

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, July 11, 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 Hempstead, Monaville VFD, Pattison Area VFD, Prairie View VFD, Rolling Hills VFD, Tri-County Fire Department 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: 7:00 p.m. by *Mr. Tommy Davis*. *Mr. Albert* led the pledge of allegiance and the Chief Frank Jackson led the prayer.
- 2. To receive public comment, including vendors and service providers.** Congratulations to Mr. Tommy Albert for now being a certified commissioner.
- 3. To review and take action on approval of minutes of prior meetings.** *Mr. Albert* made a motion to approve all three sets of the June meeting minutes. *Mr. Ulbricht* 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.** None
- 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. Hargrave* seconded the motion, which passed 5 to 0.

Prosperity – Operations # 1881	\$14,104.84
Prosperity – Tax/Public # 8700	\$49,975.28
FNB – Public Funds # 8084	\$4,448,462.70
Accounts Receivable	\$426,409.45
Total Revenues for June	\$58,853.41
Total Provider Payments	\$169,693.97
Total District Expenses	\$78,374.78

Vendor	Date	Memo	Open Balance
Butler Business Products	06/19/2017	Inv #55538-0 - Flash Drives & Storage Boxes	147.22

City of Brookshire	07/01/2017	Provider Payment - August 2017	1,375.00
City of Katy	07/01/2017	Provider Payment - August 2017	8,333.33
Coveler & Peeler, P.C.	07/10/2017	June Services	2,412.39
Gundersons Bookkeeping LLC	07/01/2017	Inv #1409 - Monthly Bookkeeping - July 2017	3,000.00
Gundersons Bookkeeping LLC	07/10/2017	Inv #1413 - Additional Meetings & Copies	447.13
JM Electric Services, Inc.	06/28/2017	Estimate #609 - Deposit 1/2 upfront	40,000.00
Michael Twigg	07/01/2017	Website Maintenance - Inv #224	125.00
Monaville VFD	07/01/2017	Reimb for VFIS Inv #37989 - Comm Ins Renewal	4,005.00
Monaville VFD	07/01/2017	Provider Payment - August 2017	5,085.61
Mt. Zion Community VF Assoc., Inc.	07/01/2017	Provider Payment - August 2017	1,491.74
Municipal Information Services	06/27/2017	Inv #8030	8,875.00
Pattison Area VFD, Inc.	07/01/2017	Provider Payment - August 2017	7,685.14
Pattison Area VFD, Inc.	07/01/2017	July 2017 Payroll	8,932.88
Prairie View VF Association, Inc.	06/26/2017	Reimb for Hazmat Training Classes	350.00
Prairie View VF Association, Inc.	06/26/2017	Reimb for Texas Fire Chief Academy	1,668.74
Prairie View VF Association, Inc.	06/28/2017	Reimb for Training - Instructor 1 Training	520.71
Prairie View VF Association, Inc.	07/01/2017	Provider Payment - August 2017	3,317.31
Prosperity Bank - CC	06/29/2017	June 2017 CC Charges; Acct ending 9927	548.09
PPE Care	07/10/2017	Inv #7102017J - Prairie View	483.00
PPE Care	07/10/2017	Inv #7102017M - Prairie View	396.00
PPE Care	07/10/2017	Inv #7102017N - Prairie View	1,267.50
Rodney Crosby	07/02/2017	Inv #131 - Hempstead	3,756.25
Rolling Hills VFD	07/01/2017	Provider Payment - August 2017	4,035.04
Rolling Hills VFD	07/10/2017	Inv #1207 - Reimb Tx Mutual	85.00
Rolling Hills VFD	07/10/2017	Inv #1218 - Reimb VFIS	4,064.00
Rolling Hills VFD	07/10/2017	Inv #1219 - Reimb MES - Hose & Ladder Testing	2,684.60
Safe-D	06/13/2017	Membership Renewal	1,100.00
TriEagle Energy	07/10/2017	Acct #1706130023 - Katy Station	52.26
TriEagle Energy	07/10/2017	Acct #1706130025 - Katy Station	93.25
Tri-County VFD	07/01/2017	Provider Payment - August 2017	6,495.04
Tri-County VFD	07/01/2017	July 2017 Payroll	8,932.88
Tri-County VFD	07/06/2017	Reimb for Training - SFFMA Training Conf & Hotel Exp	1,001.40
Waller County EMS, Inc.	07/01/2017	Extra Money for New Ambulance	35,000.00
Waller County EMS, Inc.	07/01/2017	Provider Payment - August 2017	100,000.00
Waller VFD, Inc.	07/01/2017	July 2017 Payroll	8,932.88
Waller VFD, Inc.	07/01/2017	Provider Payment - August 2017	5,077.12
Weinman, Barry	07/14/2017	Payroll and Taxes	2,129.50
Weinman, Barry	07/31/2017	Payroll and Taxes	2,129.50
Wendy D. Langford	07/01/2017	June Elec Bill	158.57
Wendy D. Langford	07/01/2017	RENT - August 2017	1,400.00
			<u>287,594.08</u>

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 as long as all paperwork has been turn in. *Mr. Albert* seconded the motion, which passed 5 to 0.
8. **To review and take action on revisions to District and/or Department budgets.** No Action.
9. **To review and take action to regarding interlocal agreements with municipalities for the provision of emergency services.** No Action.
10. **To review and take action on emergency services provider agreements.** No Action.
11. **To receive a report from the District Emergency Services Director.** Mr. Weinman stated that the chassis for the freightliner arrived at the manufacturers today. It will be ready at the end of July or 1st week of August.
12. **To review and take any action necessary on real estate, including but not limited to purchase, sale, encumbrances, platting and acquisition financing.** *Mr. Ferguson* asked if Mr. Peeler had received clarification on the platting of the new Katy Station. Mr. Weinman stated that he spoke with David Linebecker and he said that there is no platting needed. Mr. Peeler stated he would check the research done and get back with the Board. *Mr. Albert* asked about the Prairie View properties. *Mr. Davis* stated that he has not gotten to the bottom of it as of yet. There is a tax number on the easement. It was supposed to belong to the owner of the six lots, but it was not included at the time of the purchase. Mr. Peeler stated that he would look into it.
13. **To review and take action on fire stations construction, including but not limited to construction, payments, selection of architects or engineers and selection of contractors.** No Action.
14. **To review and take action to approve capital acquisitions and appropriate funding thereof, including action on acquisition financing.** Mr. Weinman stated he received a letter from Waller EMS requesting assistance on purchasing equipment for the new front liner. *Mr. Ferguson* stated he received a list of equipment and a price on it. *Mr. Ferguson* stated he would like to see some price comparison done. *Mr. Ferguson* asked is there only one company that carries the monitors. *Mr. Albert* stated yes there is only one company that takes care of Texas. *Mr. Davis* asked if Waller EMS was asking for the money to purchase the equipment or are they wanting us to purchase it and they use it. Mr. Weinman stated that the equipment is coming from different vendors not just one vendor. *Mr. Davis* stated that it doesn't matter. Mr. Weinman stated that he assumes that they would purchase it and the District would pay for it just like we do with the ambulances. Mr. Albert requested that Mr. Weinman get a more detailed list.

Mr. Weinman stated that Waller VFD has thirteen sets of bunker gear that about to expire or has expired already and three people that have no bunker gear at all. *Mr. Davis* asked where are we on collecting all of our gear. Mr. Weinman stated we just need to contact those that have any. *Mr. Davis* asked Pattison Chief Hollis Ulbricht if he had any sets of bunker gear. Chief Ulbricht stated that he does have three sets of bunker gear but they are small in size. Mr. Weinman stated that he would gather more information.

Mr. Weinman asked about the startup budget for the Katy Station. *Mr. Ulbricht* stated that Buddy the plumber would like to meet with someone at either Tri-County FD or Rolling Hills VFD to see how the heater was regulated at those stations, so he can do the same thing at the Katy Station. Mr. Weinman stated that the heater will run \$2,300.00. *Mr. Davis* asked if there is a water tank on the list of item to purchase for the Katy Station. Mr. Weinman stated that there is a water tank on the list of item to purchase. *Mr. Davis* stated that he can get a 5,500 gallon water tank for free. *Mr. Ulbricht* stated we would need to add the cost of the base for the tank. *Mr. Albert* made a motion to approve the budget list that Mr. Weinman has and along with the three captains that are to begin working on Monday to get the station up and running. *Mr. Hargrave* seconded the motion, which passed 5 to 0.

Mr. Ferguson asked if the doors have come in yet. *Mr. Davis* stated that they have not come in yet. Mr. Davis asked Mr. Weinman where are we at with the door. Mr. Weinman stated that he received a call today from the contractor. The contractor told Mr. Weinman that there was a problem with the doors. He went to open the box and after opening the box he noticed that the door was white and not brown like the existing door. Mr. Weinman stated that if he puts the doors up there will be two white doors and one brown door. Mr. Weinman stated that they could be painted. He will begin installation of the doors on Monday.

15. To review and take action on any and all matters related to paid personnel employed by District or contracted service providers. Table to Executive Session.

16. 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 7:50 pm.

15. To review and take action on any and all matters related to paid personnel employed by District or contracted service providers. *Mr. Albert* made a motion to hire the nine people presented for the Katy Station. *Mr. Ulbricht* seconded the motion, which passed 5 to 0.

Mr. Albert made a motion that if anyone is a paid personnel at a full time station they can no longer work as a part time person at any of the three location funded by Waller Harris ESD 200.

Mr. Hargrave seconded the motion, which passed 5 to 0.

17. Adjournment. *Mr. Ulbricht* made a motion to adjourn at 7:52 PM, *Mr. Hargrave* seconded the motion, which passed 5 to 0.

Tommy Albert, Secretary/Treasurer