

Bastrop County Emergency Services District No. 2

Regular Meeting

Sept 19, 2023, 7:00 p.m.

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

FINAL 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, Assistant Treasurer Peter Hicks, Chief Josh Gill and Secretary Doug Kelsay.
Also in attendance were: citizen Larry Crabtree; Office Manager Lisa Eller; Firefighters Erick Johns, Lawrence Kana, Lane Otto, Dawson Warren Bryan Vasquez, Nicholas Jones and Hunter Kerby; Lt Nick Laux; and Battalion Chiefs Greg Monroe and Dustin Williams.
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 22, 2023 Regular meeting.
Peter Hicks moved to accept all the minutes as presented.
Tommy Chalmers 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.
 - i. FYTD Tax collections were \$2,282,979.00
 - ii. FYTD Sales Tax payments were \$1,176,343.48
 - 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. 3Q investment Report – Was not presented or reviewed

Doug Kelsay 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 –	134
Average Response Time -- Min	8:50

Overlapping calls – %	32.8%
Hours at Calls – hrs	1175:11
Hours of Training – hrs	184:30
Hours at Events (PR) hrs	2:00
Total Hours - hrs	1361:41
% Total Hours from Volunteers	41.5%

With the pending resignation of Lt Kevin Hoegenauer, who puts together all the analytical data, and with the boards input that some of the data not being currently relevant, Chief Gill will update the response statistics for next month. All factors that are currently reported on in these minutes will remain.

- b. Monthly Operations:
 - a. Training - ropes and knots.
 - b. Management activities -
 - i. Compensation plan with Doug & Peter,
 - ii. Station 2 layout,
 - iii. New Auto Aid agreement with City of Bastrop.
 - c. Personnel - we are at full staff.
 - d. Equipment maintenance report
 - i. All brush trucks - replaced NOX sensors on,
 - ii. B256 - replaced turbo hose
 - iii. E223 - replaced headlight harness, has several oil leaks, replaced differential pressure switch,
 - iv. B204 - got the rest of the parts to rebuild lower unit
 - v. E241 - ERG replaced, paddle wheel broke, fixed air leak and replaced front auto drain.
 - e. Ems calls – Responded to 34 of 73 Ems calls.
 - f. Developments in the district -- 25,000 sq/ft church going in on Indian Oaks where the park used to be.

POLICY DISCUSSION/ACTION ITEMS

- 9. Discussion and possible action on final adjustments to FY 22/23 budget.
 Consideration of final adjustments to FY 22/23 budget was tabled to next month’s meeting so it will include September financials.
- 10. Discussion and possible action on County charges for property tax collection.
 Peter Hicks reported that Bastrop County District Attorney sees the 1988 Attorney General opinion as valid and current. Tracy Waldron did not have an update on the City of Bastrop’s request for an updated opinion from the Attorney General as she no longer works for the City of Bastrop. As ESD2 had already paid this year’s invoice, and as we don’t know the other taxing entities perspective on if the issue should be addressed by the County Commissioners, the motion was tabled until more information is forthcoming.
- 11. Discussion and possible action on alternatives to MAC cost increase.
 Lisa Eller reported that she is still working with Tracy Waldron to understand the factors of the alternatives – especially a hired or contracted individual. The discussion was tabled until next month
- 12. Discussion and possible action on Purchase of Property for South Station.

George Martinez reported that the attorneys for both the City of Bastrop and ESD2 are finalizing the contract. Neither the price, nor any crucial factors of use or availability are at issue and it is expected to be approved by City of Bastrop City Manager Sylvia Carillo this month. Execution of this sale is contingent upon approval of the Mutual Aid agreement that ensures the City of Bastrop can maintain required service levels with the assistance of ESD2.

Doug Kelsay moved that George Martinez be authorized to approve the contract and pay for the building and closing costs, not to exceed \$650,000, once it is approved.

Tracy Waldron seconded

The motion passed.

Peter Hicks moved that George Martinez be authorized to approve the Auto Aid agreement with the City of Bastrop.

Tommy Chalmers seconded

The motion passed.

13. Discussion and possible action on Compensation adjustments and Compensation Plan.

Chief Gill reported some recent key factors:

- A salary survey of the surrounding area indicates that Bastrop County ESD2 has the lowest starting pay for firefighters in the area.
- We received no applicants for our recruiting advertisements run for the last couple months.
- Informal staff discussion indicate a number of current firefighters are looking for employment elsewhere, with pay being one of the issues.
- Emergency personnel, even including law enforcement, are in short supply nationwide as well as locally. (this is not just a Bastrop problem).

Chief Gill proposed several alternatives to shift funds in the recently approved budget. With the employment market in its current state, even with these changes we cannot guarantee that we will get qualified candidates but it is our best alternative at this time.

Doug Kelsay moved that we:

- Increase Firefighter payroll expenses by \$120,000 in accordance with the tentative Compensation Plan work, but specifically excluding Longevity and Incentive factors.
- Delay the purchase of the river rescue boat, as other entities (LCRA, TPW) have river craft that can be used if needed; and a boat's no good if you don't have people to put in it.
- Delay hiring of Battalion Chiefs and Community Risk Reduction officer and related expenses enough to compensate for the shift in payroll.
- Bring these items back into the budget as conditions and available funds allow.

Tommy Chalmers seconded

The motion passed.

14. Discussion and possible action on Microsoft Outlook vendor change.

Lisa Eller reported that she is still working on Record Retention issues with providers but these are not resolved as yet. This discussion was tabled until Record Retention issues are resolved.

15. Discussion and possible action on the Texas County and District Retirement System plan for FY24
The Retirement System Plan for FY 24 is the same as was approved in an earlier board meeting with a 7% employee deposit rate, a 250% employer matching. As it was previously approved, the form was signed in the meeting and will be sent in by Lisa Eller.

2. The meeting was adjourned at 8:15 PM



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