

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

### **Regular Meeting**

**June 20, 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 7:02 p.m.

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

Also in attendance were Office Manager Lisa Eller, firefighters Erick Johns and Lawrence Kana, and citizen Larry Crabtree.

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 May 16, 2023 Regular meeting.

The secretary noted three errors (financial report date, operations report date and footer date). President George Martinez corrected the number of de-annexation actions and the number of pending questions thereon. The amendments were approved by acclamation.

Assistant Treasurer Peter Hicks moved to accept the minutes as amended.

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 \$2,218,511.06  
FYTD Sales Tax payments were \$735,403.89
  - 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 May 2023 financial reports were reviewed.
  - e. M.A.C. Billing details under new contract were reviewed and it was noted that the charged amount by MAC was up to almost \$6000 this month. It was noted that in the presentation by M.A.C that costs would not change significantly from the \$1200-1500 (then current range). It was also noted that MAC was charging when they asked for duplicates of documents previously sent to them by ESD2 because they had misplaced them, and the amount for this type of action was close to \$1000.

Secretary Doug Kelsay moved that the board send a letter to MAC stating our disappointment / displeasure with the significant increase and especially the charge for

their errors. Treasure Tracy Waldron will compose the letter based on facts provided from Office Manager Lisa Ellers.

Peter Hicks seconded the motion.

Discussion followed in fine-tuning the required action.

The motion passed.

Peter Hicks moved to approve the Treasurer's report as presented.

Tracy Waldron seconded the motion.

The motion passed.

### **OPERATIONAL DISCUSSION/ACTION ITEMS**

8. The May 2023 Operations Reports from Bastrop County ESD #2 Fire Chief, Josh Gill, were presented. Highlights include:

a. Monthly Response Statistics:

Total Calls –	78
Average Response Time – Min	9:23
Overlapping calls – %	27.8%
Hours at Calls – hrs	485:32
Hours of Training – hrs	274:00
Hours at Events (PR) hrs	59:30
Total Hours - hrs	819:02
% Total Hours from Volunteers	34%

b. Monthly Operations:

1. Training- Vehicle extrication/ nozzle training.
2. Management Activities-
  - a. Working on compensation plan with Doug & Peter,
  - b. Interviewed for admin spot,
  - c. Contractor fixed most of the station issues.
  - d. Attended Haz-mat exercise at Lost Pines Power Park.
3. Personnel- Battalion chief resigned.
4. Equipment Maintenance Report-
  - a. E241- Replaced broke cab mounts.
5. EMS Calls – Responded to 39 of 51 EMS calls.
6. Developments in the District – Gas station going in at Cool Water/ Pershing Blvd

### **POLICY DISCUSSION/ACTION ITEMS**

9. Update on Purchase of Property for South Station.

President George Martinez reported that the re-appraisal is complete and the property is valued around \$550K. The City's ISO rating analysis is under way to see if selling ESD2 the station would change the City's rating. Mutual Aid Agreement will probably have to be updated.

10. Discussion and possible action on Bastrop City Annexations.

President George Martinez reported that all the de-annexations by ESD2 / annexation by City of Bastrop were approved by the City Council so it appears that all will proceed. The de-annexation / annexation filing will be left up to the City of Bastrop.

11. Discussion and possible action on Compensation Plan.

Discussion by the members of the Compensation Plan committee provided an update on the activities. The committee will be meeting before the next Regular Meeting to continue work. We are looking forward to the expertise of the new Battalion Chief Greg Monroe on this topic.

12. Discussion and possible action on Fire Code Development

The fire code being worked on by ESD1 has not yet been made available to ESD2. Chief Gill will work to get a copy by the next meeting. It was noted that the commonality between the City of Bastrop (originator of this code) and ESD1 (updating for rural ESD needs) and our final version should be similar to eliminate confusion in regulations throughout the county.

13. Discussion and possible action on budget and scheduling a budget workshop

The Approved Revenue number availability is July 25. Our next budget workshop will be incorporated into the next Regular Meeting on July 18. We will probably need another finalization meeting after the 25<sup>th</sup>.

14. The meeting was adjourned at 7:54 PM



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