

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, November 12, 2019** 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, 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; and Mr. Weinman, ESD Director.

- 1. Call Meeting to order, pledge of allegiance, and invocation..** *Mr. Rick Dalton* led the pledge and a citizen from Brookshire led the invocation.
- 2. To receive public comment.** *No Action*
- 3. To review and approve minutes of prior meetings.** *Mr. Hollis Ulbricht* made a motion to approve the minutes of the prior meetings. *Mr. Rick Dalton* second the motion, which passed 4-0.
- 4. To review and approve proposed tax sales requested and submitted by Waller County or Harris County.** *No Action*
- 5. To receive the District financial report including monthly report from the District Treasurer and bookkeeper, and to review the District’s investment policy, investment actions, designation of depository institutions, and depository pledge agreements.** Kristin Gunderson read the financials.

Prosperity – Operations # 1881	\$39,477.67
Prosperity – Tax/Public # 8700	\$41,674.45
FNB – Public Funds # 8084	\$484,169.19
Texas CLASS Investment	\$3,657,445.27
Accounts Receivable	\$4,479,012.96
Total Revenue for October	\$17,539.29
Total Provider Payments	\$ 193,301.18
Total District Expenses	\$263,013.29

Waller-Harris ESD #200

Unpaid Bills

All Dates

Vendor	Date	Amount	Memo/Description
AFLAC			
	10/25/2019	<u>893.28</u>	Insurance - Katy
Total for AFLAC		\$ 893.28	
AGILITY			
	11/10/2019	<u>\$ 139.52</u>	Vision - Katy
Total for Agility		\$ 139.52	
Blue Cross BlueShield TX			
	11/1/2019	<u>\$ 12,991.93</u>	Medical Insurance - Katy
Total for Blue Cross BlueShield TX		\$ 12,991.93	
Brookshire Volunteer Fire Fighters Association			
	11/01/2019	<u>5,166.00</u>	Provider Payment - November 2019
Total for Brookshire Volunteer Fire Fighters Association		\$ 5,166.00	
Bugs Incorporated			
	11/02/2019	<u>135.31</u>	Qrtly Pest Control - Katy
Total for Bugs Incorporated		\$ 135.31	
Career Step, LLC			
	09/30/2019	<u>1,497.13</u>	Certifications - Katy
Total for Career Step, LLC		\$ 1,497.13	
CenterPoint			
	10/28/2019	<u>\$ 23.81</u>	Gas - Katy
Total for CenterPoint		\$ 23.81	
Colorado County Oil Co.			
	10/16/2019	<u>910.80</u>	Fuel - Katy
Total for Colorado County Oil Co.		\$ 910.80	
Concentra			
	10/23/2019	119.00	Drug Test - Duty Crew
	10/30/2019	<u>178.50</u>	Drug/Alcohol Test - Duty Crew
Total for Concentra		\$ 297.50	
Consolidated Communications			
	11/01/2019	<u>335.19</u>	Internet/Phone - Katy
Total for Consolidated Communications		\$ 335.19	
Coveler & Peeler, P.C.			
	11/05/2019	<u>5,859.46</u>	Professional services rendered in October 2019
Total for Coveler & Peeler, P.C.		\$ 5,859.46	
Delta Industrial Service and Supply			
	10/07/2019	610.90	Gear Cleaning - Katy
	10/29/2019	<u>869.85</u>	Annual Gear Cleaning & Inspection - Duty Crew
Total for Delta Industrial Service and Supply		\$ 1,480.75	

Edward Jones			
	11/1/2019	\$ 2,883.20	457 (b) Match - Katy
Total for Edward Jones		\$ 2,883.20	
Gundersons Bookkeeping LLC			
	11/01/2019	3,000.00	Monthly Bookkeeping - November
	11/05/2019	208.65	Copy Charge & Extra Meeting
Total for Gundersons Bookkeeping LLC		\$ 3,208.65	
martinez Architects			
	10/30/2019	500.00	Mallard Crossing
Total for martinez Architects		\$ 500.00	
Metro Fire, Inc.			
	10/02/2019	5,513.90	Repairs - E-82 - Prairie View
	11/06/2019	621.00	Bul Clothes - All VFD
	11/14/2019	2,187.00	Big-10 Hose 1.75" & 2.5" x 50' - Waller
Total for Metro Fire, Inc.		\$ 8,321.90	
Monaville VFD			
	10/23/2019	256.29	Hotel - Blake Bowers - Wildland
	11/01/2019	4,575.76	Provider Payment - December 2019
	10/29/2019	2,885.00	Annual Hose & Pump Testing - Monaville
	10/23/2019	3,670.00	Reimbursement Commercial PKG
Total for Monaville VFD		\$ 11,387.05	
Mt. Zion Community VF Assoc., Inc.			
	11/01/2019	2,025.00	Provider Payment - December 2019
Total for Mt. Zion Community VF Assoc., Inc.		\$ 2,025.00	
Municipal Emergency Services			
	09/26/2019	1,682.86	SCBA Flow Test - Multiple - PVFFA
	09/26/2019	1,350.00	Air Bag Inspection - Waller
Total for Municipal Emergency Services		\$ 3,032.86	
Northwest Communication Inc.			
	10/24/2019	1,460.00	Service Call on Southern Repeater - Lightning Struck station
	09/30/2019	111.85	Repair on Equipment Pattison - Lightning strike to station
Total for Northwest Communication Inc.		\$ 1,571.85	
Pattison Area VFD, Inc.			
	11/01/2019	8,037.37	Provider Payment - December 2019
	10/22/2019	7,893.00	Reimbursement Auto & Commercial Insurance
Total for Pattison Area VFD, Inc.		\$ 15,930.37	
Prairie View VF Association, Inc.			
	11/01/2019	4,458.33	Provider Payment - December 2019
Total for Prairie View VF Association, Inc.		\$ 4,458.37	
Prosperity Bank CC			
	10/31/2019	\$ 4,128.71	District CC
		\$ 4,128.71	
Republic Services			
	10/26/2019	224.95	Trash Service - Katy

Total for Republic Services	\$ 224.95	
Rolling Hills VFD		
	11/01/2019 4,742.50	Provider Payment - December 2019
	10/14/2019 28.25	Reimbursement SCBA Testing
	10/14/2019 <u>741.00</u>	Tec Gen Gear - Vanessa Carter - Rolling Hills
Total for Rolling Hills VFD	\$ 5,511.75	
Safe-D		
	11/03/2019 <u>3,030.00</u>	2020 Conference Registration - 12 pp
Total for Safe-D	\$ 3,030.00	
Shirts Caps and More		
	11/06/2019 <u>117.95</u>	Gary Ferguson Polo Shirts
Total for Shirts Caps and More	\$ 117.95	
Texas Mutual Insurance Co.		
	10/16/2019 <u>24,334.00</u>	Final Audit
Total for Texas Mutual Insurance Co.	\$ 24,334.00	
The Hotline Press		
	9/30/2019 <u>\$ 64.00</u>	Tax Increase
Total for The Hotline Press	\$ 64.00	
Tri-County VFD		
	11/01/2019 7,859.62	Provider Payment - December 2019
	11/04/2019 <u>5,451.00</u>	Reimbursement Auto & Commercial Insurance
Total for Tri-County VFD	\$ 13,310.62	
VFIS of Texas		
	10/31/2019 <u>1,001.82</u>	2014 Ford Brush Truck - Brookshire
Total for VFIS of Texas	\$ 1,001.82	
Waller County EMS, Inc.		
	11/01/2019 155,552.60	Provider Payment - December 2019
	10/07/2019 <u>856.45</u>	Items paid on behalf of District First Responder Program
Total for Waller County EMS, Inc.	\$ 156,409.05	
Waller VFD, Inc.		
	11/01/2019 6,050.00	Provider Payment - December 2019
	11/03/2019 <u>7,245.00</u>	Reimbursement Auto & Comm Pkg - Waller
Total for Waller VFD, Inc.	\$ 13,295.00	
Wendy D. Langford		
	11/01/2019 <u>1,300.00</u>	RENT - December 2019
Total for Wendy D. Langford	\$ 1,300.00	
TOTAL	\$ 305,777.78	

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6. To pay the District's bills. *Mr. Gary Ferguson* made a motion to pay the District's bills. *Mr. Rick Dalton* second the motion, which passed 4-0.

7. **To review and approve payments for operations funding pursuant to emergency services provider agreements.** *Mr. Hollis Ulbricht* made a motion to pay providers. *Mr. Gary Ferguson* second the motion, which passed 4-0.
8. **To review and take action on the ratification of a continuing Contract with a private law firm pursuant to §6.30 of the Property Tax Code for the collection of delinquent District ad valorem property taxes and providing for the payment of up to 20% of the delinquent taxes, penalties, and interest which are collected by the attorney under said Contract.** Adam Tabak stated that line items 8-11 is in regards to rehiring Leinberger to collect delinquent tax payments and line items 8-11 can be combined into one motion. *Mr. Gary Ferguson* made a motion to combine line items 8-11 and rehire Leinberger to collect delinquent taxes. *Mr. Hollis Ulbricht* second the motion, which passed 4-0.
9. **To discuss and take action on the imposition of additional penalty on delinquent taxes pursuant to §33.07 of the Property Tax Code and adoption of a Resolution regarding same for taxes.**
10. **To discuss and take action on the imposition of additional penalty on delinquent taxes to defray costs of collection by the District's delinquent tax attorney, pursuant to §33.08 of the Property Tax Code and adoption of a Resolution regarding same.**
11. **To discuss and take action on the imposition of early additional penalty for collection costs for taxes imposed on personal property on delinquent taxes pursuant to §33.11 of the Property Tax Code and adoption of a Resolution regarding same.**
12. **To receive a report from the District Emergency Service Director on matters affecting the provision of emergency services within the District.** Barry Weinman stated there is no steel in Hockley yet. Barry also stated the SCBA bottles have been ordered and should be delivered in 6 weeks. Jimmie Orsak gave a briefing about what was discussed at the fire chiefs meeting. Jimmie stated they discussed disregarding apparatus prior to arriving at the scene, discussion about daily duties of the duty crew and volunteers, discussion of pre-plans and decon towels to help reduce cancer spreading, vaccination exposure reports for the first responders, there was also discussion about apparatus maintenance and traffic incidents safety response.
13. **To review, discuss and take action on the renewal, cancellation, modification or commencement of contracts with emergency services providers.** Adam Tabak has all provider contracts except for Waller Co. EMS due to some corrections that need to be done. Two copies were given to each provider so that each party will have an original. *Mr. Gary Ferguson* made a motion to approve the provider contracts. *Mr. Rick Dalton* second the motion, which passed 4-0.
14. **To review, discuss and act on an interlocal agreement with the City of Brookshire.** Adam Tabak stated that the City of Brookshire cancelled the lease with Brookshire VFFA. Tabled to Executive Session.
15. **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.** *No Action*
16. **To review, discuss and take action on the acquisition and financing of new vehicles, apparatus, ambulances and equipment.** *No Action*

- 17. To receive a report regarding the construction of the Mallard Crossing fire station.** Construction Administration is requesting the first draw of \$200,533. *Mr. Gary Ferguson* made a motion to pay the first draw. *Mr. Rick Dalton* second the motion, which passed 4-0.
- 18. To receive a report regarding the design and construction of a station in Prairie View.** Barry Weinman stated that at the last meeting with Tommy Albert and the architect it was determined that it would have to be a two-story station due to the property line. Martinez Architect is putting together 2 options to review.
- 19. To review, discuss and take action on the hiring of an architect to design the Prairie View station.**
No Action.
- 20. To retain an engineering company to conduct a feasibility study for the tract of land located at the Houston Executive Airport.** Charles Eastland with Cobb Fendley & Associates introduced their company and his colleague Rachel Broom who spoke of the proposal for the study. Rachel stated that task #1 would be to complete the survey for property line boundaries of the 3 acres out of the big plot. Task #2 would be the civil site due diligence to find out what might be there that didn't show up in the survey, including drainage and 100 year flood plan. *Mr. Gary Ferguson* made a motion to hire Cobb Fendly & Associates to conduct the feasibility study. *Mr. Rick Dalton* second the motion, which passed 4-0.
- 21. To review and act on fire station construction, modification or repairs.** *No Action*
- 22. To review and take any action necessary on real estate, including but not limited to purchase, sale, lease, encumbrances, platting and acquisition financing.** *No Action*
- 23. To approve the sale or disposal of surplus and/or salvage property pursuant to Texas Health and Safety Code §775.251.** *No Action*
- 24. To meet in Closed Session pursuant to Government Code §551.072 to deliberate regarding real estate matters.** Left to Executive Session at 7:31 PM and returned from Executive Session at 7:52 PM.
- 25. To review, discuss and act on the hiring, termination, pay, scheduling, employment policies, and benefits for District personnel.**
- 26. To meet in Closed Session pursuant to Government Code §551.074 to discuss personnel matters.**
- 27. 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.**
- 28. Adjournment.** *Mr. Hollis Ulbricht* made a motion to adjourn. *Mr. Rick Dalton* second the motion, which passed 4 to 0.

Tommy Albert, Secretary/Treasurer