

HARRIS COUNTY EMERGENCY SERVICES DISTRICT #28



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HARRIS COUNTY EMERGENCY SERVICES DISTRICT #28 MINUTES OF THE BOARD OF COMMISSIONERS MEETING November 21, 2016

Members in Attendance:

Dan Langford, President (*Excused*) Mike Jones, Vice President/Secretary
Morris Bradley, Treasurer Dan Dronberger, Asst. Treasurer

Others in Attendance:

Fred Windisch, Fire Chief
Dana Schmanski, Office Manager

CALL TO ORDER

Mike Jones called to order the November 21, 2016, ESD Board Meeting at 5:00 p.m.

MINUTES

Mike Jones asked if there were any additions or corrections to the minutes from the October 17, 2016 Board Meeting. Dan Dronberger made a motion to accept the minutes as written. Morris Bradley seconded the motion with unanimous approval of the board.

PUBLIC COMMENTS

No public was in attendance.

FINANCIAL REPORT

Morris Bradley handed out copies of the 2016 Budget vs. YTD Comparison report through October. Our income may go over because we have 2 months of sales tax receipts coming in this year. Everything else is normal. No exceptional items. Morris asked if there were any questions on the report. No questions were brought forward.

Morris reported on the bank balances in our various accounts as of October 31, 2016.

Checking Account: We had a beginning balance of \$538,142.86 with deposits totaling \$103,312.91 (which includes an interest deposit of \$231.34); and checks and debits totaling \$184,196.59, for an ending balance of \$457,259.18.

Money Market Account: We started with a beginning balance of \$336,619.29 with deposits totaling \$76,428.96 (which includes an interest deposit of \$64.53), for an ending balance of \$413,048.25.

Sales Tax Money Market Account: Beginning balance of \$1,042,782.76 with deposits of \$90,944.15 (which includes an interest deposit of \$ 177.14) for an ending balance of \$1,133,726.91.

We have (4) bills to pay this month as follows:

BRW Architects, Inc.	\$4,500.00	Station 63 Services thru 9/30/16
Chernosky, Smith, Resslering	\$550.00	Station 63 Loan Modification
SAFE D	\$1,100.00	Membership Renewal
Sales Tax Assurance LLC	\$1,500.00	Sales Tax Consulting

Morris reported that we have total account bank balances as of today of \$2,004,034.34.

The interest paid this month on the bank loan to Trustmark was \$5,210.58.

PVFA DRAW

2016 ESD Draw November 21, 2016 \$735,000.00.

FCW - December is the biggest draw of the year, similar to previous year expenses. In addition, we had to use funds from the contingency account for expenses and will replace once draw is deposited in checking. And this puts us under \$55,000.00

ESD 2016 BUDGET – No Changes

Dan Dronberger made a motion to approve the financials and pay the bills as presented. Morris Bradley seconded the motion with unanimous approval of the board.

FIRE CHIEF REPORT

Fire Responses

We had total of 165 responses in October.

Traffic Signals Update

There is constant progress but no expenditures at this time.

High Water Vehicle

In our bay, shifts perfectly and runs perfectly. Waiting to proceed with title. We will receive a check from Federal Surplus in the amount of \$1,000.00 to place back in the account.

2017 PVFA Budget

Meeting on the 13th of December. Dinner at 5:30 pm and then the budget presentation at 6:00 pm. ESD board members will attend the PVFA budget meeting.

FCW - Even though PVFA suggested three-million-dollar budget, we are \$2.9 million with an increase of about \$200,000.00 from 2016 budget.

1972 Fire Engine

FCW-engine still in the shop. No updates, all expense are Non-ESD funds.

BBQ Cook-off

BBQ cook-off was a huge success. They cleared \$212.63, after all expenses. All funds were Non-ESD money and the reconciliation of income and expense is attached.

Troop 62

We have all income and expenses enclosed for your review. Two deposits totaling \$4,081.00 and expenses totaling \$838.50. PVFA used Non-ESD funds to sponsor Troop 62. After all income and expenses, a check in the amount of \$3,242.50 was issued to Boy Scout Troop 62. The troop was very excited about the donation from the raffle ticket sales. Probably will not do a raffle again, they are looking at Brisket sales, Holiday Flags, etc. in the future.

New Fire Engines

The process has been delayed until January. Pierce is not having an increase until February 1, 2017. We are hoping to do the whole process in January. ESD is the highest elected official so according to law, the ESD board must state we are tax exempt. PVFA will hold a public hearing per IRS rules. We will do a contract before February 1, 2017. Currently our payments approximately \$160,000.00. It will probably go up to \$175,000.00 – \$190,000.00.

We have our trade in values locked in for \$175,000.00 for the 1st truck, and \$185,000.00 each for the other two trucks, due to higher mileage. Our interest rate will be about 2.75%, but this can vary until contract date. A document will be prepared for your review.

Mike Jones – why do we buy three at a time, do we get a price break? FCW – yes, we do receive a price break. Our lease purchase is cyclical every 8 years. If we purchased directly we would have to come up with \$1.5 million in advance of January order. Mike Jones - If we stagger purchase a year apart we could pay cash. Morris Bradley – so do we lose warranty and maintenance by a direct purchase. FCW – I am a strong proponent of the three trucks at one time our staff is aware of how each truck operates and its functionality. All trucks come with a one year warranty.

Fan 62

In repair, cost approximately \$3,000.00. The frame structure from the manufacturer needed repair. Original frame was not strong enough for the three years of bouncing around. This should resolve any frame structure repairs in the future.

Hiring

We are losing two firefighters Joey Spitzenberger and Omar Cruz. We need three full time positions filled. Currently accepting applications for a hire date of about March 1, 2017.

The hiring will allow more boots on the ground and we can possibly help out at station 2 and sharing with Spring Fire Department. Additionally, this should reduce our overtime pay by having the extra fighters on board.

STATION 63 CONSTRUCTION

Dan Dronberger - We had a construction meeting two weeks ago. Most items discussed are little items. Construction is going very well and Tony Spitzenberger has done an amazing job. He pays very close attention to the details.

NEW BUSINESS

Meeting Time Change to 6 pm

Leave on agenda. We are looking for a new commissioner. We may have two individuals to consider, one resident lives in Cypresswood Subdivision and other is a neighbor and friend of Curt Cook. More to follow at next meeting.

MOTION TO ADJOURN

A motion to adjourn was made by Dan Dronberger at 5:28 p.m. Morris Bradley seconded the motion with unanimous approval of the board.

Mike Jones, President/Secretary