

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, January 10, 2017** 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, Darwin Hargrave, Hollis Ulbricht, and Tommy Albert; 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, Waller County EMS and Waller VFD; and Gundersons Bookkeeping, the District Bookkeeper.

- 1. Call Meeting to order, pledge of allegiance, and invocation.** *Mr. Tommy Davis and Mr. Hollis Ulbricht* were sworn in to office by Mr. Peeler. The Meeting was called to order at: 7:05 p.m. by *Mr. Tommy Davis*. The pledge of allegiance and prayer was said by *Mr. Tommy Albert*.
- 2. To receive public comment, including vendors and service providers.** Mr. Bordeaux thanked the board for the opportunity to speak on behalf of the Academy. Mr. Bordeaux stated the Academy will have 2 different courses. One is the Short Track which is a 14 week program and the other is a Long Track which is a 12 month course. Everything is set up for the Long Track program which is set to begin next week. This program is not as strict as the Short Track program which is why it is set to go. Classes will be held every Thursday and if demand is high enough we can meet twice a week. Skills Testing is held on Saturday twice a month. If some of the Volunteer Fire Fighters only need to attend a few classes they will just need to take the classes they are missing then they can go take the test. As long as they have the documentation that they have completed classes they won't have to take those classes. At the end of the course they will be certified FF2. Mr. Bordeaux requested the board to push their members to go thru the program all the way not just to FF1.
Mr. Albert questioned if the class was full. Mr. Bordeaux stated they have 20 enrolled so far. Mr. Bordeaux also stated that a physical and a drug screening should be done before joining the Academy. They will forgo the background check but fingerprinting will need to be done when they get SFFMA 2 Certified.
- 3. To review and take action to elect Board officers for the 2017 term.** *Mr. Albert* made a motion to keep the same officers as they currently are. *Mr. Hargrave* seconded the motion, which passed 4 to 0
- 4. To review and take action on approval of minutes of prior meetings.** *Mr. Albert* made a motion to approve the December meeting minutes with the correction of Judge Brian to Brian Cantrell on item #6. *Mr. Hargrave* seconded the motion, which passed 4 to 0.
- 5. To receive a report from the Waller County Fire Chief's Association.** No meeting was held.
- 6. 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. *Mr. Ulbricht* seconded the motion, which passed 4 to 0.

Prosperity – Operations # 1881	\$19,687.78
Prosperity – Tax/Public # 8700	\$210,452.28
FNB – Public Funds # 8084	\$2,729,419.29
Accounts Receivable	\$303,682.25
Total Revenues for December	\$4,622.19
Total Provider Payments	\$27,134.13
Total District Expenses	\$181,859.64

Vendor	Date	Memo	Open Balance
ADP	12/22/16	Payroll Fees	182.28
Allied Breathing Air, LLC	11/08/2016	Inv #20160755 - Tri-County FD	504.00
Barry Weinman	01/13/2017	Payroll and Taxes	2,182.91
Barry Weinman	01/31/2017	Payroll and Taxes	2,182.91
City of Brookshire	01/01/2017	Provider Payment - February 2017	1,375.00
City of Katy	01/01/2017	Provider Payment - February 2017	8,333.33
Coveler & Katz, P.C.	01/09/2017	December Services	5,887.49
Fernando Garza	01/06/2017	Earnest Money Contract for Katy Property	1,000.00
Gundersons Bookkeeping	01/09/2017	Inv #1110 - 12/10/16 thru 1/8/17 Bookkeeping	2,417.68
Gundersons Bookkeeping	01/10/2017	Inv #1111 - Year End Bookkeeping	125.25
Michael Twigg	01/01/2017	Website Maintenance - Inv #197	100.00
Monaville VFD	01/01/2017	Provider Payment - February 2017	5,085.57
Monaville VFD	01/06/2017	Reimb - VFIS Inv #35496	4,023.00
Mt. Zion Community VF Assoc., Inc.	01/01/2017	Provider Payment - February 2017	1,491.77
Pattison Area VFD, Inc.	01/01/2017	Provider Payment - February 2017	7,685.10
Pattison Area VFD, Inc.	01/01/2017	January 2017 Payroll	8,932.88
Prairie View VF Association, Inc.	01/01/2017	Provider Payment - February 2017	3,317.32
Prosperity CC - Acct #9927	01/09/2017	Dec CC Charges	547.75
Rodney Crosby	12/30/2016	Inv #113 - Hempstead VFD Training	225.00
Rodney Crosby	12/30/2016	Inv #114 - Rolling Hills VFD Training	450.00
Rodney Crosby	12/30/2016	Inv #115 - Prairie View VFD Training	1,025.00
Rolling Hills VFD	01/01/2017	Provider Payment - February 2017	4,035.02
Spirit of Texas Bank, SSB	12/21/2016	Acct #6101084	65,902.55
Stewart Title	01/06/2017	Earnest money Contract for Katy Property	9,000.00

Tri-County VFD	01/01/2017	Provider Payment - February 2017	6,495.02
Tri-County VFD	01/01/2017	January 2017 Payroll	8,932.88
Ubernosky & Majeres, PLLC	11/30/2016	Inv #59141	795.00
VFIS of Texas	12/28/2016	Inv #35566 - Bond Renewal	400.00
Waller County EMS, Inc.	01/01/2017	Provider Payment - February 2017	100,000.00
Waller VFD, Inc.	01/01/2017	Provider Payment - February 2017	5,077.13
Waller VFD, Inc.	01/01/2017	January 2017 Payroll	8,932.88
Wendy D. Langford	12/22/2016	Dec Light Bill	173.27
Wendy D. Langford	01/01/2017	RENT - February 2017	1,400.00
			268,217.99

- 7. To review and take action to pay operations funding pursuant to budgets and service agreements with the District contracted emergency service providers (Departments).** Mr. Peeler stated none of the contracts are ready. *Mr. Ulbricht* made a motion to pay the providers. *Mr. Albert* seconded the motion which passed 4 to 0.
- 8. To review and take action on revisions to District and/or Department budgets.** Mrs. Gunderson stated that Rolling Hills VFD has a budget reallocation request. *Mr. Albert* made a motion to approve the reallocation request. *Mr. Ulbricht* seconded the motion, which passed 4 to 0.
- 9. To review and take action to regarding interlocal agreements with municipalities for the provision of emergency services.** No Action
- 10. To receive a report from the District Emergency Services Director.** Mr. Weinman stated that we missed the Cascade price increase by two days but the systems have been ordered and both projects are moving forward.

Mr. Weinman stated Mallard Crossing is no longer going with a subdivision development which has screwed up everything we've done as of now. Hodde & Hodde has a meeting with the City of Houston and they will probably approve the land to get replotted. Then it needs to go to County for approval. We will need to wait for their next meeting for the approval.

Mr. Weinman stated that the research for the Prairie View property is completed and hopefully it will be one week for the survey.

Mr. Weinman stated that the Katy property survey and the environmental survey are both scheduled we are just waiting on getting everything back.

Mr. Weinman stated that the Brookshire property environmental survey will be done by Terracon in the amount of \$2,300.00

- 11. To review and take action on emergency services provider agreements for 2017.** No Action.

- 12. To review and take any action necessary on real estate, including but not limited to purchase, sale, encumbrances, platting and acquisition financing.** No Action.
- 13. To review and take action on District facilities including administration building and fire stations, including but not limited to construction, payments, selection of architects or engineers and selection of contractors.** No Action.
- 14. To review and take action to approve capital acquisitions and appropriate funding thereof, including action on acquisition financing.** Mr. Weinman asked if the board would like to get going on another remount. The last remount was approximately \$115,450.00. This truck has been remounted once before so the box will not need anything. We just need a PO and to get in line. *Mr. Albert* made a motion to move forward with the ambulance. *Mr. Hargrave* seconded the motion, which passed 4 to 0.

Mr. Weinman stated that we need to get some items to handle a spill. Absorbent boones (80 ft) run \$120.00 per station, so total for all stations is \$1,200.00. There is also Absorbent clay – two pails run \$1,000.00. If spill affects life safety the road needs to be cleaned off to open the road back up again. If it is a large spill then it's the responsibility of who spilled it. We take care of the initial containment only. We need to get used material from the Hazmat. Mr. Weinman stated we need \$2,500.00 for supplies. *Mr. Albert* made a motion to purchase hazmat materials as needed. *Mr. Ulbricht* seconded the motion, which passed 4 to 0.

- 15. To review and take action on any and all matters related to paid personnel employed by District service providers.** No Action.
- 16. 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 7:35 pm, and returned from executive session at 8:09 pm.
- 17. Adjournment.** *Mr. Albert* made a motion to adjourn at 8:10 PM, *Mr. Ulbricht* seconded the motion, which passed 4 to 0.

Tommy Albert, Secretary/Treasurer