

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, December 10, 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, 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..** *Mr. Tommy Albert* led the pledge and *Pastor Jones* led the invocation.
- 2. To receive public comment.** *Pastor Jones* from Brookshire spoke on behalf of Brookshire Fire & Rescue in regards to the history of the department and that they would like to work with the District. *Pastor Jones* also stated that there are now 2 entities in Brookshire and that the two should come together and serve the community. *Kendrick Jones* with the City Council of Prairie View thanked the District for continuing to have the meetings at City Hall. He also thanked all the fire fighters for their service. *Verdon Bourdeaux* invited everyone to the graduation for the 2019 WHESD#200 Fire Cadets on Saturday at 10:00 AM at the Zion Missionary Baptist Church in Brookshire, TX.
- 3. To review and approve minutes of prior meetings.** *Mr. Rick Dalton* made a motion to approve the minutes. *Mr. Gary Ferguson* second the motion, which passed 5 to 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.** *Miki Ellis* read the financials. *Mr. Hollis Ulbricht* made a motion to accept the financial report. *Mr. Tommy Albert* second the motion, which passed 5 to 0.

Prosperity – Operations # 1881	\$109,732.44
Prosperity – Tax/Public # 8700	\$41,690.75
FNB – Public Funds # 8084	\$71,868.99
Texas CLASS Investment	\$3,391,771.07
Accounts Receivable	\$6,781,793.94
Total Revenue for October	\$1,213.88
Total Provider Payments	\$ 198,467.22
Total District Expenses	\$288,326.43

Waller-Harris ESD #200

Unpaid Bills

All Dates

	<u>Date</u>	<u>Amount</u>	<u>Memo/Description</u>
AFLAC			
	11/25/2019	<u>893.28</u>	Insurance - Katy
Total for AFLAC		\$ 893.28	
AGILITY			
	12/10/2019	<u>\$ 139.52</u>	Vison- Katy
Total for AGILITY		\$ 139.52	
Allied Breathing Air, LLC			
	11/13/2019	513.00	Air Quality Sample - Pattison
	11/13/2019	540.91	Air Quality Sample - Tri-County
	11/13/2019	313.78	Air Quality Sample - PVFFA
	11/13/2019	302.78	Air Quality Sample - Waller
	11/13/2019	418.64	Air Quality Sample - Monaville
	11/26/2019	<u>301.00</u>	Breathing Air Hose Assembly - Monaville
Total for Allied Breathing Air, LLC		\$ 2,390.11	
Ben Pahl			
	12/05/2019	<u>84.76</u>	TCFP Exam & Certificates
Total for Ben Pahl		\$ 84.76	
Blue Cross Blue Shield TX			
	12/11/2019	<u>\$ 14,198.89</u>	Insurance - Katy
Total for BCBSTX		\$ 14,198.89	
Brookshire Volunteer Fire Fighters Association			
	12/01/2019	<u>5,611.00</u>	Provider Payment - December 2019
Total for Brookshire Volunteer Fire Fighters Association		\$ 5,611.00	
Colorado County Oil Co.			
	11/13/2019	258.17	Kerosene - Katy
	11/13/2019	<u>917.88</u>	Fuel - Katy
Total for Colorado County Oil Co.		\$ 1,176.05	
Concentra			
	11/13/2019	59.50	Drug Test - Smithwick, Michael - Duty Crew
	11/06/2019	238.00	Drug Screens - Duty Crew
	11/27/2019	<u>59.50</u>	Drug Test - Sharp, William
Total for Concentra		\$ 357.00	
Consolidated Communication			
	12/1/2019	<u>\$ 335.64</u>	Phone/Internet - Katy
Total for Consolidated Communication		\$ 335.64	
Coveler & Peeler, P.C.			
	12/05/2019	<u>5,253.90</u>	Professional services rendered in November 2019
Total for Coveler & Peeler, P.C.		\$ 5,253.90	
Delta Industrial Service and Supply			
	11/20/2019	1,130.75	Gear Cleaing & Repair - Katy/Duty Crew
	11/22/2019	562.90	Gear Cleaning & Repair - Duty Crew
	11/20/2019	200.00	Loaner Gear Cleaning - Katy

	11/20/2019	364.07	Kevlar Mask - Med - Katy - Inventory to give out as needed
	11/19/2019	3,055.00	Kangaroo Back Digiroo Gloves - SM, XLarge, 2XL - Katy
	11/18/2019	610.82	Majestic Instructor Hood - Inventory to give out as needed
	11/18/2019	610.82	Majestic Instructor Hood - Inventory
	11/15/2019	46.00	Suspenders - Duty Crew
	11/26/2019	972.37	Compact Boot Style FF Gear Bag, Shields, Decal - Duty crew
	12/5/2019	<u>260.95</u>	Gear Cleaning & Repair - Duty Crew
Total for Delta Industrial Service and Supply Edward Jones		\$ 7,813.68	
	11/12/2019	<u>2,867.72</u>	457 (b) Match - Katy
Total for Edward Jones Emergency Reporting		\$ 2,867.72	
	08/01/2019	<u>2,400.00</u>	Records Mgmt Software - Katy
Total for Emergency Reporting Gary Ferguson		\$ 2,400.00	
	12/1/2019	<u>\$ 7,000.00</u>	2019 Commissioner Meetings
Total for Gary Ferguson Gundersons Bookkeeping LLC		\$ 7,000.00	
	12/01/2019	3,000.00	Monthly Bookkeeping - December 2019
	12/03/2019	<u>132.32</u>	Copy Charges & Extra Meeting
Total for Gundersons Bookkeeping LLC Harris County Appraisal District		\$ 3,132.32	
	11/15/2019	<u>4,025.00</u>	1st Qtr Assessment - 2020
Total for Harris County Appraisal District Hollis Ulbricht		\$ 4,025.00	
	11/25/2019	<u>6,750.00</u>	2019 Meetings
Total for Hollis Ulbricht Metro Fire, Inc.		\$ 6,750.00	
	11/12/2019	257.00	Southco trigger Latch - SCBA
	11/26/2019	<u>39,840.00</u>	45 Minute, Carbon Cylinder, 30 yr life - All Stations
Total for Metro Fire, Inc. Michael & Christina Mathis		\$ 40,097.00	
	12/1/2019	<u>\$ 153.88</u>	TCFP Renewal
Total for Michael & Christina Mathis Monaville VFD		\$ 153.88	
	11/04/2019	6,469.00	Generator
	12/01/2019	<u>3,662.50</u>	Provider Payment - January 2020
Total for Monaville VFD Mt. Zion Community VF Assoc., Inc.		\$ 10,131.50	
	12/01/2019	<u>1,884.16</u>	Provider Payment - January 2020
Total for Mt. Zion Community VF Assoc., Inc. Municipal Emergency Services		\$ 1,884.16	
	11/12/2019	2,900.25	Ansulite 3x6 5 GAL pail - Qty 20 - Inventory for all stations
	11/22/2019	<u>1,668.60</u>	Silv-ex Plus Foam - Qty 20 - Inventory
Total for Municipal Emergency Services		\$ 4,568.85	

Northwest Communication Inc.			
	07/01/2019	<u>29,624.66</u>	New pagers for District Stations
Total for Northwest Communication Inc.		\$ 29,624.66	
Pattison Area VFD, Inc.			
	12/01/2019	<u>5,212.91</u>	Provider Payment - January 2020
Total for Pattison Area VFD, Inc.		\$ 5,212.91	
Prairie View VF Association, Inc.			
	12/01/2019	2,657.16	Provider Payment - January 2020
	11/19/2019	<u>3,526.00</u>	Auto & Commercial PKG
Total for Prairie View VF Association, Inc.		\$ 6,183.16	
Prosperity Bank CC			
	11/30/2019	<u>\$ 2,024.08</u>	District CC
Total for Prosperity Bank CC		\$ 2,024.08	
Prosperity Bank Loan			
	12/1/2019	<u>\$369,828.22</u>	Loan#1076120
Total for Prosperity Bank Loan		\$369,828.22	
Republic Services			
	11/26/2019	<u>224.81</u>	ACCT#308530092650 - Katy
Total for Republic Services		\$ 224.81	
Rick Dalton			
	12/1/2019	<u>\$ 7,000.00</u>	2019 Commissioner Meetings
Total for Rick Dalton		\$ 7,000.00	
Rolling Hills VFD			
	10/30/2019	146.25	SCBA Hydrotest
	11/19/2019	2,961.00	Workers Comp Renewal
	11/22/2019	61.50	Hydrotest SCBA
	12/01/2019	3,558.33	Provider Payment - January 2020
	12/05/2019	<u>4,433.00</u>	Auto & Commercial Insurance
Total for Rolling Hills VFD		\$ 11,160.08	
Ryan Arwine			
	12/1/2019	<u>\$ 172.17</u>	TCFP Certification
		\$ 172.17	
Safe-D			
	12/01/2019	<u>30.00</u>	Conference 2020
Total for Safe-D		\$ 30.00	
Shirts Caps and More			
	11/20/2019	<u>105.95</u>	Shirts for Safe-D - Kristin Gunderson
Total for Shirts Caps and More		\$ 105.95	
TX Mutual Insurance			
	11/11/2019	<u>\$ 30,203.00</u>	Workers Comp Policy Change - Katy
Total for TX Mutual Insurance		\$ 30,203.00	
Thomas Davis			
	12/1/2019	<u>\$ 7,000.00</u>	2019 Commissioner Meetings
		\$ 7,000.00	
Tommy Albert			
	12/01/2019	<u>7,000.00</u>	2019 Meetings
Total for Tommy Albert		\$ 14,000.00	

Tri-County VFD

12/01/2019 6,752.50 Provider Payment - January 2020

Total for Tri-County VFD \$ 6,752.50

Waller Co Appraisal District

11/20/2019 18,286.75 1st Qtr Allocation Payment - 2020

Total for Waller Co Appraisal District \$ 18,286.75

Waller County EMS, Inc.

12/01/2019 155,552.60 Provider Payment - January 2020

11/10/2019 135.98 Items paid on behalf of WHESD First Responder Program

Total for Waller County EMS, Inc. \$155,688.58

Waller VFD, Inc.

12/01/2019 4,425.00 Provider Payment - January 2020

Total for Waller VFD, Inc. \$ 4,425.00

Watson Mechanical

11/29/2019 198.00 A/C Fan motor run capacitor - Katy

Total for Watson Mechanical \$ 198.00

Wendy D. Langford

12/01/2019 1,300.00 RENT - January 2020

Total for Wendy D. Langford \$ 1,300.00

TOTAL \$789,566.15

Thursday, Dec 05, 2019 01:49:30 PM GMT-8

6. **To pay the District's bills.** *Mr. Gary Ferguson* made a motion to pay the District's bills. *Mr. Tommy Albert* second the motion. Miki stated that there are some invoices that need to be approved for payment from MetroFire & Barry Fleet Services. *Mr. Tommy Albert* stated that Mark Schaeffer with PVFFA needs to research the invoices from MetroFire. *Mr. Tommy Albert* stated that Justin with Monaville VFD to research the Barry Fleet Services bill. Justin stated that the bill has already been paid and *Mr. Tommy Albert* stated the Treasurer of the department needs to look at their budget and move things around if they can and if they don't have the funds then they can come to the District. The motion to pay the District bills passed 5 to 0.
7. **To review and approve payments for operations funding pursuant to emergency services provider agreements.** *Mr. Tommy Albert* stated that only 4 contracts have been turned in. *Mr. Tommy Albert* made a motion to pay an advance to the providers, but requested the other departments to get their contracts turned in. *Mr. Rick Dalton* second the motion, which passed 5 to 0.
8. **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 roof in on Mallard Crossing. Grace Accountability came out to the chief's meeting to discuss the accountability system for fire fights on a scene. Barry stated that it is a really good system, but very pricey. Mark Schaeffer stated that when sending a crew to a medical call, to send 2 in a Booster and leave 1 at the

station to bring the Engine if needed and utilize the Boosters more instead of the Engines. *Mr. Rick Dalton* requested to be added to the email chain for the chiefs meetings.

9. **To review, discuss and take action on the renewal, cancellation, modification or commencement of contracts with emergency services providers.** *No Action – Possible Tabled to Executive Session*
10. **To review, discuss and act on an interlocal agreement with the City of Brookshire.** *Tabled to Executive Session*
11. **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*
12. **To discuss calling a sales tax election under Texas Health and Safety Code Section 775.0345.** *Mr. Tommy Albert* spoke about the benefit of collecting sales tax. *Mr. Tommy Albert* stated that it doesn't affect the city. *Mr. Tommy Albert* stated that it will really help out with the needs of the District. *Mr. Tommy Albert* made a motion to call a sales tax election in May 2020. *Mr. Hollis Ulbricht* second the motion, which passed 5 to 0.
13. **To review, discuss and take action on the acquisition and financing of new vehicles, apparatus, ambulances and equipment.** *Barry Weinman* stated that the cleaning standard for bunker gear is changing from one cleaning to two cleanings. Advanced cleaning can be done at the Katy station with the trainings they are getting, but the station will need a new extractor. *Barry* stated the extractor will cost around \$10k and it cost \$120 per set to send out to get cleaned. *Barry Weinman* stated that he checked on the rescue tools at Monaville VFD and they were built in 1990. *Barry* stated the new tools will cost around \$27k and they are the same tools that other stations have. *Barry* stated that several departments have been asking for new apparatus (Pattison, Brookshire, Mallard Crossing) and he has gotten pricing and it takes a year to get the apparatus. *Mr. Gary Ferguson* stated to send the pricing and needs to the Commissioners and let them look it over. *Mr. Tommy Davis* asked if there are any new and improved rescue tools. *Barry* stated that the ones the District has been buying are good. *Mr. Tommy Albert* stated that Monaville requested the tools in their Capital Request and the District can go ahead and approve the purchase of the rescue tools. *Mr. Tommy Albert* made a motion to purchase the rescue tools for Monaville for \$28K. *Mr. Gary Ferguson* second the motion, which passed 5 to 0. *Mr. Tommy Albert* asked if any plumbing or anything need to be added. *Barry* stated maybe plumbing, but he doesn't think so. *Mr. Tommy Davis* asked if the aerobic system will be able to handle it. *Barry* stated he believes so, but not for sure. *Mr. Tommy Albert* asked the price of the extractor and what about dryers. *Barry* stated that the extractor will cost \$10K and they will be building dryers in-house. *Mr. Tommy Albert* made a motion to buy the extractor. *Mr. Hollis Ulbricht* second the motion, which passed 5 to 0.
14. **To receive a report regarding the construction of the Mallard Crossing fire station.** *No Action*
15. **To receive a report regarding the design and construction of a station in Prairie View.** *No Action*
16. **To receive a report on the feasibility study for the tract of land at the Houston Executive Airport.** *No Action.*
17. **To review and act on fire station construction, modification or repairs.** *No Action*
18. **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*

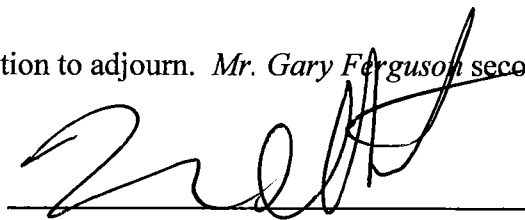
19. **To approve the sale or disposal of surplus and/or salvage property pursuant to Texas Health and Safety Code §775.251. *No Action***
20. **To meet in Closed Session pursuant to Government Code §551.072 to deliberate regarding real estate matters.** Left to Executive Session at 7:40 PM and returned from Executive Session at 8:22 PM.
21. **To review, discuss and act on the hiring, termination, pay, scheduling, employment policies, and benefits for District personnel.**
22. **To meet in Closed Session pursuant to Government Code §551.074 to discuss personnel matters.**
23. **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.**

9. *Mr. Tommy Albert* made a motion to pay the providers and approve the contracts that have been turned in, which are Pattison, Tri-County, Monaville, Mt. Zion, & PVFFA. *Mr. Gary Ferguson* second the motion, which passed 5 to 0. The departments that haven't turned in their contracts will be advances, which are Waller, Brookshire, Hempstead, Rolling Hills, and Waller Co. EMS.

13. *Mr. Tommy Albert* made a motion to purchase a maintenance/service truck for the District to perform maintenance on the District vehicles with a price up to \$125K. *Mr. Rick Dalton* second the motion, which passed 3 to 0. *Mr. Gary Ferguson* and *Mr. Hollis Ulbricht* opposing motion.

21. *Mr. Tommy Albert* made a motion to pursue hiring a certified mechanic for the District. *Mr. Rick Dalton* second the motion, which passed 3 to 0. *Mr. Gary Ferguson* and *Mr. Hollis Ulbricht* opposing the motion.

24. **Adjournment.** *Mr. Rick Dalton* made a motion to adjourn. *Mr. Gary Ferguson* second the motion, which passed 5 to 0.

A handwritten signature in black ink, appearing to read 'Tommy Albert', is written over a horizontal line.

Tommy Albert, Secretary/Treasurer