

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, March 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, Hollis Ulbricht, and Gary Ferguson; Legal Counsel: Mr. Adam Tabak 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 VFD, Waller County EMS and Waller VFD; and 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: 7:16 p.m. by *Mr. Tommy Davis*. The pledge of allegiance was said by *Mr. Gary Ferguson* and prayer was done by the Reverend.
- 2. To receive public comment, including vendors and service providers.** None.
- 3. Discuss and take action to approve the private tax resale offer(s) for property held in trust by Waller County or Harris County and to authorize any necessary actions related to same.** Mr. Tabak presented a property up for sale due to tax delinquency. Mr. Greg Graham has offered \$6500.00. Waller-Harris ESD 200 will receive 5.07% which is \$264.35. *Mr. Ferguson* suggested to let it go back to auction. *Mr. Ulbricht* made a motion to approve the sale of said property. *Mr. Davis* seconded the motion, which passed 2 to 1. *Mr. Ferguson* opposed the motion.
- 4. To review and take action on approval of minutes of prior meetings.** *Mr. Ulbricht* made a motion to approve the February meeting minutes. *Mr. Ferguson* seconded the motion, which passed 3 to 0.
- 5. To receive a report from the Waller County Fire Chief's Association.** Chief Hollis Ulbricht stated *Mr. Albert, Mr. Ulbricht* and himself met with the Pension Board and they would like to see everyone put on board with the pension.
Chief Hollis Ulbricht stated he met with PS Tracking they are a tracking company that will track all equipment owned. Costs will run from \$1,000.00 - \$1,500.00 per month per department. As of right now each department has a check off list, but we have no tracking system. *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.
- 6. To review and take action regarding applying for Texas Commission for Fire Protection certification for a District fire department.** Table to Executive Session.
- 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. Ulbricht* made a motion to approve the District Bookkeepers financial

report and for the District bills to be paid. *Mr. Ferguson* seconded the motion, which passed 3 to 0.

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| Prosperity – Operations # 1881 | \$10,215.77 |
| Prosperity – Tax/Public # 8700 | \$80,520.32 |
| FNB – Public Funds # 8084 | \$6,001,127.01 |
| Accounts Receivable | \$756,300.37 |
| | |
| Total Revenues for February | \$914,774.77 |
| Total Provider Payments | \$199,694.01 |
| Total District Expenses | \$225,968.05 |

| Vendor | Date | Memo | Open Balance |
|------------------------------------|------------|--|--------------|
| ADP | 02/10/2017 | Payroll Fees | 234.24 |
| Allied Breathing Air, LLC | 02/09/2017 | Inv #20170131 - Pattison Area FD | 399.95 |
| Allied Breathing Air, LLC | 02/09/2017 | Inv #20170130 - Monaville VFD | 597.00 |
| Allied Breathing Air, LLC | 02/09/2017 | Inv #20170149 - Waller VFD | 221.00 |
| Allied Breathing Air, LLC | 02/14/2017 | Inv #20170142 - Waller VFD | 37,944.00 |
| Allied Breathing Air, LLC | 03/02/2017 | Inv #20170210 - Tri-County FD | 37,944.00 |
| Barry Weinman | 03/15/2017 | Payroll & Taxes | 2,158.86 |
| Barry Weinman | 03/31/2017 | Payroll & Taxes | 2,158.86 |
| City of Brookshire | 03/01/2017 | Provider Payment - April 2017 | 1,375.00 |
| City of Katy | 03/01/2017 | Provider Payment - April 2017 | 8,333.39 |
| Command Communications | 02/14/2017 | Inv #117-3685 - 10 Additional Pagers | 3,472.12 |
| Coveler & Peeler, P.C. | 03/08/2017 | February Services | 1,633.91 |
| Dena Nolan | 02/14/2017 | Academy Cadet Patches | 750.00 |
| Drymalla Construction Co. Inc. | 03/08/2017 | Inv #10904 - Phase 1 Admin Building | 14,500.00 |
| Gary Ferguson | 03/13/2017 | Reimb for Safe-D Expenses | 624.84 |
| Gundersons Bookkeeping LLC | 03/07/2017 | Inv #1216 - Bookkeeping - 2/10/17 thru 2/28/17 | 2,429.57 |
| Gundersons Bookkeeping LLC | 03/07/2017 | Inv #1217 - March Bookkeeping | 3,000.00 |
| Harris Co Appraisal Dist | 02/15/2017 | Inv #PSI17000599 | 1,989.00 |
| Lone Star Uniforms Inc | 02/14/2017 | Cadet Uniforms - Various Invoices | 1,164.24 |
| Lone Star Uniforms Inc | 02/28/2017 | Cadet Uniforms - Various Invoices | 276.75 |
| Lone Star Uniforms Inc | 02/28/2017 | Inv #007084544 | 200.00 |
| Michael Twigg | 03/01/2017 | Website Maintenance - Inv #211 | 125.00 |
| Monaville VFD | 03/01/2017 | Provider Payment - April 2017 | 5,085.61 |
| Mt. Zion Community VF Assoc., Inc. | 03/01/2017 | Provider Payment - April 2017 | 1,491.74 |
| Municipal Emergency Services | 03/06/2017 | Inv #IN1111172 - Foam | 5,185.80 |
| Pattison Area VFD, Inc. | 02/23/2017 | Reimb for Axxcess Hose & Ladder Inv #9941 | 2,857.04 |
| Pattison Area VFD, Inc. | 02/27/2017 | Reimb for Austin County FFA Receipt #526637 | 750.00 |
| Pattison Area VFD, Inc. | 03/01/2017 | Provider Payment - April 2017 | 7,685.14 |
| Pattison Area VFD, Inc. | 03/01/2017 | March 2017 Payroll | 8,932.88 |

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| Prairie View VF Association, Inc. | 03/01/2017 | Provider Payment - April 2017 | 3,317.31 |
| Prosperity Bank - CC | 02/22/2017 | Feb 2017 CC Charges; Acct ending 9927 | 359.38 |
| Rodney Crosby | 03/03/2017 | Inv #120 - Prairie View VFD | 537.50 |
| Rodney Crosby | 03/03/2017 | Inv #121 - Long Term Cadet Class | 3,950.00 |
| Rodney Crosby | 03/03/2017 | inv #122 - 14 Week Cadet Class | 13,825.00 |
| Rolling Hills VFD | 03/01/2017 | Provider Payment - April 2017 | 4,035.04 |
| Slattery Tackett Architects, LLP. | 02/28/2017 | Inv #8508 (Previous Katy Location) | 5,147.50 |
| TESRS | 02/28/2017 | Qtr Ending 2/28/17 | 6,300.00 |
| Tri-County VFD | 02/08/2017 | Reimb for VFIS Inv #36135 | 5,252.00 |
| Tri-County VFD | 02/28/2017 | Reimb - Training Exp | 887.36 |
| Tri-County VFD | 03/01/2017 | March 2017 Payroll | 8,932.88 |
| Tri-County VFD | 03/01/2017 | Provider Payment - April 2017 | 6,495.04 |
| U S Postmaster | 02/28/2017 | PO Box 510 Renewal | 92.00 |
| VFIS of Texas | 03/03/2017 | Inv #36529 - Auto Policy | 1,713.00 |
| Waller Co Appraisal District | 03/02/2017 | 2017 Allocation - 2nd Qtr | 15,039.78 |
| Waller County EMS, Inc. | 03/01/2017 | Provider Payment - April 2017 | 100,000.00 |
| Waller VFD, Inc. | 03/01/2017 | March 2017 Payroll | 8,932.88 |
| Waller VFD, Inc. | 03/01/2017 | Provider Payment - April 2017 | 5,077.12 |
| Waller VFD, Inc. | 03/08/2017 | | |
| | | Reimb for VFIS Inv #36017 - Auto & Commercial | 6,646.00 |
| Wendy D. Langford | 02/27/2017 | Feb Electric Bill | 144.51 |
| Wendy D. Langford | 03/01/2017 | RENT - April 2017 | 1,400.00 |
| | | | <u>351,604.24</u> |

8. **To review and take action on granting exemptions for 2017.** *Mr. Ferguson* made a motion to leave the exemptions same as last year. *Mr. Ulbricht* seconded the motion, which passed 3 to 0.
9. **To review and take action to pay operations funding pursuant to budgets and service agreements with the District contracted emergency service providers (Departments).** *Mr. Ferguson* made a motion to pay the providers. *Mr. Ulbricht* seconded the motion, which passed 3 to 0.
10. **To review and take action on revisions to District and/or Department budgets.** No Action.
11. **To review and take action to regarding interlocal agreements with municipalities for the provision of emergency services.** No Action
12. **To review and take action on emergency services provider agreements.** No Action.
13. **To receive a report from the District Emergency Services Director.** Mr. Weinman stated that the Cascades have both been installed.

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

Mr. Weinman stated the new ambulace has been picked up by Waller EMS.

Mr. Weinman mentioned that the foam has come in and he will begin to distribute to each of the departments.

Chief Gene Schmidt stated the box has been removed on the wrecked ambulance and the frame is bent. *Mr. Ulbricht* stated he would like to make sure it is not stamped as a salvage vehicle.

- 14. 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.
- 15. 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.** Table to Executive Session.
- 16. To review and take action to approve capital acquisitions and appropriate funding thereof, including action on acquisition financing.** Mr. Weinman stated he received a quote to mow the 6 lots located in Prairie View. The cost to mow the lots is \$80.00 a month and they will come out at least twice a month. Prairie View is willing to pay the cost and submit for reimbursement for the Board.
- 17. To review and take action to regarding boundaries of service areas for contracted emergency services providers.** No Action.
- 18. To review and take action on any and all matters related to paid personnel employed by District service providers.** 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 7:44 pm, and returned from executive session at 8:11 pm.
 - 6. To review and take action regarding applying for Texas Commission for Fire Protection certification for a District fire department.** *Mr. Ferguson* made a motion to apply for the certification and have Mr. Weinman to handle the process. *Mr. Ulbricht* seconded the motion, which passed 3 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. Ferguson* made a motion to table the Garza property. *Mr. Ulbricht* seconded the motion, which passed 3 to 0.
Mr. Ferguson made a motion to move forward with the Jones property. *Mr. Ulbricht* seconded the motion, which passed 3 to 0.
 - 16. To review and take action to approve capital acquisitions and appropriate funding thereof, including action on acquisition financing.** No Action.
- 20. Adjournment.** *Mr. Ulbricht* made a motion to adjourn at 8:14 PM, *Mr. Ferguson* seconded the motion, which passed 3 to 0.

Tommy Davis, President