

HARRIS COUNTY EMERGENCY SERVICES DISTRICT #28



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HARRIS COUNTY EMERGENCY SERVICES DISTRICT No. 28 MINUTES OF BOARD OF COMMISSIONERS MEETING

February 22, 2022

Members in Attendance:

Mike Jenkins, President
Ken Koenig, Treasurer

Dan Dronberger, V. P.
Erika Smiley, Asst. Sec/Treasurer

Others in Attendance:

Fred Windisch, Fire Chief
Dana Schmanski, Office Manager
Ira Coveler, Attorney

Members Excused:

Shirley Jauma, Secretary

Public:

No Public

Call to order, roll call and establishment of a quorum.

Mike Jenkins called to order the February 22, 2022, ESD No. 28 Board meeting starting at 5:01 p.m., with a quorum.

To receive public comment.

No public

To approve the Minutes of prior meeting.

Mike Jenkins asked if there were any additions or corrections to the minutes from the January 17, 2022, regular meeting.

Changes: page 1 add with a quorum to all meeting minutes.
page 1 last sentence should read “table until May 2022”, page 2 first sentence,
approval of minutes should read “Dan Dronberger instead of Mike Jenkins.

Erika Smiley made a motion to accept the January 17, 2022, regular meeting minutes with the above changes. Ken Koenig seconded the motion with unanimous approval of the board.

To receive a financial report from the District Treasurer and to pay District bills, including approval of commissioner fees.

Ken Koenig reviewed the report on Profit and Loss Budget Performance with Percentages for the month of January 2022.

Ken Koenig reviewed with the board the Dashboard report for future expenditures. FCW the next engine purchase will be in 2023 with delivery in 2024. Lead time on new engine is now nineteen months due to supply chain issues. At the end of 2022 we will plan, without financing, then once we are close to construction, we will make decision to lease or purchase. Discussion held by the board and attorney.

Bank balances in our various accounts as of January 31, 2022:

Checking Account: Beginning balance of \$968,204.62, with deposits totaling \$1,234,757.81 (which includes an interest deposit of \$135.32); and checks and debits totaling \$1,404,316.68 for an ending balance of \$798,645.75.

Money Market Account: Beginning balance of \$14,652.46, with an interest deposit of \$.62; for an ending balance of \$14,653.08.

Sales Tax Money Market Account: Beginning balance of \$250,020.96, with an interest deposit of \$21.23 for an ending balance of \$250,042.19.

Texas CLASS Account: Beginning balance of \$4,512,009.03, with deposits totaling 943,420.78 (which includes an interest deposit of \$420.75, for an ending balance of \$5,455,429.81.

We have (6) bills to pay this month as follows:

Coveler & Peeler P.C.	\$2,238.48	Legal Fees January 2022
Global Traffic Technologies	\$35,058.52	Intersection and Vehicle Managed Services
HdL Companies	\$11,629.00	Quarterly retainer Feb., Mar., Apr., Quarterly Commissions Nov., Dec., Jan.
PVFA	\$450,000.00	February Draw
Ken Koenig	\$204.50	Safe-D Expense Reimbursement
Mike Jenkins	\$842.28	Safe-D Expense Reimbursement

To review and take action on the payment of operations funding pursuant to year 2022 budget and service agreement with the Ponderosa Volunteer Fire Department.

MJ – we will have two more expense reimbursements for Safe-D Conference from two commissioners.

Draw – February 2022

FCW – Our request for the February draw is \$450,000.00, we had to transfer from the contingency fund, this draw will retain contingency balance at \$200,000.00. We will also have a draw in March 2022.

Dan Dronberger made a motion to approve the financials, checks written, February draw and commissioners’ reimbursement for Safe-D Conference expenses. Erika Smiley seconded the motion with unanimous approval of the board.

To receive a report from the Ponderosa Fire Department (“Department”)

Fire Responses January 2022 – 247 Responses

Major Fires:

01/02 100 Hollow Tree , Garage on fire; very cold and windy; arson, fire marshal reviewing on site video surveillance due to other fires in the area (teenagers are the suspects).

01/05 Imperial Valley patio on fire, extended to siding grass fire.

01/15 Civilian minor smoke inhalation Cypress Station small.

ESD No. 11 responses are higher than with CCEMS. We are addressing the situation. Their dispatch is still having problems.

One firefighter has resigned effective the February 25th, but he has already left our employment. Currently in the hiring process for three new firefighters, with a tentative start date of March 15, 2022. Discussion held by the board and attorney.

Received a letter from The National Black Party of Emergency Managers stating, "to cease and desist all activity within our department related to acts of racism".

IC – it was sent to almost every ESD we work with. There is potential for a lawsuit at an area fire department, reason is unknown.

FCW - forwarded to our Harris County Emergency Manager and he has not responded to the letter. In addition, we provided you with a copy of our Anti-Discrimination Policy we follow to the letter as written. When we hire people, they must be a United States citizen, complete the application, followed by testing (physical and written), once completed we determine who qualifies for employment.

To review, and take action regarding the purchase of capital equipment including apparatus.

FCW – May take delivery August 15, 2022.

To review, discuss and take action on the Radio System Modification.

Nothing new to report.

To review, discuss and take action regarding new election equipment for the District.

IC – The election equipment should be delivered next Friday. The only thing on short supply is an aluminum stand, so they are on backorder.

To review, discuss and take action regarding adding District information to the trucks and apparatus owned by the district.

FCW - We have made progress the dealer has the colors from Pierce Manufacturing. We should have them on the trucks by next meeting.

To review, discuss and take action regarding building at 1603 Ash Meadow Drive.

FCW - electricity is still on, nothing new to report.

To review, discuss and take action to remodel Station 63 dorms to accommodate personnel.

FCW - Remodeling Station 63 - staffing 24/7. It's the norm today and addresses our available volunteers to modify the dorm into individual sleeping rooms. Handout given to the board and attorney in review all three options, but the third option removed, doesn't work for our needs. Cost of option one is \$135,991.00 (our desired option), or option two \$117,302.00. Using the same contractor and same architectural firm.

IC – You will need to contact the architect to go out for bid.

MJ – Do we need an architect.

FCW – the architect already prepared the three options, and our contractor knows how to do the job.

IC – This may be true, but the law requires us to do a bid.

ES – anything over \$50,000.00.

FCW – what will be the cost? Round numbers.

IC - there is no cost from our firm, only the architect.

Discussion held by the board and attorney.

Dan Dronberger made a motion to engage BRW to prepare design documents for the renovation. Erika Smiley seconded the motion with unanimous approval of the board.


To meet in Closed Session pursuant to Government Code §551.071 to consult with legal counsel.

No closed session.

To set meeting date for March 21, 2022.

Adjournment

Dan Dronberger made a motion to adjourn at 5:52 PM. Ken Koenig seconded the motion with unanimous approval of the board.



Shirley Jauma, Secretary