

HARRIS COUNTY EMERGENCY SERVICES DISTRICT #28



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

January 16, 2023

Members in Attendance:

Mike Jenkins, President

Ken Koenig, Treasurer

Erika Smiley, Asst. Sec/Treasurer

Dan Dronberger, V. P.

Shirley Jauma, Secretary

Others in Attendance:

Fred Windisch, Fire Chief

Dana Schmanski, Office Manager

Public:

No Public

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

Mike Jenkins called to order the January 16, 2023, ESD No. 28 Board Meeting starting at 5:00 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 December 15, 2022, Regular Meeting and Joint Meeting minutes.

Shirley Jauma made a motion to accept the December 15, 2023, Regular Meeting and Joint Meeting minutes as written. Dan Dronberger 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 December 2022.

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

Checking Account: Beginning balance of \$45,280.87, with deposits totaling \$1,361,163.31 (which includes an interest deposit of \$66.02); and checks and debits totaling \$486,341.79, for an ending balance of \$920,102.39.

Money Market Account: Beginning balance of \$14,676.55, with deposits totaling \$906.82 (which includes an interest deposit of \$9.62; for an ending balance of \$15,583.37.

Sales Tax Money Market Account: Beginning balance of \$250,897.20, with an interest deposit of \$406.10, and debits totaling \$897.20 for an ending balance of \$250,406.10.

Texas CLASS Account: Beginning balance of \$3,916,426.86, with deposits totaling \$919,836.26; (which includes an interest deposit of \$14,336.52); and debits totaling \$35,000.00, for an ending balance of \$4,801,263.38.

We have (7) bills to pay this month as follows:

Coveler & Peeler	\$644.40	December Legal Fees
Global Traffic Technologies	\$32,503.17	Vehicles Active Intersections
Hart Intercivic, Inc	\$135.00	Poll Pad Software
Houston Chronicle	\$140.00	Address Listing Annually
PVFA	\$525,000.00	January Draw
The Texas Network	\$1,020.00	Web Hosting
VFIS of Texas	\$1,942.00	Property & Casualty Insurance

To review and take action on the payment of operations funding pursuant to year 2022 and the 2023 budget and service agreement with the Ponderosa Volunteer Fire Department.

FCW – requesting January Draw not to exceed \$525,000.00, with \$200,000.00 advance deducted from the draw for insurance premiums due January 2023.

Dan Dronberger made a motion to approve the financials, checks written, January Draw in the amount of \$525,000.00. Shirley Jauma seconded the motion with unanimous approval of the board.

To receive a report from the Ponderosa Fire Department (“Department”).
Fire Responses –December 2022 – 261 responses

Major Fires:

12/25 2402 Bammelwood apartments; heating unit

12/30 17633 Red Oak; condos, propane fire caught fence on fire and damaged siding.

12/06 Cypresswoods/1960 4 vehicles, two partial entrapments, power lines arcing

12/23 Extremely cold; Silver Ridge, storage building with vehicles.

Avg Responses – 235

Avg EMS Responses – 114

Apparatus Maintenance

Handout given to the board in review of all maintenance fees for the year 2022 and a comparison over the previous years. Discussion held by the board.

Theft of equipment

All items submitted to VFIS for stolen items, approximately \$5,200.00.

Hiring

Close date for receipt of applications is January 31, 2023

Last night Station 63

At 3:15 am fire alarm at Station 63 was pulled in the training room. An unknown male activated the alarm, stated he was being chased, and climbed over the fence and into the training room. He was lucky he made it over the razor wire with only minor abrasions. He admitted to pulling the alarm.

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

FCW – new velocity engine E61 is here and should be ready to place in service in the next two days, all equipment being installed. Three new velocity engines have been ordered.

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

FCW – Ordered, should receive any day.

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

FCW – demolition of current dorms began today.

To conduct annual review of the District's Investment Policy and take any necessary actions.

Discussion held by the board. Renewal of Investment policy with Vote 5 to 0.

Ken Koenig made a motion to renew the District's Investment Policy for 2023. Erika Smiley seconded the motion with unanimous approval of the board with a vote of 5 to 0.

To review, discuss, and take action regarding HCAD penalty and interest invoice.

Shirley Jauma – would like to attend the HCAD meeting on February 15, 2023, to let there board know we are concerned the invoice was not received, and discuss alternatives to insure we are current with quarterly payments. Discussion held by the board. Shirley Jauma will attend the meeting, Office Manager will request addition to HCAD agenda on February 15, 2023, at 9:30 am.

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

No Closed Session

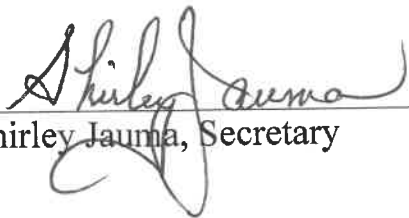
To meet in Closed Session pursuant to Government Code §551.072 to deliberate regarding real estate matters.

No Closed Session

To set meeting date for February 20, 2023, regular meeting.

Adjournment

Erika Smiley made a motion to adjourn at 5:33 PM. Ken Koenig seconded the motion with unanimous approval of the board.



Shirley Jauma, Secretary