

# HARRIS COUNTY EMERGENCY SERVICES DISTRICT #28



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## HARRIS COUNTY EMERGENCY SERVICES DISTRICT #28 MINUTES OF BOARD OF COMMISSIONERS MEETING

November 18, 2019

### Members in Attendance:

Mike Jones, President	Ken Koenig, Treasurer
Dan Dronberger, V. P.	Michael Jenkins, Assistant Secretary
Shirley Jauma, Secretary	Treasurer

### Others in Attendance:

Fred Windisch, Fire Chief  
Dana Schmanski, Office Manager

### Public:

Ericka Smiley

## CALL TO ORDER

Mike Jones called to order the November 18, 2019, ESD#28 Board meeting starting at 5:00 p.m.

## MINUTES

Mike Jones asked if there were any additions or corrections to the minutes from the October 21, 2019 meeting.

Shirley Jauma made a motion to approve October 21, 2019 minutes as written. Ken Koenig seconded the motion with unanimous approval of the board.

## PUBLIC COMMENTS

Public present, no comment

## FINANCIAL REPORT

Ken Koenig reviewed report on sources and uses of cash for the month of October 2019 with the board.

Bank balances in our various accounts as of October 31, 2019:

Checking Account: Beginning balance of \$10,806.00, with deposits totaling \$134,341.84 (which includes an interest deposit of \$13.67); and checks and debits totaling \$140,833.16, for an ending balance of \$4,314.68

Money Market Account: Beginning balance of \$15,005.30, with an interest deposit of \$4.46, for an ending balance of \$15,009.76.

Sales Tax Money Market Account: Beginning balance of \$250,229.52, with deposits totaling \$133,998.39 (which includes an interest deposit of \$271.14), for an ending balance of \$384,227.91.

Texas CLASS Account: Beginning balance of \$4,125,861.67, with deposits of interest totaling \$7,322.18, for an ending balance of \$4,133,183.85.

We have (5) bills to pay this month as follows:

Coveler & Peeler P.C.	\$159.93	October 2019 Legal Fees
Harris County Appraisal District	\$6,151.00	Quarterly Assessment
Sales Tax Assurance	\$8,082.00	Retainer Nov., Dec., Jan. 2019, Commissions Aug., Sept., Oct. 2019.
Texas Mutual Insurance	\$308.00	Workers Compensation Annual Insurance Premium – Board Members
PVFA	\$335,000.00	November 2019 Draw

### ESD Commissioner Compensation – December 2019

#### PVFA Draw – November and December 2019

FCW – we had to draw from the Contingency Account twice to cover expenses and payroll. Additional, we will ask for an additional \$100,000.00 in 2019 for insurance premiums due on January 1, 2020. This \$100,000.00 will be deducted from the January 2020 Draw. We request November 2019 Draw of \$335,000.00. Annual draw amount will remain the same.

Dan Dronberger made a motion to accept the financials, checks written and November 2019 Draw. Mike Jenkins seconded the motion with unanimous approval of the board.

### **ESD 2019 Budget**

FCW – in review of our 2019 Budget for PVFA, we will be approximately \$50,000.00 under budget. More to follow at the December meeting.

### **ESD 2020 Budget**

Nothing new to report

## **FIRE CHIEF REPORT**

### **Fire Responses – 194 Responses in October**

- 10/1 910 Cypress Station apartment leasing office fire; unknown cause at this time.
- 10/10 Motel 6 fire - 3 Alarms; kids playing with lighter.
- 10/13 House fire Inverness Forest – accidental trying to kill a snake!
- 10/19 905 Cypress Station apartment, started on balcony and spread.
- 10/23 North end of Red Oak; vehicle fire, suicide.

Crashed 2013 F150, as of today, it appears not at fault. Our member stopped and cleared intersection, continued forward when hit by another vehicle. Patient of that vehicle taken by EMS prior to results of how accident occurred. We have to wait 10 days before requesting an accident report. Insurance contacted, forms filed this afternoon. Our member is okay, no injuries. Vehicle valued at \$30,000.00, must exceed 75% of value to be total loss. Suspensions; bent frame rail. Right side air bags deployed. Discussion held by the board. More information to follow.

### **GTT Traffic Preemption Program**

Since September 30, 2019, all intersections up and running. The first invoice will be later this month.

New state law requirement in near future due to the passing of Senate Bill 2 (SB2): All ESD board members must have a HCESD28 email address including staff for all correspondence involving ESD business. Emails will include first initial and last name @HCESD28.Org or Com. Our IT services company will create the

email addresses add to ESD28 web site, and forward information to add to your electronic devices. Discussion held by the Board.

### **Other Current and Long-Range Information Exchange**

#### **PVFA 2020 Budget**

FCW - Joint Meeting ESD28 and PVFA, December 10, 2019, in training room.

#### **Schedule Joint Meeting in December for PVFA Budget Review**

FCW – Meeting 5:30 for dinner, followed by budget review. ESD Board will be released, then PVFA’s regular board meeting.

#### **Replacement Ladder Truck**

FCW - After review, we decided on the Rear Mount Ladder Truck, in design phase, should be complete by December 31, 2019. Estimated trade-in value of current Ladder Truck is \$318,000.00.

#### **Posi Chec Agreement/Purchase**

FCW - Signed agreement last meeting to purchase equipment to test air packs. \$4,500.00 per each fire department. Our return on investment is less than a year and a half with the same certified technician. We will own equipment and allow them use. Total costs less than \$18,000.00. We also have intangible costs: equipment will not be out of service, out for delivery or pick up, thus saving time and travel out of district.

#### **T-Pass 5 Purchase**

FCW - Fire fighter down alert systems. We will be switching to T-Pass 5, our T Pass 4 equipment is no longer supported. PVFA Board approved \$20,000.00 from 2019 Budget and \$20,000.00 from 2020 Budget.

T Pass 4 originally funded by a federal grant. The County will sign over the equipment to the fire department so we can trade-in previous equipment for \$100.00 each.

FCW – We request board approval for Board President to sign the agreement once received from the county, for ownership of all T Pass equipment.

Dan Dronberger made a motion to approve equipment transfer to fire department and allow Board President to sign agreement when received. Ken Koenig seconded the motion with unanimous approval of the board.

### **Computer Network Upgrade**

FCW – we are in the process of the upgrading to Windows 10. New system will operate Office 365 and web based, software no longer housed on office computers. Software and server upgrade of entire system will cost \$8,000.00. The biggest cost of upgrade is the labor.

**To review and take action on the ratification of a continuing Contract with a private law firm pursuant to §6.30 of the Tax Code for the collection of delinquent District ad valorem property taxes and providing for the payment of up to 20% of the delinquent taxes, penalties, and interest which are collected by the attorney under said Contract.**

Discussion held by the board.

Mike Jenkins made a motion to take action on the ratification of a continuing contract with private law firm as stated above. Ken Koenig seconded the motion with unanimous approval of the board.

**To discuss and take action on the imposition of additional penalty on delinquent taxes pursuant to §33.07 of the Tax Code and adoption of a Resolution regarding same for taxes.**

Discussion held by the board.

Mike Jenkins made a motion to take action on the imposition of additional penalty on delinquent taxes as stated above. Ken Koenig seconded the motion with unanimous approval of the board.

**To discuss and take action on the imposition of additional penalty on delinquent taxes to defray costs of collection by the District's delinquent tax attorney, pursuant to §33.08 of the Tax Code and adoption of a Resolution regarding same.**

Discussion held by the board.

Mike Jenkins made a motion to take action on the imposition of additional penalty on delinquent taxes to defray costs of collection by the District's delinquent tax attorney as stated above. Ken Koenig seconded the motion with unanimous approval of the board.

**To discuss and take action on the imposition of early additional penalty for collection costs for taxes imposed on personal property on delinquent taxes pursuant to §33.11 of the Tax Code and adoption of a Resolution regarding same.**

Discussion held by the board.

Mike Jenkins made a motion to take action on the imposition of early additional penalty for collection costs for taxes imposed on personal property on delinquent taxes as stated above. Ken Koenig seconded the motion with unanimous approval of the board.

**Report on the President's participation in the Emergency Response Leadership Coalition.**

FCW – Two main items discussed; Knox box electronic entry and Workers Compensation claims of how fire fighters receive medical treatment when injured on the job. Claims adjusters do not understand they want to return to work. We need help to condense waiting period between diagnoses and medical treatment and treat them as athletes for muscle skeletal injuries. Meeting scheduled December 3, 2019, with Texas Mutual Insurance and VFIS to review our concerns.

**Schedule upcoming meetings and consider agenda items**

Next Meetings: December 10, 2019 and December 16, 2019.

**Adjourn**

Dan Dronberger made a motion to adjourn at 5:41 PM. Mike Jenkins seconded the motion with unanimous approval of the board.

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**Shirley Jauma, Secretary**