

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, August 8, 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, City of Brookshire, 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. Tommy Davis*. *Mr. Albert* led the pledge of allegiance and the Reverend led the prayer.
- 2. To receive public comment, including vendors and service providers.** Tri-County Chief Ed Faterkowski stated that on Saturday Tri-County FD, Prairie View VFD and Waller VFD went to training at the Woodlands Fire Facility. Chief Faterkowski stated that he has made a contact there and Tri-County FD can now do training for free and would like to go two to three times a year. He would like to extend that invitation to the other departments as well, so as to all be able to train together and be on the same page when extending assistance to any department within Waller-Harris ESD. Chief Faterkowski stated that they have set up another training day with Prairie View VFD for the end of November. Chief Faterkowski stated that in September there is a Swift Water Training for Waller County Agencies in New Braunfels and Tri-County is signed up.

Prairie View Fire Chief Frank Jackson introduced Mayor David Allen. Mayor Allen stated that he appreciated all that ESD does and are welcome. *Mr. Davis* Thanked Mayor Allen.

- 3. To review and take action on approval of minutes of prior meetings.** *Mr. Albert* made a motion to approve both sets of the July meeting minutes with corrections to the first set. *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 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	\$100,137.20
Prosperity – Tax/Public # 8700	\$50,601.10
FNB – Public Funds # 8084	\$4,079,992.35
Accounts Receivable	\$420,447.77

Total Revenues for July	\$20,680.82
Total Provider Payments	\$184,013.15
Total District Expenses	\$78,386.81

Vendor	Date	Memo	Open Balance
Barry Weinman	07/18/2017	Reimb for O'Reilly Purchase	30.62
Barry Weinman	07/20/2017	Reimb for Katy Hardware - Cleaning Supplies	216.85
Barry Weinman	07/28/2017	Reimb for Fuel	66.19
Blue Cross Blue Shield (BCBS)	07/20/2017	Health Insurance	6,084.05
Butler Business Products	07/26/2017	Inv #56734-0 - Office Supplies for Katy Station	627.66
Butler Business Products	07/27/2017	Inv #56734-1 - Office Supplies for Katy Station	18.36
Butler Business Products	07/31/2017	Inv #56734-2 - Office Supplies for Katy Station	18.64
City of Brookshire	08/01/2017	Provider Payment - September 2017	1,375.00
City of Hempstead FD	08/01/2017	2nd Half of 2017	30,000.00
City of Katy	08/01/2017	Provider Payment - September 2017	8,333.33
Coveler & Peeler, P.C.	08/03/2017	Legal Services Provided in July	1,781.53
Gundersons Bookkeeping LLC	08/08/2017	Inv # 1446 - July copies	64.29
Gundersons Bookkeeping LLC	08/01/2017	Inv #1441 - August Bookkeeping	3,000.00
Michael Twigg	08/01/2017	Website Maintenance	125.00
Monaville VFD	08/01/2017	Provider Payment - September 2017	5,085.61
Mt. Zion Community VF Assoc., Inc.	08/01/2017	Provider Payment - September 2017	1,491.74
Pattison Area VFD, Inc.	08/07/2017	Reimb for VFIS Inv #38577	6,838.00
Pattison Area VFD, Inc.	08/01/2017	August 2017 Payroll	8,932.88
Pattison Area VFD, Inc.	08/01/2017	Provider Payment - September 2017	7,685.14
PPE Care	07/13/2017	Inv #7132017B - Prairie View	308.00
Prairie View VF Association, Inc.	08/01/2017	Provider Payment - September 2017	3,317.31
Prosperity CC	07/31/2017	July Purchases	2,192.01
Rodney Crosby	08/04/2017	Inv #132 - Hempstead Training	4,000.00
Rolling Hills VFD	07/13/2017	Reimb for MES Inv #IN1145939 & MES Inv #IN1144537	907.00
Rolling Hills VFD	07/18/2017	Reim for Axxcess Inv #10028 Hose, Ladder Testing	2,164.10
Rolling Hills VFD	07/26/2017	Reimb for VFIS Inv #38457	3,931.00
Rolling Hills VFD	08/01/2017	Provider Payment - September 2017	4,035.04
Tri-County VFD	08/01/2017	Provider Payment - September 2017	6,495.04
Tri-County VFD	08/01/2017	August 2017 Payroll	8,932.88
Tri-County VFD	08/03/2017	Reimb for Training Expenses	293.76
Waller County EMS, Inc.	07/13/2017	Reimb for Penguin Management Inv #45265	1,518.00
Waller County EMS, Inc.	08/01/2017	Provider Payment - September 2017	135,000.00

Waller ISD Tax Office	07/26/2017	Acct #304100-173-000-100	165.28
Waller ISD Tax Office	07/26/2017	Acct #304100-168-000-100	165.28
Waller ISD Tax Office	07/26/2017	Acct #304100-169-000-100	165.28
Waller ISD Tax Office	07/26/2017	Acct #304100-170-000-100	165.28
Waller ISD Tax Office	07/26/2017	Acct #304100-171-000-100	165.28
Waller ISD Tax Office	07/26/2017	Acct #304100-172-000-100	165.28
Waller VFD, Inc.	08/03/2017	Reimb for TX Mutual Inv #21141508	3,109.00
Waller VFD, Inc.	08/03/2017	Reimb for VFIS Inv #38504	6,628.00
Waller VFD, Inc.	08/01/2017	August 2017 Payroll	8,932.88
Waller VFD, Inc.	08/01/2017	Provider Payment - September 2017	5,077.12
Wendy D. Langford	08/01/2017	RENT - September 2017	1,400.00
Wendy D. Langford	08/03/2017	July Electric Bill	193.37
			281,201.08

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
CenterPoint Energy	7/18/2017	Gas Line	\$8,175.00
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

- 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. Albert* made a motion to pay the providers. *Mr. Ulbricht* seconded the motion, which passed 5 to 0.
- 8. To review and take action on revisions to District and/or Department budgets.** *Mr. Albert* made a motion to adjust the Waller Harris ESD 200 budget for the remainder of the year to include the expenses for the Katy Station. *Mr. Hargrave* seconded the motion, which passed 5 to 0.
- 9. To review and take action on District 2018 budget.** No Action.
- 10. To review and take action on 2017 Tax Rate, including authorizing counsel to prepare and publish tax rates, reviewing appraisal valuations and tax rate calculations, proposing or adopting Tax Rate and scheduling any necessary public hearings.** *Mr. Ulbricht* made a motion to give counsel authorization to prepare the Tax Rate. *Mr. Hargrave* seconded the motion, which passed 5 to 0.
- 11. To review and take action on amendments to 2017 budget.** Same as Item #8

- 12. To review and take action to regarding interlocal agreements with municipalities for the provision of emergency services.** No Action.
- 13. To review and take action on emergency services provider agreements.** No Action.
- 14. To receive a report from the District Emergency Services Director.** Mr. Weinman stated that we have finished the process on our end for Lone Star Auctions. Paula with Lone Star mentioned that we were not a member of the Co-op and if we could get signed up we would have no commission fees to pay. We have now been set up and are a member.
Mr. Weinman stated that the title for the other chassis is in process.
Mr. Weinman stated that he and the three captains are attending a gear cleaning and inspections class. Repairs will still need to be sent off to be done, but we will be saving money on the cleaning and inspection process.
- 15. 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.
- 16. 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.**
Mr. Weinman stated that the Mallard Crossing property is in correspondence between Richard and the County.
- 17. To review and take action to approve capital acquisitions and appropriate funding thereof, including action on acquisition financing.** Mr. Bo Hashaw stated that he spoke with Mr. Peeler and they have purchased refurbished monitors. Other items on the list have been ordered and as the invoices come in he will submit them to the board for payment, but the list will be less due to the cheaper monitors.
- 18. 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.** *Mr. Albert* made a motion to change IT personnel from Michael Twigg to Tri Luu. *Mr. Ulbricht* seconded the motion, which passed 5 to 0.
- 19. To review and take action on the disposition of surplus or salvage property.** No Action.
- 20. 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 7:29 pm, and returned from executive session at 8:20 pm.
15. To review and take any action necessary on real estate, including but not limited to purchase, sale, encumbrances, platting and acquisition financing. *Mr. Albert* made a motion for Mr. Ferguson, Mr. Weinman and Mr. Peeler to take the necessary action for the survey company to get the easement situation straightened out. *Mr. Hargrave* seconded the motion, which passed 5 to 0.
17. To review and take action to approve capital acquisitions and appropriate funding thereof, including action on acquisition financing. *Mr. Albert* made a motion to authorize for Mr. Weinman and Mrs. Gunderson to secure financing from three reputable companies for the purchase of the tanker and engines. *Mr. Hargrave* seconded the motion, which passed 5 to 0.

21. Adjournment. *Mr. Ulbricht* made a motion to adjourn at 8:22 PM. *Mr. Ferguson* seconded the motion, which passed 5 to 0.

Tommy Albert, Secretary/Treasurer