

## **Bastrop County Emergency Services District No. 2**

### **Regular Meeting**

**May 16, 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 7:00 p.m.

Those present included: President George Martinez, Vice President Tommy Chalmers, Treasurer Tracy Waldron, Chief Josh Gill and Secretary Doug Kelsay. Assistant Treasurer Peter Hicks was absent.

Also in attendance were Office Manager Lisa Eller, Firefighters Eric Johns Lawrence Kana, Lane Otto, Nicholas Jones, Cadet Abigail Williams, Battalion Chief Dustin Williams, Lieutenant Nick Laux and local resident Larry Crabtree.

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 Apr 18, 2023 Regular meeting.

President George Martinez noted a typo of \$15 should be \$15,000 on item 7, b, ii, of the Apr 18 Draft Minutes.

Vice President Tommy Chalmers moved to accept the minutes of the 18<sup>th</sup> as amended and the minutes of the 22<sup>nd</sup> as presented.

Treasurer Tracy Waldron seconded the motion

The motion passed.

#### **FINANCIAL DISCUSSION/ACTION ITEMS**

7. Concerning Discussion and possible action regarding monthly report from Treasurer.
  - a. An update on payments from Tax Assessor-Collector was presented.

FYTD Tax collections were \$2,185,029.44  
FYTD Sales Tax payments were \$576,022.44
  - 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 March 2023 financial reports were reviewed.
  - e. M.A.C. Billing details under new contract were not reviewed.

Vice President Tommy Chalmers moved to approve the Treasurer's report as presented.  
Treasurer Tracy Waldron seconded the motion.  
The motion passed.
  - f. Conduct annual review of investment policy and investment strategies and adopt resolution confirming review  

Treasurer Tracy Waldron moved to adopt the resolution confirming review.  
Vice President Tommy Chalmers seconded the motion.

- The motion passed
- The Certificate of Acceptance was signed and notarized
- g. Second Quarter Investment Report
  - Not discussed

**OPERATIONAL DISCUSSION/ACTION ITEMS**

- 8. 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:
 

Total Calls –	84
Average Response Time – Min	7:03
Overlapping calls – %	25%
Hours at Calls – hrs	321:58
Hours of Training – hrs	417:30
Hours at Events (PR) hrs	97:45
Total Hours - hrs	837:13
  - b. Monthly Operations:
    - 1. Training- Brush truck and tender ops
    - 2. Management activities-
      - a. working on compensation plan with Doug & Peter,
      - b. started the hiring process for admin spot,
      - c. did 3 chipping events (2) in Tahitian village and (1) in circle D,
      - d. working with building contractor on station 4 building issues,
      - e. working on Haz-mat exercise at lost pines power park.
    - 3. Personnel- At full staff.
    - 4. Equipment maintenance report-
      - a. E241 radiator leaking again,
      - b. E223, S241 fixed window switch
      - c. S231 transmission light on ( was a glitch), replaced windshield washer lines
      - d. E241 ordered new cab mount (its cracked)
    - 5. Ems calls – responded to 54 of 78 Ems calls.
    - 6. Developments in the district – Tiny house units going in on plum street

**POLICY DISCUSSION/ACTION ITEMS**

- 9. Legislative Update.
 

HB1775 has passed the Texas House. This bill will affect us in future years by adding either an election requirement for board members or approval by County Commissioners Court of the ESDs budget. Update provide on other bills.
- 10. Review Resolution Regarding public participation at open Meetings and make changes as appropriate.
 

Secretary Doug Kelsay moved to continue with the Resolution without change.  
Vice President Tommy Chalmers seconded  
The motion passed  
The Certificate of Acceptance was signed and notarized
- 11. Update on Purchase of Property for South Station.

President George Martinez is continuing to work with the Bastrop City Manager. A re-appraisal is in process as well as Bastrop City Council discussion on potential changes to the City's planned need for the station.

12. Discussion on Bastrop City Annexations.

President George Martinez reported that 6 de-annexation orders were approved by the ESD2 board previously. Of these, four areas may not be annexed by the City of Bastrop.

The de-annexations have not been filed. George is checking with the attorneys to see if we can void the un-needed de-annexation orders.

13. Update on Compensation Plan. The updated work on the compensation plan was presented and discussed. Further work still required.

14. Discussion and possible action on Fire code Development

Bastrop County ESD1 is starting work on editing a Fire Code – from an original draft from the City of Bastrop. They will provide it to us when done so we can consider it as a basis for our Code, if and when we should need one.

15. The meeting was adjourned at 7:34 PM

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