

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, February 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: Tommy Davis, Darwin Hargrave, Hollis Ulbricht, Gary Ferguson and Tommy Albert; Legal Counsel: Mr. Peeler with Coveler & Peeler; Providers: City of Brookshire, 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.** The Meeting was called to order at: 7:00 p.m. by *Mr. Tommy Davis*. The pledge of allegiance was said by *Mr. Tommy Albert* and prayer was done by the Reverend.
- 2. To receive public comment, including vendors and service providers.** Marco with the Prairie View Fire Academy thanked the council for funding the Academy.

Chief Gene Schmidt stated he received a call from the Fire Marshalls Office in regards to the 2 big truck fires that shut down Hwy 290 this morning. There is a new rule where the Fire Marshalls Office will need to be called on any fire that takes place in Harris County. They in turn will determine if the Fire Marshalls Office will need to come out but it will be on a case by case basis.

Mr. Tom Paben with the Waller County Farm Bureau stated that his office and the office of The Texas Farm Bureau would each like to give a \$100.00 donation to each of the departments and a gate sign as a recognition for their contributions to the community.

- 3. To review and take action on approval of minutes of prior meetings.** *Mr. Albert* made a motion to approve the January meeting minutes *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 was held. Chief Hollis Ulbricht questioned about the last structure fire. The Fire Marshalls Office is only contracted thru April. *Mr. Davis* stated there is a meeting to be held between himself, Mr. Weinman, Brian Cantrell and the Judge to discuss possibly setting up our own Fire Marshalls Office, but for now the State Fire Marshalls Office can still be contacted if needed.
- 5. To review and take action regarding cooperation with Waller County on funding for and operation of the office of the County Fire Marshall.** 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. Ulbricht* 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.

Mr. Albert made a motion to approve the investment policy. *Mr. Ulbricht* seconded the motion, which passed 5 to 0.

Mr. Hargrave made a motion to keep Tommy Albert as the person to oversee the investment policy. *Mr. Ulbricht* seconded the motion, which passed 5 to 0.

Prosperity – Operations # 1881	\$16,534.30
Prosperity – Tax/Public # 8700	\$210,488.03
FNB – Public Funds # 8084	\$3,723,413.47
Accounts Receivable	\$2,476,916.86
Total Revenues for January	\$1,744,687.61
Total Provider Payments	\$174,194.04
Total District Expenses	\$143,623.30

Vendor	Date	Memo	Open Balance
ADP	1/13/17	Payroll Fees for Jan	182.28
Barry Weinman	01/12/2017	Reimb for Oil Change on Truck	62.05
Barry Weinman	02/15/2017	Payroll and Taxes	2,182.91
Barry Weinman	02/28/2017	Payroll and Taxes	2,181.91
Butler Business Products	01/18/2017	Inv #50510-0	98.91
City of Brookshire	02/01/2017	Provider Payment - March 2017	1,375.00
City of Hempstead FD	02/01/2017	1st Half of 2017	30,000.00
City of Katy	02/01/2017	Provider Payment - March 2017	8,333.37
Command Communications	01/27/2017	110 - G1 64Ch Pagers	35,282.50
Coveler & Katz, P.C.	02/09/2017	Professional Services for Jan 2017	4,211.83
Gundersons Bookkeeping	02/10/2017	Inv #1165 - Monthly Bookkeeping	3,883.66
Hodde & Hodde Land Surveying, Inc.	01/24/2017	Inv #7109 - Mallard Crossing Survey	10,360.80
Houston Chronicle	02/01/2017	Inv #899247010	51.40
Jones & Bartlett Learning, LLC	02/01/2017	Books for Academy	3,055.00
Lone Star Uniforms Inc	02/01/2017	Cadet Uniforms for Academy	1,276.02
Michael Twigg	02/01/2017	Website Maintenance	125.00
Monaville VFD	02/01/2017	Provider Payment - March 2017	5,085.61
Mt. Zion Community VF Assoc., Inc.	02/01/2017	Provider Payment - March 2017	1,491.74
Pattison Area VFD, Inc.	01/15/2017	Reimb - VFIS Inv #35662	6,275.00
Pattison Area VFD, Inc.	02/01/2017	Provider Payment - March 2017	7,685.14
Pattison Area VFD, Inc.	02/01/2017	February 2017 Payroll	8,932.88
PPE Care	10/28/2016	Inv #10282016E	949.50

Prairie View VF Association, Inc.	02/01/2017	Provider Payment - March 2017	3,317.31
Prairie View VF Association, Inc.	02/05/2017	Reimb for VFIS Inv #35962	3,661.00
Prosperity Bank - CC	01/29/2017	Jan 2017 CC Charges; Acct ending 9927	2,107.07
Rodney Crosby	02/05/2017	Inv #116 - PVVFD	450.00
Rodney Crosby	02/05/2017	Inv #117 - RHVFD	450.00
Rodney Crosby	02/05/2017	Inv #118 - 14 Week Cadet Class	3,050.00
Rodney Crosby	02/05/2017	Inv #119 - Long Term Cadet Class	887.50
Rolling Hills VFD	02/01/2017	Provider Payment - March 2017	4,035.04
Rolling Hills VFD	02/09/2017	Reimb for VFIS Inv #35856	3,536.00
Safe-D	02/01/2017	16th Annual Conference 2017	2,480.00
Terracon Consultants, Inc	01/27/2017	Inv # T868705	2,300.00
Tri-County VFD	02/01/2017	February 2017 Payroll	8,932.88
Tri-County VFD	02/01/2017	Provider Payment - March 2017	6,495.04
Waller County EMS, Inc.	02/01/2017	Provider Payment - March 2017	100,000.00
Waller County EMS, Inc.	01/27/2017	Inv #1547 - Reimb Penguin Management Inv #42643	1,518.00
Waller County News Citizen	01/23/2017	Inv #1982	20.25
Waller VFD, Inc.	02/01/2017	Provider Payment - March 2017	5,077.12
Waller VFD, Inc.	02/01/2017	February 2017 Payroll	8,932.88
Wendy D. Langford	01/23/2017	Jan Light Bill	187.27
Wendy D. Langford	02/01/2017	RENT - March 2017	1,400.00
			291,919.87

7. **To review and take action to engage book keeping services for 2017.** Table for Executive Session.
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. Ferguson* 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.** No Action
11. **To review and take action on emergency services provider agreements.** No Action.
12. **To receive a report from the District Emergency Services Director.** *Mr. Weinman* stated that the Cascade is here and scheduled to go in tomorrow at Waller VFD and the other one is set to go in at Tri-County FD next week.

Mr. Weinman stated the pagers have also come in and are being distributed.

Mr. Weinman stated the Mallard Crossing property was protested. He spoke to *Richard* with *Hodde* and he stated it got postponed for approximately 2 weeks.

Mr. Weinman mentioned that we are just waiting on the survey to be completed on the Prairie View property.

Mr. Weinman stated that the Katy property paperwork is currently at the Title Company.

Mr. Weinman mentioned that there is nothing to report on the Brookshire property.

- 13. To review and take any action necessary on real estate, including but not limited to purchase, sale, encumbrances, platting and acquisition financing.** Table to Executive Session.
- 14. 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.** Mr. Peeler questioned if the plans were to still build the Administration Building on the property in Waller. *Mr. Ferguson* stated that it is going full speed ahead. He had a meeting with Drymalla three weeks ago. The District will need to do a study whether to put a caution light or a red light at the entrance of the building, which a call from the Mayor should take care of that. However the Economic Department does not want another red light in town. He should have all the numbers by next month's meeting.
- 15. To review and take action to approve capital acquisitions and appropriate funding thereof, including action on acquisition financing.** Mr. Weinman stated that Waller EMS received a check for the wrecked ambulance in the amount of \$26,372.99 to repair it. If it would have been a flatbed truck it would have been totaled. The cost to remount is approximately \$88,000.00. Mr. Peeler advised to let Frazier remove the box then send it to Waller Paint & Body. If the cost is more than the check then go back to the insurance company and get more to cover the cost of repairs. Mr. Peeler advised not to cash the check or sign off on the repairs till costs are covered.

Mr. Weinman stated that he found the Class A foam cost to be \$86.43 a pail. If 60 pails are ordered the shipping is free and the total cost will be \$5,185.80. The last time foam was ordered 60 pails of class A and B were purchased. *Mr. Albert* made a motion to purchase 60 pails of Class A foam. *Mr. Ferguson* seconded the motion, which passed 5 to 0.
- 16. To review and take action to modify boundary description of service area for Tri-County VFD and Waller county VFD.** *Mr. Davis* stated the two chiefs got together and are both in agreement with the boundary changes. *Mr. Albert* made a motion to approve the changes made to the boundaries. *Mr. Ferguson* seconded the motion, which passed 5 to 0.
- 17. To review and take action on any and all matters related to paid personnel employed by District service providers.** Table to Executive Session.
- 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 7:38 pm, and returned from executive session at 9:01 pm.

7. To review and take action to engage book keeping services for 2017. *Mr. Albert* made a motion to approve Gundersons Bookkeeping Contract for \$36,000.00 per year. *Mr. Ulbricht* seconded the motion, which passed 5 to 0.

14. 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. *Mr. Albert* made a motion to table the Administration Building Project until it can be determined if an Admin can go in at the Prairie View Station. *Mr. Ulbricht* seconded the motion, which passed 4 to 1. *Mr. Ferguson* opposed the motion.

19. Adjournment. *Mr. Albert* made a motion to adjourn at 9:04 PM, *Mr. Ulbricht* seconded the motion, which passed 5 to 0.

Tommy Albert, Secretary/Treasurer