

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 10, 2017 at 7:15 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, Darwin Hargrave, and Hollis Ulbricht; Legal Counsel: Mr. John Peeler 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 Fire Department, Waller County EMS, and Waller VFD; 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: 7:25 p.m. by *Mr. Tommy Davis*. *Mr. Albert* led the pledge of allegiance and Frank Jackson led the prayer.
- 2. To receive public comment, including vendors and service providers.** Prairie View asked last month if Waller Harris ESD 200 would be interested in co-sponsoring ECA Class which would be open to the whole district if ESD co-sponsored it. There would be no cost to us. Our name would be used as a co-sponsor. It will be on the agenda in two weeks for approval. Rolling Hills Fundraiser is this weekend. Everyone is invited.
- 3. To review and take action on approval of minutes of prior meetings.**
Mr. Albert made a motion to approve all five sets of minutes of the September meetings. *Mr. Hargrave* seconded the motion, which passed 5 to 0.
- 4. To receive a report from the Waller County Fire Chief's Association.** No meeting held.
- 5. To review and take action on properties designated for tax sales by Waller County, including action on deeds for same.** No Action.
- 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. Ferguson* said he thought we gave EMS the money to get equipment. Was the money just for training people? It appears gear is charged to us (GearGrid Corp. charge). There is no listing for what the equipment is. Should it be put in inventory? Mr. Hashaw stated he gave a list of each item for which we paid. Mrs. Gunderson received a copy of the invoice. Mr. Weinman stated that the GearGrid Corp. charge is for Katy's red lockers, which is a Katy expense. *Mr. Ferguson* stated everything that's done for Katy should be listed under the Start-up Budget heading instead of scattered throughout the financials. Mrs. Gunderson stated she would move the GearGrid Corporation charge to the Misc. Start-up Budget for Katy. Mrs. Gunderson addressed *Mr. Ferguson's* question about where to list the overhead doors for Katy. As a fixed asset, the overhead doors need to be listed as Capital Outlay. The report will show the doors are for Katy.

Mr. Davis stated the doors were in good condition and should have been put on Lone Star Auction to be sold, but *Mr. Miller* took it upon himself to take the doors when he installed the window. *Mr. Miller* told *Mr. Weinman* the doors were discarded. *Mr. Miller* has not replied to *Mr. Davis*' efforts to contact him. *Mr. Ferguson* said the doors are not worth much-maybe \$100.00. *Mr. Peeler* mentioned how nice it was of *Mr. Miller* to clean up after himself and remove the doors. *Mr. Davis* called for a vote on the motion on the floor
Vote on the question, should we pay or hold the check for the doors? Tied vote.
Mr. Ferguson made a motion to approve the District Bookkeepers financial report and for the District bills to be paid. *Mr. Albert* seconded the motion, which passed 5 to 0.

Prosperity – Operations # 1881	\$280,731.72
Prosperity – Tax/Public # 8700	\$50,626.47
FNB – Public Funds # 8084	\$3,126,799.86
Accounts Receivable	\$347,396.75
Total Revenues for September	\$ 60,563.53
Total Provider Payments	\$232,215.64
Total District Expenses	\$296,363.43

Vendor	Date	Memo	Open Balance
ADP	09/22/2017	Payroll Fees	148.35
Agility	10/1/2017	Vision for Katy Station #6 - Inv SIN015520	219.60
Andrew Crofton	09/28/2017	Reimb for Fuel	85.00
Barry Fleet Services	09/22/2017	RO #14915 - Tri-County	3,761.95
Barry Weinman	09/01/2017	Reimb for Fastsigns Inv #1515-119166	43.33
Blue Cross Blue Shield	10/01/2017	October Health Ins	14,524.67
Butler Business Products	09/13/2017	Inv #58093-0	237.93
City of Brookshire	10/01/2017	Provider Payment - November 2017	1,375.00
Colorado County Oil Co.	09/30/2017	Acct #WALHAR	859.80
Consolidated Communications	10/01/2017	Acct #281-574-5606/0	280.55
Coveler & Peeler, P.C.	10/09/2017	Professional services rendered in Sept 2017	2,711.14
Edward Jones	09/30/2017	September Payroll 457b contributions	1,762.69
Geargrid Corporation	09/18/2017	Inv #0014695-IN	11,598.00
Gundersons Bookkeeping LLC	10/10/2017	Inv# 1491 - Reimb for Copies & Miles	68.31
Gundersons Bookkeeping LLC	10/01/2017	Inv #1487 - October Bookkeeping	3,000.00
Metro Fire, Inc.	09/19/2017	Inv #113393-1 - Bunker Gear	42,772.00
Miller Overhead Door Company	09/12/2017	Inv #91117	12,910.00
Monaville VFD	10/01/2017	Provider Payment - November 2017	5,085.61
Monaville VFD	09/01/2017	Reimb for B-Line Inv #30292111	277.15
Mt. Zion Community VF Assoc., Inc.	10/01/2017	Provider Payment - November 2017	1,491.74
Pattison Area VFD, Inc.	10/01/2017	October 2017 Payroll	8,932.88

Pattison Area VFD, Inc.	10/01/2017	Provider Payment - November 2017	7,685.14
Prairie View VF Association, Inc.	10/01/2017	Provider Payment - November 2017	3,317.31
Prosperity Bank - CC	09/09/2017	Sept 2017 CC Charges; Acct ending 9927	2,752.70
Red The Uniform Tailor	09/12/2017	Inv #00H10372	-13.19
Red The Uniform Tailor	08/16/2017	Inv #00H9273	188.63
Red The Uniform Tailor	08/16/2017	Inv #00H9277	188.63
Red The Uniform Tailor	08/16/2017	Inv #00H9278	48.64
Red The Uniform Tailor	08/16/2017	Inv #00H9280	188.63
Red The Uniform Tailor	08/16/2017	Inv #00H9285	168.63
Red The Uniform Tailor	08/16/2017	Inv #00H9311	212.64
Red The Uniform Tailor	08/16/2017	Inv #00H9325	198.63
Red The Uniform Tailor	08/16/2017	Inv #000H9329	353.60
Red The Uniform Tailor	08/16/2017	Inv #000H9330	203.99
Red The Uniform Tailor	08/16/2017	Inv #000H9332	188.63
Red The Uniform Tailor	08/16/2017	Inv #000H9349	172.84
Red The Uniform Tailor	08/16/2017	Inv #000H9350	48.99
Red The Uniform Tailor	08/16/2017	Inv #000H9351	218.99
Red The Uniform Tailor	08/16/2017	Inv #00H9329A	198.63
Red The Uniform Tailor	08/16/2017	Inv #00H10063	54.50
Red The Uniform Tailor	08/16/2017	Inv #00H9273A	310.00
Red The Uniform Tailor	08/16/2017	Inv #00H9277A	319.60
Red The Uniform Tailor	08/31/2017	Inv #00H9278A	319.60
Red The Uniform Tailor	08/31/2017	Inv #00H9280A	310.00
Red The Uniform Tailor	08/31/2017	Inv #00H9285A	320.00
Red The Uniform Tailor	08/31/2017	Inv #00H9311A	319.60
Red The Uniform Tailor	08/31/2017	Inv #00H9325A	229.80
Red The Uniform Tailor	08/31/2017	Inv #00H9329B	229.80
Red The Uniform Tailor	08/31/2017	Inv #00H9330A	328.60
Red The Uniform Tailor	08/31/2017	Inv #00H9332A	319.60
Red The Uniform Tailor	08/31/2017	Inv #00H9349A	319.60
Red The Uniform Tailor	08/31/2017	Inv #00H9350A	319.60
Red The Uniform Tailor	08/31/2017	Inv #00H9351A	366.10
Red The Uniform Tailor	09/12/2017	Inv #00H10085	4.98
Red The Uniform Tailor	09/12/2017	Inv #00H10147	64.35
Republic Services	09/26/2017	Acct #3-0473-0003134	88.22
Rodney Crosby	10/04/2017	Inv #134 - Hempstead	937.50
Rolling Hills VFD	10/01/2017	Provider Payment - November 2017	4,035.04
The Hotline Press	08/31/2017	Tax Rate & Public Hearing Ads	229.50
Tri-County VFD	10/01/2017	Provider Payment - November 2017	6,495.04
Tri-County VFD	10/01/2017	October 2017 Payroll	8,932.88
Tri-County VFD	10/05/2017	Reimb for Training Exp	1,455.00
Tri D. Luu	10/06/2017	Inv #051-100117; Monthly & Yearly Domain Renewal	279.38
TriEagle Energy	10/09/2017	Acct #1706130025	211.22

TriEagle Energy	10/09/2017	Acct #1706130023	299.71
VFIS of Texas	09/11/2017	Rewrite Policy WALLE-1	5,684.00
VFIS of Texas	09/21/2017	Inv #39346 - Revised A&S Ins	7,308.00
Waller County EMS, Inc.	09/20/2017	Reimb for Penguin Managemnet Inv #46209	90.00
Waller County EMS, Inc.	09/20/2017	Inv #1568 - Lifelock Medical Supply	695.00
Waller County EMS, Inc.	09/20/2017	Equipment for Medic 6	600.00
Waller County EMS, Inc.	10/01/2017	Provider Payment - November 2017	135,000.00
Waller County News Citizen	09/18/2017	Inv #2225	67.50
Waller Times	09/13/2017	September Ad	149.33
Waller VFD, Inc.	10/01/2017	October 2017 Payroll	8,932.88
Waller VFD, Inc.	10/01/2017	Provider Payment - November 2017	5,077.12
Waller VFD, Inc.	10/04/2017	Reimb for Training Exp	154.14
Waller VFD, Inc.	10/04/2017	Reimb for Training Exp	963.00
Wendy D. Langford	10/01/2017	RENT - November 2017	1,400.00
Wendy D. Langford	10/04/2017	Sept Electric Bill	218.13
			<u>321,906.08</u>

Katy Station Expenses from Budget List

Vendor	Date	Description	Amount
Opening Balance		Opening Balance	\$120,000.00
Newcomb Furniture	7/13/2017	Furniture	\$9,518.05
Waller County Tractor	7/13/2017	Mower	\$5,200.00
S&N Appliance	7/19/2017	Appliances	\$1,947.00
Lane Equipment	7/20/2017	Ice Machine	\$5,118.00
Tri Luu	7/20/2017	Computers and Printer	\$1,244.84
Katy Hardware	7/7/2017	Flags and air filters	\$80.97
Hometown Hardware	7/7/2017	Exchange wrong filters	-\$5.41
Hometown Hardware	7/17/2017	Blowers, Weed Eaters and trash cans	\$1,251.39
M&S Outfitters	7/21/2017	Patches	\$315.00
Hometown Hardware	7/24/2017	Mobile Home Entry	\$11.99
Butler Business Products	7/26/2017	Office Supplies	\$627.66
Butler Business Products	7/27/2017	Office Supplies	\$18.36
Shirts Caps & More	7/27/2017	Caps	\$440.87
Shirts Caps & More	7/27/2017	Safety Vest	\$326.16
Shirts Caps & More	7/27/2017	Shirts	\$2,224.58
Shirts Caps & More	7/27/2017	Parkas	\$1,062.72
Butler Business Products	7/31/2017	Office Supplies	\$18.64
Sam's Club	8/10/2017	Supplies	\$1,022.72
Costco	8/11/2017	Supplies	\$108.24
Emergency Reporting	8/15/2017	Inv #2017_5097 Fire Package for Sept	\$2,189.00

Butler Business Products	8/15/2017	Printer & Ink	\$128.16
Tractor Supply	8/17/2017	Air Compressor, couplers, plugs & hoses	\$1,144.81
Lowe's	8/17/2017	Washer, Hose, Accessories	\$759.09
SC Products	8/21/2017	Gear Cleaner	\$148.99
Webstaurant Store	8/21/2017	Coffe Brewer	\$229.99
Butler Business Products	8/22/2017	Speakers for Computers	\$30.54
Delta Tank Co.	8/22/2017	Fuel Tank	\$1,705.00
Wasp Barcode Technologies	8/24/2017	Asset Tracking	\$4,048.42
Key Map Company	8/25/2017	Purchase 7 Key Maps	\$279.65
Fast Signs	9/1/2017	Signs/Plaques	\$43.33
Fast Signs	9/1/2017		\$1,343.20
O'Reilly Auto Parts	9/4/2017	Air Plug, Tape, Air Chuck and Infiltr Gauge	\$66.46
Katy Hardware	9/4/2017	Trash bags, primer spray, truckwash, screws, coupler plug, blowgun, squeegee & hose	\$106.69
Katy Hardware	9/4/2017	Vise, Orange Cord, Fasteners, Blue Tape, Plug, Cord Connector, Drill Bits & Connector	\$206.25
Sam's Club	9/5/2017	Batteries	\$49.15
Harbor Freight Tools	9/5/2017	Shop Fan	\$82.24
Hometown Hardware	9/6/2017	Blower Fan	\$179.97
Hometown Hardware	9/7/2017	Katy Supplies - Trash can, Creeper and 4 Keys	\$91.93
A-Line Auto Parts	9/12/2017	Fuel Pump & Nozzle	\$1,158.10
Katy Hardware	9/13/2017	Padlocks, Grease Guns & Misc Items	\$92.21
Katy Hardware	9/13/2017	Liquid Wrench, Pipe Compound, Ext Cord	\$141.41
Bryan Freightliner	9/16/2017		\$3,872.29
Office Makers	10/4/2017	Lateral File Cabinets	\$275.00
Geargrid Corporation	10/10/2017	Lockers and Hose Racks	\$11,598.00
Texas Commission on Fire Pr.	10/14/2017	Lic/Cert for FF	\$767.13
AMI Fire Equipment	10/15/2017	Install Radio Plate & Labor	\$280.00
PostNet	10/24/2017	Business Cards for Captains	\$159.13
Staples	11/1/2017	Personnel Supplies	\$168.26
Atlas Mobile Home	11/1/2017	9 Lite Window Door	\$31.96
Rainbow Rider	11/10/2017	Gravel for Katy Station	\$500.00
Remaining Balance			\$57,591.86

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. Albert* made a motion to pay the providers. *Mr. Ulbricht* seconded the motion, which passed 5 to 0.
8. **To review and take action on revisions to District and/or Department 2017 budgets.** *Mr. Albert* made a motion to adjust the to the Pattison Area VFD fuel budget by \$1800.00 for fuel used over approved budget. *Mr. Hargrave* seconded the motion, which passed 5 to 0.

9. **To review and take action to regarding interlocal agreements with municipalities for the provision of emergency services.** Table to Executive Session.
10. **To review and take action on emergency services provider agreements for 2018.** Table to Executive Session.
11. **To receive a report from the District Emergency Services Director.** Mr. Weinman stated that the surplus chassis was sold, and is waiting for email confirmation of the money transfer from Lone Star.
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 fire stations construction, modification or repairs, including but not limited to construction, payments, selection of architects or engineers and selection of contractors.** *Mr. Ferguson* asked where we are at with Mallard Crossing. *Mr. Davis* stated that the paperwork is finished and is being reviewed. The replatting is done.
14. **To review and take action to approve capital acquisitions and appropriate funding thereof, including action on acquisition financing.** *Mr. Davis* stated that while he was at the Fair, he spoke with Royce from Prosperity Bank who is mentioned needing to get the papers (for the financing of the four new vehicles) signed.
15. **To review and take action 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.** Table to executive session.
16. **To review and take action on the disposition of surplus or salvage property.** No Action.
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 8:48 pm.
9. **To review and take action regarding interlocal agreements with municipalities for the provision of emergency services.** No Action.
15. **To review and take action 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.** *Mr. Albert* stated that for the three paid stations the Board will take over scheduling, pay and anything to do with the paid Fire Fighters Also within the next few weeks some of the Board members would be going around to have a discussion with the three Fire Chief, Pattison Area VFD, Tri-County FD, and Waller VFD and any paid personnel about how everything is working or not working.
18. **Adjournment.** *Mr. Albert* made a motion to adjourn at 8:50 PM. *Mr. Hargrave* seconded the motion, which passed 5 to 0.

Tommy Albert, Secretary/Treasurer