

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

Board of Commissioners of **The WALLER-HARRIS EMERGENCY SERVICES DISTRICT NO 200** meeting was held on **Tuesday, January 14, 2020 at 7:00 p.m.** at the **Prairie View City Hall located at 44500 US Business Highway 290, Prairie View, TX 77446.**

In attendance were: Commissioners: Tommy Davis, Gary Ferguson, Tommy Albert, Rick Dalton, and Hollis Ulbricht; Legal Counsel: Mr. Adam Tabak with Coveler & Peeler, P.C.; Providers: City of Brookshire, City of Hempstead, Monaville VFD, Mt. Zion VFD, Pattison Area VFD, Prairie View VFD, Rolling Hills VFD, Tri-County FD, Waller VFD, and Waller County EMS; Gundersons Bookkeeping, the District Bookkeeper; Mr. Weinman; ESD Director, and Jimmie Orsak; District Chief-Safety Officer.

- 1. Call Meeting to order, pledge of allegiance, and invocation.** Meeting was called to order at 7:02 p.m. by *Mr. Tommy Davis*. *Mr. Tommy Albert* led the pledge and invocation.
- 2. To receive public comment.** *No Action*
- 3. To review and take action on matters relating to calling an election to be held on May 2, 2020.** Ira Coveler introduced a company to help with the sales election in May 2020, which is Touchstone District Services. Simon VanDyke will teach the departments on the verbiage to use and would speak to the public about the sales tax election. Simon stated there are laws as to how the election is advertised and presented and his company would be in charge of getting it out to the public. Ira Coveler asked the reason to call for a sales tax election. *Mr. Hollis Ulbricht* stated that new equipment is needed. Ira Coveler stated that there is tax to be collected and before someone else grabs it the ESD needs to grab it. Ira Coveler stated that it is very important to have everyone on board with this election or do not waste your time or money. *Mr. Gary Ferguson* made a motion to call a sales tax election for May 2, 2020. *Mr. Tommy Albert* second the motion, which passed 5 to 0.
- 4. To review and approve minutes of prior meetings.** *Mr. Tommy Albert* made a motion to approve minutes of prior meetings. *Mr. Rick Dalton* second the motion, which passed 5 to 0.
- 5. To review and approve proposed tax sales requested and submitted by Waller County or Harris County.** *No Action*
- 6. To receive the District financial report including monthly report from the District Treasurer and bookkeeper.** Kristin Gunderson read the financials. *Mr. Tommy Albert* made a motion to accept the financial report. *Mr. Hollis Ulbricht* second the motion, which passed 5 to 0.

Prosperity – Operations # 1881	\$137,179.95
Prosperity – Tax/Public # 8700	\$41,708.45
FNB – Public Funds # 8084	\$1,683,501.99
Texas CLASS Investment	\$2,335,104.68
Accounts Receivable	\$6,697,555.20
Total Revenue for December	\$29,770.42
Total Provider Payments	\$ 5,611.00
Total District Expenses	\$805,677.67

Waller-Harris ESD #200
Unpaid Bills
All Dates

	Date	Amount	Memo/Description
Advanced Rescue Systems	1/10/2020	\$27,240.00	Monaville Rescue Tools
		\$	
Total for Advanced Rescue Systems		27,240.00	
AFLAC			
	12/25/2019	893.28	Additional Insurance - Katy
Total for AFLAC		\$ 893.28	
AGILITY			
	1/10/2020	\$ 139.52	Vision Insurance - Katy
Total for AGILITY		\$ 139.52	
BD Realty Advisors, LLC			
	10/1/2019	\$ 4,625.00	Research Brookshire fire station properties
Total for BD Realty Advisors, LLC		\$ 4,625.00	
Blue Cross Blue Shield			
	12/31/2019	13,406.25	Profile - 241890 - Katy
Total for Blue Cross Blue Shield		\$ 13,406.25	
Brookshire Volunteer Fire Fighters Association			
	01/01/2020	3,085.41	Provider Payment - February 2020
Total for Brookshire Volunteer Fire Fighters Association		\$ 3,085.41	
Colorado County Oil Co.			
	12/11/2019	1,168.43	Fuel Bill - Dec 2019
Total for Colorado County Oil Co.		\$ 1,168.43	
Concentra			
	12/04/2019	59.50	Michael Bozoki - Duty Crew
	12/18/2019	59.50	Drug Screen - Cody Goodman - Duty Crew
Total for Concentra		\$ 119.00	
Consolidated Communications			
	01/01/2020	334.95	Internet/Phone - Katy
Total for Consolidated Communications		\$ 334.95	
Coveler & Peeler, P.C.			
	01/01/2020	4,015.48	Professional services rendered in December 2019
Total for Coveler & Peeler, P.C.		\$ 4,015.48	
Delta Industrial Service and Supply			
	12/16/2019	1,649.59	Ben 2 LR Black - Inventory
	12/10/2019	152.95	Gear Cleaning - S LaPointe - Duty Crew
	12/09/2019	9,731.35	Kevlar Mask Multiple Sizes - Inventory for Paid, Duty Crew, & VFD
	12/19/2019	2,909.48	Ben 2 LR black - 8,Paul Conway Shield - 13,Decal - 13 INVENTORY
	12/31/2019	1,755.00	Coat, Pants, Boot 9.5W - Duty Crew
	1/6/2020	5,875.00	Sleeve Mate Gloves - Katy

Total for Delta Industrial Service and Supply		\$ 22,073.37	
Edward Jones			
	12/19/2019	<u>2,885.00</u>	Retirement - 457b Match
Total for Edward Jones		\$ 2,885.00	
Geargrid Corporation			
	12/31/2019	<u>1,900.00</u>	3 Gear Locker Kits - Katy
Total for Geargrid Corporation		\$ 1,900.00	
Gundersons Bookkeeping LLC			
	01/01/2020	3,500.00	January Monthly Bookkeeping
	01/09/2020	<u>146.83</u>	Copy Charge & Extra Meeting
Total for Gundersons Bookkeeping LLC		\$ 3,646.83	
Lonestar Truck Group			
	01/09/2020	<u>1,177.78</u>	Repairs to E-42 (TC paid the first part of repairs in Dec., but there was other issues found and they finished 1-9-20)
Total for Lonestar Truck Group		\$ 1,177.78	
martinez Architects			
	12/23/2019	1,000.00	Mallard Crossing - Architectural Services
	12/23/2019	<u>11,910.94</u>	Schematic Design - New Prairie View Station
Total for martinez Architects		\$ 12,910.94	
Metro Fire, Inc.			
	12/11/2019	2,192.00	Pickhead Axe, Flathead Axe, Pike Poles, Traffic Cones, Flashlights - Inventory for Paid, Duty Crew, & VFD
	12/18/2019	<u>41.00</u>	Hydraulic Oil Cap Breather
Total for Metro Fire, Inc.		\$ 2,233.00	
Michellina Olivas			
	1/13/2020	<u>\$ 468.66</u>	Training Class & Exam & Certification - Driver/Operator Katy
Monaville VFD			
	01/01/2020	<u>3,662.50</u>	Provider Payment - February 2020
Total for Monaville VFD		\$ 3,662.50	
Mt. Zion Community VF Assoc., Inc.			
	01/01/2020	<u>1,884.16</u>	Provider Payment - February 2020
Total for Mt. Zion Community VF Assoc., Inc.		\$ 1,884.16	
Northwest Communication Inc.			
	01/06/2020	<u>866.00</u>	Repair to Hand held Radio - Monaville
Total for Northwest Communication Inc.		\$ 866.00	
Pattison Area VFD, Inc.			
	01/01/2020	<u>5,212.91</u>	Provider Payment - February 2020
Total for Pattison Area VFD, Inc.		\$ 5,212.91	
Prairie View VF Association, Inc.			
	01/01/2020	2,657.16	Provider Payment - February 2020
	12/19/2019	<u>563.80</u>	Reimbursement WC Insurance
Total for Prairie View VF Association, Inc.		\$ 3,220.96	

Prosperity Bank - CC

12/31/2019 8,249.25 ACCT#4054699990002467

**Total for Prosperity Bank - CC
Republic Services
713-849-0400**

\$ 8,249.25

12/26/2019 224.81 Trash - katy

Total for Republic Services

\$ 224.81

Rolling Hills VFD

01/01/2020 3,558.33 Provider Payment - February 2020

Total for Rolling Hills VFD

\$ 3,558.33

Skyline Equipment

12/11/2019 9,285.00 Continental 55lb hardmount washer extractor - Katy Station - For All Gear Cleaning

Total for Skyline Equipment

\$ 9,285.00

Spirit of Texas Bank, SSB

12/20/2019 65,096.36 Loan#6101084

Total for Spirit of Texas Bank, SSB

\$ 65,096.36

Stryker Sales Corp

1/2/2020 \$ 6,429.60 Maintenance Agreement - AED's

Total for Stryker

\$ 6,429.60

The Waller Times

01/01/2020 19.65 Notice of Administration Office

Total for The Waller Times

\$ 19.65

Tri-County VFD

01/01/2020 6,752.50 Provider Payment - February 2020

Total for Tri-County VFD

\$ 6,752.50

VFIS of Texas

12/26/2019 400.00 Tommy Albert Bond Renewal

Total for VFIS of Texas

\$ 400.00

Waller County EMS, Inc.

01/01/2020 155,552.58 Provider Payment - February 2020
12/31/2019 329.04 First Responder Program Supplies - Nov & Dec
1/8/2020 1,698.00 e-Dispatch Feb-July 2020

Total for Waller County EMS, Inc.

\$157,579.62

Waller VFD, Inc.

01/01/2020 4,425.00 Provider Payment - February 2020

Total for Waller VFD, Inc.

\$ 4,425.00

Wendy D. Langford

01/01/2020 1,300.00 RENT - February 2020
10/10/2019 296.76 Electric - Oct 2019
11/8/2019 262.97 Electric - Nov 2019
12/11/2019 236.80 Electric - Dec 2019

Total for Wendy D. Langford

\$ 2,096.53

TOTAL

\$380,545.42

7. **To pay the District's bills.** Kristin Gunderson stated Adam Tabak submitted an invoice for payment for the Mallard Crossing station in the amount of \$135,591. Mr. Tommy Albert made a motion to pay the bills and also include the invoice for Mallard Crossing station. Mr. Rick Dalton second the motion. Mr. Hollis Ulbricht wanted information about the locker kits purchased for Katy Station. Mr. Barry Weinman stated they are for 3 gear lockers for the active volunteers. The motion passed 5 to 0.
8. **To review and approve payments for operations funding pursuant to emergency services provider agreements.** Mr. Hollis Ulbricht made a motion to pay the providers. Mr. Tommy Albert second the motion, which passed 5 to 0.
9. **To receive a report from the District Emergency Service Director on matters affecting the provision of emergency services within the District.** Barry Weinman stated that the Mallard Station is coming along very well and is about 60 days from finishing. Barry stated that the extractor has been installed in Katy and is working great. Barry also stated that the new ambulance is about 60 days away and is a little behind schedule due to chassi issues. Barry also brought up that the EMS has made around 6,000 runs for the year and he met with Bo and Rhonda to discuss eventually expanding. Barry also stated the topics of discussion at the monthly chiefs meeting which were splitting crews, departments needing more portable radios, the need for more First Responders and taking the ECA classes that EMS will assist with, and call report issues. Mr. Tommy Davis asked if the insurance issue has been resolved at Tri-County and Ed Faterkowski explained that they are working on it. Mr. Hollis Ulbricht stated he doesn't remember voting for a new chassi. Mr. Tommy Davis stated that it was voted last year for this year.
10. **To review any and all issues related to coverage of the District by emergency services providers, including, but not limited to funding emergency services, coverage areas, organization/consolidation of providers, or provision of services directly by the District, including hiring personnel, and placement of emergency services facilities, vehicles and equipment.** *Tabled to Executive Session*
11. **To review, discuss and take action on the acquisition and financing of new vehicles, apparatus, ambulances and equipment.** Barry Weinman stated that there was approval in the budget for new monitors for EMS. The original quote sent to the Commissioners is incorrect due to the service contract. The price is \$178,326.40 and that is for 5 monitors and all accessories with a 5 year service agreement. Barry Weinman also stated that they have the quote for the portable building for Brookshire which is \$14,217.30 for a 30 x 41 x 13 metal building with 2 bay doors and 1 entry door. Barry stated it will be installed on concrete already onsite. Barry also stated that he has quotes for a custom chassi and a regular chassi. Mr. Tommy Davis stated that it will not be voted on at the moment and to go ahead and send the quotes to all the Commissioners. Mr. Gary Ferguson made a motion to install the building and provide insurance. Mr. Rick Dalton second the motion, which passed 5 to 0.
12. **To receive a report regarding the construction of the Mallard Crossing fire station.** A second draw has been paid and the building is coming along.
13. **To receive a report regarding the design and construction of a station in Prairie View.** *Tabled to Executive Session*
14. **To receive a report on the feasibility study for the tract of land at the Houston Executive Airport.** *No Action.*

15. **To review and act on fire station construction, modification or repairs.** Hills Construction submitted a bid for the Monaville Station for the North wall in the amount of \$3,842. Mr. Gary Ferguson made a motion for Hills Construction to do the work. Mr. Hollis Ulbricht second the motion, which passed 5 to 0. Mr. Gary Ferguson also requested a Certificate of Insurance from Hills Construction along with a formal quote.
16. **To review and take any action necessary on real estate, including but not limited to purchase, sale, lease, encumbrances, platting and acquisition financing.** *Table to Executive Session*
17. **To approve the sale or disposal of surplus and/or salvage property pursuant to Texas Health and Safety Code §775.251.** *No Action*
18. **To meet in Closed Session pursuant to Government Code §551.072 to deliberate regarding real estate matters.** Left to Executive Session at 7:47 PM and returned from Executive Session at 8:21 PM.
19. **To review, discuss and act on the hiring, termination, pay, scheduling, employment policies, and benefits for District personnel.** *Tabled to Executive Session*
20. **To meet in Closed Session pursuant to Government Code §551.074 to discuss personnel matters.**
21. **To meet in Closed Session pursuant to Government Code §551.071 to consult with legal counsel regarding pending or contemplated litigation, settlement offers of on matters which require confidentiality under the Texas Disciplinary Rules of Professional Conduct of the State Bar of Texas.**

3. *Mr. Tommy Albert* made a motion to appoint Coveler & Peeler as legal counsel for the sales tax election. Mr. Rick Dalton second the motion, which passed 5 to 0. Mr. Tommy Albert made a motion to engage Touchstone District Services for election and education services. Mr. Rick Dalton second the motion, which passed 5 to 0.

10. *Mr. Tommy Albert* made a motion to authorize Barry Weinman and Jimmie Orsak along with Mr. Tommy Davis to pursue a grant for radio communication equipment. Mr. Gary Ferguson second the motion, which passed 5 to 0.

22. **Adjournment.** *Mr. Tommy Albert* made a motion to adjourn. *Mr. Hollis Ulbricht* second the motion, which passed 5 to 0.

Tommy Albert, Secretary/Treasurer