

Bastrop County Emergency Services District No. 2

Regular Meeting

Mar 15, 2022, 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 George Martinez at 7:02 p.m.
 - i) Those present included: President George Martinez, Vice President Tommy Chalmers, Treasurer Tracy Waldron, Chief Josh Gill and Secretary Doug Kelsay.
 - ii) Assistant Treasurer Peter Hicks was on audio video.
 - iii) Also in attendance were Office Manager Lisa Eller, Erick Johns, Jay Schwarts and Melodi Oltmann
- 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.

ADMINISTRATIVE ITEMS

- 6) Approval of minutes from the Feb 15, 2022 Regular meeting. Doug reported errors he noticed. Doug moved to amend the minutes as follows.
 - Item 6 Line 2, ...”minutes of the Nov 16 Regular meeting” should be changed to the Jan, 22 Special meeting”;
 - Item 6 Line 6, ...”minutes of the Nov 16 Regular meeting” should be changed to the Jan, 27 Regular meeting”;
 - Item 7 line 1, “The July 2021 Treasurer’s report...” should be changed to “The Jan 2022 Treasurers report...”
 - Item 13 line 5, change “... committee made up of Peter Hicks and Tommy Chalmers...” to “...committee made up of George Martinez and Tommy Chalmers...”, and
 - the footer should be updated to reflect this being the minutes of the Feb 15 Regular meeting.

George moved to accept the motion as amended

Tracy seconded.

The motion passed.

FINANCIAL DISCUSSION/ACTION ITEMS

7) Concerning Discussion and possible action regarding monthly report from Treasurer, the Feb 2022 Treasurer's reports were presented.

- a) An update on payments from Tax Assessor-Collector and bank balance was presented. FYTD Tax collections as of Jan 2022 were \$1,645,733.63
- b) Approval of unbudgeted expense items in excess of \$2,000 - No unbudgeted expense items in excess of \$2,000 were presented
- c) The Report of Fire Chief on the prior month's disbursements was reviewed.
- d) The Feb 2022 financial reports were reviewed.
- e) Tracy Waldron said she would look into the multiple bank accounts and make a recommendation at the next meeting.

Doug Kelsay moved to approve the Treasurer's report as presented.

Tommy Chalmers seconded the motion.

The motion passed.

8) The discussion and possible action regarding amendment to the FY 2021-2022 Budget. No amendments were proposed.

OPERATIONAL DISCUSSION/ACTION ITEMS

9) The Feb 2022 monthly Operations Report from Bastrop County ESD #2 Fire Chief, Josh Gill, were presented. Highlights include:

November:

- a) Monthly Response Statistics:
 - i) Total Calls – 85
 - ii) Average Response Time – 8:56
 - iii) Hours at Calls – 487:37 hrs
 - iv) Hours of Training – 138:30 hrs
 - v) Hours at Events (public relations) – 2:00 hrs
 - vi) Total Hours 628:07 hrs
- b) Training: Both major Trainings were cancelled due to large fire and winder weather.
- c) Management activities: Crews painted the inside of Station 3 and replaced old ceiling tiles in training room.
- d) Personnel: No change to staffing levels.
- e) Equipment maintenance report:
 - i) E251 had light bar lenses replaced,
 - ii) B236 winch broke
 - iii) S241 repainted rims and brush guard
 - iv) All trucks will have Preventive Maintenance in March
- f) EMS Calls – responded to 31 of 90 EMS calls.
- g) Developments in the district –
 - i) 30,000 sq ft Polo Loco / washeteria going in at 2336 / 95 and a
 - ii) 10,000 sq ft Breadbasket gin in at 95 / Pershing.

POLICY DISCUSSION/ACTION ITEMS

10) Discussion and possible action - update of volunteer policy.
Not ready for discussion. Will schedule when policy work started

11) Discussion and possible action - Purchase of Tahitian Village Fire Station.
The Attorneys did not get the information to us in time for review but the basics of the topic were covered. George Martinez will send the information to the board and we will respond with comments for discussion and possible action at a future time.

12) Discussion and possible action - Installing new floors at Station 3.
George Martinez moved to approve the Pease bid for not to exceed \$18,580 to strip the floor and tile and carpet Station no 3.
Seconded by Tracy Waldron
Motion passed

13) Presentation by Medack and Oltmann of FY 2021-22 Financial Audit.
The board had several corrections and one unanswered question with the audit. Melodi will correct the financial numbers and will investigate the restricted Net Position of \$64,968 and re-submit with corrections. Discussion and possible action should be done at a future time.

14) Discussion and Possible Action - Medical First Responder Services for the District
The resolution / recommendation was not sent out prior to the meeting. Consider next month.

15) Discussion and possible action on “fact sheet” for upcoming Sales Tax election.
Tommy Chalmers moved to accept the Fact Sheet as presented and have it posted on the website.
Doug Kelsay seconded.
The motion passes.

16) Discussion and Possible Action - Resolution regarding the Property Tax Rate if the Sales Tax election is successful.
No action taken.

17) Discussion and Possible Action - Hiring a consultant for voter education in the District’s Sales Tax Election - Simon VanDyk, TouchStone District Services
Doug Kelsay moved to hire Touchstone to do the FaceBook communication for the Sales Tax Election that should be covered in their \$3450 Engagement fee. Peter Hicks to communicate with them to set up.
Seconded by George Martinez.
The motion passed.

18) Discussion and possible action on metrics / analytics
Item postponed to the next Regular meeting due to time.

19) Board member responsibilities update. No updates were presented.

20) The meeting was adjourned at 9:20 PM

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