

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

### **Regular Meeting**

**Nov 21, 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, Assistant Treasurer Peter Hicks, Chief Josh Gill and Secretary Doug Kelsay. Treasurer Tracy Waldron was not in attendance.  
Also in attendance were: Office Manager Lisa Eller; Tesla Fire Chief Rayse Richardson, Citizens Larry Crabtree, and James Bennett, ESD2 Lieutenants Donny Grauke and Guy Hall, ESD2 Firefighters Baily Gray and Emily Chase and ESD2 Volunteer Bryan Vasquez, noted in the chief's report as, again, one of the top 5 responding volunteers.
2. Peter Hicks provided the invocation.
3. Both Pledges of Allegiance were recited.
4. There were no Public Comments on Non-Agenda Items
5. Public Comments on Agenda Items included Larry Crabtree's request to speak to item 16 on the agenda. George Martinez said he would be allowed to speak at that time if he wished. Comments were held until Item 16.

#### **ADMINISTRATIVE ITEMS**

6. Approval of minutes from the Oct 17, 2023 Regular meeting.  
Peter Hicks moved to accept all the minutes as amended 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 \$17,181.97
    - ii. FYTD Sales Tax payments were \$127,723.49. Note that this amount did not appear as income in the financials, but is from the State Treasurer's report.
  - b. Approval of unbudgeted expense items in excess of \$2,000 – See item 9 below.
  - c. The Report of Fire Chief on the prior month's disbursements was reviewed.
  - d. The May 2023 financial reports were reviewed.

Tommy Chalmers moved to approve the Treasurer's report as presented.  
Peter Hicks 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 –	103; 905 for (Calendar) year
Average Response Time – Min	8:33
Overlapping calls – %	24.3%
Hours at Calls – hrs	258:49
Hours of Training – hrs	159:00
Hours at Events (PR) hrs	102:00
Total Hours - hrs	519:49
% Total Hours from Volunteers	16.9%
Value of Volunteer support	\$6424.47

b. Monthly Operations:

- i. Training - Air consumption test & forcible entry.
- ii. Management activities –
  1. working on station 2 processes,
  2. getting updated quotes & financing on trucks for station2,
  3. working on hiring people for vacancies, working on fire code,
  4. working insurance quotes & attended an EMS committee meeting.
- iii. Personnel - we are down 3 firefighters. (these are the 3 new positions)
- iv. Equipment maintenance report –
  1. E223 - VGT bad
  2. B204 - replaced lower unit; replaced battery
  3. B236 - replaced rope on winch,
  4. B203 - fixed bilge pump,
  5. E251 - replaced relay and mini pin; repaired several air leaks; replaced def head on; rebuilt VPS gearshift unit.
- v. Ems calls – Responded to 37 of 53 Ems calls including delivery of a baby assisted by 3 members of ESD2!
- vi. Developments in the district – large health/fitness club going in by Harmon Road.

### POLICY DISCUSSION/ACTION ITEMS

9. Discussion and possible action on approval of certified 2023 tax levy report.

Tommy Chalmers moved to approve the Tax Levy Report showing a total levy for FY 2023/2024 of \$2,583,708.83

Peter Hicks seconded

The motion was approved

10. Discussion and possible action on Interlocal Agreement with Bastrop County for Tax Collection.

Doug Kelsay moved to table this until the next meeting as it needs more consideration.

The motion was not seconded.

Peter Hicks moved to accept the Interlocal Agreement with the caveat that Notice of Cancellation and a letter of Request to Negotiate the agreement be sent concurrent to the execution of the Agreement.

Tommy Chalmers seconded

The motion passed 3:1

11. Discussion and possible action on Purchase of Property for South Station.

George Martinez reported that the closing, scheduled for 13 Nov 2023, was postponed by recommendation of our attorneys as there was a previous agreement that if the city sold the property they would have to pay the WCID2 for it, as the property was originally donated. A clause is being added to allow for transfer of the property to ESD2 without any payment to WCID2. The current planned close is before 14 Dec, 2023.

12. Discussion and possible action on issuing request for bids for Station 2 remodel.

Doug Kelsay moved to post Requests For Bids (RFBs) to allow contractors to submit bids.

Tommy Chalmers seconded

The motion passed.

13. Discussion and possible action on purchase of equipment for Station 2.

After much discussion, Tommy Chalmers moved to grant Chief Gill authorization to lock in loan rates for the purchase, renovation and the equipment for Station 2, with details as follows:

\$1.0 Million loan from Capital Government bank at a rate of 5.35% for a period of 10 years for the purchase and renovation of Station 2.

\$1.3 Million loan from Republic First National bank at a rate of 5.59% for a period of 10 years for the purchase of equipment needed for Station 2 to include:

Brush Truck from AG-Mier for \$198,895

Engine from Lone Star for \$628,000

Tender from Lone Star for \$401,675

Peter Hicks Seconded

The motion passed

Further, Doug Kelsay moved to grant Chief Gill authorization to lock equipment prices for the equipment for Station 2, with details as follows:

Purchase of:

Brush Truck from AG-Mier for \$198,895

Engine from Lone Star for \$628,000

Tender from Lone Star for \$401,675

Tommy Chalmers Seconded

The motion passed

14. Discussion and possible action on repair of Station 5 water tank.

The topic was tabled as the fire related call load for Station 5 is minimal and that secondary filling of tenders (from the tank) is unlikely to yield a significant reduction of damage for fires that arise.

15. Discussion and possible action on employee health insurance.

Current carrier TML has notified ESD2 that they are dropping ALL first responder coverage (nationwide) on Dec 31 2023.

Peter Hicks moved to authorize Chief Gill to find the best value plan and to structure it so that there is no increase to employee contribution, and to use reserves from last year's Sales Tax surplus to cover the difference in cost.

Tommy Chalmers seconded

The motion passed.

16. Discussion and possible action on fire code development.

Citizen Larry Crabtree had been previously recognized to speak at this time, per item 5 of this agenda. He provided his comments related the benefits of using a "standardized" code. Chief Gill informed the board that our code was based on, and essentially comprised of, excerpts from the NFPA ("standardized") code.

After much discussion, Peter Hicks moved to hold a workshop next year, to be scheduled, once new board members are installed, for consideration of adopting the fire code.

Doug Kelsay seconded

The motion passed

17. Discussion and possible action on First Responder Organization program, County changes with Acadian and City of Bastrop Fire dept.

Chief Gill updated the board on all three issues. No motions arose.

18. Discuss and consider Commissioner's terms ending December 31, 2023.

It was noted that President George Martinez and Treasurer Tracy Waldron are stepping down as board members. Dec 11<sup>th</sup> at County Commissioners court two replacement board members would be appointed, for installation in January.

George Martinez and Tracy Waldron were recognized by the department and board for their service, with plaques presented by Chief Gill.

Board oversight responsibilities were discussed and President Goerge Martinez recommended the board revisit them next year with the new board members.

19. Discussion and possible action on cancelling December 19, 2023, Board meeting.

Peter Hicks moved to cancel the Dec 19 2023 Board meeting.

Tommy Chalmers seconded

The motion passed

20. The meeting was adjourned at 8:44 PM

 1/16/24

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