

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, November 14, 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: 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: 7:05 p.m. by *Mr. Gary Ferguson*. *Mr. Albert* led the pledge of allegiance and the Reverend led the prayer.
- 2. To receive public comment, including vendors and service providers.** Assistant Chief of Prairie View Mr. Bordeaux reminded the Board of Commissioners that the ECA training is coming up and would like to us the ESD name to register for the training. Mr. Weinman stated that the new hires for Station 6 are present and will be sworn in tonight. Mr. Weinman also would like to thank Monaville VFD for sending a excellent group of fire fighters over to cover these hires shift, so that they could be sworn in.
- 3. To review and take action on approval of minutes of prior meetings.** *Mr. Albert* made a motion to approve the minutes of the October meetings. *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 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. 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	\$335,503.27
Prosperity – Tax/Public # 8700	\$50,639.37
FNB – Public Funds # 8084	\$2,939,210.54
Accounts Receivable	\$135,357.55
Total Revenues for October	\$230,176.64
Total Provider Payments	\$171,362.00
Total District Expenses	\$141,294.19

Vendor	Date	Memo	Open Balance
Agility	11/10/2017	Medical Insurace Premiuns	219.60
Allied Breathing Air, LLC	10/10/2017	Inv #20170859 - Tri-County FD	485.00
Andrew Crofton	11/01/2017	Reimb for Katy Hardware receipts	37.19
Barry Fleet Services	09/29/2017	RO #15064	524.65
Barry Weinman	10/25/2017	Reimb for Amsoil Inv - Oil Change	80.75
Blue Cross Blue Shield	11/01/2017	Acct #216830	14,524.67
Bugs Incorporated	11/09/2017	Inv #105264 - Katy Station	135.31
City of Brookshire	11/01/2017	Provider Payment - December 2017	1,375.00
Colorado County Oil Co.	10/25/2017	Inv #348598	742.88
Consolidated Communications	11/01/2017	Acct #281-574-5606/0	280.55
Coveler & Peeler, P.C.	11/01/2017	Professional services rendered in Oct 2017	2,441.03
Daco Fire Equipment	11/02/2017	Inv #15863	291.74
Edward Jones	11/07/2017	October Payroll	1,360.90
Gary Ferguson	11/01/2017	2017 Commissioner Fees	3,000.00
Gundersons Bookkeeping LLC	11/01/2017	Inv #1522 - November Bookkeeping	3,000.00
Gundersons Bookkeeping LLC	11/13/2017	Inv #1531 - Office Expense	58.94
Hodde & Hodde Land Surveying, Inc.	10/26/2017	Survey	2,047.90
Hollis Ulbricht	10/25/2017	49 @ \$50.00	2,450.00
Monaville VFD	10/17/2017	Reimb for VFIS Inv	3,238.00
Monaville VFD	11/01/2017	Provider Payment - December 2017	5,085.61
Mt. Zion Community VF Assoc., Inc.	11/01/2017	Provider Payment - December 2017	1,491.74
Pattison Area VFD, Inc.	10/16/2017	Reimb for VFIS Inv #39573	6,812.00
Pattison Area VFD, Inc.	11/01/2017	November 2017 Payroll	8,932.88
Pattison Area VFD, Inc.	11/01/2017	Provider Payment - December 2017	7,685.14
Prairie View VF Association, Inc.	11/01/2017	Reimb for VFIS Inv #39874 - Auto & Commercial	3,698.00
Prairie View VF Association, Inc.	11/01/2017	Reimb for Lawn Service on Lots	80.00
Prairie View VF Association, Inc.	11/01/2017	Provider Payment - December 2017	3,317.31
Prosperity CC	10/31/2017	Oct Charges CC ending 9927	3,615.50
Rainbow Rider Enterprises, Inc.	11/10/2017	Gravel for Katy Station 6	500.00
Red The Uniform Tailor	09/12/2017	Inv #00H10372	-13.19
Red The Uniform Tailor	10/13/2017	Inv #00H9278B	139.99
Red The Uniform Tailor	10/13/2017	Inv #00H10200	524.00
Red The Uniform Tailor	10/13/2017	Inv #00H10864	40.80
Red The Uniform Tailor	10/20/2017	Inv #0H10063A	15.00
Red The Uniform Tailor	10/24/2017	Inv #0H10200A	1,179.00
Republic Services	11/07/2017	Acct #3-0853-0092650	178.15
Rodney Crosby	11/06/2017	Inv #135 - Prairie View VFD	450.00
Rodney Crosby	11/06/2017	Inv #136 - Hempstead	1,462.50
Rolling Hills VFD	11/01/2017	Provider Payment - December 2017	4,035.04
Safe-D	11/06/2017	Safe-D 17th Annual Conference 2018	1,984.00

Thomas E Davis	10/23/2017	2017 Commissioners Fees	3,000.00
Timberline Services	11/06/2017	Inv #964389	575.00
Tommy Albert	10/17/2017	2017 Invoice	3,000.00
Tri-County VFD	11/01/2017	Provider Payment - December 2017	6,495.04
Tri-County VFD	11/01/2017	Reimb Axxess Inv #10050	3,344.70
Tri-County VFD	11/06/2017	Reimb for Justin Moye Training Exp	104.45
Tri-County VFD	11/07/2017	Reimb for VFIS Inv #39876	5,224.00
Tri Luu (Cerebros)	11/13/2017	Inv #051-110117	175.00
TriEagle	11/06/2017	Acct #1706130023	340.92
TriEagle	11/06/2017	Acct #1706130025	221.66
Waller County EMS, Inc.	11/01/2017	Provider Payment - December 2017	135,000.00
Waller County News Citizen	09/05/2017	Inv #2216	175.50
Waller County News Citizen	09/05/2017	Inv #2217	135.00
Waller Times	08/30/2017	8/30/17 AD	173.21
Waller VFD, Inc.	10/24/2017	Reimb for Training Exp - Michael & Christina Mathes	429.49
Waller VFD, Inc.	11/05/2017	Reimb for VFIS Inv #39877	6,624.00
Waller VFD, Inc.	11/01/2017	Provider Payment - December 2017	5,077.12
Waller VFD, Inc.	11/01/2017	November 2017 Payroll	4,466.44
Wendy D. Langford	11/01/2017	RENT - December 2017	1,400.00
Williams, Fred	11/01/2017	Reimb for Atlas Inv #543506 - 9 Lite Door Window	31.96
			263,501.07

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 Infltr Gauge	\$66.46
Katy Hardware	9/4/2017	Trash bags, primer spray, truckwash, screws, coupler plug, blowgun, squeege & 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 & Knozzle	\$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 Commision 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. Ulbricht* made a motion to pay the providers. *Mr. Hargrave* seconded the motion, which passed 4 to 0.
8. **To discuss and take action on the ratification of a continuing Contract with a private law firm for the collection of delinquent District ad valorem property taxes, and providing for the payment of up to 20% of the delinquent taxes, penalties, and interest which are collected by the attorney under said contact.** *Mr. Ulbricht* made a motion to maintain the current delinquent tax collection counsel contract. *Mr. Albert* seconded the motion, which passed 4 to 0.
9. **To discuss and take action on the imposition of additional penalty on delinquent taxes for 2017 pursuant to section 33.07 of the Property Tax Code and adoption of a resolution regarding same.** *Mr. Ulbricht* made a motion to continue to impose the penalties under those sections that are on file with the tax office. *Mr. Albert* seconded the motion, which passed 4 to 0.
10. **To discuss and take action on the imposition of additional penalty on delinquent taxes for 2017 to defray costs of collection by the Districts delinquent tax attorney, pursuant to Section 33.08 of the Property Tax Code and adoption of a Resolution regarding same.** *Mr. Ulbricht* made a motion to continue to impose the penalties under those sections that are on file with the tax office. *Mr. Albert* seconded the motion, which passed 4 to 0.
11. **To discuss and take action on the imposition of early additional penalty for collection costs for taxes imposed on personal property on delinquent taxes pursuant to Section 33.11 of the Property Tax Code and adoption of a Resolution regarding same.** *Mr. Ulbricht* made a motion to continue to impose the penalties under those sections that are on file with the tax office. *Mr. Albert* seconded the motion, which passed 4 to 0.
12. **To review and take action on revisions to District and/or Department budgets.** *Mr. Weinman* stated that we have had some really big hits on maintenance this year. *Mr. Weinman* stated he just received a quote from Waller VFD about the Ladder Truck for repairs on a big nozzle on the ladder. To repair is \$3,700.00 and to replace is \$10,005.66. *Mr. Ulbricht* made a motion to replace the broken nozzle at the cost of \$10,005.66. *Mr. Albert* seconded the motion, which passed 4 to 0.
Mr. Weinman stated that there are two other departments that also took a hit on maintenance. One is Prairie View, which Fous Brothers did pick up a portion of the cost, but their portion was over \$5,000.00. The other department is Tri-County FD, which had \$11,700.00 in repairs. Tri-County paid for those repairs and didn't request anything in reimbursements. Moving forward we need to take those large maintenance bills and consider assisting with the costs. *Mr. Ferguson* stated that in the future if any of the departments need assistance with paying large repair costs the chief is to notify *Mr. Weinman* and he will send an email to the Board.
Mr. Albert made a motion to approve the 2018 Budget. *Mr. Ulbricht* seconded the motion, which passed 4 to 0.

- 13. To review and take action to regarding interlocal agreements with municipalities for the provision of emergency services.** Table to Executive Session.
- 14. To review and take action on emergency services provider agreements for 2018.** Table to Executive Session.
- 15. To receive a report from the District Emergency Services Director.** Mr. Weinman stated that the new ambulance will be ready to pick up next week.
Mr. Weinman stated that we can now program our radios and pagers. They can be reprogrammed in a more timely fashion, we will just need to get the radio IDs from the County.
- 16. To review and take any action necessary on real estate, including but not limited to purchase, sale, encumbrances, platting and acquisition financing.** No Action.
- 17. 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.** No Action.
- 18. To review and take action to approve capital acquisitions and appropriate funding thereof, including action on acquisition financing.** No Action.
- 19. 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.
- 20. To review and take action on the disposition of surplus or salvage property.** No Action.
- 21. 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 7:43 pm, and returned from executive session at 8:46 pm.
 - 13. To review and take action to regarding interlocal agreements with municipalities for the provision of emergency services.** No Action.
 - 14. To review and take action on emergency services provider agreements for 2018.** No Action.
 - 19. 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.** No Action.
- 22. Adjournment.** *Mr. Ulbricht* made a motion to adjourn at 8:50 PM. *Mr. Hargrave* seconded the motion, which passed 4 to 0.

Tommy Albert, Secretary/Treasurer