

**Bastrop County Emergency Services District No. 2**  
**Regular Meeting**  
**Jan 17, 2023, 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 President George Martinez at 7:01 p.m.  
Those present included: President George Martinez, Vice President Tommy Chalmers, Treasurer Tracy Waldron, Assistant Treasurer Peter Hicks, Chief Josh Gill and Secretary Doug Kelsay.  
Also in attendance were Office Manager Lisa Eller and Lt Violet Schneider
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. Swearing in of Tommy Chalmers, Peter Hicks, and Doug Kelsay for 2-year terms.  
Tommy Chalmers, Peter Hicks and Doug Kelsay were sworn in by Judge Chris Dugan.
7. Approve and accept statements and oaths of office for appointed commissioners.  
Statements and oaths of office were approved and accepted for commissioners Tommy Chalmers, Peter Hicks and Doug Kelsay. Officer positions will remain unchanged (see 1a above).  
Doug Kelsay moved to approve and accept the statements and Oaths.  
Tracy Waldron seconded  
The motion passed.
8. Authorize publication of notice of address of administrative office location.  
Peter Hicks moved to authorize publication of notice of address of administrative office location.  
Tracy Waldron seconded  
The motion passed.
9. Approval of minutes from the Nov 15, 2022 Regular meeting.  
Tracy Waldron moved to accept the minutes as amended.  
Peter Hicks seconded.  
The motion passed.

**FINANCIAL DISCUSSION/ACTION ITEMS**

10. Concerning Discussion and possible action regarding monthly report from Treasurer - the Nov and Dec 2022 Treasurer's reports were presented.
  - a. An update on payments from Tax Assessor-Collector was presented.  
Nov FYTD Tax collections were \$240,500.71.  
Dec FYTD Tax collections were \$1,175,024.50.  
  
Nov Sales Tax Collections were \$290.38 (our FIRST payment!)

Dec Sales Tax Collections were \$105,263.01

- 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 Nov and Dec 2022 financial reports were reviewed.
- e. M.A.C. Billing details under new contract were not reviewed.

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

Peter Hicks seconded the motion.

The motion passed.

11. Review and approve quarterly investment report for 4<sup>th</sup> quarter of previous year.

Tommy Chalmers moved to approve the quarterly investment report for 4Q22

Peter Hicks seconded

The motion passed.

### OPERATIONAL DISCUSSION/ACTION ITEMS

12. The Nov 2022 and Dec 2022 Operations Reports from Bastrop County ESD #2 Fire Chief, Josh Gill, were presented. Highlights include:

- a. Monthly Response Statistics:

	NOV	DEC	Yr 2022
Total Calls –	89	68	1163
Average Response Time – Min	7:03	7:59	8:22
Overlapping calls – %	19.1	11.8	21.1
Hours at Calls – hrs	353:02	361:46	6811:16
Hours of Training – hrs	163:30	77:00	2472:06
Hours at Events (PR) hrs	142:30	19:00	462:00
Total Hours - hrs	659:02	457:46	9745:22

- b. NOV

- i. Training- Landing zones
- ii. Management activities- received a 10k donation from TVPO/ACC, new squad came in.
- iii. Personnel- 1 fulltime firefighter quit, 4 new firefighters started
- iv. Equipment maintenance report-
  - 1. S241 - Brake power booster replaced
  - 2. T243 - Radiator fixed
  - 3. E241 radiator reservoir is leaking,
- v. Ems calls – responded to 44 of 60 EMS calls.
- vi. Developments in the district – Approved several subdividing of properties on Sayers rd.

- c. DEC

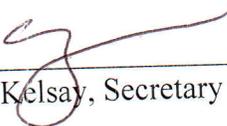
- i. Training- stop the bleed
- ii. Management activities- working on hiring Battalion chief, working on survey on property for new station. 13 Applicants, one offer extended.
- iii. Personnel- we are 1 spot short on C-shift. One application received.
- iv. Equipment maintenance report-
  - 1. B254 - Fixed power steering leak
  - 2. T243 - Fixed emergency lights
  - 3. E223 - Replaced brakes
  - 4. C203 - New battery
- v. Ems calls – responded to 33 of 69 EMS calls.

vi. Developments in the district – None

**POLICY DISCUSSION/ACTION ITEMS**

13. Update on Purchase of Property for South Station. Chief Gill has been working with City of Bastrop City manager(s) and Planning officials for 6 months (project approved in June 2022) to obtain the basic information needed to make a decision on if we can utilize the property and thus make an offer on it. City of Bastrop officials have been ineffective in providing required information for our purchase decision.
14. Discussion and possible action on First Responder Organization program. Chief will pursue a contract that will “mirror the City of Bastrop’s contract with BCFR.
15. Discussion and possible action on Firefighter Apprentice process. The concept was discussed and it was agreed that the concept was worth pursuing. George Martinez, Chief Josh Gill and Doug Kelsay will continue to investigate
16. The meeting was adjourned at 8:14 PM

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