

**MINUTES OF THE JUNE 20, 2022 MEETING OF
HARRIS COUNTY EMERGENCY SERVICES DISTRICT NO. 46**

A Meeting was duly called of **HARRIS COUNTY EMERGENCY SERVICES DISTRICT NO. 46**, which was held on June 20, 2022, at the District at the Atascocita Fire Department Headquarters Building located at 18425 Timber Forest Drive, Humble, Texas 77346.

The Meeting was called to order at 7:00 p.m., by **TOM TRUVER**, President. Those Commissioners present were **TOM TRUVER, BUDDY RICE, RON CLARKE, JOHN BOLLUM** and **JAMES CONE**. Chief of Department Mike Mulligan, Assistant Chief of EMS Sean Conley, Director of ITC & Operations Support Mike Wassell, District Counsel, Mr. Ira Coveler of Coveler & Peeler, P.C., Ms. Krystine Ramon with Coveler & Peeler, P.C., Mr. Ricardo Martinez of Martinez Architects, and Alberta Balderas, sales ta consultant for the District were also in attendance. Numerous members of the Atascocita Fire Department were also in attendance.

The Board addressed administrating the oath to the re-elected Commissioners. Mr. Coveler administered oaths to re-elected Commissioners, **TOM TRUVER, BUDDY RICE** and **JAMES CONE**.

The Board opened the floor to receive public comment. No public comments. Mr. **BOLLUM** announced to the public and the Board that a victim from a house fire who survived wanted to thank the Chief and the responding crew for the swift and efficient response.

The Board then addressed the Station 29 reconstruction project. Ricardo Martinez of Martinez Architects presented an update on the project and made special note of the following matters:

1. Demolition is 100% complete and getting built up. Foundation is ongoing and slab should be poured on June 22, 2022 at 3:00am. Steel will be on site after concrete is poured.
2. Past month work has been underground and anticipate completion of the project by next year.
3. Maintenance facility tunneling was done by hand for retention pond. Almost complete.
4. Electrical for fencing and operations is up and going.
5. Ricardo updated project amount to be about 958K.

Thereupon after review, Mr. **RICE** made a Motion, seconded by Mr. **CONE** to approve Pay Application No. 9 in the amount of \$958,008.75 for the Station 29 reconstruction project as certified by Mr. Martinez. Thereafter, President **TRUVER** called for a vote and the motion passed by a vote of 5 to 0.

The Board next addressed proposals for a feasibility study for training facility improvements. No action was taken.

The Board then addressed proposals for a feasibility study for Station 39 renovation. No action was taken.

The Board next received a report on strategic plan updates for the District. Chief Mulligan stated that there was no update requested for the strategic plan at this time. Mr. **RICE** asked Chief Mulligan to monitor the price of fuel and measure the fuel cost impact on the District's Budget. Chief Wassell reported that he ran a forecast related to the escalating fuel costs for the budget when the budget was prepared. Chief Mulligan and Chief Wassell reported that the District had obtained over one thousand (1,000) gallons of DEF and that same has a storage life of about a year and a half. No action taken.

The Board then reviewed the District sales tax report prepared by Ms. Alberta Balderas. Ms. Balderas presented and explained the report with the Board stating the June 2022 sales tax totaled \$386,000. Ms. Balderas stated that the top nine (9) taxpayers in the District have significant allocation of \$150,000. Ms. Balderas stated that there are forty-six (46) new taxpayers who allocate for about forty two thousand dollars (\$42,000) that were not accounted for last year and have been updated on this report. Ms. Balderas stated that last June of 2021, the amount of collections totaled approximately \$358,000. Ms. Balderas said that there is about a \$30,000 increase from last year.

Mr. **CLARKE** asked that if there are forty-six (46) new taxpayers that were not accounted for last June of 2021, wouldn't that mean that the District has less money? Ms. Balderas stated that the current report does not reflect all taxpayers only top taxpayers and new taxpayers, therefore she did not believe this was a decrease from last year. Thereupon after review, Mr. **BOLLOM** made a Motion, seconded by Mr. **CONE**, to accept the sales tax report as presented. Thereafter, President **TRUVER** called for a vote and the motion passed by a vote of 5 to 0.

The District next received a financial report prepared by Ms. Mary Anne Sokol, Director of Human Resources and Finance for the period ended May 31, 2022, and presented by Chief Mulligan, as Ms. Sokol was not present during the meeting. Chief Mulligan stated that there is a shortage of hiring and that they still have five (5) positions to be filled. Chief Mulligan stated that five (5) spots were open in the EMS department and only two (2) were filled due to shortage in applications, not passing the exam or failure to show up after application was submitted. Chief Mulligan reported that the EMS department is doing recruitment steps and meeting to see how to get more people interested. Chief Mulligan stated they are looking into an increased pay scale. Thereupon after review, Mr. **CONE** made a Motion, seconded by Mr. **CLARKE**, to accept the financial report as presented. Thereafter, President **TRUVER** called for a vote and the motion passed by a vote of 5 to 0.

The Board next addressed District bills and commissioner submittals. Chief Mulligan reported that the semi-annual note payment to U.S. Bank Equipment Finance needs to be funded for the District's pumpers in the amount of \$121,648.56. Mr. **CONE** made a Motion, seconded by Mr. **CLARKE**, to approve the payment of \$121,648.56 to U.S. Bank Equipment Finance for the pumpers as presented. Thereafter, President **TRUVER** called for a vote and the motion passed by a vote of 5 to 0.

Please see the District's treasurer's Report for a more detailed presentation of the bills and invoices submitted for payment.

The Board next addressed item 11, regarding a review of the meeting minutes of the May 16, 2022 meeting. Mr. Ira Coveler requested that the Board table the matter until the next meeting. No action was taken.

The Board next received reports from the Department, previously emailed out by Chief Sean Conley. Chief Conley reported five hundred and sixty-six (566) total EMS calls for the month, up from four hundred ninety (490) EMS calls from the previous month. Chief Conley stated that the COVID 19 numbers remained low for the month of May. Mr. **CLARKE** asked Chief Conley why there was a need for a fourth (4th) ambulance since the call volume is still low and there is a shortage in staff. Chief Conley stated that the District needs four (4) ambulances in order to protect the needs of the growing department and its citizens.

At this point in time a member of the public requested that public comment be reopened. Mr. Chad Donnelly stated that he believes the fourth (4th) ambulance is needed due to response times. Mr. Donnelly stated that losing a fourth (4th) ambulance could result in three-to-four-minute delays to respond in his opinion. After review, a Motion was made by Mr. **RICE** seconded by Mr. **CONE** to approve the Department reports as received. Thereafter, President **TRUVER** called for a vote and the motion passed by a vote of 4 to 1, with Mr. **CLARKE** opposing the approval of the report.

The Board next addressed thirty (30) day advance requests submitted by the Department. No requests were received for consideration. No action was taken.

The Board then addressed the sale or disposal of surplus and/or salvage property pursuant to Texas Health and Safety Code §775.251. Mike Wassell provided an update on the High Water Truck being sold stating that the vehicle was sold for \$30,500 to a gentleman from Florida who drove the High Water Truck back to Florida. No action taken.

The Board next addressed repairs for equipment, apparatus and facilities in service to the District. No action taken.

The Board exercised the option to enter Closed Session at 7:37pm and ended at 8:05pm.

The Board next addressed real estate matters and personnel matters discussed in closed session. Mr. **CONE** made a Motion seconded by Mr. **BOLLOM** to approve the revised Change Order to Christensen Building Group in the amount of \$49,000 for the Station 29 and maintenance building projects.

The Board then confirmed the date for the next regular meeting will be held July 18, 2022. No specific requests were made for placement on the July meeting agenda.

There being no further business brought before the Board, Mr. **RICE** made a Motion seconded by Mr. **BOLLOM** to adjourn the meeting at 8:07 P.M. Thereafter, President **TRUVER** called for a vote and the motion passed by a vote of 5 to 0.

The foregoing minutes were passed and approved by the Board of Commissioners on July 18, 2022.



JOHN BOLLOM
Secretary of the Board