

Bastrop County Emergency Services District No. 2

Regular Meeting

Sept 20, 2022, 7:00 p.m.

Bastrop County ESD#2 Station 4; 1432 N. State Highway 95; Bastrop, Texas

DRAFT MINUTES

OPENING

- 1) The meeting was called to order by Vice President Tommy Chalmers at 7:00 p.m.
Those present included: Vice President Tommy Chalmers, Assistant Treasurer Peter Hicks, Chief Josh Gill and Secretary Doug Kelsay.
Also in attendance were Office Manager Lisa Eller, Violet Schneider, Seth Moss, Mike Norman, Hunter Kerby, Aaron Stadling.
- 2) Peter Hicks 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 Aug 16, 2022 Regular meeting.
Peter Hicks moved to accept the minutes as amended
Tommy Chalmers seconded.
The motion passed.

FINANCIAL DISCUSSION/ACTION ITEMS

- 7) Concerning Discussion and possible action regarding monthly report from Treasurer, the June 2022 Treasurer's reports were presented.
 - a) An update on payments from Tax Assessor-Collector was presented. FYTD Tax collections were \$1,808,925.87.
 - b) Approval of unbudgeted expense items in excess of \$2,000 – none presented.
 - c) The Report of Fire Chief on the prior month's disbursements was reviewed.
 - d) The July 2022 financial reports were reviewed.
 - e) MAP Billing details under new contract were not reviewed.
Peter Hicks moved to approve the Treasurer's report as presented.
Tommy Chalmers seconded the motion.
The motion passed.
- 8) Discussion and possible action to approve investment report. Treasurer Tracy Waldron being absent, we did not discuss the investment report. Discussion was tabled to next meeting.
- 9) The discussion and possible action regarding amendment to the FY 2021-2022 Budget.
Peter Hicks moved to amend the budget to provide for:

Acct 5320 - Equipment - to add \$48,706.97 per the motion of Nov 16 Regular Meeting approving up to \$50,000 for C200 Command vehicle - the truck and graphics.

Acct 5346-3 – Repairs Station 3 – to add \$37,389.33 to the previously approved \$15,000, total \$52,389.33. Expenditures were previously approved in Regular Meetings of Mar 15, 2022 and Aug 17, 2021 (prior budget). This was for renovation to provide for staff living on site, Flooring and Station Alerting system.

Acct 5346-4 – Repairs Station 4 – to add \$10,950.80 for Station Alerting system. This expenditure was previously approved at the Regular Meeting of Aug 17 2021 (prior budget).

Doug Kelsay seconded

The motion passed

OPERATIONAL DISCUSSION/ACTION ITEMS

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

- a) Monthly Response Statistics:
 - i) Total Calls – 128
 - ii) Average Response Time – 7:40
 - iii) Overlapping calls – 32.8%
 - iv) Hours at Calls – 998:47 hrs
 - v) Hours of Training – 117:00 hrs
 - vi) Hours at Events (public relations) – 24:00 hrs
 - vii) Total Hours 1139:47 hrs
- b) Training- ropes and knots
- c) Management activities- worked on the budget and station 2 land re-plot.
- d) C. Personnel- No change (1 fulltime employee turned in his notice last day will be Oct 12)
- e) Equipment maintenance report-
 - i) B254 - replaced 3 tires, replaced door handle
 - ii) S241 - replaced tie,
 - iii) T243 - rotated tires
 - iv) C202 and 204 - redoing both old command vehicles.
- f) EMS calls – dispatch has the districts messed up again. No Data available.
- g) Developments in the district – Approved a 13-unit tiny house subdivision on Plum Street.

POLICY DISCUSSION/ACTION ITEMS

- 11) Update on Purchase of Property for South Station.
Survey still not complete. It is expected to be by next meeting. Chief will begin working a “requirements” list for the new station which will provide a basis for getting building quotes.
- 12) Discussion and possible Action on Sales Tax Audit and Analysis was tabled to next meeting.

- 13) Discussion on TX County and District Retirement Systems Plan for FY 2023.

Doug Kelsay moved to adopt the TCDRS plan as adopted last month providing for:

6% Deposit Rate

250% Employer matching

9.51% total Contribution Rate

Peter seconded

The motion passed.

Vice-President Tommy Chalmers signed the agreement form.

- 14) Discussion on Order Repealing the Application of Exemption from Sales and Use Tax for Telecommunications services.

Peter Hicks moved to adopt this Order and direct President George Martinez (as named in the Order) to sign it in the presence of Secretary Doug Kelsay.

Tommy seconded

The motion passed

The Certificate for Order was processed.

- 15) The meeting was adjourned at 7:50 PM

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