

Bastrop County Emergency Services District No. 2

Regular Meeting

September 21, 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 7:00 p.m.
 - i) Those present included: President George Martinez, Vice-President Thomas Chalmers, Chief Josh Gill. Assistant Treasurer Peter Hicks attended by phone.
 - ii) Also in attendance were Assistant Chief Jay Schwartz and Office Manager Lisa Eller.
- 2) George Martinez provided the invocation.
- 3) Both Pledges of Allegiance were recited.
- 4) There were no Public Comments on Non-Agenda Items.
- 5) There were no Public Comments on Agenda Items.

PUBLIC HEARING

- 6) Opened a public hearing on the proposed property tax increase at 7:02 p.m. No one from the public was present to provide comment. Closed public hearing at 7:03 p.m.

ADMINISTRATIVE ITEMS

- 7) The minutes from the August 17, 2021, Regular Meeting were previously distributed. Motion by Thomas Chalmers to approve the minutes as submitted. The motion was seconded by Peter Hicks. Motion unanimously approved.
- 8) Acceptance of Statement and Oath of Office for new Commissioner Tracy Waldron (replacing Kate Johnston) postponed until October meeting.
- 9) Discuss and consider election of officers postponed until October meeting.

FINANCIAL DISCUSSION/ACTION ITEMS

- 10) The August 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 August 31, 2021, were \$1,621,236.39.
 - b) Unbudgeted expense items in excess of \$2,000 – none were presented.
 - c) The Report of Fire Chief report on prior month disbursements was reviewed.
 - d) The June 2021 financial reports were reviewed.
 - e) Motion by Thomas Chalmers to approve the Treasurer's report as presented. The motion was seconded by Peter Hicks. Motion unanimously approved.
- 11) No amendments to the to the FY 2020-21 Budget were offered.
- 12) Motion made by Peter Hicks to retain the services of Medack & Oltmann, per their proposal, to perform the FY 2020-21 Audit. The motion was seconded by Thomas Chalmers. Motion unanimously approved.
- 13) Discussion and possible action on hiring a Battalion Chief was postponed to the October meeting.

OPERATIONAL DISCUSSION/ACTION ITEMS

- 14) The August 2021 monthly Operations report from Bastrop County ESD #2 Fire Chief, Josh Gill, was presented. Highlights include:
 - a) Monthly Response Statistics:
 - i) Total Calls – 81
 - ii) Average Response Time – 7:30
 - iii) Hours at Calls – 167:19
 - iv) Hours of Training – 144:15
 - v) Hours at Events (Public Relations) – 25:00
 - vi) Total Hours – 336.34
 - b) Monthly EMS calls versus responses – 55 of 133
 - c) Training – Rope rescue / low angle rescue.
 - d) Management Activities – Preparing for our 2-year TCFP inspection Sept 22.
 - e) Personnel – We lost 3 volunteers (All moved out of town/state)
 - f) Equipment Maintenance Report: Repairs to support 201, U251 had several issues fixed, C202 had new tires installed and taken to light shop for most lights not working, B206 sprayers had to be fixed, mower at Station 3 broke two belts.

POLICY DISCUSSION/ACTION ITEMS

- 15) Station alerting waiting on vendor to sign contract.
- 16) George Martinez read the Resolution Adopting FY 2021-22 Budget. A motion to adopt the FY 2021-22 Budget was made by Peter Hicks. Motion was seconded by Tomas Chalmers. Motion unanimously passed. George Martinez read the Certificate for Resolution Adopting Budget. A motion to accept was made by Peter Hicks. Motion was seconded by Thomas Chalmers. Motion unanimously approved.
- 17) Action on FY 2021 Tax Rate.
 - a) George Martinez made the following motion: *“I move that the property tax rate be increased by the adoption of a tax rate of \$0.094785, which is effectively a 5.54 percent increase in the tax rate.”* The motion was seconded by Peter Hicks. The vote was recorded as: George Martinez, Aye, Thomas Chalmers, Aye, and Peter Hicks, Aye. Motion approved and Tax Rate adopted.
 - b) George Martinez read the Order Levying Taxes for FY 2021-22. Motion was made by Thomas Chalmers to adopt Order Levying Taxes. The motion was seconded by Peter Hicks. The vote was recorded as: George Martinez, Aye, Thomas Chalmers, Aye, and Peter Hicks, Aye. Motion passed. A Certificate for Order Levying Taxes was read by George Martinez. A motion was made by Thomas Chalmers to approve the Certificate. The motion was seconded by Peter Hicks. Motion unanimously approved.
 - c) George Martinez made a motion to have our Attorney, John Carlton, file our Order Levying Taxes with the Bastrop County Tax Assessor/Collector and the Bastrop Central Appraisal District. Motion was seconded by Thomas Chalmers. Motion unanimously approved.
- 18) Motion made by George Martinez to post a statement regarding the adopted tax rate to the home page of the District’s website. Motion seconded by Thomas Chalmers. Motion unanimously approved.
- 19) Kate Johnston resigned from the ESD 2 Board effective September 6, 2021. Bastrop Commissioner’s Court approved Tracy Waldron as a new ESD 2 Board member on September 13, 2021. George Martinez made a motion to remove Kate Johnston from First National Bank (FNB) signature card and electronic access and add Tracy Waldron in her place and allow for an email approval of the September 21, 2021, meeting minutes to facilitate the changing of the FNB signature card and electronic access. Motion seconded by Thomas Chalmers. Motion unanimously approved.
- 20) No update on Board member responsibilities.
- 21) Meeting adjourned at 8:11 p.m.

A packet containing all supportive documentation for this agenda is available for inspection at the Bastrop ESD #4 Fire Station located at 1432 N. State Highway 95, Bastrop, Texas, between the hours of 9:00 am and 5:00 pm.

George Martinez, President for
Doug Kelsay, Secretary for Bastrop County
Emergency Services District No. 2

Bastrop County Emergency Services District No. 2 is committed to compliance with the Americans with Disabilities Act. Reasonable modifications and equal access to communications will be provided upon request. Please call Josh Gill, Fire Chief for the District, at (512) 332-6366 for information. Hearing impaired or speech disabled persons equipped with telecommunication devices for the deaf may utilize the statewide Relay Texas Program, 1-800-735-2988.

The Board may retire to Executive Session any time between the meetings opening and adjournment for the purpose of consultation with legal counsel pursuant to Chapter 551.071 of the Texas Government Code; discussion of personnel matters pursuant to Chapter 551.074 of the Texas Government Code and/or discussion of real estate acquisition pursuant to Chapter 551.072 of the Texas Government Code. Action, if any, will be taken in open session.