

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 Department Station 121 on November 17, 2020.

The meeting was called to order by David Miller, District Board President.

Commissioners present: David Miller, Therlyn Cook, Donnie Click, John Kelley, and Larry Trout.

Also attending: District Fire Chief Carter Johnson, Assistant Chief Charles Martin, District Administrative Assistant Jessica Black, District Legal Counsel John Peeler of Coveler & Peeler, PC (remotely), District Bookkeeper Maria Felder of Municipal Accounts & Consulting, LP., and Ricardo Martinez of Martinez Architects.

Commissioners not present: none

Public attendees: none

- The Board convened and the meeting was called to order by Commissioner Miller at 12:33 PM.
- The Board conducted roll call with a quorum present. The Board of Commissioners attended the meeting in person, and consultants appeared either in person or via teleconference.
- The Board opened the floor for public comment though none was offered.
- The Board then addressed item 3 of the agenda, minutes of prior meetings. The minutes were reviewed for the October 27, 2020 regular meeting. Motion by Commissioner Kelley and second by Commissioner Click to approve the minutes as presented by Counsel. **After discussion the motion was approved 5 to 0.**
- The Board then addressed item 4 of the agenda: financial report, investments, and bills. Maria Felder of Municipal Accounts and Consulting presented a report on the financial status of the District for review and action, and she provided a verbal summary of the monthly report and bills for payment. Chief Johnson noted the EMC ID check was late recently. Ms. Felder continued her review of the financial report noting two capital payments this month, that the year-to-date budget comparison sheet is now for the new fiscal year and that the quarterly investment report is included. Commissioner Miller expressed his concern that the Colliers construction draw payment may not indicate the correct balance left on the project. Mr. Martinez assured the Board that current balance(s) would be noted with future regular draw requests. Motion by Commissioner Trout and second by Commissioner Click to accept the report and approve the investments and bills as presented, including any additional bills presented at the meeting. **After discussion the motion was approved 5 to 0.**
- The Board then addressed agenda item 5, amendments/revisions to District budget(s). No action taken.
- The Board next addressed agenda item 6, 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. Ricardo Martinez reiterated the inclusion of remaining balance information moving forward. He then reported on the Station 122 progress: working with the builder as one of the floors is the wrong color; detailed discussion on the floor color issue and options to correct the matter; update on overall schedule and progress.
- The Board took no action on item 7 of the agenda, disposition of surplus and/or salvage property.
- The Board next addressed item 8 of the agenda, acquisition and financing of capital equipment and vehicles. No action taken.
- The Board addressed agenda item 9 regarding real estate matters. Chief Johnson shared he'd received a letter from the County on the expansion of Ford Road which will affect Station 123. The County needs sixteen (16) feet of the Station 123 property, specifically a 16' x 70' strip at the front of the

parcel. If Station 123 loses the 16' of property, there will be no room for the Department trucks to park rendering the Station as unusable. Counsel stated the need for the District to decide, as soon as possible, if the entire tract should be offered for sale to the County. A discussion was held as to whether the District should hold the property or demand the County purchase it all now. The Board preferred to sell only the 16' parcel and hold the remainder of the land until new land is located to relocate the station. Chief Johnson added the expectation of an easement request for Porter Road from Porter SUD. No action taken.

- The Board addressed item 10 of the agenda, to receive a report from the Fire Department. Chief Johnson provided the following updates: workers' compensation audit showed the Department to be within \$300 of the payroll number for the fiscal year; discussion of potential new ISO audit and the need for water availability evaluation noting the options of long hose run vs. tankers vs. new water supplies; new Amazon distribution center may locate within the District soon; run report provided; and a truck was damaged on call.
- The Board then addressed item 11, matters related to first responder status and activities with Montgomery County Hospital. Chief Johnson reported that the Department would staff a Montgomery County Hospital District event soon.
- The Board next addressed item 12 of the agenda, matters related to COVID-19. Chief Johnson stated that several firefighters had tested COVID-positive though several had recently recovered. Chief Johnson is coordinating with OEM on vaccine issues as well as issues of some firefighters not wishing to take the vaccination.
- The Board took no action on agenda item 13, records management issues.
- The Board did not exercise the option to enter Closed Session under items 14, 15 and 16, consultation with legal counsel for real estate or personnel matters.
- The Board took no action on item 17, personnel matters.
- There being no further business to come before the Board at this time, the meeting adjourned at 1:40 P.M.