**Meeting Minutes -Montgomery County Emergency Services District No. 6**

The Montgomery County Emergency Services District No. 6 Board of Commissioners held its regular meeting at the Porter Fire Station #121, 2350 Loop 494, Porter, Texas 77365 on January 23, 2024 at 12:00 P.M.

The meeting was called to order by President David Miller.

**Commissioners present**: David Miller, T.J. Davidson, Caleb Smith, Donnie Click and Dean Barnhill.

**Also attending:** Chief Carter Johnson, Assistant Chief Charles Martin, District Office Manager Jessica Black, Eric Gonzalez of Clarity Consulting Corporation and District Legal Counsel Krystine Ramon of Coveler & Peeler, PC.

**Commissioners not present:** None

**Public attendees:** None

* The Board convened and the meeting was called to order by President Miller at 12:13 P.M.
* The Board conducted roll call with a quorum present.
* The Board opened the floor for public comment. None were present.
* The Board then addressed item 3 of the agenda to elect District Officers. Krystine Ramon informed the Board that the Board could take up each office at a time, or that a motion could be made to keep all offices the same. Ms. Ramon did say that the office of Vice-President was vacant. Commissioner Davidson nominated Commissioner Smith as President and said that Commissioner Smith would be a good President, but that he thinks the current Board as is was great. Commissioner Click said that Commissioner Smith was a great leader and thinks he would be a great Vice-President and follow under Commissioner Miller for a year. There was no second to Commissioner Davidson’s nomination. The Board Discussed as a whole and Commissioner Click made a motion and second by Commissioner Barnhill to approve Commissioner Miller as President, Commissioner Smith as Vice-President, Commissioner Barnhill as Secretary, Commissioner Davidson as Treasurer and Commissioner Click as Board Member. **After discussion the motion was approved 5 to 0.**
* The Board next addressed item 4 of the agenda, to approve minutes of prior meetings. Motion by Commissioner Davidson and second by Commissioner Barnhill to approve the meeting minutes for December 19, 2023. **After discussion the motion was approved 5 to 0.**
* The Board then addressed item 5 of the agenda: to act on financial reports, investments, and bills. Eric Gonzalez from Clarity Consulting presented to the Board the District’s financial statement. Mr. Gonzalez presented to the Board the District Cash and Investment Report, Pledged Securities Report, First Financial Checking Account Cash Flow Report, First Financial Payroll Account Cash Flow Report, First Financial State Reimbursement Account Cash Flow Report, First Financial CPR PayPal Account Cash Flow Report, Profit and Loss Budget Performance, Montgomery County Monthly Tax Collection Report, Montgomery County Tax Office Deposit Distribution Report, Montgomery County Tax Office Receivables Report, First Financial Sales Tax Account Cash Flow Report, Sales Tax Allocation Report and Sales Tax Revenue Graph. The Board discussed the vehicle budget and how many vehicles the District had and were currently in use. Motion by Commissioner Click and second by Commissioner Davidson to accept the financial report as presented and pay bills. **After discussion the motion was approved 5 to 0.** For more detailed information concerning the District’s financial condition, see the financial reports on file with the District.
* The Board then addressed item number 6, to review, discuss and take action on the District’s 2024 Investment Policy. Krystine Ramon presented to the Board that each year it is required by law the District have an investment policy in place. The District has had a policy in place since January 23, 2020. Motion by Commissioner Click and second by Commissioner Smith to approve using the 2020 Investment Policy and have Brian Desilets as the listed Investment Officer. **After discussion the motion was approved 5 to 0.**
* The Board next addressed item 7 of the agenda, to act on amendments/revisions to District current year budget(s). No action taken.
* TheBoard then addressed agenda item 8, to review and act on items related to construction, improvements, repairs, renovations, and equipment purchases for District facilities, including selection/engagement of contractor(s), architectural, testing or other services. Chief Johnson presented to the Board working drawings of the new fire station(s). The Chief presented the first round of drawings as well as the second round of drawings that was a more traditional fire station look. The Chief presented to the Board whether the Board wanted to build two stations right now, or one. Chief Johnson presented to the Board that if the Board chose to build two stations, the Board would need to go out for financing. Commissioner Click said it was his recommendation to build one station right now and not to go out for financing. Commissioner Barnhill asked how many apparatuses the District had and how many per station. Assistant Chief Martin explained the types of vehicles and storage. Commissioner Click asked if the two stations were built, does the District have enough personnel. Chief Johnson told the Board that if the District were to build two stations, currently the District only has half of the personnel needed. The Board members discussed how much it would cost to hire additional personnel. The Board discussed if the District went out for financing how that would look. Commissioner Davidson said the Board has the option to secure a loan with pledged debt. The Board discussed the reasoning for debt due to the roll back, de minimis and the tax rate by incorporating the debt rate into the tax rate, if a pledged loan was done. Commissioner Miller said he did not want a debt rate at this time and said that the District has enough cash to build a station without going in to debt. Commissioner Davidson told the Board the need for two stations at this time in order to serve the Community and is afraid if the District waits to build a second station the District will be too far behind. Chief Johnson asked the Board if they would like him to do cost analysis projections of how much it would be to build one station with a second potential build and the cost of building two stations either one at a time or both together. The Board gave permission for Chief Johnson to go out for an RFP with Martinez Architects to see how much it be to build one station with a second potential build and the cost of building two stations either one at a time or both together. No action taken.
* The Board next addressed item 9 to review and act on disposition of surplus and/or salvage property. No action taken.
* The Board next addressed item 10 of the agenda, acquisition and financing of capital equipment and vehicles. No action taken.
* The Board then addressed item 11 of the agenda, regarding real estate matters. Krystine Ramon said Kings Manor has a tentative closing date of no later than February 15, 2024. No action taken.
* The Board next addressed item 12 of the agenda, to review, discuss and take action regarding fleet services to mutual aid agencies for a fee. No action taken.
* The Board then addressed item 13, to review, discuss and take action regarding an easement with the Montgomery County Emergency Services District No. 6 and Tachus Infrastructure. Chief Johnson presented a contract by Tachus Infrastructure to grant an easement by the District. A motion was made by Commissioner Smith and second by Commissioner Davidson to approve granting an easement with Tachus Infrastructure and permit Chief Johnson to negotiate with Tachus for a monthly flat fee. **After discussion the motion was approved 5 to 0.**
* The Board addressed item 14 of the agenda, to receive a report from the Fire Department. Chief Johnson presented to the Board that for the year-to-date, the District has had a total of five hundred and eleven (511) fires, three thousand five hundred and eighty-six (3,586) EMS calls, ninety five (95) stage medical assists and twenty (20) auto/mutual aids. Chief Johnson informed the Board that he spoke at the Leadership Montgomery County. The Chief stated that the District was involved in a mutual aid with a hazmat spill of an 18-wheeler. The 1314 median project is being discussed again and a meeting to discuss it will be in February. The Chief said with the latest freeze, there was a call increase but no major damage. Assistant Chief Martin went up to Wisconsin for a pre-build regarding the Pierce Pumper. No action taken.
* The Board next addressed agenda item 15, to review, discuss and take action on the District’s ISO rating. Chief Johnson presented to the Board that the preliminary ISO rating went up significantly from a three (3) to a two (2). The Board congratulated Chief Johnson and his team for their hard work in getting the ISO rating higher.
* Then Board then addressed agenda item 16, to review discuss and take action regarding the City of Conroe limited partnership annexation. No action taken.
* The Board next addressed agenda item 17, records management issues. No action taken.
* The Board chose not to enter closed session under items 18, 19 or 20.
* The Board next addressed agenda item 21, personnel matters. No action taken.
* There being no further business to come before the Board at this time, Commissioner Click made a motion, second by Commissioner Davidson to adjourn the meeting. **After discussion the motion was approved 5 to 0.** Themeeting was adjournedat 2:31 pm.