

**MINUTES OF MAY 3, 2023, MEETING
HARRIS COUNTY EMERGENCY SERVICES DISTRICT NO. 48**

A meeting was duly called of Harris County Emergency Services District No. 48, held at the District Administration Building located at 21201 Morton Road, Katy, Texas 77449, on May 3, 2023.

1. Call meeting to order by Chairman Sam Henderson roll call taken at 5:03 p.m.

Sam Henderson	President	Present
Russell Solomon	Vice President	Present
Mike Fleming	Treasurer	Present
Scott Strait	Secretary	Present
Patti Creel	Assistant Secretary-Treasurer	Absent

Quorum established.

Also present:

George McAteer	Fire Chief
Mark Donovan	Assistant Chief of Operations
Ray Sidwell	Assistant Chief of Administration
Eric Bank	Assistant Chief of EMS
Jackie Harvey	Office Manager
David Manley	Legal Counsel
Machelle Richter	Battalion Chief of Logistics

General Public

2. To receive public comment.

No comment given.

3. To pay the District's invoices and expenses including the approval of any ACH payments.

Jackie Harvey presented the District's invoices for \$262,963.82. for approval by the board. Commissioner Fleming made a motion to approve the District's bills related to expenses incurred by the District since the previous meeting for \$262,963.82. Commissioner Solomon seconded the motion, and the motion passed 4 - 0.

4. To review, discuss and act on matters related to the renovation of Station 4.

Chief Sidwell reported Construction Masters is having issues with the solenoid valve that turns off the gas to the stove when the station alerting activates. They have had to engage Martinez Architects and LTY Engineering for a resolution. Until this is resolved the final pay app will not be submitted. Discussion followed. No Action Taken.

5. To review, discuss and act on repair or acquisition of apparatus, equipment, technology and supplies.

No action taken.

6. To review, discuss and act on revisions to the District budget.

Chief Sidwell reported he is working with ABIP and our new team to get the financial reports sorted and reported to the board. No Action Taken.

7. To review, discuss and act on renewal of annual HVAC maintenance agreement with Star Service, Inc.

Chief Sidwell reported we submitted the maintenance agreement for Star Service, Inc for review by legal and the Board of Commissioners. There is a cost reduction for this agreement due to all the new equipment installed at Station 4. We have been satisfied with the HVAC services provided by Star Service, Inc., and request the approval of the submitted agreement. Commissioner Solomon made a motion to accept the new maintenance agreement with Star Service for \$24,507.00. Commissioner Fleming seconded the motion. Motion passed 4-0.

Five Minute Break before Closed Session 5:14 p.m.

8. To meet in Closed Session pursuant to Government Code §551.071 to consult with legal counsel regarding pending or contemplated litigation, settlement offers or on matters which require confidentiality under the Texas Disciplinary Rules of Professional Conduct of the State Bar.

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

10. To meet in Closed Session pursuant to Government Code §551.074 to discuss personnel matters.

The Board came out of Closed Session t 5:20 pm.

11. To review, discuss and act regarding items discussed in closed session.

No action

12. Adjournment.

Commissioner Solomon made a motion for adjournment at 5:47 PM. Commissioner Strait seconded the motion. Motion passed 4 - 0.

The foregoing minutes were passed and approved by the District Board of Commissioners on September 20, 2023.

HARRIS COUNTY EMERGENCY SERVICES DISTRICT NO. 48

By:



SCOTT STRAIT

Secretary of the Board