784	100.33
Liability Check	01/29/2015		QuickBooks Payroll Service	Created by Payroll Service on 01/09/2015	1,463.27
Total Bills paid:					593,135.15

11. To review and approve 2015 service provider contracts.

Mr. Katz thinks that all of the service provider contracts have been turned in tonight except for Tri-County's. *Mr. Albert* made a motion to approve the 2015 service provider contracts. *Mrs. Robinson* seconded the motion, which passed 5 to 0.

12. To review and take action on service provider 2015 budgets. Mr. Katz said that we took care of this in item 11.

13. To receive a report from the District Emergency Service Director. Mr. Weinman reported that the reflective vests are in and have been distributed. The Office is up and operating and is working great. Mr. Weinman has been working on the property in Willow Creek Farms to build a fire station. Monaville pumper is still on schedule for late March or early April. The Dodge chassis for EMS's new ambulance is still delayed. He has also received high marks on the Pattison Fire.

14. To review and take action on the payment of operating funding pursuant to 2015 budgets and service agreements with the District fire and EMS service providers.

Mr. Katz made a recommendation to hold onto Brookshire's check because their contract has not been finalized yet. *Mrs. Robinson* made a motion to pay the service providers pursuant to the 2015 budgets and service agreements with exception of Brookshire. *Mr. Ferguson* seconded the motion, which passed 5 to 0.

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

- 16. To review and take action on District 2015 Investment Policy.** Mr. Katz wants to hold this until the next meeting. No Action.
- 17. To review and take action on development of a District-wide ISO plan.** *Mrs. Robinson* said that they did not have a meeting. No Action.
- 18. To review and take action on Interlocal Agreement with City of Brookshire for services for the City of Brookshire and ETJ area and approve financing of thereof.** Mr. Katz mentioned that the city of Brookshire attorney was here.
- 19. To receive a budget presentation for representative of City of Brookshire.** Paula Alexander, city attorney of the City of Brookshire asked to speak to the ESD Board members. Ms. Alexander thanked WHESD 200 for the equipment and apparatus they sent Brookshire. Ms. Alexander mentioned that the terms of the contract have been approved; it is the monetary amount that has not been approved yet. Ms. Alexander asked the board members to take an opportunity to review the budget that Brookshire turned in and reconsider raising the budget amount that was approved by ESD.

Mr. Albert mentioned that the communication with Brookshire has been zero besides Jessie and the Assistant Fire Chief of Brookshire. *Mrs. Robinson* talked with the Fire Chief of Brookshire last week and he said he would never come to a meeting. Ms. Mary Anne, legal counsel of Brookshire, got up and mentioned that the City Council of Brookshire has appointed Ms. Alexander and herself to make the contract work with ESD. *Mr. Davis* mentioned that if Brookshire has a legal issue, the City of Brookshire needs to contact Mr. Katz. If Brookshire has a budget issue, they need to contact Mr. Albert and Mrs. Robinson, who are ESD's budget committee. *Mr. Davis* also mentioned that there has been about \$1500 worth of legal fees due to the budget, which the budget committee could have handled, and that is not spending the tax payers' money wisely. *Mr. Albert* asked if they would be available after the meeting to discuss the budget. The attorneys said they would stay until after the meeting.

- 14. To review and take action on the payment of operating funding pursuant to 2015 budgets and service agreements with the District fire and EMS service providers.** Item number 14 was reopened. *Mr. Albert* made a motion to pay Brookshire from the currently approved 2015 budget and service agreement. *Mrs. Robinson and Mr. Ferguson* seconded the motion, which passed 5 to 0.
- 20. To receive activity reports from District fire and ESD providers.** Katy Fire Department had a total of 104 calls, 17 were inside ESD; Katy EMS had 16 calls in district, 151 calls out of district; Monaville VFD had 8 calls, all inside ESD; Mt. Zion had 1 call; Pattison Area VFD had 13 calls, 12 inside ESD; Hempstead VFD had 13 calls, all inside ESD; Rolling Hills had 6 calls, 4 inside ESD; Waller VFD had 13 calls, all were inside ESD; Prairie View VFD had 4 calls, all inside ESD, and Tri-County VFD had 26 calls, 25 calls inside ESD.

21. To review and take action on revisions to District and/or Department operating and capital budgets pursuant to re-allocations and/or other matters. No Action. Barry Weinman asked for item 15 to be reopened.

15. To review and take action on approval of District/Department capital acquisitions and appropriate funding thereof. Mr. Weinman said that there has been a request to purchase 105 pagers from all of the departments. HGAC cost for this is \$49,980.00. *Mrs. Robinson* asked for Mr. Weinman to take the request and go against the active list on the rosters for each department. There was also discussion about the problems with dispatch. *Pattison* mentioned that they did not request any pagers because they will not work in their area. *Mr. Davis* wanted to know if this item is a want or a need. *Mr. Ferguson* made a motion to table this item until the next meeting, until they have a more efficient report, and also wanted to know when the tower will be added onto. *Mrs. Robinson* seconded the motion, which passed 5 to 0.

Mr. Weinman mentioned that Tri County also requested 3 new fire helmets and 7 shields for \$1,166.00. *Mr. Albert* made a motion to let Tri County purchase the 3 fire helmets and shields. *Mr. Hargrave* seconded the motion, which passed 5 to 0.

Mr. Weinman said he has been working with Sherry Rumph at Shirts, Caps, and More to redesign ESD's logo. He had two samples to show the board. It was also suggested that ESD be spelled out on the logo so people know what ESD stands for. Everyone preferred the blue design over the red one. *Mrs. Robinson* requested that Mr. Weinman get the finished product for the next meeting and they can vote on it next month. *Ms. Gunderson* was asked to get this item put on the agenda for the next meeting.

Mr. Weinman and *Ms. Gunderson* had a request of getting the door tinted at the new office due to the glare that comes in the door. There was discussion on this.

Mr. Weinman requested a credit card to be able to purchase fuel and purchases the board members approves. *Mrs. Robinson* mentioned that Mr. Weinman is spending \$40-\$50 a week of his own money that needs to be reimbursed and agreed ESD needs to get a credit card. *Mr. Albert* asked *Ms. Gunderson* to get this on the agenda for the next meeting so they can vote on it.

22. To review and take action as applicable on purchase of new fire apparatus, including Engines, Booster Trucks, and Pumps, and new ambulance and/or remount with purchase of new cab and chassis and refurbish of box. No Action.

- 23. To receive a training report from service providers.** Providers turned in at the meeting.
- 24. To receive a report and authorize approval of Guaranteed Maximum Price related to Rolling Hills Fire Station construction project.** Dirt has been set out and batter boards are up.
- 25. To review and take action on construction of future District administration building.** No Action.
- 26. 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.** The board members left for the executive session at 7:57 and reopened the meeting at 8:24.
- 27. Adjournment.** *Mr. Albert* wanted to remind everyone of the Pension meeting that is to be held on Wednesday, January 28th at 7 pm at the ESD office. *Mr. Ferguson* made a motion to adjourn at 8:27 pm. *Mr. Albert* seconded the motion, which passed 5-0.

Tommy Albert, Secretary/Treasurer