

**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, October 11, 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 and Tommy Davis; Legal Counsel: Mr. Peeler with Coveler & Katz; Providers: City of Brookshire, Hempstead VFD, Monaville VFD, Mt. Zion VFD, Pattison Area VFD, Prairie View VFD, Rolling Hills VFD, Tri-County VFD, and Waller VFD; and Gundersons Bookkeeping, the District Bookkeeper.

- 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*. The pledge of allegiance was said by *Mr. Tommy Albert* and the opening prayer was said by Chief Frank Jackson.
- 2. To receive public comment, including vendors and service providers.** Chris with General Truck & Body from SE Houston brought a truck to show everyone. Chief Orsak with Rolling Hills VFD stated they will have a fundraiser this weekend, Sat 10/15/16 from 11 am to 8 pm and would like to extend an invitation to everyone.
- 3. To review and take action on approval of minutes of prior meetings.** *Mr. Albert* made a motion to approve the September Special and Regular meeting minutes. *Mr. Ulbricht* seconded the motion, which passed 4 to 0.
- 4. To receive a report from the Waller County Fire Chief's Association.** No Meeting held.
- 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. *Mr. Albert* made a motion to approve the District Bookkeepers financial report and for the District bills to be paid with the exception of the Siddons Martin bill, which belongs to Prairie View. *Mr. Ulbricht* seconded the motion, which passed 4 to 0.

Prosperity – Operations # 1881	\$46,289.18
Prosperity – Tax/Public # 8700	\$224,894.84
FNB – Public Funds # 8084	\$3,591,500.70
Accounts Receivable	\$312,515.33
Total Revenues for September	\$12,076.75
Total Provider Payments	\$174,529.53
Total District Expenses	<b>\$134,432.16</b>

Vendor	Date	Memo	Open Balance
ADP	9/16/16	Payroll Fees	182.28
Access Hose & Ladder Co., Inc.	09/15/2016	Inv #9836 - Monaville Annual Hose & Pump Testing	2,833.25
BFF Investments, LLC	09/22/2016	September Light Bill	227.78
BFF Investments, LLC	10/01/2016	RENT - November 2016	1,400.00
City of Brookshire	10/01/2016	Provider Payment - November 2016	1,375.00
City of Katy	10/01/2016	Provider Payment - Jan - November 2016	91,666.67
Coveler & Katz, P.C.	10/10/2016	Professional Services for September	2,772.82
Daystar Publishing, Inc.	09/19/2016	Inv #13290	191.13
Gundersons Bookkeeping	10/06/2016	Inv #1030 - Monthly Bookkeeping (9/9/16 - 10/5/16)	2,458.10
Houston Community Newspapers	08/31/2016	Order #424452	415.80
Houston Community Newspapers	09/29/2016	Order #425312	415.80
Houston Community Newspapers	09/29/2016	Order #426006	840.00
Intuit Quickbooks	10/11/2016	Check Reorder	226.38
McCall Gibson Swedlund Barfoot	09/13/2016	Acct #796-20 - Final Audit Invoice for 2015	4,000.00
Metro Fire, Inc.	09/23/2016	Inv #97366-1 - Volunteer Bunker Gear	76,107.00
Michael Twigg	10/01/2016	Website Maintenance	100.00
Monaville VFD	10/01/2016	Provider Payment - November 2016	5,358.33
Mt. Zion Community VF Assoc., Inc.	10/01/2016	Provider Payment - November 2016	2,015.83
Northwest Communications, Inc.	03/08/2016	Inv #1022223 - Rolling Hills VFD Radio	2,165.19
Pattison Area VFD, Inc.	10/01/2016	Provider Payment - November 2016	7,732.50
Pattison Area VFD, Inc.	10/01/2016	October 2016 Payroll	9,044.71
Pattison Area VFD, Inc.	10/03/2016	Reimb for Swift Water Training Expenses	544.64
Prairie View VF Association, Inc.	10/01/2016	Provider Payment - November 2016	4,089.58
Prosperity Bank - CC	10/06/2016	Sept 2016 CC Charges; Acct ending 9927	351.04
Rodney Crosby	10/03/2016	Inv #105 - Hempstead VFD Training	1,025.00
Rodney Crosby	10/03/2016	Inv #106 - Rolling Hills VFD Training	937.50
Rodney Crosby	10/03/2016	Inv #107 - Prairie View VFD Training	1,737.50
Rolling Hills VFD	10/01/2016	Provider Payment - November 2016	5,254.58
Siddons-Martin Emergency Services	09/08/2016	Inv #13400442 - Repairs on 09' Pierce International	4,655.88
Tri-County VFD	10/01/2016	October 2016 Payroll	9,044.71
Tri-County VFD	10/01/2016	Provider Payment - November 2016	7,254.58
Tri-County VFD	10/10/2016	Reimb for Ramada stay - Swift Water Training	770.40
Tri-County VFD	10/10/2016	Reimb for Ed Faterkowski meals - Swift Water Training	69.92
United States Postmaster	10/11/2016	Roll of Stamps	47.00
Waller County EMS, Inc.	10/01/2016	Provider Payment - November 2016	100,000.00
Waller County News Citizen	09/12/2016	Inv #1848	175.50
Waller County News Citizen	09/19/2016	Inv #1857	135.00
Waller VFD, Inc.	10/01/2016	October 2016 Payroll	9,044.71
Waller VFD, Inc.	10/01/2016	Provider Payment - November 2016	5,981.67
Waller VFD, Inc.	10/04/2016	Reimb for Ramada Inn - Swift Water Training	203.40

Waller VFD, Inc.	10/04/2016	Reimb for Tyler Willis - Swift Water Training	243.21
Waller VFD, Inc.	10/04/2016	Reimb for Kyle Friedel Swift Water Training	100.13
Weinman, Barry	10/14/2016	Payroll and Taxes	2,018.44
Weinman, Barry	10/31/2016	Payroll and Taxes	2,018.44
<b>TOTAL PAYMENTS</b>			<b>367,231.40</b>

6. **To review and take action to pay operations funding pursuant to budgets and service agreements with the District contracted emergency service providers (Departments).** *Mr. Albert* made a motion to pay the providers. *Mr. Hargrave* seconded the motion which passed 4 to 0.
7. **To review and take action on revisions to District and/or Department budgets pursuant to re-allocations and/or other matters.** The budget for the City of Katy will need to be amended from \$50,000 to \$100,000.00 yearly. *Mr. Albert* made a motion to approve the amendment of the City of Katy budget. *Mr. Hargrave* seconded the motion, which passed 4 to 0.
8. **To review and take action on the District budget(s).** No Action.
9. **To review and take action regarding interlocal agreements with municipalities for the provision of emergency services.** *Mr. Peeler* recommended to approve the 2016 City of Katy contract of \$100,000.00. *Mr. Albert* made a motion to approve the increase of the City of Katy contract. *Mr. Ulbricht* seconded the motion, which passed 4 to 0.
10. **To receive a report from the District Emergency Service Director.** *Mr. Weinman* stated that the Katy area station is at the architect to get a final draft drawn up; then it will go to the builder for a quote; then to the Board for approval.  
*Mr. Weinman* stated that he was on the agenda at the Brookshire meeting on Thursday. It is strictly an information exchange meeting to allow ESD to do some upgrades.
11. **To review and take action on real estate, including purchase, sale encumbrances.** Table.
12. **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.** *Mr. Davis* stated he spoke with *Mr. Ferguson* about the Admin building and they are just waiting on a response from the City of Waller. Chief Gene Schmidt stated that it is on the agenda with the City of Waller for this upcoming Tuesday.  
Mallard Crossing – The platting is being done and as soon as that is completed then we can begin building.
13. **To review and take action to approve capital acquisitions and appropriate funding thereof, including action on acquisition financing.** *Mr. Weinman* stated that he was asked by the board to get a pager list going and out of all the departments only 4 have responded (Waller VFD – 10, Hempstead VFD – 10, Monaville VFD – 15, and Prairie View VFD – 20) with a total of 55 pagers. Two departments missed the order last time pagers were ordered so numbers will be a bit higher this time around. *Mr. Weinman* stated that the new G1 pagers are waterproof up to 3 feet. The cost of the G1s are \$320.00. Chief Gene Schmidt requested to see the pagers before the

order is placed. Mr. Weinman stated he could get one and bring it to the next meeting for all to see.

Active 911 – There is a 120 day free trial available; therefore the Chiefs just need to get on the system and try it. There has been an average of a six second turn around so there is a rapid response. The cost of the program is \$11.00 per year per cellphone.

Bo Hashaw stated that he has received a \$30,000.00 bill for repairs of the 4500 and it is still not completely fixed. Mr. Weinman will get a quote for a remount for the 4500 and get it to the Board next month.

- 14. To review and take action on the disposition of surplus and salvage property.** No Action
- 15. To review and take action regarding financial matters of service providers.** No Action.
- 16. To review and take action on any and all matters related to paid personnel.** No Action.
- 17. To review and take any action on emergency services provider contacts for 2017.** Mr. Peeler stated that Adam has made some changes and he will review and make changes if any and have ready for next month.
- 18. 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 7:36 pm, and returned from executive session at 7:58 pm.
- 19. Adjournment.** *Mr. Hargrave* made a motion to adjourn at 7:59 PM, *Mr. Ulbricht* seconded the motion, which passed 4 to 0.

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Tommy Albert, Secretary/Treasurer