**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 November 18, 2024 at 12:00 P.M.

The meeting was called to order by President David Miller.

**Commissioners present**: David Miller, Caleb Smith, T.J. Davidson, and Donnie Click arriving at 12:21 P.M.

**Also attending:** Chief Carter Johnson, District Office Manager Jessica Black, Eric Gonzalez of Clarity Consulting Corporation, District Legal Counsel Krystine Ramon of Coveler & Peeler, P.C and members of Montgomery County District No. 6.

**Commissioners not present:** Terry Barnhill

**Public attendees:** Chief Troy Koteras

* The Board convened and the meeting was called to order by President Miller at 12:15 P.M.
* The Board conducted roll call with a quorum present.
* The Board opened the floor for public comment. Commissioner Smith introduced to the Board Chief Troy Koteras from Montgomery County Emergency Services District No. 8.
* The Board next addressed item 3 of the agenda, to approve minutes of prior meetings. Motion by Commissioner Davidson and second by Commissioner Smith to approve the meeting minutes from the October 22, 2024 meeting. **After discussion the motion was approved 3 to 0.**
* The Board then addressed item 4, to review, discuss and take action to engage an Auditor for the District’s 2024 financial year. Chief Johnson presented to the Board that he went out for three (3) bids and received proposals back from Breedlove and McCall Gibson Swedlund Barfoot. The Board went over both proposals. Motion by Commissioner Davidson and second by Commissioner Click to approve the proposal from McCall Gibson Swedlund Barfoot to conduct the District’s 2024 Audit. **After discussion the motion was approved 4 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. Mr. Gonzalez also went over the District’s pledge debt and state reimbursements from deployments. Motion by Commissioner Click and second by Commissioner Smith to accept the financial report as presented and pay bills. **After discussion the motion was approved 4 to 0.** For more detailed information concerning the District’s financial condition, see the financial reports on file with the District.
* The Board next addressed item 6 of the agenda, to act on amendments/revisions to District current year budget(s). There were no amendments at this time. No action was taken.
* TheBoard then addressed agenda item 7, 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 that there was mildew at Station 122, however the soft ducting has been replaced along with the scrubbers. Plans for Station 125 have been reviewed by Chief and there were no issues. Permits for Station 125 had been held up but were delivered as on November 18, 2024. No action was taken.
* The Board then addressed item 8, to review and act on disposition of surplus and/or salvage property. No action was taken.
* The Board next addressed item 9 of the agenda, acquisition and financing of capital equipment and vehicles. Chief Johnson presented to the Board that the new engine arrived last week and is working on laying out the tools. The new engine should be in service by January of 2025. No action was taken.
* The Board then addressed item 10 of the agenda, regarding real estate matters. Chief Johnson presented to the Board an update to the Valley Ranch Crossing Property. Chief Johnson presented that he is waiting for the survey to be completed for the property. No action was taken.
* The Board next addressed item 11 of the agenda, to receive a report from the Fire Department. Chief Johnson informed the Board that the District is looking to have a call volume of over six thousand (6,000) for the year 2024. As of November, the total call volume for the year is five thousand four hundred and twenty-eight (5,428), with three hundred and twenty-two (322) fires, and three thousand and thirty-three (3,033) EMS calls. No action was taken.
* The Board next addressed agenda item 12, records management issues. No action was taken.
* The Board then addressed agenda item 13, to review and act to engage the firm Locke Lord for government relations services for the 2025 Legislative Session. Chief Johnson informed the Board that in previous year the District had engaged Locke Lord for services for government relations for the 2025 Legislative Session. Legal counsel Krystine Ramon presented to the Board that the District does not have to engage Locke Lord to assist with the 2025 Legislative Session, however other ESDs have and the District can participate if they would like. Ms. Ramon did not have a final price for how much it would cost to engage Locke Lord, but did say it would not cost more than forty thousand dollars ($40,000). The Board discussed the engagement with Locke Lord and decided to table the agenda item until the next Board meeting. No action was taken.
* The Board next addressed item 14, to review and act to appoint a governmental relations committee to prepare District concerns and priorities for the 2025 Legislative Session. The Board decided to table the agenda item until the next Board meeting. No action was taken.
* The Board did not go into closed session under agenda item 15, to consult with legal counsel pursuant to section 551.071 of the Texas Government Code.
* The Board did not go into closed session under agenda item 16, to deliberate real estate matters under section 551.072 of the Texas Government Code.
* The Board did not go into closed session under agenda item 17, to discuss personnel matters under section 551.074 of the Texas Government Code.
* The Board next addressed agenda item 18, to review and take action on personnel matters, including policies, scheduling, evaluations, benefits, compensation, hiring, retention and evaluation of District employees, including District Fire Chief and Command Staff. No action was taken.
* The Board then addressed agenda item 19, to review and act on scheduling District meeting to be added to meeting agendas. The next regular meeting will be held on December 17, 2024. No action was taken.
* There being no further business to come before the Board at this time, Commissioner Davidson made a motion seconded by Commissioner Smith to adjourn the meeting. The motion was approved 4 to 0. Themeeting was adjournedat 12:55 P.M.