

**MEETING OF THE WALLER-HARRIS EMERGENCY SERVICES DISTRICT NO. 200**

Board of Commissioners of **The WALLER-HARRIS EMERGENCY SERVICES DISTRICT NO 200** meeting was held on **Tuesday, November 13, 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, Gary Ferguson, Tommy Albert 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: 7:13 p.m. by *Mr. Tommy Davis*. *Mr. Tommy Albert* led the pledge of allegiance and the invocation.
- 2. To receive public comment, including vendors and service providers.** No Action
- 3. To review and act on approval of minutes of prior meetings.** *Mr. Tommy Albert* made a motion to accept the minutes from August 23<sup>rd</sup> with the changes made by Mr. John Peeler and the minutes for October. *Mr. Darwin 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.
- 5. To review and act on properties designated for tax sales by Waller County or Harris County, including action on deeds for same.** *No action.*
- 6. 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, which also included 2 training request from Katy Station 6 and Monaville VFD. Justin Vollmering with Movaville VFD asked Gundersons Bookkeeping to withdraw the request because he was not aware of the training. *Mr. Hollis Ulbricht* questioned the Shirt, Caps & More for \$512. *Mr. Tommy Albert* stated that those are decals for the trucks. *Mr. Tommy Albert* made a motion to approve the District Bookkeepers financial report, pay the District bills, and Katy Station 6 training request. *Mr. Gary Ferguson* seconded the motion, which passed 5-0.

Prosperity – Operations # 1881	\$88,769.54
Prosperity – Tax/Public # 8700	\$41,364.35
FNB – Public Funds # 8084	\$3,957,627.14
Accounts Receivable	\$269,833.42
Total Revenue for October	\$33,603.85
Total Provider Payments	\$172,289.84
Total District Expenses	<b>\$416,792.89</b>

**Waller-Harris ESD #200**  
**Unpaid Bills**  
**All Dates**

	<b>Date</b>	<b>Amount</b>	<b>Memo/Description</b>
<b>AFLAC</b>			
	10/25/2018	<u>593.52</u>	ACCT#LKG30 - Katy Addtl Insurance
<b>Total for AFLAC</b>		<b>\$ 593.52</b>	
<b>AGILITY</b>			
	11/10/2018	<u>\$ 139.52</u>	Katy Station Vision Insurance
<b>Total for AGILITY</b>		<b>\$ 139.52</b>	
<b>Blue Cross Blue Shield</b>			
	11/01/2018	<u>9,545.44</u>	Acct #216830 - Katy Station
<b>Total for Blue Cross Blue Shield</b>		<b>\$ 9,545.44</b>	
<b>Centerpoint</b>			
	11/26/2018	<u>\$ 20.75</u>	Katy Gas Bill
<b>Total for Centerpoint</b>		<b>\$ 20.75</b>	
<b>City of Brookshire</b>			
	11/01/2018	<u>1,375.00</u>	Provider Payment - December 2018
<b>Total for City of Brookshire</b>		<b>\$ 1,375.00</b>	
<b>Colorado County Oil Co.</b>			
	10/24/2018	<u>903.66</u>	Katy Station Fuel Bill
<b>Total for Colorado County Oil Co.</b>		<b>\$ 903.66</b>	
<b>Consolidated Communications</b>			
	11/01/2018	<u>312.62</u>	ACCT#281-574-5606/0 - Katy Station
<b>Total for Consolidated Communications</b>		<b>\$ 312.62</b>	
<b>Coveler &amp; Peeler, P.C.</b>			
	11/02/2018	1,731.47	Professional services rendered in October 2018
	11/12/2018	<u>15,000.00</u>	Retainer for Legislative Matters 2018-2019
<b>Total for Coveler &amp; Peeler, P.C.</b>		<b>\$ 16,731.47</b>	
<b>Edward Jones</b>			
	11/01/2018	<u>2,340.62</u>	457(b) Match October Payroll
<b>Total for Edward Jones</b>		<b>\$ 2,340.62</b>	
<b>Grande Truck Center</b>			
	11/08/2018	<u>97,667.00</u>	2018 Ford F350 Super Duty Brush Truck - Waller VFD
<b>Total for Grande Truck Center</b>		<b>\$ 97,667.00</b>	
<b>Gundersons Bookkeeping LLC</b>			
	11/01/2018	3,000.00	Monthly Bookkeeping November 2018
	11/12/2018	<u>65.88</u>	Copies Oct 2018
<b>Total for Gundersons Bookkeeping LLC</b>		<b>\$ 3,065.88</b>	

**Harris-Galveston Subsidence District**

10/12/2018 22.00 Water Permit Fee#299555 - Well 7671

**Total for Harris-Galveston Subsidence District** \$ **22.00**

**Metro Fire, Inc.**

10/1/2018 3485.40 Inv#126493-1 Helmets & Decal - Hempstead VFD  
10/26/2018 1,527.00 Inv#129494-1 - Prairie View Gloves  
10/25/2018 701.00 Inv#130454 - Helmet & Decal for new hires  
10/26/2018 194.00 Inv#127293-1 - Katy Station Gloves  
10/26/2018 95.00 Gas Detection Preventative Maint - Gas Meter  
10/26/2018 1,847.00 Inv#126489-1 - Waller VFD Gloves  
10/26/2018 1,846.00 Inv#129366-1 - Tri-County Gloves  
10/26/2018 1,796.00 Inv#129371-1 - Rolling Hills Gloves  
10/26/2018 107.50 Gas Detection Preventative Maint - Gas Meter  
10/31/2018 179.00 Inv#129685-2 - Katy #6  
11/01/2018 659.50 Wildlife Coat & Pant - Old Timer - Hempstead

**Total for Metro Fire, Inc.** \$ **12,473.40**

**Monaville VFD**

11/01/2018 5,221.67 Provider Payment - December 2018

**Total for Monaville VFD** \$ **5,221.67**

**Mt. Zion Community VF Assoc., Inc.**

11/01/2018 2,025.00 Provider Payment -December 2018

**Total for Mt. Zion Community VF Assoc., Inc.** \$ **2,025.00**

**Municipal Emergency Services**

10/11/2018 4,736.16 inv#1271934- Class B foam - 5 Gal. pail - All providers  
10/22/2018 3,567.54 Inv#1274741 - Prairie View  
10/26/2018 95.00 Gas Detection Preventative Maint - Gas Meter

**Total for Municipal Emergency Services** \$ **8,398.70**

**Pattison Area VFD, Inc.**

10/18/2018 7,166.00 Inv#44743 - Reimbursement VFIS Insurance  
11/01/2018 8,037.33 Provider Payment - December 2018

**Total for Pattison Area VFD, Inc.** \$ **15,203.33**

**PPE Care**

10/17/2018 165.00 Gear cleaning, inspection, & repairs  
10/25/2018 680.00 Inv#10252018C - Gear for new hires

**Total for PPE Care** \$ **845.00**

**Prairie View VF Association, Inc.**

11/01/2018 4,096.67 Provider Payment - December 2018  
10/10/2018 7,165.00 Payment for metal building for rescue boat

**Total for Prairie View VF Association, Inc.** \$ **11,261.67**

**Prosperity Credit Card**

11/25/2018 \$ 4,721.76 Barry & Kristin CC - WHESD 200

**Total for Prosperity Credit Card** \$ **4,721.76**

**Red The Uniform Tailor**

	10/01/2018	88.34	Short Sleeve cotton blend Shirt - Re-Hem Trousers/Pants
	10/01/2018	83.98	Short Sleeve Cotton Blend Shirt
	10/23/2018	<u>29.98</u>	Name tag & "Serving Since" Bar - Katy Station
<b>Total for Red The Uniform Tailor</b>		<b>\$ 202.30</b>	
<b>Republic Services</b>			
	10/26/2018	<u>180.47</u>	ACCT#3-0853-0092650 - Katy Station
<b>Total for Republic Services</b>		<b>\$ 180.47</b>	
<b>Rolling Hills VFD</b>			
	11/01/2018	<u>4,742.50</u>	Provider Payment - December 2018
<b>Total for Rolling Hills VFD</b>		<b>\$ 4,742.50</b>	
<b>Texan Arbor Care</b>			
	10/31/2018	<u>400.00</u>	Stump Grinding @ Rolling Hills VFD
<b>Total for Texan Arbor Care</b>		<b>\$ 400.00</b>	
<b>Tri-County VFD</b>			
	11/01/2018	6,466.67	Provider Payment -December 2018
	11/04/2018	<u>5,780.00</u>	Reimbursement for VFIS Insurance - Commercial & Auto
<b>Total for Tri-County VFD</b>		<b>\$ 12,246.67</b>	
<b>Waller County EMS, Inc.</b>			
	11/01/2018	<u>135,000.00</u>	Provider Payment - December 2018
<b>Total for Waller County EMS, Inc.</b>		<b>\$ 135,000.00</b>	
<b>Waller VFD, Inc.</b>			
	11/01/2018	5,325.00	Provider Payment - December 2018
	11/04/2018	6,746.00	Reimbursement for VFIS Insurance - Commercial & Auto
	11/07/2018	<u>610.20</u>	Reimbursement Hotel - Swift Water Training - 9/20-9/22
<b>Total for Waller VFD, Inc.</b>		<b>\$ 12,681.20</b>	
<b>Wendy D. Langford</b>			
	10/10/2018	180.23	Reliant - Oct. Electric
	11/07/2018	<u>1,300.00</u>	Office Rent December
<b>Total for Wendy D. Langford</b>		<b>\$ 1,480.23</b>	
<b>TOTAL</b>		<b>\$ 359,865.08</b>	

**7. To review and act to pay operations funding pursuant to emergency services provider agreements.** *Mr. Gary Ferguson* made a motion to pay the providers per agreement. *Mr. Tommy Davis* asked if all of the paperwork has been turned in. Gundersons Bookkeeping said yes. *Mr. Darwin Hargrave* 2<sup>nd</sup> the motion. *Mr. Tommy Albert* asked Gundersons Bookkeeping if they have been getting all of the financials from the providers. Kristin Gunderson responded stating that they have been having a difficult time with Pattison VFD getting their financials. *Mr. Tommy Albert* asked Kristin Gunderson if they have received all the other provider financials and Kristin Gunderson stated yes. *Mr. Tommy Albert* also addressed to the providers that if any department has a fire fighter that needs to be signed up for pension, once they have their physical and form

filled out, do not send it directly to the state. The department will need to send it to Gundersons Bookkeeping and they will double check the form and send it to the state. The motion passed 5-0.

8. **To review and act to revise District budget or provider funding amounts.** *No Action.*
9. **To review and take action to revise District 2019 budget.** *No Action*
10. **To review and take action on the ratification of a continuing Contract with a private law firm pursuant to §6.30 of the Property Tax Code for the collection of delinquent District ad valorem property taxes and providing for the payment of up to 20% of the delinquent taxes, penalties, and interest which are collected by the attorney under said Contract.** Mr. John Peeler said this is for Linebarger to continue collecting the taxes. It is the same attorney that both Waller County and Harris County tax office use. Items 11, 12, and 13 are how they are paid. They are paid by the imposition of penalties, not by taking out of the actual taxes imposed. The explanation of each code is below for each item. Mr. Peeler said there is a short resolution to recover all of those items and we advise that you approve so those penalties can be assessed for the payment of the law firm to collect the delinquent taxes. *Mr. Tommy Davis* asked Mr. Peeler if we can act on these all at once and Mr. Peeler said yes. *Mr. Gary Ferguson* made a motion to approve section §33.07, section §33.08, and section §33.11. *Mr. Tommy Albert* second the motion, which passed 5-0.
11. **To discuss and take action on the imposition of additional penalty on delinquent taxes accruing prior to June 1, 2019 pursuant to §33.07 of the Property Tax Code and adoption of a Resolution regarding same for taxes.** Mr. Peeler stated this code is in regards to new taxes that are just becoming delinquent.
12. **To discuss and take action on the imposition of additional penalty on delinquent taxes accruing after June 1, 2019 to defray costs of collection by the District's delinquent tax attorney, pursuant to §33.08 of the Property Tax Code and adoption of a Resolution regarding same.** Mr. Peeler stated this code is for taxes that are already delinquent past 1 year, so you add a new penalty every year.
13. **To discuss and take action on the imposition of early additional penalty for collection costs for taxes imposed on personal property on delinquent taxes pursuant to §33.11 of the Property Tax Code and adoption of a Resolution regarding same.** Mr. Peeler stated this code is for personal property that has the penalties assessed early because the state has found that personal property tends to get moved around a lot when it is time to assess penalties.
14. **To receive a report from the District Emergency Service Director on matters affecting the provision of emergency services within the District.** Mr. Barry Weinman stated that the booster truck for Waller VFD will be ready tomorrow and he is going to go pick it up tomorrow or the next day. Mr. Weinman stated that they got the pumpers back, but they forgot a couple of things, so he is going to have to make a call to see what is going on.
15. **To review and take any action necessary on real estate, including but not limited to purchase, sale, encumbrances, platting and acquisition financing.** *No Action*
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. Peeler asked to pass until after closed session.

**17. To review and act to approve capital acquisitions and appropriate funding thereof, including action on acquisition financing.** Mr. Barry Weinman stated the position that was approved last meeting of the District Chief/Safety needed some quotes for a truck and radios for that position. Mr. Weinman stated that he has those quotes from LaRoche Chevrolet of \$30,420 and Corrigan Chevrolet of \$30,365. The emergency equipment with radios will cost \$16,092.31, with us doing all the work, for a total of \$47,492.31. Mr. Weinman said that he did price a Dodge and they are \$1800 more. Mr. Weinman said that LaRoche thinks they might have one on the lot or can get one, but Corrigan will have to order theirs. Mr. Weinman asked that if they have to order one, can they please pay the extra \$400 to have it red to match the fire trucks. *Mr. Gary Ferguson* stated that Mr. Weinman's truck is white and Mr. Weinman stated it is because they wouldn't let him get a red one. Mr. Weinman stated that he may have the only white truck in the fleet, but then he remembered that Pattison VFD has a white pumper. *Mr. Hollis Ulbricht* said they have a white tanker and booster too. *Mr. Tommy Davis* stated that Monaville VFD has a white booster also. Mr. Weinman also stated that white rust too easily and *Mr. Tommy Davis* disagreed. Mr. Weinman stated it is a very plain model. *Mr. Gary Ferguson* asked what the truck is and Mr. Weinman stated it is a 2019 Chevrolet HD 4 wheel drive, short bed. *Mr. Tommy Albert* made a motion to buy the truck. *Mr. Darwin Hargrave* second the motion. It was open for discussion and *Mr. Tommy Albert* suggest that they buy a red one if they don't have a white one available. There was no other discussion and the motion passed 4-1 with *Mr. Hollis Ulbricht* voting against the motion.

Mr. Weinman stated they have some concrete issues at Katy Station 6 in front of the pumper bay that needs to be replaced. Mr. Weinman got a quote from Styers Concrete for a 3'x6' in the amount of \$1500. Mr. Tommy Albert asked about the other side of the concrete and Mr. Weinman stated that it isn't cracked yet. *Mr. Tommy Albert* said that it makes more sense to do both at the same time. Mr. Weinman stated that there is a seam right in the middle. *Mr. Gary Ferguson* stated that the quote is high for just 18 sq. feet of concrete. Mr. Weinman stated there is a pipe under the concrete where the trucks come out for drainage and it is about 3-4" deep and it is so thin that it cannot handle the weight of the trucks. *Mr. Tommy Davis* asked if the concrete guy thinks it will stop right there and Mr. Weinman stated that is a question for the concrete company. *Mr. Tommy Davis* asked how bad is it right now? Mr. Weinman stated that it is not too bad yet and it isn't crumbling, but when a fire truck goes over it, water squirts up between the seams. *Mr. Gary Ferguson* thinks that before it is all said and done we will need all new concrete up to the building. *Mr. Tommy Davis* suggested that they come back out and see what it would cost to replace the whole area or cut a new seam for where the pumper truck comes out. Captain Orsak stated that the crack is on a corner and the split in that seam offsets the door where the tires are coming out and hitting that corner. *Mr. Tommy Davis* stated that Mr. Weinman needs to get another quote like *Mr. Gary Ferguson* stated for replacing the concrete in front of the whole door. *Mr. Gary Ferguson* also suggested that a metal plate get put over the bad part and see if the other side starts to crack and if it doesn't then just replace the one cracked. *Mr. Gary Ferguson* stated that a metal plate will cost roughly \$300, but if someone will come by the shop, he will loan them

one. *Mr. Tommy Davis* stated that they will put a metal plate over it and see what happens and give it some time to dry out.

- 18. To review and act on any and all matters related to paid personnel employed by the District or contracted service providers including hiring, termination, pay, scheduling employment policies, and benefits.** *Mr. Tommy Albert* tabled to executive session.
- 19. To review, discuss and take action on the sale or disposal of surplus and/or salvage property.** No action.
- 20. To review and take action on mutual aid agreements with other jurisdictions and service providers.** *Mr. Peeler* asked to skip until after executive session.
- 21. To review and take action on communications matters, including contracting with vendors, and purchasing equipment/licenses/software.** *Mr. Weinman* gave a progress report on Brookshire. The license is still being sought after, but *Mark, Jerry Haack,* and *Chief Ulbricht* are going to reprogram their pagers so that the sheriff's department can start dispatching. *Mr. Weinman* hopes it is going to solve a lot of problems for now. The sheriff's department is ready and waiting on them. *Mr. Tommy Albert* asked if Brookshire will be transferring the 911 calls here and *Mr. Weinman* said yes. *Mr. Weinman* stated that if the paging system works well because of the distance, which he doesn't think it will, and they get their license then we will do what we were going to do originally which would take care of the distance for everyone in the south end of the county.
- 22. To meet in Closed Session pursuant to Government Code §551.071 to consult with legal counsel regarding pending or contemplated litigation, settlement offers of on matters which require confidentiality under the Texas Disciplinary Rules of Professional Conduct of the State Bar of Texas.**
- 23. To meet in Closed Session pursuant to Government Code §551.072 to deliberate regarding real estate matters.**
- 24. To meet in closed Session pursuant to Government Code §551.074 to discuss personnel matters.** Board left for executive session at 7:50 p.m. and returned from executive session at 9:19 p.m.

**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. Tommy Albert* made a motion to cancel the current contract for the Admin/Mallard Crossing Station. *Mr. Darwin Hargrave* second the motion, which passed 5-0. *Mr. Tommy Albert* stated that since the District owns the design build plans, he moves to go out for bids for the Mallard Crossing Station and an Engineer Architect. *Mr. Gary Ferguson* second the motion, which passed 5-0.

**17. To review and act to approve capital acquisitions and appropriate funding thereof, including action on acquisition financing.** *Mr. Tommy Albert* asked about handheld radios that were lost from Brookshire VFD, Waller VFD, & Pattison VFD if they have been found. *Mr. Weinman* stated that Brookshire VFD found theirs, but it was run over. *Mr. Tommy Albert* moved to pay for 3 new 800 handheld radios at \$6000 each for a total of \$18,000. *Mr. Darwin Hargrave*

second the motion, which passed 5-0. *Mr. Tommy Albert* asked to check and see if the radios can have insurance on them.

**18. To review and act on any and all matters related to paid personnel employed by the District or contracted service providers including hiring, termination, pay, scheduling employment policies, and benefits.** *Mr. Tommy Albert* made a motion to check with Rolling Hills VFD and Monaville VFD and proceed to hiring daytime crews for them and that all departments that Waller-Harris ESD#200 manages will have paid part-time day personnel at their stations. *Mr. Gary Ferguson* second the motion, which passed 5-0.

**25. Adjournment.** *Mr. Tommy Albert* made a motion to adjourn at 9:23 PM. *Mr. Darwin Hargrave* seconded the motion, which passed 5 to 0.

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Tommy Albert, Secretary/Treasurer