

**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 **Tuesday, March 08, 2016** 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: Darwin Hargrave, Hollis Ulbricht, Tommy Albert, Gary Ferguson and Tommy Davis; Legal Counsel: Mr. Peeler; Providers: City of Hempstead VFD, Monaville VFD, Mt. Zion VFD, Pattison Area VFD, Prairie View VFD, Rolling Hills VFD, Waller EMS, and Waller VFD; Gundersons Bookkeeping, the District Bookkeeper; and Mr. Weinman the ESD Director.

1. **Call Meeting to order, pledge of allegiance, and invocation.** The Meeting was called to order at: 7:03 p.m. by Mr. Tommy Davis. The pledge of allegiance was said by Mr. Tommy Albert and Chief Frank Jackson was asked to give the prayer.
2. **To receive public comment, including vendors and service providers.** None.
3. **To review and take action on approval of minutes of prior meetings.** *Mr. Albert* made a motion to approve the February minutes. *Mr. Ferguson* seconded the motion, which passed 5 to 0.
4. **To receive a report from the Waller County Fire Chief's Association.** Fire Chief Hollis Ulbricht mentioned that they met and discussed the 800 radios and the station maps. The district boundaries are not correct. *Mr. Ferguson* made a motion for Barry Weinman to correct the district map and *Mr. Hargrave* seconded the motion, which passed 5 to 0.
5. **To address financial matters including report from the District Treasurer and bookkeeper, pay bills, investment policy and depository pledge agreements.** Mrs. Gunderson read the financial report. The invoices from FSC Pavement Markings were questioned and *Mr. Ferguson* suggested paying the original invoice but hold off on the additional work invoice. Tri-County asked for the Board to go and overlook the job done by FSC Pavement Markings they stated that the job was done improperly and looked bad. *Mr. Albert* asked if the contracts between Waller Harris ESD 200 and The City of Katy and The City of Brookshire have been received. Gundersons Bookkeeping stated they have not yet received them. *Mr. Albert* made the motion to accept the Financial Report, pay the bills with the exception of The City of Brookshire, The City of Katy and the additional FSC Pavement Markings invoice in the amount of \$1,035.65. *Mr. Ferguson* seconded the motion, which passed 5 to 0. Mr. Ferguson requested a meeting be set up with FSC Pavement Markings

Prosperity – Operations # 1881	\$8,559.77
Prosperity – Tax/Public # 8700	\$3,265,406.41
FNB – Public Funds # 8084	\$2,021,265.57
Accounts Receivable	\$674,212.44
Total Revenues for March	\$709,945.22
Total Provider Payments	\$143,562.08
Total District Expenses	\$261,330.72

<u>Vendor Name</u>	<u>Memo</u>	<u>Open Balance</u>
Allied Breathing Air	Inv #20160006 - Monaville VFD	588.00
Allied Breathing Air	Inv #20160007 - Pattison Area VFD	391.60
Allied Breathing Air	Inv #20160008 - Prairie View VFD	442.25
Allied Breathing Air	Inv #20160004 - Tri-County VFD	303.80
Allied Breathing Air	Inv #20160009 - Waller VFD	394.60
Barry Weinman	March Payroll	4,117.88
BFF Investments, LLC	RENT - March 2016	1,400.00
BFF Investments, LLC	February Light Bill	186.33
Caldwell Country Ford	Invoice #GEB17429	53,490.00
Coveler & Katz, PC	February Services	2,331.25
City of Brookshire	Provider Payment - April 2016	1,375.00
City of Hempstead	Provider Payment - April 2016	30,000.00
City of Katy	Provider Payment - April 2016	4,166.67
FSC Pavement Marking	Inv #2285 - Tri-County Parking Lot Repairs	4,425.05
FSC Pavement Marking	Inv #2286 - Tri-County Parking Lot Repairs	1,035.65
Gary Ferguson - Reimb	Reimbursement for Safe-D Expenses	1,039.03
Geargrid Corporation	Inv #0011221-IN - Freight Only	487.00
Gundersons Bookkeeping LLC	Inv #813 - 2/4/16 - 3/2/16 Bookkeeping	2,654.72
Harris Co Appraisal Dist	PS116000566 - 2nd Qtr Quarterly Assessment	1528.00
Johnsons Graphics	Inv #9013 - Business Cards for Commisioners	299.70
Michael Twigg	Inv # 158 - Website Maintenance	225.00
Michael Twigg	Website Maintenance	100.00
Monaville VFD	Provider Payment - April 2016	5,358.33
Monaville VFD	Reimbursement for VFIS	3,450.45
Mt. Zion Community VF Assoc., Inc.	Provider Payment - April 2016	2,015.83
Municipal Emergency Services	Inv #1001859	12,370.00
Municipal Emergency Services	Inv #1007269	13,412.25
Pattison Area VFD, Inc.	Provider Payment - April 2016	7,732.50
Pattison Area VFD, Inc.	Reimbursement for Inv #125248 - Ice Machine	2890.00
Prairie View VF Association, Inc.	Provider Payment - April 2016	4,089.58
Prosperity Bank Credit Card	February Credit Card Charges	1,939.96
Rodney Crosby	Inv #84 - Hempstead VFD	525.00
Rodney Crosby	Inv #85 - Prairie View VFD	525.00
Rodney Crosby	Inv #86 - Rolling Hills VFD	525.00
Rolling Hills VFD	Provider Payment - April 2016	5,254.58
Rolling Hills VFD	Reimb for VFIS Inv #30940	1,643.53
Rolling Hills VFD	Reimb for VFIS Inv #30979	3,534.00

Rolling Hills VFD	Reimb for Texas Mutual Ins Inv #20824355	2,459.00
Tri-County VFD	Reimbursement for VFIS Inv #31291	4,617.00
Tri-County VFD	Provider Payment - April 2016	7,254.58
United States Postal Service	PO Box Renewal	90.00
United States Postal Service	Roll of Stamps	49.00
VFIS of Texas	Policy Renewal - VFIS-TR-2053125	1,713.00
Waller Co Appraisal District	2nd Qtr 2016	14,550.19
Waller County EMS, Inc.	Inv #1511 - Reimbursement for Penguin Management Inv #37836	1,518.00
Waller County EMS, Inc.	Provider Payment - April 2016	100,000.00
Waller VFD, Inc.	Provider Payment - April 2016	5,981.67
Waller VFD, Inc.	Reimbursement for VFIS Inv #31171	6,416.00
		320,895.98

6. **To review and take action to pay operations funding pursuant to budgets and service agreements with the District contracted emergency services providers (Departments).** *Mr. Ferguson* made a motion to pay the service providers. *Mr. Ulbricht* seconded the motion, which passed 5 to 0.
7. **To review and take action on revisions to District and/or Department budgets pursuant to re-allocations and/or matters.** No Action
8. **To receive a report from the District Emergency Service Director.** Mr. Weinman stated that the gas meters that were purchased are now in service. Mr. Weinman also stated that the thermal imagers that were ordered were not available so we were given an \$1,000.00 upgrade at no additional charge. The foam that was ordered has come in and Mr. Weinman stated that he would be dispersing to the departments this week.
9. **To review and take action on real estate, including purchase, sale and encumbrances.** Mr. Peeler spoke with the water district in the Mallard Crossing Area and they need to keep the property for future expansions. Mr. Weinman stated that he was not sure if the property the HOA does own would work since there is no room for future expansion. *Mr. Ferguson* stated that he would like to go out next week to measure property in Mallard Crossing.
10. **To review and take action on District facilities including administration building and fire stations, including construction payments, selection of architects or engineers and selection of contractors.** No Action
11. **To review and take action to approve capital acquisitions and appropriate funding thereof, including action on acquisition financing.** Mr. Weinman mentioned that Pattison lost a lot of hoses during their last hose testing. They will need to be replaced and a rough estimate to replace them is \$7,043.00.

Mr. Weinman has a quote on the 800 Radios from Command Communications. Apex 7000 radios, which have the same warranty of new radios, are \$2,000.00 each. The chargers for the radios are \$325.00 each. The Fire Chiefs agree to this particular radio. Each Department would need 4 radios with the exception of Brookshire and Mt. Zion which will need only 2 each making the grand total of radios needed to 34 for a total of \$81,700.00. Mr. Weinman stated that Brian Nichols with the Sherriff's Office has 20 mobile radios that could go into the trucks, but they would need to be converted to digital, which would cost \$325.00 each to be converted. *Mr. Ferguson* questioned if they could be converted to digital. Mr. Weinman responded yes they can be converted.

*Mr. Albert* made a motion to approve funding for a new Booster for Tri-County. *Mr. Ulbricht* seconded the motion, which passed 5 to 0.

*Mr. Albert* made a motion to approve the new hoses for Pattison and the purchase of the hand held radios, he also requested that Mr. Weinman pursue attaining the mobile radios from the Sherriff's Office. *Mr. Ferguson* seconded the motion, which passed 5 to 0.

- 12. To review and take action on the disposition of surplus and salvage property.** Mr. Weinman asked if both chassis could possibly be stored at *Mr. Ferguson's* business until they are ready to be disposed of. *Mr. Ferguson* said that it would be okay to store them on his business property but would like for them to be disposed of as soon as possible. Mr. Peeler stated that the City of Waller approved the transfer of title for the 1987 truck to ESD, but no one has signed the title.
  - 13. To review and take action regarding audits and/or financial matters of contracted service providers.** Mr. Peeler mentioned that the audit is still in process.
  - 14. To review and take action regarding interlocal agreements with municipalities for the provision of emergency services.** Mr. Peeler mentioned that there were revisions made to the contract by the City of Katy. He mentioned that it was very different and could not recommend for it to be approved.
  - 15. To review and take action necessary regarding municipal annexations.** No Action.
  - 16. To review, discuss and take action on all matters related to the direct employment of emergency services personnel by the District.** Mr. Peeler stated he will update during closed session.
  - 17. To meet in Executive Session pursuant to Government Code Sections 551.072, 551.074 and 551.071 to discuss District real estate, personnel matters and to consult with legal counsel.** Board left for executive session at 7:45 pm, and returned from executive session at 8:50 pm
- 11. To review and take action to approve capital acquisitions and appropriate funding thereof, including action on acquisition financing.** *Mr. Albert* made a motion for Mr. Weinman to acquire an additional truck as the one previously purchased. *Mr. Ferguson* seconded the motion, which passed 5 to 0.

**16. To review, discuss and take action on all matters related to the direct employment of emergency services personnel by the District.** *Mr. Albert* made a motion for Mr. Weinman to meet with Pattison Area VFD, Tri-County FD and Waller County VFD and begin the hiring process. *Mr. Hargrave* seconded the motion, which passed 5 to 0.

**18. Adjournment.** *Mr. Albert* made a motion to adjourn at 9:00 PM, *Mr. Ferguson* seconded the motion, which passed 5 to 0.

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

Tommy Albert, Secretary/Treasurer