

## **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, December 12, 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, 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: 7:03 p.m. by *Mr. Tommy Davis*. *Mr. Albert* led the pledge of allegiance and Prairie View VFD Chief Frank Jackson led the prayer.
- 2. To receive public comment, including vendors and service providers.** *Mr. Albert* stated that last Saturday at Prairie View University there was a graduation class of five men and two women that are now Certified Fire Fighters. *Mr. Albert* stated that this was the most impressive ceremony that he has seen.

Assistant Chief of Prairie View Mr. Bordeaux thanked the Board of Commissioners for all the support on the Fire Academy. Mr. Bordeaux also stated that the next class for the Fire Academy will begin January 16, 2018. Classes will be on Tuesdays and Thursdays and some Saturdays from 6 p.m. to 10 p.m.

Mr. Mike Mathes stated that back in July he and some of his fellow fire fighters went to the TEEXS training in College Station and met a gentleman who is with a company called 'I am Responding.' Mr. Mathes stated that he believes Brookshire currently has this program. It is a really nice program that works in conjunction with dispatch. It also shows maps and works with other apps needed to help Fire Fighters. Mr. Mathes stated that he is bringing the information to the Board to see if there is enough interest in the program, if so the cost could be split into the departments. The cost of the program includes a one-time set up cost of \$6,875.00 to get it all going and then a yearly cost of \$1,375.00. Now the cost is not definite, it can change if say all the departments agree to use the program as well.

- 3. To receive presentation from Mallard Crossing HOA Representative regarding the Hockley Station.** Rick Brown, HOA member of Mallard Crossing, stated the homeowners of Mallard Crossing feel the station is important to them and they don't want the playground issue to hold anything up. *Mr. Davis* stated that things are getting close to getting started. Mr. Weinman stated he called the builder today but has had no response. *Mr. Ferguson* stated

everything has been approved, but the holdup is the documents have not been received from the City just yet.

**4. To review and take action on approval of minutes of prior meetings.**

*Mr. Albert* made a motion to approve the two sets of minutes for the November meetings. *Mr. Hargrave* seconded the motion, which passed 5 to 0.

**5. To receive a report from the Waller County Fire Chief's Association.** No meeting held.

**6. To review and take action on properties designated for tax sales by Waller County, including action on deeds for same.** No Action.

**7. 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. Hargrave* seconded the motion, which passed 5 to 0.

Prosperity – Operations # 1881	\$422,787.61
Prosperity – Tax/Public # 8700	\$50,651.86
FNB – Public Funds # 8084	\$2,614,407.05
Accounts Receivable	\$278,622.24

Total Revenues for November	\$9,097.65
Total Provider Payments	\$183,961.32
Total District Expenses	<b>\$306,471.27</b>

Vendor	Date	Memo	Open Balance
Ann Harris Bennett Tax Assessor-Col	11/02/2017	Acct #048-036-000-0016	1,416.23
Ann Harris Bennett Tax Assessor-Col	11/02/2017	Acct #600-000-087-0224	140.77
Axxess Hose & Ladder Co., Inc.	12/08/2017	Inv #10114 Hose Recoupling, converted 2 1/2" x 50 hose into 2 - 2.5" x 25'	73.36
Barry Fleet Services	10/13/2017	RO #15330	1,779.60
Blue Cross Blue Shield	12/01/2017	Acct #216830	15,186.35
City of Brookshire	12/01/2017	Provider Payment - January 2018	1,375.00
Colorado County Oil Co.	12/10/2017	Inv #350832	712.32
Colorado County Oil Co.	12/05/2017	Inv #351543	1,108.80
Consolidated Communications	12/01/2017	Acct #281-574-5606/0	296.49
Coveler & Peeler, P.C.	12/10/2017	Professional services rendered in Nov 2017	3,333.19
Darwin Hargrave	12/11/2017	2017 Commisioners Fees	2,500.00
Edward Jones	12/05/2017	November Payroll	3,609.08
Gundersons Bookkeeping LLC	12/01/2017	Inv #1547 - December Bookkeeping	3,000.00
Harris Co Appraisal Dist	11/17/2017	Inv #PSI17003115 - 1st Qtr Assessment	2,616.00
Hodde & Hodde Land Surveying, Inc.	12/11/2017	Inv #7109-01 - Mallard Crossing Survey	3,572.60
JM Electric Services, Inc.	06/28/2017	Inv #826 - 2nd Draw	2,000.00

Maurice Shelton II	12/07/2017	Inv #001 - Hempstead Training	175.00
Monaville VFD	12/01/2017	Provider Payment - January 2018	5,221.63
Monaville VFD	12/01/2017	Reimb for Axxess Inv #10049	2,656.15
Mt. Zion Community VF Assoc., Inc.	12/01/2017	Provider Payment - January 2018	2,025.00
Pattison Area VFD, Inc.	12/01/2017	Provider Payment - January 2018	8,037.37
Pattison Area VFD, Inc.	12/01/2017	December 2017 Payroll	4,932.88
Prairie View VF Association, Inc.	12/01/2017	Provider Payment - January 2018	4,096.63
Prairie View VF Association, Inc.	12/01/2017	Reimb for Tx Mutual Inv #21175941	116.90
Prairie View VF Association, Inc.	12/01/2017	Reimb for Training Expenses	751.39
Prairie View VF Association, Inc.	12/01/2017	Reimb for Lawn Service on Lots	80.00
Prairie View VF Association, Inc.	12/01/2017	Reimb for Maurice Shelton Training Exp and Mileage	366.26
Prosperity CC	12/12/2017	Nov Charges; acct ending in 9927	3,113.52
Red The Uniform Tailor	09/12/2017	Inv #00H10372	-13.19
Rodney Crosby	12/04/2017	Inv #137 - Hempstead	2,737.50
Rolling Hills VFD	11/01/2017	Reimb for VFIS Inv #39875	3,919.00
Rolling Hills VFD	12/01/2017	Provider Payment - January 2018	4,742.50
Tri-County VFD	12/01/2017	Provider Payment - January 2018	6,466.63
Tri-County VFD	12/01/2017	Reimb for VFIS	4,597.00
Tri D. Luu	12/11/2017	Inv #051-120117	175.00
TriEagle Energy	12/08/2017	Acct #1706130023	380.82
TriEagle Energy	12/08/2017	Acct #1706130025	230.96
VFIS of Texas	12/06/2017	Inv #40386 - Add 2017 Freight Pumper	1,310.57
Waller Co Appraisal District	11/14/2017	2018 Allocation - 1st Qtr	17,454.75
Waller County EMS, Inc.	12/01/2017	Provider Payment - January 2018	135,000.00
Waller ISD Tax Office	10/01/2017	Bill #028271 - 26807 Mallard Crossing Dr.	51.98
Waller VFD, Inc.	12/01/2017	Provider Payment - January 2018	5,325.00
Waller VFD, Inc.	12/01/2017	December 2017 Payroll	8,932.88
<b>Wendy D. Langford</b>	12/12/2017	Nov Electric Bill	155.38
Wendy D. Langford	12/01/2017	RENT - January 2018	1,400.00
			<u><u>267,159.30</u></u>

### Katy Station Expenses from Budget List

Vendor	Date	Description	Amount
Opening Balance		Opening Balance	\$120,000.00
		Waller/Harris ESD 200 Future Fire Station	
Fast Signs	5/10/2017	Sign	\$336.00
Hometown Hardware	6/29/2017	Lock box for Katy property	\$129.99
Katy Hardware	7/7/2017	Flags and air filters	\$80.97

Hometown Hardware	7/7/2017	Exchange wrong filters	-\$5.41
Newcomb Furniture	7/13/2017	Furniture	\$9,518.05
Waller County Tractor	7/13/2017	Mower	\$5,200.00
Hometown Hardware	7/17/2017	Blowers, Weed Eaters and trash cans	\$1,251.39
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
Barry Weinman	7/20/2017	Reimb for Katy Hardware - Cleaning Supplies	\$216.85
Hometown Hardware	7/24/2017	Mobile Home Entry	\$11.99
Sam's Club	8/10/2017	Katy Station Supplies	\$1,022.72
Costco Wholesale	8/11/2017	Supplies	\$108.24
Emergency Reporting	8/15/2017	Inv #2017_5097 Fire Package for Sept	\$2,189.00
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
Delta Tank Co.	8/22/2017	Fuel Tank	\$1,705.00
Wasp Barcode Technologies	8/24/2017	Asset Tracking	\$40,450.49
Key Map Company	8/25/2017	Purchase 7 Key Maps	\$279.65
Fast Signs	9/1/2017		\$1,343.20
Barry Weinman	9/1/2017	Reimb for Fastsigns	\$43.33
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
AMI Fire Equipment	9/7/2017	Install Radio Plate & Labor	\$280.00
Wasp Barcode Technologies	9/1/2017	WaspProtect Service Plan - 2Yr	\$89.00
A-Line Auto Parts	9/12/2017	Fuel Pump & Nozzle	\$1,158.10
Hometown Hardware	9/12/2017	Station Supplies	\$33.91
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
Geargrid Corporation	9/18/2017	Lockers and Hose Racks	\$11,598.00
Katy Hardware	9/28/2017	NEED RECEIPT	\$27.22
Bolinger Supply Company	10/4/2017	Inv #081759	\$1,408.00
Office Makers	10/4/2017	Lateral File Cabinets	\$275.00
Texas Commission on Fire Pr.	10/14/2017	Lic/Cert for FF	\$767.13
PostNet	10/24/2017	Business Cards for Captains	\$159.13
Staples	11/1/2017	Personnel Supplies	\$168.26

Fred Williams		Reimb for Atlas Inv #543506 - 9 Lite Door	\$31.96
	11/1/2017	Window	
Hometown Hardware	11/4/2017	Sledge Hammer, Water, Mop Head and Handle	\$238.44
Rainbow Rider	11/10/2017	Gravel for Katy Station	\$500.00
Sam's Club	11/14/2017	Station Supplies	\$77.10
Delta Tank Inc.	11/21/2017	Inv #418 - 515 Gal. Skid Tank	\$1,705.00
Lowe's	11/27/2017	Kobalt 230 Pc. General Purpose	\$161.29
A-Line Auto Parts	12/14/2017	Pump w/ Meter & Auto Nozzle & Hoses	\$997.17
<b>Remaining Balance</b>			<b>\$24,834.80</b>

8. **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.
9. **To review and take action on revisions to District and/or Department budgets.** No Action.
10. **To review and take action to regarding interlocal agreements with municipalities for the provision of emergency services.** Table to Executive Session.
11. **To review and take action on emergency services provider agreements for 2018.** No Action.
12. **To receive a report from the District Emergency Services Director.** Mr. Weinman stated that the new ambulance is now in service in Waller Medic 2.
13. **To review and take any action necessary on real estate, including but not limited to purchase, sale, encumbrances, platting and acquisition financing.** No Action.
14. **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.
15. **To review and take action to approve capital acquisitions and appropriate funding thereof, including action on acquisition financing.** Table to Executive Session.
16. **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.
17. **To review and take action on District meeting schedule.** *Mr. Albert* made a motion to discontinue second District Board meeting held on the fourth Tuesday of each month. *Mr. Hargrave* seconded the motion, which passed 5 to 0.
18. **To review and take action on the disposition of surplus or salvage property.** No Action.
19. **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 7:30 pm, and returned from executive session at 8:12 pm.

**10. To review and take action to regarding interlocal agreements with municipalities for the provision of emergency services.** *Mr. Albert* made a motion to authorize our attorney to do interlocal agreements with the City of Brookshire and City of Hempstead after some revision are completed. *Mr. Ulbricht* seconded the motion, which passed 5 to 0.

**2. To receive public comment, including vendors and service providers.** *Mr. Albert* stated that there are people driving our apparatus without the proper Driver's License. We have had several accidents that have occurred with our vehicles. We need anyone that will be driving our Fire Trucks or Ambulances to have the proper training and a valid Driver's License in order to operate our vehicles. If anyone needs help to get the proper training let us know and there are several people in the county that can assist with that.

**20. Adjournment.** *Mr. Ferguson* made a motion to adjourn at 8:15 PM. *Mr. Hargrave* seconded the motion, which passed 5 to 0.

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Tommy Albert, Secretary/Treasurer