

**MINUTES OF THE NOVEMBER 19, 2024, MEETING OF THE  
HARRIS COUNTY EMERGENCY SERVICE DISTRICT NO. 17**

A meeting for **NOVEMBER 19, 2024**, 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 11:03 A.M. by **BILL BLASDELL**. Those commissioners present when the meeting was called to order were **BILL BLASDELL, EVERETT GRIFFIN, KENNETH ADCOCK, and ROBIN HAYSLIP. DON GILKEY** was unable to attend. Also, present were District legal counsel David Manley of Coveler & Peeler, P.C., Katy Norris and Aaron Espinosa 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 Todd Smith, Amanda Coveler, Gary Morrison Fleet Manager, CRR Manager Gemelia Perez, 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 as presented. Seconded by **MR. GRIFFIN**. Motion carried by a vote of 4 to 0.

**4. To canvass the result of the November 5, 2024, election.**

A motion was made by Mr. Blasdell, seconded by Mr. Adcock to canvass the results of the November election. The motion passed 4 to 0.

The election results were reviewed. A motion to approve and finalize the election results was made by **MR. BLASDELL** and seconded by **MR. ADCOCK**. Motion carried by a vote of 4 to 0.

**5. 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. ADCOCK** to accept the financial report as presented and approve payment of bills included therein. Motion carried by a vote of 4 to 0.

**6. To review and act on amendments/revisions to District 2024 budget.**

No action required at this time on amendments/revisions to District 2024 budget.

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

Chief Richardson presented a quote from T&D Engineers to review the air conditioning systems at all of the buildings in the amount of \$7,000. A quote for 6 new recliners for Station 81 from Fire Station Furniture & Mattress Co. Inc. in the amount of \$7,066.38. An estimate for workout equipment to make all the stations uniform in physical workout equipment in the amount of \$3,386.00 from PMX Promaxima. A quote from North America Fire Equipment Inc. in the amount of \$17,970.00 for 30 Fast Frame Thermal Imaging Cameras. A quote from North America Fire Equip Inc. for 10 Seek Attack Pro Fast Frame Thermal Imaging Cameras in the amount of \$35,950.00. A request for 5 drums of Lubes and Coolants from Midtexoil.com :

2 drums of Shell Rotella 15w40 in the amount of \$846.56  
1 drum of Rotella EALC pre-mixed coolant in the amount of \$419.40  
1 drum of Spirax S6 ATF668 in the amount of \$2,083.95.  
1 drum of 50w30 synthetic oil in the amount of \$1,119.94.  
The total amount for this invoice is \$5,316.41

A motion to approve these expenditures of \$76,688.79 was made by **MR. BLASDELL** and seconded by **MR. GRIFFIN**. Motion carried by a vote of 4 to 0.

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

No surplus or salvage at this time.

**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 Holtman property the civil permit is still needed. He hopes to receive that any day and will resubmit for the fire code and then he

will begin the process of reviewing contractors. The approval for the water line is in process. He just received the final draft concerning the foundation in Station 81 and once he has reviewed this document a letter will be issued detailing the findings. He stated there is still a substantial amount of water is still collecting under the foundation. The floor elevation is still the same as before.

12. **To review and take action on the ratification of a continuing Contract with a private law firm pursuant to §6.30 of the Tax Code for the collection of delinquent District ad valorem property taxes and providing for the payment of up to 20% of the delinquent taxes, penalties, and interest which are collected by the attorney under said Contract.**

A motion was made by **MR. BLASDELL** and seconded by **MR. GRIFFIN** to ratify the current contract with Linebarger for the collection of delinquent District ad valorem property taxes and providing for the payment of up to 20% of the delinquent taxes, penalties, and interest which are collected by the attorney under said Contract. Motion carried by a vote of 4 to 0.

13. **To discuss and take action on the imposition of additional penalty on delinquent taxes pursuant to §33.07 of the Tax Code and adoption of a Resolution regarding same for taxes.**

A motion was made by **MR. BLASDELL** and seconded by **MR. GRIFFIN** to impose an additional penalty on delinquent taxes pursuant to §33.07 of the Tax Code and adoption of a Resolution regarding same for taxes. Motion carried by a vote of 4 to 0.

14. **To discuss and take action on the imposition of additional penalty on delinquent taxes to defray costs of collection by the District's delinquent tax attorney, pursuant to §33.08 of the Tax Code and adoption of a Resolution regarding same.**

A motion was made by **MR. BLASDELL** and seconded by **MR. GRIFFIN** to impose an additional penalty on delinquent taxes to defray costs of collection by the District's delinquent tax attorney, pursuant to §33.08 of the Tax Code and adoption of a Resolution regarding same. Motion carried by a vote of 4 to 0.

15. **To discuss and take action on the imposition of early additional penalty for collection costs for taxes imposed on personal property on delinquent taxes pursuant to §33.11 of the Tax Code and adoption of a Resolution regarding same.**

A motion was made by **MR. BLASDELL** and seconded by **MR. GRIFFIN** to impose an early additional penalty for collection costs for taxes imposed on personal property on delinquent taxes pursuant to §33.11 of the Tax Code and adoption of a Resolution regarding same. Motion carried by a vote of 4 to 0.

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

Discussion only no action required.

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

No action.

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

No action.

*The Board went into closed session at 11:04 a.m. to address items 19 through 21.*

19. **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.**

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

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

*The Board came out of closed session at 11:45 A.M.*

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

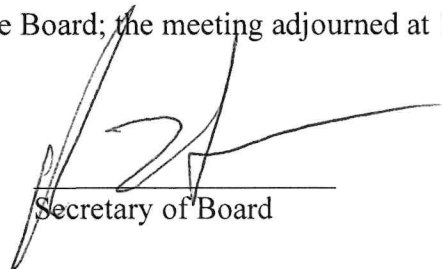
No action taken.

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

The next regular meeting will be held on Tuesday, December 16, 2024, at 9:30 A.M. Due to the early date of this meeting there will be no need to have a mid-month bill payment meeting.

24. **Adjournment.**

There being no further business brought before the Board; the meeting adjourned at 12:30 A.M.

  
Secretary of Board