

**MINUTES OF THE MARCH 25, 2025, MEETING OF THE  
HARRIS COUNTY EMERGENCY SERVICES DISTRICT NO.17**

A meeting for **March 25, 2025**, 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.

**1. Call meeting to order.**

The meeting was called to order at 9:30A.M. by **BILL BLASDELL**. Those commissioners present when the meeting was called to order were **BILL BLASDELL**, **EVERETT GRIFFIN**, and **ROBIN HAYSLIP**. Commissioners **DON GILKEY** and **KENNETH ADCOCK** were unable to attend. Also, present were District legal counsel David Manley of Coveler & Peeler, P.C., Katy Norris of RIT Financial, David Slattery from Slattery and Tackett, the District's Administrative Assistant Becky Cox, Fire Chief Sean Richardson, Assistant Chief James Cone, Assistant Chief Richard Saul, Amanda Coveler, and James Roberts Administrative Staff.

**2. To receive public comment.**

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

**3. To approve the Minutes of prior meetings.**

The minutes from the prior meetings were reviewed and a Motion was made by **MR. BLASDELL** to accept the minutes. Seconded by **MR. GRIFFIN**. Motion carried by a vote of 3 to 0.

**4. To review and act on financial matters, including financial report, investments, Investment Policy, accounts, depository security, resolutions for account access, and to pay bills.**

Ms. Norris from RIT Financial presented the District's Financial statements and pending bills. A Motion was made by **MR. BLASDELL** and seconded by **MR. GRIFFIN** to accept the financial report as presented and approve payment of bills included therein. Motion carried by a vote of 3 to 0.

**5. To review and act on amendments/revisions to District budgets.**

Chief Richardson advised the Board there needs to be a new line item on the budget for the radio system upgrade. This item in the budget will be \$100,000. A motion to approve this budget change was made by **MR. BLASDELL** and seconded by **MR. GRIFFIN**. Motion carried by a vote of 3 to 0.

**6. Review and discuss and act on tax exemptions for 2025.**

A motion to grant the following exemptions for 2025 tax exemptions was made by **MR. BLASDELL** and seconded by **MR. GRIFFIN**:

Homestead:	0%
Over 65:	\$75,000
Disability:	\$75,000

Motion carried by a vote of 3 to 0.

**7. To review and take action to approve the purchase of capital assets, including apparatus/vehicles, equipment, tools, and communications equipment.**

Chief Richardson presented the following :a quote from Autel Robotics for an EVO MAX 4T drone in the amount of \$7,649.15; a quote from John Deere for a 2024 Gator for a total of \$23,075.00. There is a possibility the existing Gator will be traded in that will decrease this amount by \$6,000 for a total of \$17,075. Chief Richardson will do research if this is the best way to handle the old Gator. A quote from MES for a 40V Reciprocal Saw with battery and accessories for a total of \$2,857.13. A quote from WHP for a standalone MOD for fire training on car fires for a total of \$162,676.85. A Motion to approve these expenditures in the total amount of \$196,258.13 (this is presuming the Gator is not traded in) was made by **MR. BLASDELL** and seconded by **MR. HAYSLIP**. Motion carried by a vote of 3 to 0.

**8. To review and act on disposition of surplus and/or salvage property.**

Chief Richardson advised the Board the old tanker trucks sold on gov deals for \$125,000.

Chief Richardson reported the Gator will be listed on govdeals.com. The following items will also be listed on govdeals.com: the thermal cameras; the old recliners from Station 82 and the old cascade from Station 82. A motion to approve the sale of the surplus items listed was made by **MR. BLASDELL** and seconded by **MR. GRIFFIN**. Motion carried by a vote of 3 to 0.

**9. To review and act on District obligations, including retiring obligations or incurring obligations for construction, real estate, vehicles, and equipment.**

No action was taken.

**10. To receive a report from Fire Chief on Fire Department activity.**

Chief Richardson and members of the department made verbal and multi-media reports. No action required.

- 11. To review, discuss and act on any issues related to the repairs, improvement, and construction of District facilities, including engaging construction services, change orders and construction payments.**

Mr. Slattery advised the Board concerning the water line extension engineering is reviewing the comments from the City and making any necessary corrections, this should be ready for permit approvals next week. Civil Engineering is waiting on new comments from the engineer with Harris County on the Holtman project and as soon as that is complete the bid process will begin. The slab elevation report on the slab in Station 81 shows fluctuation movement up and down but not continual. The movement is within the limits of the engineering of the building and there is no permanent fix for the problem. He is planning on having epoxy fill in the existing cracks and looking at other options to remedy the cracks on the floor. This is still being watched. He then discussed the condensation from the air conditioning in all the buildings. The insulation is retaining too much moisture due to the ducts not being sealed off as tight as needed. He will be getting with Mr. Manley to discuss the best method for bids on correcting the problem. He is suggesting there be thermostats installed that cannot be tampered with as part of the problem is the temperature in the buildings being turned down so low when the air conditioning units are running. As the repairs are being made, a smoke test will be run in the air ducts to insure there are no leaks that would cause further problems.

- 12. To review and act on personnel matters, including action on hiring, retention, policies, duties, and benefits.**

Discussion only no action required.

- 13. To review and act on real estate, including but not limited to purchase, sale, platting, or permits.**

No action.

- 14. To review and act on any matters regarding dispatch, communications, or mutual aid agreements with other agencies.**

Discussion only. No action required.

- 15. 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 of Texas and Tax Code §323.3022 to discuss sales tax matters.**

No closed session required.

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

No closed session required.

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

No closed session required.

**18. To review, discuss and take action regarding matters discussed in the Closed Session.**

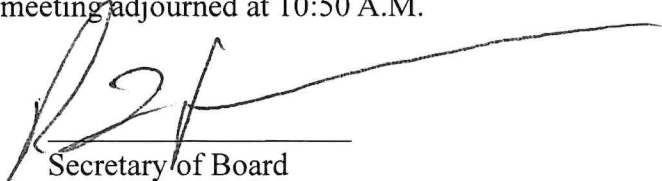
No action.

**19. To set the date of the next regular meeting.**

The next regular meeting will be held on Tuesday, April 22, 2025, at 9:30 a.m. The mid-month bill payment meeting will be April 8, 2025, at 9:30 A.M.

**20. Adjournment.**

There being no further business brought before the Board, a motion to adjourn was made by **MR. BLASDELL**, seconded by **MR GRIFFEN**. Motion carried by a vote of 3 to 0 and the meeting adjourned at 10:50 A.M.



Secretary of Board