

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, April 10, 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: 7:04 p.m. by *Mr. Tommy Davis*. *Mr. Albert* led the pledge of allegiance and Prairie View VFD Chief Frank Jackson led the invocation.
- 2. To receive public comment, including vendors and service providers.** Prairie View VFD Assistant Chief Verdon Bourdeaux stated that he would like for the Board Members to mark their calendar for August 25, 2018 for Prairie View VFD's Annual Fire Fighters Ball.

Chief Bourdeaux stated he would like to talk about training. He stated that it is essential for training to get done and not just for Prairie View but for all the departments. He requested that the board push for training to be completed by everyone. Chief Bourdeaux stated that the Board needs to make sure that all the Fire Chiefs gets proper training and the ripple effect will follow down to the Fire Fighters. Anyone that is not certified is a big liability. Each Department should have a coordinator to make sure that everyone is being trained and is certified.

Pattison Mayor Mr. Joe Garcia stated that November 2016 was the first time he came to the Board about adding an additional ambulance to the South End of Waller County. Mr. Garcia stated that he will continue to address the Board until there everyone comes to an agreement.

Mr. Rick Lemons with Entertec stated they will be holding a Pipeline Response Training session and is available to all responders at no cost, but anyone wanting to attend will have to register for the training class.

Cassandra Malone with the Todd Mission VFD presented an appreciation plaque to Waller Harris ESD 200 for the sale of the old Rolling Hills Pumper.

- 3. To review and act on approval of minutes of prior meetings.** *Mr. Albert* made a motion to accept the minutes. *Mr. Hargrave* seconded the motion, which passed 5 to 0.
- 4. To receive a report from the Waller County Fire Chief's Association.** Pattison Chief Hollis Ulbricht Jr. stated there is nothing to report this month.
- 5. To review and take action on properties designated for tax sales by Waller 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. Mrs. Gunderson read the financial report. *Mr. Davis* questioned the Rodney Crosby Invoice. *Mr. Davis* wanted to know how many of the Volunteer Fire Fighters attend these training classes. Prairie View Assistant Chief Verdon Bourdeaux stated that for that particular class there were 7 to 10 attendees. *Mr. Davis* stated that \$12,000.00 is too much to be spending on training if no one is willing to show up to take the classes. *Mr. Albert* made a motion to approve the District Bookkeepers financial report and for the District bills to be paid with the exception of Barry’s Fleet Service Invoice till after executive session. *Mr. Ferguson* seconded the motion, which passed 5 to 0.

Prosperity – Operations # 1881	\$6,136.91.83
Prosperity – Tax/Public # 8700	\$41,245.88
FNB – Public Funds # 8084	\$6,240,495.21
Accounts Receivable	\$765,049.07
Total Revenues for March	\$36,763.23
Total Provider Payments	\$172,289.84
Total District Expenses	\$184,724.74

Vendor	Date	Memo	Open Balance
Allied Breathing Air, LLC	03/08/2018	Inv #20180142 - Prairie View	251.25
Barry Fleet Services	03/05/2018	RO #17741	3,874.81
Blue Cross Blue Shield	03/30/2018	Acct #216830	13,209.47
Buddy P Plumbing LLC	03/14/2018	Inv #12-31-915	6,000.00
City of Brookshire	04/01/2018	Provider Payment - May 2018	1,375.00
Colorado County Oil Co.	03/21/2018	Inv #357979	776.85
Consolidated Communications	04/01/2018	Acct #281-574-5606/0	296.36
Coveler & Peeler, P.C.	04/01/2018	Professional services rendered in March 2018	3,357.88
Edward Jones	04/01/2018	March Payroll	5,569.07
Gundersons Bookkeeping LLC	04/10/2018	March 2018 Copy charges	33.39
Gundersons Bookkeeping LLC	04/01/2018	Inv #1715 - April Bookkeeping	3,000.00
Houston Chronicle	01/17/2018	Inv #899247011	86.32
Monaville VFD	04/01/2018	Provider Payment - May 2018	5,221.67
Mt. Zion Community VF Assoc., Inc.	04/01/2018	Provider Payment - May 2018	2,025.00
Pattison Area VFD, Inc.	04/01/2018	Provider Payment - May 2018	8,037.33
PPE Care	03/29/2018	Inv #3292018C - Waller	552.50
Prairie View VF Association, Inc.	03/13/2018	Reimb for Training Exp - Rescue Training International	1,785.00
Prairie View VF Association, Inc.	03/28/2018	Reimb for Lawn Service on Lots	100.00

Prairie View VF Association, Inc.	04/01/2018	Provider Payment - May 2018	4,096.67
Prosperity Bank - CC	03/31/2018	March 2018 CC Charges; Acct ending 9927	2,111.21
Republic Services	03/26/2018	Acct #3-0853-0092650	147.77
Rodney Crosby	04/03/2018	Inv #145 - Prairie Veiw Short Cadet Classes	12,525.00
Rodney Crosby	04/03/2018	Inv #144 - Hempsted	2,837.50
Rolling Hills VFD	04/01/2018	Provider Payment - May 2018	4,742.50
Tri-County VFD	04/01/2018	Provider Payment - May 2018	6,466.67
Tri D. Luu	04/01/2018	Inv #051-040118	175.00
Waller County EMS, Inc.	04/01/2018	Provider Payment - May 2018	135,000.00
Waller VFD, Inc.	04/01/2018	Provider Payment - May 2018	5,325.00
Waller VFD, Inc.	04/04/2018	Reimb for American Test Center Inv #2180896	530.00
Waller VFD, Inc.	04/04/2018	Reimb for MES Inv #IN1210696	3,395.00
Wendy D. Langford	04/01/2018	RENT - May 2018	1,400.00
Wendy D. Langford	04/05/2001	Electric Bill for Feb	149.80
		Total Expenses	<u>234,440.83</u>

Katy Station Expenses from Budget List

Vendor	Date	Description	Amount
Opening Balance		Opening Balance	\$120,000.00
Fast Signs	5/10/2017	Waller/Harris ESD 200 Future Fire Station Sign	\$336.00
Hometown Hardware	6/29/2017	Lock box for Katy property	\$129.99
Katy Hardware	7/7/2017	Flags and air filters	\$80.97
Hometown Hardware	7/7/2017	Exchange wrong filters	-\$5.41
Newcomb Furniture	7/13/2017	Furniture	\$9,518.05
Waller County Tractor	7/13/2017	Mower	\$5,200.00
Hometown Hardware	7/17/2017	Blowers, Weed Eaters and trash cans	\$1,251.39
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
Barry Weinman	7/20/2017	Reimb for Katy Hardware - Cleaning Supplies	\$216.85
Hometown Hardware	7/24/2017	Mobile Home Entry	\$11.99
Sam's Club	8/10/2017	Katy Station Supplies	\$1,022.72
Costco Wholesale	8/11/2017	Supplies	\$108.24
Emergency Reporting	8/15/2017	Inv #2017_5097 Fire Package for Sept	\$2,189.00

Tractor Supply	8/17/2017	Air Compressor, couplers, plugs & hoses	\$1,144.81
Lowe's	8/17/2017	Washer, Hose, Accessories	\$759.09
SC Products	8/21/2017	Gear Cleaner	\$148.99
Webstaurant Store	8/21/2017	Coffe Brewer	\$229.99
Delta Tank Co.	8/22/2017	Fuel Tank	\$1,705.00
Wasp Barcode Technologies	8/24/2017	Asset Tracking	\$40,450.49
Key Map Company	8/25/2017	Purchase 7 Key Maps	\$279.65
Fast Signs	9/1/2017		\$1,343.20
Barry Weinman	9/1/2017	Reimb for Fastsigns	\$43.33
O'Reilly Auto Parts	9/4/2017	Air Plug, Tape, Air Chuck and Infiltr Gauge	\$66.46
Katy Hardware	9/4/2017	Trash bags, primer spray, truckwash, screws, coupler plug, blowgun, squeege & hose	\$106.69
Katy Hardware	9/4/2017	Vise, Orange Cord, Fasteners, Blue Tape, Plug, Cord Connector, Drill Bits & Connector	\$206.25
Sam's Club	9/5/2017	Batteries	\$49.15
Harbor Freight Tools	9/5/2017	Shop Fan	\$82.24
Hometown Hardware	9/6/2017	Blower Fan	\$179.97
Hometown Hardware	9/7/2017	Katy Supplies - Trash can, Creeper and 4 Keys	\$91.93
AMI Fire Equipment	9/7/2017	Install Radio Plate & Labor	\$280.00
Wasp Barcode Technologies	9/1/2017	WaspProtect Service Plan - 2Yr	\$89.00
A-Line Auto Parts	9/12/2017	Fuel Pump & Knozzle	\$1,158.10
Hometown Hardware	9/12/2017	Station Supplies	\$33.91
Katy Hardware	9/13/2017	Padlocks, Grease Guns & Misc Items	\$92.21
Katy Hardware	9/13/2017	Liquid Wrench, Pipe Compound, Ext Cord	\$141.41
Geargrid Corporation	9/18/2017	Lockers and Hose Racks	\$11,598.00
Katy Hardware	9/28/2017	NEED RECEIPT	\$27.22
Bolinger Supply Company	10/4/2017	Inv #081759	\$1,408.00
Office Makers	10/4/2017	Lateral File Cabinets	\$275.00
Texas Commision on Fire Pr.	10/14/2017	Lic/Cert for FF	\$767.13
PostNet	10/24/2017	Business Cards for Captains	\$159.13
Staples	11/1/2017	Personnel Supplies	\$168.26
Fred Williams	11/1/2017	Reimb for Atlas Inv #543506 - 9 Lite Door Window	\$31.96
Hometown Hardware	11/4/2017	Sledge Hammer, Water, Mop Head and Handle	\$238.44
Rainbow Rider	11/10/2017	Gravel for Katy Station	\$500.00
Sam's Club	11/14/2017	Station Supplies	\$77.10
Delta Tank Inc.	11/21/2017	Inv #418 - 515 Gal. Skid Tank	\$1,705.00
Lowe's	11/27/2017	Kobalt 230 Pc. General Purpose	\$161.29
A-Line Auto Parts	12/14/2017	Pump w/ Meter & Auto Nozzle & Hoses	\$997.17
O'Reilly Auto Parts	12/14/2017	Nozzle	\$79.99
Northern Tool	12/28/2017	BTU Kerosene Heater	\$289.99
Centerpoint Energy	02/06/2018	Account Registration	\$102.75
Harris County Permit	02/09/2018	Well Permit	\$200.00

A-1 Security Cameras	02/20/2018	Supplies for Cameras	\$391.65
Buddy P Plumbing, LLC	4/10/18	Air Piping, Gas Piping, Hookup generator and install 2 regulators	\$6,000.00
Remaining Balance			\$17,770.42

7. **To review and take action on granting exemptions for 2018.** Table till next meeting
8. **To review and act to pay operations funding pursuant to emergency services provider agreements.** *Mr. Ferguson* made a motion to pay the service providers *Mr. Hargrave* seconded the motion, which passed 5 to 0.
9. **To receive report(s) from property tax review consultant.** Table.
10. **To review and take action to engage the services of a grant-writing consultant.** *Mr. Ferguson* made a motion to approve the engagement of a grant-writing consultant. *Mr. Ulbricht* seconded the motion, which passed 5 to 0.
11. **To review and take action to approve funding for first responder training, including but not limited to emergency care attendant certifications.** No Action.
12. **To review and act to revise District budget or provider funding amounts.** No Action.
13. **To review and act on emergency services provider agreements, including interlocal agreements with municipalities.** *Mr. Weinman* stated that *Fulshear FD* contacted him about mutual aid. They will get an agreement drawn up and email it to *Mr. Weinman*. *Mr. Weinman* will then forward it to *Mr. Peeler* for review.
14. **To receive a report from the District Emergency Services Director on matters affecting the provision of emergency services within the District.** *Mr. Weinman* stated that *Safety Fest* will be this Saturday April 14, 2018 at *Typhon Texas Waterpark* from 10 - 2. It is for all Law Enforcement, Military and Fire Departments. *Station 6* will have a booth set up and we would like to extend an invitation to all to come out.

Mr. Weinman stated the change over from *Brookshire Fire* is still in the works. Letters are being sent back and forth between *Brookshire* and the *Sherriff's Office* to get all the wrinkles ironed out.

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 stations construction, modification or repairs, including but not limited to payments, selection of architects or engineers and selection of contractors.** *Mr. Weinman* stated that the *Styers Concrete* has turned in an updated quote. They are recommending a box drain be put in at the end of the slab in the amount of \$7,383.00 plus the \$25,640.00 of the original quote. Table till the next meeting so the Board can talk to the company.

17. To review and act to approve capital acquisitions and appropriate funding thereof, including action on acquisition financing. Mr. Weinman stated that the Tri-County Engine 42 has been out of service for some time due to not enough funds to repair. *Mr. Ferguson* made a motion to pay the estimate from Barry's Fleet Service in the amount of \$3,874.81. *Mr. Hargrave* seconded the motion, which passed 5 to 0.

Mr. Weinman stated it is that time of year to order a new ambulance. The only change that Mr. Weinman is recommending is for a Self-Load System be added to the ambulance order. Insurance has almost doubled due to back injuries. The quote for the new ambulance including the Self-Load System is \$208,700.00. *Mr. Albert* made a motion to place the order for the new ambulance with the Self-Load System. *Mr. Ulbricht* seconded the motion, which passed 5 to 0.

Mr. Weinman stated that last month the email from EMS was not discussed and may have slipped thru the cracks. This is just a reminder that that issue still needs to be addressed.

Mr. Weinman stated he was requested to get information about high water vehicles. He has received the information and has it on hand for the Boards review. There is a yard in San Antonio and Dallas to see what is available all we need is to fill out an application and we can go see if they have what we are looking for. *Mr. Albert* made a motion to purchase two high water trucks. *Mr. Hargrave* seconded the motion. Discussion incurred. Mr. Weinman stated that when he called he was told that the trucks run approximately \$8,000.00 to \$10,000.00. *Mr. Albert* amended his motion to approve to purchase two high water trucks no more than \$20,000.00 total. *Mr. Hargrave* seconded the amended motion, which passed 5 to 0.

Mr. Weinman stated that T-Shirts for the part timers need to be ordered. A quote was received for 100 T-Shirts @ \$9.00 per shirt. Mr. Weinman was instructed to purchase the new shirts with his Prosperity Credit Card.

- 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 775.251.** No Action.
- 20. To review and take action on mutual aid agreements with neighboring districts and service providers.** No Action.
- 21. To Review and take action on placement of ambulances within the District.** No Action.
- 22. To review, and take action on communications matters, including contracting with vendors and purchasing equipment.** Mr. Peeler stated he will coordinate with Mr. Weinman, I Am Responding and E-Dispatch for a presentation to see which one is the best option to go with.
- 23. 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 and Tax Code 323.3022 to discuss sales tax matters. No Action.

24. To meet in Closed Session pursuant to Government Code 551.072 to deliberate regarding real estate matters. No Action.

25. To meet in Closed Session pursuant to Government Code 551.074 to discuss personnel matters. Board left for executive session at 8:27 pm, and returned from executive session at 8:42 pm.

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. *Mr. Albert* made a motion to approve the Texas Emergency Services Retirement System to pay out death benefits for Mr. Mose Graves. *Mr. Hargrave* seconded the motion, which, passed 5 to 0.

26. Adjournment. *Mr. Ferguson* made a motion to adjourn at 8:43 PM. *Mr. Hargrave* seconded the motion, which passed 5 to 0.

Tommy Albert, Secretary/Treasurer