

**MINUTES OF THE JANUARY 31,2023 MEETING OF THE
HARRIS COUNTY EMERGENCY SERVICE DISTRICT NO.17**

A meeting for **January 31, 2023** was duly called of the **HARRIS COUNTY EMERGENCY SERVICES DISTRICT NO. 17**, which was held at the District's Administration Building located at 10410 Airline Drive, Houston, Texas.

The meeting was called to order at 9:34 A.M. by **BILL BLASDELL**. Those commissioners present when the meeting was called to order were **BILL BLASDELL, ROBIN HAYSLIP, EVERETT GRIFFIN,** and **KENNETH ADCOCK**. Commissioner **DON GILKEY** joined the meeting at 9:50 a.m. Also, present were District legal counsel David Manley of Coveler & Peeler, P.C., the District's Administrative Assistant Becky Cox, Katy Norris of RIT Financial, Fire Chief Sean Richardson, Deputy Chief James Cone, Chief Todd Smith, District Chief Mike Stallings, District Chief Richard Saul, David Slattery of Slattery and Tackett, Amanda Coveler, Alita Valerio, James Roberts, and Gary Morrison Fleet Manager.

The Board opened the meeting to public comment, there was no public in attendance.

The Board addressed item 3, to approve the minutes of the December Regular Meeting. **MR. BLASDELL** made a motion, seconded by **MR. ADCOCK** to approve the minutes for the December 27, 2022 regular meeting. Motion carried by a vote of 4 to 0.

The Board addressed item 4 of the agenda, to receive and approve the Financial Report, act on investments, investment policy, District depository accounts and to pay District bills. Katy Norris presented the financial report. A Motion was made by **MR. BLASDELL** and seconded by **MR. HAYSLIP** to accept the financial report as presented, approve payment of bills included therein and approve investment actions included therein. After review and consideration, the Motion carried by a vote of 4 to 0.

The Board then discussed item 5 and a motion was made to renew the Investment Policy as it was set for the year 2022. Motion was made by **MR. BLASDELL** and seconded by **MR. ADCOCK**. The motion carried by a vote of 4 to 0.

There was no action on items 6.

The Board then discussed item 7 capital assets. Chief Richardson presented the following capital asset purchases required by the Fire Department. These are quotes and all companies are part of HGAC. MES for various items required on the trucks for a total of \$158,579.16. MES for various equipment items for a total of \$110,932.65. MES for various items for a total of

\$23,624.05. WHP for renovation work on the Fire Tower for a total of \$107,708.00. Northwest Communications for various radios and required equipment for a total of \$68,208.35. Scott Equipment for extractor laundry equipment for a total of \$27,998.30. First Watch for various software needed for a total of \$27,813.78 and monthly subscription fee of \$1,147.12. A motion to authorize the purchase of the listed items pending the receipt of each company's contract number with HGAC was made by **MR. BLASDELL** and seconded by **MR. ADCOCK**. Motion carried by a vote of 5 to 0.

For item 8, Chief Richardson discussed the surplus items available. He listed several items he would like to donate to Waller Fire Department (ESD200). After discussion it was agreed to sell the items to Waller Fire Department for \$200. Motion was made by **MR. BLASDELL** and seconded by **MR. ADCOCK**. Motion carried by a vote of 5 to 0. Chief Richardson then advised the Board there was a lot of scrap metal items that could be used at the Fire Academy at Lone Star College. Motion to donate the scrap metal was made by **MR. BLASDELL** and seconded by **MR. ADCOCK**. Motion passed by a vote of 4 to 0 with Commissioner Griffin abstaining. Then he stated there is a retractable awning from the rehab and gym equipment he would like to list on govdeals.com. A motion to approve listing these items was made by **MR. BLASDELL** and seconded by **MR. GILKEY**. Motion carried by a vote of 5 to 0 pending counsel review of items.

No action required for item 9.

The Board then addressed item 10, Fire Chief's report on Fire Department activity. Chief Richardson and members of the department made verbal and multi-media reports. No action was taken.

The Board then addressed item 11 concerning projects for the district's facilities. Mr. Slattery informed the Board the water line project is waiting on the project completion of the sidewalks in front of the building by the City of Houston. He informed the Board of a discrepancy in the plans for the Maintenance Facility in the elevation. That discrepancy has now been addressed and resolved. He presented pay request number 2 from MAACO for an amount of \$176,268.90 pending architect approval. A motion to approve this pay request pending approval was made by **MR. BLASDELL** and seconded by **MR. GRIFFIN**. Motion carried by a vote of 5 to 0. The next construction meeting is scheduled for February 8. Chief Cone mentioned there were a couple of small items not completed on Station 83 and he met with Bass Construction, and they will be out soon to remedy these problems.

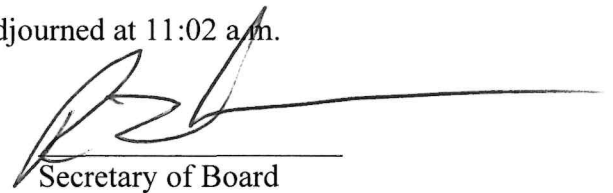
No action required on item 12.

Mr. Griffin explained the property the Board is trying to acquire is actually 3 lots not 2. Mr. Manley said this had changed the offer price some but did not exceed the set amount for the property. No action at this time.

There was discussion only for item 14. The Chief did advise the Board of some thefts other departments have reported of equipment being stolen off the trucks at various places. He has advised everyone in the Department to be very vigilant when the trucks are out at locations and in the stations.

The Board entered closed session at 10:27 a.m. to discuss real estate matters. The Board came out of closed session as 11:00 a.m.

The next regular meeting will be held February 28, 2023, at 9:30 a.m. There being no further business brought before the Board, the meeting adjourned at 11:02 a.m.



Secretary of Board