

Bastrop County Emergency Services District No. 2

May 18, 2021, 7:00 p.m.
Bastrop County ESD#2 Station 4
1432 N. State Highway 95
Bastrop, Texas
MINUTES

OPENING

- 1) The meeting was called to order by President George Martinez at 7:01p.m.
 - i) Those present included: President George Martinez, Assistant, Vice President Tommy Chalmers Treasurer, Peter Hicks, Chief Josh Gill and Secretary Doug Kelsay. Attending by phone, was Treasurer Kate Johnston.
 - ii) Also in attendance were Office Manager Lisa Eller, Larry Crabtree, Erick Johns, Cody Rogers and Kevin Hoegenauer.
- 2) Peter Hicks provided the invocation.
- 3) Both Pledges of Allegiance were recited.
- 4) Larry Crabtree provided a “thank you” to the department, employees and volunteers during the Public Comments on Non Agenda Items.
- 5) There were no Public Comments on Agenda Items.

ADMINISTRATIVE ITEMS

- 6) The minutes from the Apr 20, 2021 Regular Meeting were previously distributed. Peter Hicks moved to approve the minutes as submitted, the motion was seconded by Tommy Chalmers and the motion passed.

FINANCIAL DISCUSSION/ACTION ITEMS

- 7) The March 2021 Treasurer’s reports were presented.
 - a) An update on payments from Tax Assessor-Collector and bank balance was presented. FYTD Tax collections as of April, 2021 were \$1,558,011.15
 - b) Unbudgeted expense items – none were presented
 - c) The Report of Fire Chief on the prior month’s disbursements was reviewed.
 - d) The Apr 2021 financial reports were reviewed.
 - e) It was moved by Peter Hicks to approve the Treasurer’s report as presented. The motion was seconded by Doug Kelsay. The motion passed.
- 8) Discussion regarding amendment to the FY 2020-21 Budget. Several expense items, mostly offset by related income, either by donations, grants or insurance claims were added to the budget. Peter Hicks moved to accept the proposed budget changes. Tommy Chalmers seconded. The motion passed.

- 9) Money Market Acct was not reviewed as the alternatives to current money market rates are not attractive. We agreed to review the Money market Account in our Budget Workshop in June / July.
- 10) The Annual review of the District's Investment Policy was not covered again this month. The information was unavailable at the time of the meeting. We agreed to review it in the June meeting.
- 11) The 2019-2020 Audit was reviewed. It was moved by Tommy Chalmers and seconded by Doug Kelsay to approve the audit as presented. The motion passed

OPERATIONAL DISCUSSION/ACTION ITEMS

- 12) The Monthly report from Bastrop County First Responders was not available for presentation.
- 13) The April 2021 monthly Operations Report from Bastrop County ESD #2 Fire Chief, Josh Gill, was presented. Highlights include:
 - a) Monthly Response Statistics:
 - i) Total Calls – 98 ii) Average Response Time – 8:44 iii) Hours at Calls – 1,286.57hrs mostly related to the Cassel Way fire.
 - iv) Hours of Training – 82hrs
 - v) Hours at Events – 76.50hrs
 - vi) Total Personnel Hours for the Month – 1,445.27hrs
 - b) Training: Brush Operations and Tender Operations
 - c) Management activities: Getting ready for chipping day & cast for kids.
 - d) Personnel: Lieutenant on C Shift was released to full duty as of 5/3/2021, we are back at full staff.
 - e) Equipment maintenance report:
 - i) B206 had front brush guard & nozzle replaced with sweeps due to damage from the freeze.
 - ii) T243 had airline replaced.
 - iii) B236 had several broken pipes and valves replaced.

POLICY DISCUSSION/ACTION ITEMS

- 14) Board member responsibilities update were reviewed.
 - 15) The meeting was adjourned at 7:42 PM
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Doug Kelsay, Secretary for Bastrop County Emergency Services District No. 2

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Minutes of May 18, 2021 Regular Meeting