

# HARRIS COUNTY EMERGENCY SERVICES DISTRICT #28



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

February 20, 2023

### Members in Attendance:

Mike Jenkins, President  
Ken Koenig, Treasurer

Dan Dronberger, V. P.  
Shirley Jauma, Secretary

### Others in Attendance:

Fred Windisch, Fire Chief  
Ira Coveler, Attorney  
Scott Seifert, ESD#7 Fire Chief

### Public:

No Public

### Excused Members:

Erika Smiley, Asst. Sec/Treasurer

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

Mike Jenkins called to order the February 20, 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 January 16, 2022, Regular Meeting minutes.

Shirley Jauma made a motion to accept the January 16, 2023, regular 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 January 2023.

Bank balances in our various accounts as of January 31, 2023:

Checking Account: Beginning balance of \$920,102.39, with deposits totaling \$2,155,931.69 (which includes an interest deposit of \$56.40); and checks and debits totaling \$3,063,784.12, for an ending balance of \$12,249.96.

Money Market Account: Beginning balance of \$15,583.37, with an interest deposit totaling \$12.28; and debits totaling \$5,000.00; for an ending balance of \$10,595.65.

Sales Tax Money Market Account: Beginning balance of \$250,406.10 with an interest deposit of \$425.35, for an ending balance of \$250,831.45.

Texas CLASS Account: Beginning balance of \$4,801,263.38, with deposits totaling \$1,499,255.51 (which includes an interest deposit of \$20,255.51); and debits totaling \$675,000.00, for an ending balance of \$5,625,518.89.

We have (9) bills to pay this month as follows:

Coveler & Peeler, P.C.	\$211.90	January Legal Fees
HDL Companies	\$10,038.00	Quarterly Retainer Feb, Mar, Apr Commissions Nov, Dec, Jan
Ken Koenig	\$260.52	Safe-D Expenses
Mike Jenkins	\$584.94	Safe-D Expenses
Off Site Decals, LLC.	\$1,375.00	Design, Mfg., and Ship Graphics ESD No. 28 Logo for Apparatus

Shirley Jauma	\$498.90	Safe-D Expenses
Prime ITS, Inc.	\$168.00	Cyber Security Awareness
LDF Construction	\$18,288.00	Station 63 Dorm Remodel-Demo, Drywall, HVAC, Overhead Work
PVFA	\$380,000.00	February Draw

**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 February Draw not to exceed \$380,000.00.

Shirley Jauma made a motion to approve the financials, checks written, and the February Draw in the amount of \$380,000.00. Dan Dronberger seconded the motion with unanimous approval of the board.

**To receive a report from the Ponderosa Fire Department (“Department”).**  
Fire Responses –January 2023 – 224 Responses

**Major Fires:**

No Major Fires

Avg Responses – 224

Avg EMS Responses – 88

**Reducing EMS Runs**

Working with ESD No. 11 to reduce runs. Minor responses greater than ten minutes also known as Priority 4. FD not dispatched until 10-minute mark. A couple of the fire chiefs are concerned about the 10 minutes time frame. A neighboring FD had an event, patient fell and was within sight of FD and they were not dispatched. Still working out details.

**Theft of Equipment**

We have been told they have a viable suspect.

**Hiring**

4 new firefighters will begin as fulltime firefighters tomorrow.

## HAAS Alert

Page 20 of your package is the HAAS Alert Report. 1,420 drivers we alerted through the Waze app and or Chrysler app. One factor of this report is the average response time at 4 minutes, below the national average.

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

FCW – nothing new to report

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

FCW – Received and will be applied to Apparatus.

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

FCW – drywall and wiring are done. We will have a change order for the entrance exit door. HVAC Sensors in each room with duct dampers versus placing in the hallway to the dorms. Discussion held by the board.

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

Shirley Jauma – attended HCAD board meeting, reviewed the discussion items created prior to meeting with the HCAD Board of directors. They came back with opposition, indicating they mail and email invoices and monthly statements. The board took a vote, received 2 yes, 2 no, ending in a tie. This is in favor of HCAD based on their By-Laws. Good news from the meeting; we have identified who is receiving the electronic notices and has been changed to come to Dana Schmanski Office Manager. Additionally, we can add another person or a second backup email to receive notices. Discussion held by the board and attorney.

### **To review, discuss and retain HDL Companies to provide the District administrative assistance related to the sales and use tax.**

Dan Dronberger made a motion to retain HDL Companies for administrative assistance related to the sales and use tax. Ken Koenig 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 meet in Closed Session pursuant to Government Code §551.072 to deliberate regarding real estate matters.**

No Closed Session

**To set meeting date for March 20, 2023, regular meeting.**

**Adjournment**

Dan Dronberger made a motion to adjourn at 5:27 PM. Shirley Jauma seconded the motion with unanimous approval of the board.

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Shirley Jauma, Secretary