

Bastrop County Emergency Services District No. 2

Regular Meeting

May 17, 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 President George Martinez at 6:59 p.m.
 - i) Those present included: President George Martinez, Vice President Tommy Chalmers, Chief Josh Gill and Secretary Doug Kelsay.
Also in attendance were Office Manager Lisa Eller, ESD2 Lt Violet Schneider, and Firefighters Eirck Johns, Dustin Williams, Hunter Kerby and Aaron Stradling
- 2) President 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 Apr 19, 2022 Regular meeting.
Tommy Chalmers moved to accept the minutes as presented.
Doug Kelsay seconded.
The motion passed.

FINANCIAL DISCUSSION/ACTION ITEMS

- 7) Concerning Discussion and possible action regarding monthly report from Treasurer, the April 2022 Treasurer's reports were presented.
 - a) An update on payments from Tax Assessor-Collector was presented. FYTD Tax collections were \$1,732,317.55
 - b) Approval of unbudgeted expense items in excess of \$2,000 - No unbudgeted expense items in excess of \$2,000 were presented. Statute 775.073 was discussed and President George Martinez will check on the validity of the need for all expenses over \$2000 needing board approval. It seemed impractical due to reasonable time constraints and reasonable oversight.
 - c) The Report of Fire Chief on the prior month's disbursements was reviewed. March expense questioned double entry of \$1575.00 for "The Art of Reading Smoke" class was to be investigated and reported to the board but no report was presented at that time.
 - d) The Apr 2022 financial reports were reviewed.

- e) MAP Billing details under new contract.
- f) Report on consolidating accounts

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 – 102
 - ii) Average Response Time – 9:01
 - iii) Hours at Calls – 310:13 hrs
 - iv) Hours of Training – 582:05 hrs
 - v) Hours at Events (public relations) – 27 hrs
 - vi) Total Hours 919:18 hrs
- b) Training – Wildland.
- c) B. Management activities – Contract was awarded to Pease Custom Floors to do tile and carpet in station 3, water heater was replaced and moved into attic area to make room for washer and drier at station 3,electric was upgraded at station 3.
- d) C. Personnel – 1 full time paid staff member left and gained 2 volunteers.
- e) D. Equipment maintenance report – All annual PM’s done,
 - i) B256 front brakes replaced,
 - ii) UTV 257 oil leak fixed,
 - iii) R231 batteries on replaced,
 - iv) S241 replaced rear brakes and transmission flush,
 - v) B236 had new winch installed.
- f) E. Ems calls responded – 34 OUT OF 131
- g) F. Developments in the district – Nothing this month.

POLICY DISCUSSION/ACTION ITEMS

- 10. Discuss and consider Resolution Authorizing Sale or Disposal of Salvage Property.
 - a. President George Martinez will prepare a flow chart on “surplus” vs “salvage” vs “scrap” for clarity.
 - b. Doug and Chief Gill will review and itemize scrap on the appropriate form
 - c. The board will review and resolve the disposal of scrap items.

11. Developing a hiring process policy. Focus of this process policy was how long we hold and consider applications for future vacancies. It was decided that we should not establish a policy at this time and handle it on an ad hoc basis.
12. Discussion and possible action - Purchase of Tahitian Village Fire Station. There has been no response by the City at this time. George Martinez will continue to work with the City to get resolution.
13. Discussion and Possible Action - Medical First Responder Services for the District
 - a. Chief Gill will get with Rusty at Acadian Ambulance service and work on the details of the agreement, including a contract specifying responsibilities and other specifics as well as a timeframe for transition.
 - b. We agreed that a special meeting can be called if there is a need to get this resolved before Acadian renews their application with the state.
14. Supplemental Agenda for Election Items
Doug Kelsay moved to adopt Order Canvassing the Returns and Declaring the Results of ESD2 May 7th Local Sales and Use Tax Election
Tommy Chalmers seconded
The motion passed and Certificate for Order was signed.
15. Discuss and consider action on Order Repealing the Application of Exemption from Sales and Use Tax for Telecommunications Services.
Doug Kelsay moved that we not adopt an Order Repealing the Exemption at this time - that it conflicted with the facts of the election that was communicated to the voters on consideration of the sales tax election.
Tommy Seconded
The motion passed.
16. Review Resolution Regarding Public Participation at Open Meetings and make changes as appropriate
Tommy Chalmers moved to adopt the Resolution Confirming Review of Rules for Public Participation at Open Meetings that restates the current conditions of Participation at Open Meetings.
Doug Kelsay seconded
The motion passed and Certificate for Order was signed.
17. Update and possible action on metrics / analytics.
Doug Kelsay presented the status of the proposed Metrics. Discussion indicated further work needed. Doug Kelsay will continue to refine the needed metrics.
18. Board member responsibilities update. No updates were presented.
19. The meeting was adjourned at 8:11 PM

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