

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 14, 2018 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, 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 FD, Waller VFD, and Waller County EMS; 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. Tommy Davis* led the pledge of allegiance and Reverend led the invocation.
- 2. To receive public comment, including vendors and service providers.** Chief Frank Jackson reminded and invited everyone to the Red & White Ball on August 25, 2018. Assistant Chief Bourdeaux introduced the new PVVFD Firefighter cadets. They will be graduating in November.
- 3. To review and act on approval of minutes of prior meetings.** *Mr. Ulbricht* made a motion to accept the minutes. *Mr. Hargrave* seconded the motion, which passed 3 to 0.
- 4. To receive a report from the Waller County Fire Chief's Association.** A meeting was held, but nothing to report.
- 5. Review and take action on matters relating to calling an election to be held on November 6, 2018:**
 - a. Approve an Order calling for an election under Texas Health and Safety Code Section 775.035.
 - b. Order Approving and Appointing an Agent for the Election;
 - c. Order Approving and Early Voting Clerk and Deputy Early Voting Clerk;
 - d. Order Establishing and Designating Election Precincts and Polling Places;
 - e. Order Establishing and Designating Early Voting Polling Places;
 - f. Order Adopting Form of Notice of District Election;
 - g. To review and take action to hold an election jointly with one or more other political subdivisions.
 - h. To consider and take action on such other Orders, Resolutions and related matters as required or appropriate to call for the District election.

It was stated that there will be no changes to a, b, c, d, e, or g. The only change will be to h. *Mr. Ulbricht* made a motion to accept. *Mr. Hargrave* seconded the motion, which passed 3-0.

- 6. To review and act on properties designated for tax sales by Waller County or Harris 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.** Kristin Gunderson read the financial report. *Mr. Ulbricht* stated that it looks like Thomas Duffy is still on Agility (Vision insurance) and Kristin Gunderson stated she would check into why he is still enrolled. *Mr. Davis* made a motion to approve the District Bookkeepers financial report and pay the District bills. *Mr. Hargrave* seconded the motion, which passed 3 to 0.

Prosperity – Operations # 1881	\$82,144.12
Prosperity – Tax/Public # 8700	\$41,303.66
FNB – Public Funds # 8084	\$5,208,967.01
Accounts Receivable	\$332,885.70
Total Revenue for July	\$86,906.09
Total Provider Payments	\$172,289.84
Total District Expenses	\$166,127.45

Waller-Harris ESD #200

Unpaid Bills

All Dates

	<u>Date</u>	<u>Amount</u>	<u>Memo/Description</u>
	08/10/2018	<u>649.88</u>	
Total for Abracadabra Septic Pumping LP		\$ 649.88	
	07/25/2018	<u>774.27</u>	INV#600865 July AFLAC
Total for AFLAC		\$ 774.27	
	8/10/2018	<u>219.60</u>	Vision - ACH - 8/10/18
Total for Agility		\$ 219.60	
	08/01/2018	<u>242.50</u>	
Total for Allied Breathing Air, LLC		\$ 242.50	Inv#20180634-Service call/Leak in fill station
	06/26/2018	23.04	Reimb for parts for Military Trucks
	07/29/2018	<u>195.76</u>	Reimb for volt meter
Total for Andrew Crofton		\$ 218.80	
	08/01/2018	<u>16,831.65</u>	Acct #216830
Total for Blue Cross Blue Shield		\$ 16,831.65	
	8/27/2018	<u>20.75</u>	ACH-Katy Gas Bill
Total for CenterPoint		\$ 20.75	
	08/01/2018	<u>1,375.00</u>	Provider Payment - September 2018
Total for City of Brookshire		\$ 1,375.00	
	08/01/2018	<u>30,000.00</u>	2nd Half of 2018
Total for City of Hempstead FD		\$ 30,000.00	
	07/11/2018	1,008.10	Inv #364075
	08/08/2018	1,023.92	Fuel for Katy #6

Total for Colorado County Oil Co.		<u>\$ 2,032.02</u>	
	08/01/2018	295.24	Acct# 2815745606/0
Total for Consolidated Communications		<u>\$ 295.24</u>	
	08/02/2018	1,445.72	Professional services rendered in July 2018
Total for Covelev & Peeler, P.C.		<u>\$ 1,445.72</u>	
Total for Edward Jones	9/1/2018	\$7,874.16	(457)b match
	08/01/2018	3,000.00	INV#1880 Bookkeeping
	08/07/2018	1,133.02	Time for setting up GL codes & Form 941 filing for Benefits Mail
Total for Gundersons Bookkeeping LLC		<u>\$ 4,133.02</u>	
	06/29/2018	261.51	Reimb for Training
Total for Joseph Blake Disalvo		<u>\$ 261.51</u>	
	07/27/2018	212.50	Reimb for Training
Total for Maurice Amoyer		<u>\$ 212.50</u>	
	07/30/2018	4,775.00	Client - 796-20 - Payment for audit
Total for McCall Gibson Swedlund Barfoot PLLC		<u>\$ 4,775.00</u>	
	06/24/2018	3,540.00	INV#43172 MONAV-1 Reimbursement for Insurance
	07/12/2018	861.30	Training Reimbursement-Hazmat Awareness/Ops
	08/01/2018	5,221.67	Provider Payment - September 2018
Total for Monaville VFD		<u>\$ 9,622.97</u>	
	08/01/2018	2,025.00	Provider Payment - September 2018
Total for Mt. Zion Community VF Assoc., Inc.		<u>\$ 2,025.00</u>	
	07/19/2018	6,825.00	INV#8055 - District Mapping
Total for Municipal Information Services		<u>\$ 6,825.00</u>	
	08/01/2018	8,037.33	Provider Payment - September 2018
Total for Pattison Area VFD, Inc.		<u>\$ 8,037.33</u>	
	08/01/2018	4,096.67	Provider Payment - September 2018
Total for Prairie View VF Association, Inc.		<u>\$ 4,096.67</u>	
	08/07/2018	524.30	Inv#H17672 - Uniform for new FF
Total for Red The Uniform Tailor		<u>\$ 524.30</u>	
	07/26/2018	178.96	ACCT#3-0853-0092650
Total for Republic Services Rodney Crosby		<u>\$ 178.96</u>	
	08/01/2018	612.50	Inv #149 - Provider Training
Total for Rodney Crosby		<u>\$ 612.50</u>	
Rolling Hills VFD			
	08/01/2018	4,742.50	Provider Payment - September 2018
	08/09/2018	4,107.00	
Total for Rolling Hills VFD		<u>\$ 8,849.50</u>	

Texas Emergency Svcs Ret System

	08/01/2018	<u>2,797.28</u>	Pension pymt for Robert Ruley
Total for Texas Emergency Svcs Ret System		\$ 2,797.28	

Tri-County VFD

	08/01/2018	6,466.67	Provider Payment - September 2018
	09/01/2018	<u>5,787.00</u>	Reimb for VFIS
Total for Tri-County VFD		\$ 12,253.67	

	07/24/2018	8,603.00	INV# 43682 Policy Renewal WALLE-1
	07/23/2018	17,768.00	INV#43670 - Policy renewal
	08/08/2018	<u>4,295.00</u>	
Total for VFIS of Texas		\$ 30,666.00	

Waller County EMS, Inc.

	08/01/2018	36.00	Drug/Alcohol screen M Olivias
	08/01/2018	<u>135,000.00</u>	Provider Payment - September 2017
Total for Waller County EMS, Inc.		\$ 135,036.00	

	08/01/2018	5,325.00	Provider Payment - September 2018
	08/07/2018	<u>1,598.67</u>	MES - SCBA Flow Test
Total for Waller VFD, Inc.		\$ 6,923.67	

Wendy D. Langford

	08/01/2018	199.14	Electric Bill June 2018
	08/01/2018	<u>1,400.00</u>	Office Rent September
Total for Wendy D. Langford		\$ 1,599.14	

Williams, Fred

	07/29/2018	<u>7.57</u>	Reimb for parts
Total for Williams, Fred		\$ 7.57	

TOTAL \$ 297,543.02

8. **To review and take action on the 2018 appraisal valuations and commencement of adoption of the 2018 tax rate, including review of the 2018 effective tax rate calculations, and scheduling any necessary public hearings to adopt the District's 2018 tax rate.** Mr. Peeler stated that they are still waiting on Harris County and they should have them the week of the 20th. Mr. Peeler also requested the approval for Waller County Tax Assessor – Mrs. Shelburne's office to calculate the tax rate. *Mr. Ulbricht* made a motion to accept. *Mr. Hargrave* second the motion, which passed 3 to 0.
9. **To review and discuss the proposed District 2019 budget.** Kristin Gunderson read pointed out the work in progress on the proposed 2019 budget. *No action* can be taken at this time without inserting all of the providers budgets first and knowing how much the tax revenue will be.
10. **To propose 2018 District tax rate.** *No Action*

11. **To review and act to pay operations funding pursuant to emergency services provider agreements.** *Mr. Ulbricht* moved to pay providers monthly. *Mr. Hargrave* second the motion. Motion passed 3 to 0.
12. **To review and take action to engage the services of a grant-writing consultant.** *No Action*
13. **To review and act to revise District budget or provider funding amounts.** Monaville VFD requested approval to re-allocate some of their budget. Tri-County VFD requested approval for some manuals for in-house training. Monaville VFD requested approval for HazMat Training, which Wendy Gibson stated it was already approved. *Mr. Ulbricht* made a motion to approve. *Mr. Hargrave* second the motion, which passed 3 to 0.
14. **To receive a report from the District Emergency Service Director on matters affecting the provision of emergency services within the District.** *No Action.*
15. **To review and take any action necessary on real estate, including but not limited to purchase, sale, encumbrances, platting and acquisition financing.** *Mr. Davis* asked Mr. Weinman if he has heard anything in regards to selling the Waller property. Mr. Weinman stated that they aren't interested, but he would continue working on it. Mr. Weinman also stated that he spoke to Tim Phalen with Waller County Land in regards to selling the property.
16. **To review and act on fire station construction, modification or repairs, including but not limited to payments, selection of architects or engineers and selection of contractors.** *Mr. Davis* asked Mr. Weinman if he has seen anything from Gant Industries yet and which Mr. Weinman stated no. Prints were also sent to another company in Houston to bid on the Mallard Crossing construction.
17. **To review and act to approve capital acquisitions and appropriate funding thereof, including action on acquisition financing.** Fire Chiefs were inquiring about the status of ordering new bunker gear. *Mr. Davis* stated that he went to some fire stations and found out that bunker gear was being reported out-of-date which 2012 is not considered out-of-date. *Mr. Davis* stated that if a fire station feels the need for bunker gear, to call Mr. Weinman and it will be on a case by case basis. *Mr. Davis* also stated that if the gear is truly out-of-date then replace it. End result was any decision to replace gear is left in the discretion of Mr. Weinman.
18. **To review and act 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.** Table to Executive Session.
19. **To review, discuss and take action for the sale or disposal of surplus and/or salvage property pursuant to Texas Health and Safety Code.** *No Action*
20. **To review and take action on mutual aid agreements with other jurisdictions and service providers.** *No Action.*
21. **To review and take action on communications matters, including contracting with vendors, and purchasing equipment/license/software.** *Mr. Davis* asked for an update on City of Brookshire radio dispatch issue. Mr. Weinman stated there is a licensing issue and they will not touch it until it is resolved.

- 22. To meet in Executive Session pursuant to Government Code Sections 551.071 to consult with legal counsel regarding pending or contemplated litigation, settlement offers or on matters which require confidentiality under the Texas Disciplinary Rules of Professional Conduct of the State Bar of Texas. *No Action***
- 23. To meet in Closed Session pursuant to Government Code 551.072 to deliberate regarding real estate matters. *No Action***
- 24. To meet in Closed Session pursuant to Government Code 551.074 to discuss personnel matters.** Board left for executive session at 7:35 pm and returned from executive session at 8:03 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. Ulbricht* made a motion to use Hodde to do necessary things on Prairie View property. *Mr. Hargrave* seconded the motion, which passed 3 to 0.
- 25. Adjournment.** *Mr. Ulbricht* made a motion to adjourn at 8:05 PM. *Mr. Hargrave* seconded the motion, which passed 3 to 0.

Tommy Albert, Secretary/Treasurer