

Montgomery County E.S.D. # 2
Board of Commissioners Meeting
Wednesday, April 26, 2017
Minutes

Present:

- Mike Mason – Commissioner / President
- 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.
- John Peeler – Coveler & Katz, P.C.
- Ryan Fortner – Sales Revenue, Inc.
- Rusty Griffith – Battalion Chief
- Lonnie Mapston – Battalion Chief
- Ricardo Martinez – Martinez Architects
- Renee Janda – S2 Security
- Joshua Basgall – S2 Security
- Mark Calvo – Roco Engineers

Meeting Commenced: Wednesday, April 26, 2017 @ 5:31 PM

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

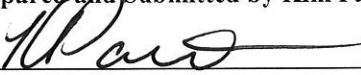
1. Call to Order: President Mike Mason called the meeting to order at 5:30 PM
2. Public Comment: No public comment
3. Roll Call:
 - a. All members present as listed above.
4. Adoption of Minutes of Special Meeting from Wednesday, March 22, 2017
 - a. Mike Mason called for the adoption of the minutes 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. New Business:
 - a. Present, discuss, and take action as necessary on IT Systems for Station 52.
 - i. Renee Janda and Joshua Basgall with S2 presented a proposal for the implementation of IT Systems for Station 52.
6. Treasurer's Report:
 - a. Kaye Townley presented the Treasurer's Report.
 - b. Mike Mason moved to accept the Treasurer's Report as written and ratify the March bills.
 - c. James Sibley made a motion to accept the Treasurer's Report as written and ratify the March bills.
 - d. Lonnie Clover seconded motion to accept.
 - e. There were no objections and the motion carried.
7. Old Business:
 - a. Sales Tax update from Ryan Fortner with Sales Revenue, Inc.
 - i. Report submitted.
 - b. Present, discuss, and take action as necessary regarding the 2016 Audit.
 - i. Michael Others with McCall Gibson Swedlund Barefoot PLLC presented the MCESD 2 Audit

- ii. Mike Mason moved to accept the MCESD2 Audit as presented by McCall Gibson Swedlund Barefoot PLLC.
 - iii. Burt Green made motion accept the MCESD2 Audit as presented by McCall Gibson Swedlund Barefoot PLLC.
 - iv. Lonnie Clover seconded the motion to accept.
 - v. There were no objections and the motion carried.
 - c. Discuss, review, and take action on "Affordable Drill Towers."
 - i. No action needed.
 - d. 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 95% Construction Documents for review.
 - ii. To present 99% Construction Document for review at May 2017 Meeting and request the Board approve that Martinez Architects begin the bid process.
 - iii. Board discussed simultaneously seeking proposals for construction and set a meeting date of Wednesday, June 14, 2017 at 5:30 PM at Montgomery Fire Station # 51.
 - e. 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.
 - f. Report and take action as necessary from MUD 8 regarding Walden Fire Station 54.
 - i. MUD 8 has not responded to the letter sent in February 2017.
 - g. 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
- 8. New Business:
 - a. Review, discuss, and take action as necessary regarding the proposed Bookkeeper Contract presented by Municipal Accounts.
 - i. Municipal Accounts presented a proposal to increase the monthly fee to \$1,150.
 - ii. Burt Green made a motion to accept the contract as proposed by Municipal Accounts to increase the monthly fee to \$1,150.
 - iii. James Sibley seconded the motion to accept the contract as proposed by Municipal Accounts to increase the monthly fee to \$1,150.
 - iv. There were no objections and the motion passed.
 - b. Discuss and take necessary action for Boy Scout Troop sponsorship request.
 - i. Per John Peeler, he does not believe that this is a partnership that we could enter into.
 - c. Discuss and take necessary action on "paid time off" Compensation Plan for full time staff with five, or more, years of employment.
 - i. Chief Edwards presented a PTO Enhancement Plan to bring current list of 16 employees up to current PTO rate.
 - ii. John Peeler to review.
 - iii. No action needed at this time.
 - d. Discuss and take necessary action on Polaris 6 x 6 vehicle.
 - i. Table till May 2017 meeting.
- 9. Present Activities and Events:
 - a. Meeting with MCHD went well. Attended by Chief Edwards and James Sibley.
 - b. Promotional Exams currently ongoing.
- 10. Set Meeting Date, Time and Location for May 2017 ESD Meeting(s)
 - a. Regular Meeting: Wednesday, May 24, 2017 at 5:30 P.M.

Montgomery Fire Station 51
 20590 Eva Street
 Montgomery, Texas 77356

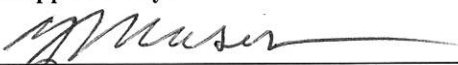
- 11. Adjournment:
 - a. Meeting adjourned at by President Mike Mason at 7:26 PM.

Minutes Prepared and Submitted by Kim Parrish, Secretary / Treasurer

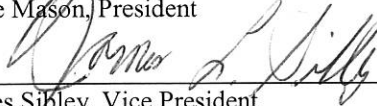

Kim Parrish

5-24-17
Date

Minutes Approved by:


Mike Mason, President

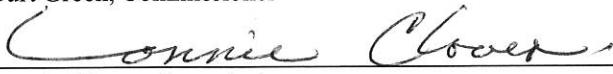
5/24/17
Date


James Sibley, Vice President

5/24/17
Date


Burt Green, Commissioner

5-24-17
Date


Lonnie Clover, Commissioner

5/24/2017
Date