

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, June 11, 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; and Mr. Weinman, ESD Director.

1. **Call Meeting to order, pledge of allegiance, and invocation.** The meeting was called to order at 7:04 p.m. by *Mr. Tommy Davis*. *Mr. Tommy Albert* led the pledge of allegiance and Chief Frank Jackson led the invocation.
2. **To receive public comment, including vendors and service providers.** Dwayne Hajek from Waller VFD stated that someone came into their fire department and turned on all of their sirens so that when they turned on their master switch all the sirens went off at one time. *Mr. Tommy Davis* asked if they had cameras. Gene Schmidt said that the cameras didn't show anything. Verdon Bourdeaux stated that he has the next Fire Academy online starting June 20th until November 20th.
3. **To review and act on approval of minutes of prior meetings.** *Mr. Tommy Albert* made a motion to accept the minutes. *Mr. Rick Dalton* seconded 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 address financial matters including monthly report from the District Treasurer and bookkeeper, pay bills, investment policy, investment actions, designation of depository institutions, and depository pledge agreements.** Miki Ellis read the financial report and mentioned there was a couple of training request. *Mr. Tommy Albert* made a motion to accept the financial report. *Mr. Hollis Ulbricht* second the motion, which passed 5-0. *Mr. Gary Ferguson* made a motion to pay the bills. *Mr. Hollis Ulbricht* second the motion, which passed 5-0. *Mr. Tommy Davis* asked if there was any discussion on the investment policy or investment actions for depository institutions. Adam Tabak stated that the paperwork has been turned into Tony Sekaly with Texas CLASS Investment Pool and will be communicating with Gunderson's Bookkeeping to get the account set up and the transfer completed. *Mr. Gary Ferguson* asked if they have to make a pledge against the money. Adam Tabak said no. Adam stated that you are actually buying the securities with cash. Adam stated also that the District is going with the government backed securities which is safer.

Prosperity – Operations # 1881	\$135,877.50
Prosperity – Tax/Public # 8700	\$41,539.20
FNB – Public Funds # 8084	\$5,937,538.00
Accounts Receivable	\$630,020.57
Total Revenue for November	\$16,794.99
Total Provider Payments	\$194,967.85
Total District Expenses	\$269,562.71

Waller-Harris ESD #200
Unpaid Bills
All Dates

Vendor	Date	Amount	Memo/Description
AFLAC			
	05/25/2019	893.28	Supplemental Insurance - Katy
Total for AFLAC		\$ 893.28	
Agility			
	6/10/2019	\$ 139.52	Vison - Katy
Total for Agility		\$ 139.52	
Blue Cross Blue Shield			
	05/31/2019	12,043.45	Profile#0000241890 - Katy
Total for Blue Cross Blue Shield		\$ 12,043.45	
Bugs Incorporated			
	05/10/2019	135.31	Qrtly Pest Control - Katy
Total for Bugs Incorporated		\$ 135.31	
CenterPoint			
	6/28/2019	\$ 32.88	Gas - Katy
Total for Centerpoint		\$ 32.88	
Colorado County Oil Co.			
	05/08/2019	1,192.52	Fuel -Katy
	05/23/2019	394.02	Floor dry - qty 50 - All Departments
Total for Colorado County Oil Co.		\$ 1,586.54	
Consolidated Communications			
	06/01/2019	313.00	5606/0
Total for Consolidated Communications		\$ 313.00	
Coveler & Peeler, P.C.			
	6/6/2019	\$ 4,934.04	Legal - May 2019
Total for Coveler & Peeler, P.C.		\$ 4,934.04	
Delta Industrial Service and Supply			
	05/20/2019	237.61	Low Rider headband suspension kit - 5 qty - Katy Lime Reflexite Helmet Trapezoids - 10 qty - Katy
Total for Delta Industrial Service and Supply		\$ 237.61	
Edward Jones			

	06/06/2019	<u>3,064.97</u>	MAY 2019 - KATY
Total for Edward Jones		\$ 3,064.97	
Gundersons Bookkeeping LLC			
	06/01/2019	3,000.00	Monthly Bookkeeping
	05/15/2019	112.45	
	6/10/2019	<u>37.08</u>	
Total for Gundersons Bookkeeping LLC		\$ 3,149.53	
Harris Co Appraisal Dist			
	05/17/2019	<u>3,759.00</u>	3rd Qtr Assessment
Total for Harris Co Appraisal Dist		\$ 3,759.00	
Heroes Raising Concrete			
	04/30/2019	<u>3,084.00</u>	Concrete work @ Monaville VFD
Total for Heroes Raising Concrete		\$ 3,084.00	
Joshua Hahn			
	05/16/2019	<u>47.29</u>	TEEX - 4/30-5/3/19
Total for Joshua Hahn		\$ 47.29	
McCall Gibson Swedlund Barfoot PLLC			
	05/17/2019	<u>4,800.00</u>	Final Payment of Audit 2018
Total for McCall Gibson Swedlund Barfoot PLLC		\$ 4,800.00	
Metro Fire, Inc.			
	10/08/2018	4,048.00	Rubber Supply hose - PVFFA
	03/07/2019	9,990.00	Bunker Gear - Monaville
	04/17/2019	2,289.00	MET Bunker Gear - Katy
	05/15/2019	580.00	Extinguisher & Roof Hooks - Katy
	05/24/2019	68.00	28" Cable Cutters - Katy
	05/30/2019	598.00	Leather FF Boots - Katy
	05/30/2019	<u>299.00</u>	Leather FF Boot - Katy
Total for Metro Fire, Inc.		\$ 17,872.00	
Michael & Christina M Mathes			
	05/16/2019	574.93	TEEX - 4/29-5/3/19
	06/01/2019	<u>239.93</u>	TCFP Certification
Total for Michael & Christina M Mathes		\$ 814.86	
Monaville VFD			
	06/01/2019	<u>4,575.84</u>	Provider Payment - July 2019
Total for Monaville VFD		\$ 4,575.84	
Motorola Solutions Inc.			
	05/14/2019	<u>26,515.05</u>	4 - APX Digital Portable Radios 1 - APX6500 7/800 MHZ Mobile Radio
Total for Motorola Solutions Inc.		\$ 26,515.05	
Mt. Zion Community VF Assoc., Inc.			
	06/01/2019	<u>2,025.00</u>	Provider Payment - July 2019
Total for Mt. Zion Community VF Assoc., Inc.		\$ 2,025.00	
Municipal Emergency Services			
	05/14/2019	1,728.60	SILV-EX PLUS 5 gallon - 20 qty
	05/17/2019	72.85	SCBA repair - Tri County

	05/20/2019	<u>2,822.81</u>	SCBA Flow Test & Repair - PVFFA
Total for Municipal Emergency Services Pattison Area VFD, Inc.		\$ 4,624.26	
	06/01/2019	<u>8,037.33</u>	Provider Payment - July 2019
Total for Pattison Area VFD, Inc. Prairie View VF Association, Inc.		\$ 8,037.33	
	6/1/2019	\$ 100.00	Lawn care for Lot in Prairie View
	06/01/2019	<u>4,458.33</u>	Provider Payment - July 2019
Total for Prairie View VF Association, Inc. Prosperity CC		\$ 4,458.33	
	5/31/2019	<u>\$ 3,740.66</u>	Credit Card - District
Red The Uniform Tailor		\$ 3,740.66	
	05/07/2019	17.64	Serving since bar - Katy
	05/14/2019	<u>5.99</u>	Collar pin - Katy
Total for Red The Uniform Tailor Republic Services		\$ 23.63	
	05/26/2019	<u>176.56</u>	Trash - Katy
Total for Republic Services Rolling Hills VFD		\$ 176.56	
	06/01/2019	4,742.50	Provider Payment - July 2019
	06/06/2019	<u>4,091.00</u>	Reimbursement Auto & Commercial Renewal
Total for Rolling Hills VFD Safe-D		\$ 8,833.50	
	05/24/2019	<u>1,100.00</u>	Membership Renewal
Total for Safe-D Texas Facilities Commission Federal Surplus Property Program		\$ 1,100.00	
	05/24/2019	<u>660.00</u>	Cover Kit, Vehicle seat, hook swivel - MIL Trucks
Total for Texas Facilities Commission Federal Surplus Property Program Tri-County VFD		\$ 660.00	
	06/01/2019	<u>7,859.58</u>	Provider Payment - July 2019
Total for Tri-County VFD Tyler Willis		\$ 7,859.58	
	05/16/2019	<u>94.73</u>	TEEX - 4/29-5/3/19
Total for Tyler Willis Waller Co Appraisal District		\$ 94.73	
	05/15/2019	<u>16,891.00</u>	3rd quarter allocation payment
Total for Waller Co Appraisal District Waller County EMS, Inc.		\$ 16,891.00	
	06/01/2019	<u>155,552.60</u>	Provider Payment - July 2019
Total for Waller County EMS, Inc. Waller VFD, Inc.		\$ 155,552.60	
	06/01/2019	6,535.00	Reimbursement Auto & Commercial Renewal
	06/01/2019	<u>6,050.00</u>	Provider Payment - July 2019
Total for Waller VFD, Inc.		\$ 12,585.00	

Watson Mechanical

05/21/2019 144.00 Repair to A/C - Katy

Total for Watson Mechanical

\$ 144.00

Wendy D. Langford

06/01/2019 1,300.00 RENT - July 2019

Total for Wendy D. Langford

\$ 1,300.00

TOTAL

\$ 324,265.30

Thursday, Jun 06, 2019 01:42:20 PM GMT-7

- 6. **To review and discuss appraisal values of the District and authorize counsel to prepare and publish Effective Tax Rate Notice.** Adam Tabak stated that it is time for tax setting and the commissioners need to make the motion so that he can get started on it. *Mr. Gary Ferguson* made a motion. *Mr. Hollis Ulbricht* second the motion. *Mr. Gary Ferguson* asked with doubling values, how is that going to affect the tax payers. Adam Tabak stated that it will affect the Effective Tax Rate and it should go lower. It will also affect the roll back rate and will be easier to go with a higher rate. The motion passed 5-0.
- 7. **To review and take action regarding adoption of the District’s 2019 Investment Policy.** Adam Tabak stated that he has the 2019 Investment Policy completed and he nominated *Mr. Tommy Albert* to continue as the Chief Investment Officer and everything stays the same. The only things removed are the District will have 2 months average operating costs reliquat at all times. Also have 2 months operating cost to be no more than 60 days to maturity and nothing will be invested more than 12 months. Adam stated it has been removed since the District is now investing with Texas CLASS Investment Pool the money is always liquid and will always stay within the investment policy. *Mr. Gary Ferguson* moved to accept the District’s 2019 Investment Policy as written. *Mr. Rick Dalton* second the motion, which passed 5-0. *Mr. Rick Dalton* made a motion to elect *Mr. Tommy Albert* as the investment office for 2019. *Mr. Hollis Ulbricht* second the motion which passed 5-0.
- 8. **To review and approve payments for operations funding pursuant to emergency services provider agreements.** *Mr. Gary Ferguson* made a motion to pay providers. *Mr. Tommy Albert* second the motion, which passed 5-0.
- 9. **To receive a report from the District Emergency Service Director on matters affecting the provision of emergency services within the District.** Barry Weinman gave the floor to Jimmie Orsak to discuss the new radio communication in the south end of the district. Jimmie Orsak stated the radio program is currently being tested. The testing process so far is going good and coming in clear besides the metal buildings can cause a little diversion. Jimmie also stated at the chiefs meeting they met with Deputy Fire Marshall Wilson about pre-planning and he is going to assist the district with setting up pre-plans. Jimmie also stated Waller PD was there that does the bomb training and how it could affect their response times and Jimmie sent out an email to all of the Fire Chiefs in regard to the training. Pattison Fire Chief also stated that they also discussed the 911 addressing issues.

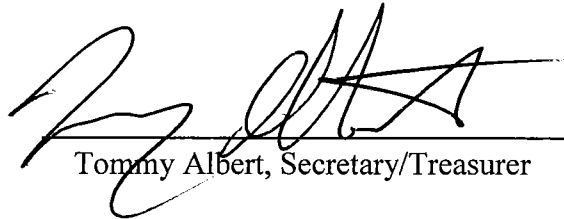
10. **To approve the sale or disposal of surplus and/or salvage property pursuant to Texas Health and Safety Code §775.251.** Barry Weinman stated that the ambulance is listed now. Barry stated he doesn't know how good the bid is going to be since the ambulance isn't running. Barry stated that injection pump is out and some other repairs needed at a cost of about \$10,000.
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 review and act on fire station construction, modification or repairs, including but not limited to payments, selection of architects or engineers and selection of contractors.** Adam Tabak got the signed contract over to Martinez and introduced Martinez to Chris Gant. Adam also has the contract from Chris Gant to be signed. *Mr. Gary Ferguson* asked when it will be started. Adam Tabak stated that he will talk to all parties involved and coordinate for Martinez and Chris Gant to meet at Coverler & Peeler next week. *Mr. Tommy Davis* stated there is some discussion in regards to this matter that needs to be discussed in Executive Session. Barry Weinman stated that Monaville VFD has more concrete repairs to add to finish from the previous repairs that were fixed. Justin Vollmering stated the way the fire department was built, it was built in 2 different sections as well as the parking lot. Justin stated that the expansion joints on the other side of the parking lot are shot and to keep future costs down he had Heroes come out and give a quote to go ahead and repair that other side. Justin stated the quote is a little high due to materials that they may or may not need to make the repair, but they wanted to go ahead and get the approval. Justin did say that the previous repair was \$500 cheaper than originally quoted. *Mr. Tommy Davis* stated that *Mr. Gary Ferguson* made a comment that when they were at Rolling Hills VFD a couple of weeks ago the joints look terrible. *Mr. Gary Ferguson* asked if Rolling Hills VFD can get a bid to seal their joints and Rolling Hills VFD stated that they have a bid. *Mr. Gary Ferguson* asked Margaret Francone to forward Rolling Hills bid to Barry Weinman to get approved. *Mr. Gary Ferguson* made a motion for Monaville VFD to seal the other section of the parking lot. *Mr. Tommy Albert* second the motion, which passed 5-0.
13. **To review and act to approve capital acquisitions and appropriate funding thereof, including action on acquisition financing.** Barry Weinman stated that he has the quotes for the new pagers that will be handed out to all firefighters. Barry got 2 quotes from Texas Communications out of Bryan and Northwest Communications. Texas Communications are \$430 each and Northwest Communications are \$421 each. The District will need a total of 66 pagers for all the firefighters which will total \$27,786 per all the fire chiefs. They will be Motorola pagers. *Mr. Gary Ferguson* asked what happened to all the other pagers. Barry stated that before the inventory process he couldn't tell them, but now that there is a process of assigning them to the individual instead of the fire department it has worked better. *Mr. Rick Dalton* asked if the 66 pagers will make that even or will there be extra and Barry stated the 66 is what was requested. Barry stated that the pagers will be handed out with bunker gear and that will keep the District from having this issue. Any existing pagers if they stop working, then we will get them repaired and if they cannot be repaired then we will order a new one, but that will be a case by case basis. *Mr. Gary Ferguson* asked if that is replacing all the pagers or just some. Barry Weinman stated no that these are request for those that do not have pagers. *Mr. Tommy Albert* asked to clarify that 66 people are

without pagers. Barry stated that is the numbers he got from the chiefs. *Mr. Tommy Davis* asked if he has names for each pager because Barry is going to have to have a name to assign them to. Barry stated that when they come to pick it up at that point it will be assigned by name. *Mr. Rick Dalton* asked if there were 66 people not responding because of not having a pager. Ed Faterkowski, Fire Chief of Tri-County, stated that he has 14 people using E-Dispatch right now. E-Dispatch is not accurate and sometimes don't come across the phones until way later. *Mr. Tommy Albert* made a motion to buy 66 pagers. *Mr. Gary Ferguson* second the motion, which passed 5-0. *Mr. Tommy Albert* asked if the E-Dispatch can make the timeframe longer for the address. Bo Hashaw will check on it. Barry Weinman stated that Monaville VFD's pumper is still down. *Mr. Tommy Albert* stated that he thought they already fixed it. Justin Vollmering stated that he submitted a quote to fix the pumper, but it was turned down because he only submitted 1 quote instead of 3. Then the next meeting Pattison VFD submitted just 1 quote to fix one of their trucks and it got approved without having 3 quotes. Justin stated that he doesn't have the time to get the trucks to the shop and he has tried to get help to transport the truck the shop and hasn't had any luck and the truck is still down. *Mr. Gary Ferguson* asked where the bid is from. Justin stated it was from GDNC Pumps in Tomball and the amount was \$5,647.25. *Mr. Gary Ferguson* asked if the district has ever used them before. Barry stated yes that multiple departments have used them. *Mr. Gary Ferguson* made a motion to fix Monaville's Tender. *Mr. Rick Dalton* second the motion, which passed 5-0. *Mr. Tommy Albert* asked if Waller VFD has gotten their ladder truck back. Gene Schmidt stated that the inspection failed for the 2nd time. Barry stated that he spoke to them last week and they cannot explain why the torque box cracked. The welding on the torque box failed and a cylinder was leaking, which is why it failed inspection. Barry stated that Ladder Trucks are a very complicated piece of machinery and can be a maintenance nightmare. *Mr. Tommy Albert* asked if both of Waller's engines are still in service. Gene stated 1 will be back in the morning and it is having gauges and valves replaced and once that one gets back, he will take the other engine to get fixed. *Mr. Tommy Albert* also stated that we do not need trucks out of service for a long period of time and that no one needs to take off work to get a truck to the shop that they need to utilize Barry and Jimmie for that.

- 14. To review and act on any and all matters related to paid personnel employed by District or contracted service providers, including hiring, termination, pay, scheduling employment policies, and benefits.** *Executive Session.* *Mr. Tommy Albert* spoke on the pension program and that all firefighters need to take advantage of the program. *Mr. Tommy Albert* gave an example of how quick Alvertice Bowdre's pension benefits were paid to the surviving spouse.
- 15. To review and take any action necessary on real estate, including but not limited to purchase, sale, encumbrances, platting and acquisition financing.** *Executive Session.* Brad Diehl is here to meet with the board as a real estate broker.
- 16. To meet in Closed Session pursuant to Government Code §551.072 to deliberate regarding real estate matters.** Board left for executive session at 7:43 p.m. and returned from executive session at 8:41 p.m.
- 17. To meet in closed Session pursuant to Government Code §551.074 to discuss personnel matters.**
- 18. 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.**

15. *Mr. Rick Dalton* made a motion for Adam Tabak to send 2 Letter of Intent for the prospective properties. Mr. Gary Ferguson second the motion, which passed 5-0. *Mr. Tommy Albert* made a motion for Adam Tabak to retain Brad Diehl for the land brokerage. *Mr. Rick Dalton* second the motion, which passed 5-0.

19. **Adjournment.** *Mr. Hollis Ulbricht* made a motion to adjourn at 8:50 PM. *Mr. Gary Ferguson* seconded the motion, which passed 5-0.



Tommy Albert, Secretary/Treasurer