

**Montgomery County E.S.D. # 2**  
**Board of Commissioners Meeting**  
Wednesday, January 25, 2017  
*Minutes*

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**Present:**

- James Sibley – Commissioner / Vice President
- Kim Parrish – Commissioner / Secretary-Treasurer
- Burt Green – Commissioner
- Lonnie Clover - Commissioner
- Brian Edwards – Fire Chief
- Kaye Townley – Manager / Sr. Consultant – Municipal Accounts & Consulting, L.P.
- Mark Miller – Municipal Accounts & Consulting, L.P.
- Gretchen Prieto – Administration
- John Peeler – Coveler & Katz, P.C.
- Rusty Griffith – Battalion Chief
- Ricardo Martinez – Martinez Architects
- Lonnie Mapston – Battalion Chief


**Meeting Commenced:** Wednesday, January 25, 2017 @ 5:30 PM

**Location:** Montgomery Fire Station # 51  
20590 Eva Street  
Montgomery, Texas 77356

1. Call to Order: Vice President James Sibley called the meeting to order at 5:30 PM
2. Public Comment
  - a. No public present
3. Roll Call:
  - a. All members present as listed above.
  - b. The following Commissioners were administered the Oath of Office by Kaye Townley in her role as a Notary Public: James Sibley, Lonnie Clover, and Burt Green
4. Adoption of Minutes of Meeting from Wednesday, December 14, 2016
  - a. James Sibley called for the adoption of the minutes from the previous meeting.
  - b. Burt Green made a motion to accept the adoption of the minutes from the previous meeting.
  - c. Lonnie Clover seconded motion to accept.
  - d. There were no objections and the motion carried.
5. Treasurer's Report:
  - a. Kaye Townley presented the Treasurer's Report.
  - b. James Sibley moved to accept the Treasurer's Report as written and ratify the December bills.
  - c. Burt Green made a motion to accept the Treasurer's Report as written and ratify the December bills.
  - d. Lonnie Clover seconded motion to accept.
  - e. There were no objections and the motion carried.
6. Old Business:
  - a. Report and take any action on Annual Report for ESD # 2.
    - i. Processed and Submitted by Kaye Townley by due date of January 1, 2017.
  - b. Report and take action on ESD # 2 advertisement in local newspaper.
    - i. Posted Wednesday, January 18, 2017 in Conroe Courier.
    - ii. Posted January 18 – 24, 2017 on Courier Online.
  - c. To review and take action on any matters related on construction of new station(s), including action to engage architectural or engineering service, to select deliver methods to engage contractor(s), to approve plans/designs/changes, and to approve payments.
    - i. Ricardo Martinez presented a Point Tabulation Report based on Safety Experience, Fee Evaluation, Contractor Experience, References, Personal Experience, and Other Factors with the clear and thorough point winner being Teal as evaluated by the Keenan Station Committee that met on January 18, 2017 at 10:00 AM.
    - ii. Burt Green made a motion to accept the recommendation of the Keenan Station Committee to begin the CMAR process and engage Teal Construction as the Construction Manager for the new station to be located on Keenan Cut-Off.

- iii. Lonnie Clover seconded the motion to accept the recommendation of the Keenan Station Committee to begin the CMAR process and engage Teal Construction as the Construction Manager for the new station to be located on Keenan Cut-Off.
  - iv. There were no objections and the motion carried.
  - d. To review and take action on the inter local group meeting between ESD # 2 and ESD # 3 regarding the Keenan Station.
    - i. Nothing new to report at this time as we are waiting on board review before proceeding.
  - e. Report and take action as necessary from MUD 8 regarding Walden Fire Station 54.
    - i. James Sibley presented a proposed draft for long term emergency services for Walden on Lake Conroe to MUD District # 8.
    - ii. Draft proposal would exclude major foundation and structural repairs, but continue to uphold and provide minor repairs to keep the building functional for the next five years.
    - iii. John Peeler to provide a draft letter dictating Minor Amendment with the items dictated in the draft proposal presented to the Board.
  - f. To meet in Closed Session, pursuant to Government Code §§ 551.071, 551.072 and 551.074 to consult with District legal counsel.
    - i. No Closed Session required.
7. New Business:
- a. To report and take action as necessary on ordering new Engine and Equipment for Keenan Fire Station.
    - i. Chief Edwards presented the Keenan Apparatus and Equipment Report detailing the 2017 Pierce Impel Pumper and Equipment Costs.
    - ii. Burt Green made a motion to accept the Proposal from Siddons-Martin Emergency Group to order the 2017 Impel Pumper for a total cost of \$719,320.00.
    - iii. Lonnie Clover seconded the motion to accept the Proposal from Siddons-Martin Emergency Group to order the 2017 Impel Pumper for a total cost of \$719,320.00
    - iv. There were no objections and the motion carried.
  - b. Report on Paid Staff Events
    - i. Current positions are open for one Battalion Chief, two Captain, and three Lieutenant positions.
8. Present Activities and Events:
- a. Alarm Report presented by Chief Edwards
9. Set Meeting Date, Time and Location for February, 2017 ESD Meeting(s)
- a. Regular Meeting: Wednesday, February 22, 2017 at 5:30 P.M.
- Montgomery Fire Station 51  
20590 Eva Street  
Montgomery, Texas 77356
10. Adjournment:
- a. Meeting adjourned at by Vice President James Sibley at 6:17 PM.

Minutes Prepared and Submitted by Kim Parrish, Secretary / Treasurer

  
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Kim Parrish

2/22/17  
Date

Minutes Approved by:

  
\_\_\_\_\_  
Mike Mason, President

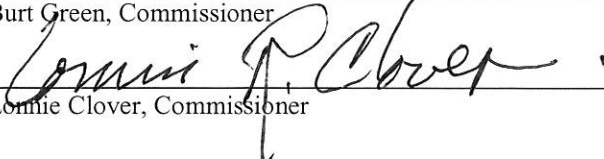
2/23/17  
Date

  
\_\_\_\_\_  
James Sibley, Vice President

2/22/17  
Date

  
\_\_\_\_\_  
Burt Green, Commissioner

2/22/17  
Date

  
\_\_\_\_\_  
Lonnie Clover, Commissioner

2/22/17  
Date