

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

### **Regular Meeting**

**April 15, 2025, 7:00 p.m.**

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

### **MINUTES**

#### **OPENING**

1. **Call Meeting to Order:** A quorum was established and the meeting was called to order by President Tommy Chalmers at 7:00 p.m.

Those present included: President Tommy Chalmers, Vice President James Bennett, Assistant Treasurer Larry Crabtree, Chief Josh Gill and Secretary Doug Kelsay. Treasurer James Allen was absent.

Also in attendance were: Office Manager Lisa Eller, BCESD-3 Vice President Allen Johnson and citizen George Martinez.

2. **Invocation:** Larry Crabtree provided the invocation.
3. **Pledges of Allegiance:** Both Pledges of Allegiance were recited.
4. **Public Comments on Non-Agenda Items:** George Martinez offered his appreciation of the Department and the board of commissioners for their work.
5. **Public Comments on Agenda Items:** No comments were presented.

#### **ADMINISTRATIVE ITEMS**

6. **Approval of minutes:**

The Mar 18, 2024 Regular Meeting minutes were previously distributed.

Larry Crabtree noted that Item 17 should include the notation that there were four volumes discussed. The minutes stand approved as amended.

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

7. **Discussion and possible action on Treasurer's Bond.**

Doug Kelsay reported that there was no current update from the County Commissioners' court on setting of bond value. It will hopefully be available next month.

The topic will be postponed to the next meeting.

8. **Discussion and possible action regarding monthly report from Treasurer:**

- a. An update on payments from Tax Assessor-Collector and State Comptroller were presented, through January 2025.
  - i. FYTD Property Tax collections were \$2,997,633.98
  - ii. FYTD Sales Tax payments were \$918,354.03 (\$144,946.26 for the month)
- b. Update from HdL on Sales Tax Analysis:
  - i. A "snapshot" report for the month was presented and reviewed.
- c. Approval of unbudgeted expense items in excess of \$2,000.

No items were presented
- d. The Report of Fire Chief on the prior month's disbursements was reviewed.
- e. Monthly financial reports and issues were presented.

The Financial Report was approved as presented.

#### **9. Second Qtr. Investment Report**

The second quarter investment report was not reviewed, as Treasurer Jim Allen was not present. Review and approval are postponed until the May 20<sup>th</sup> Regular meeting.

#### **10. Discussion and possible action on annual review of investment policy, strategies, guidelines, and management practices; adopt a resolution and certificate of resolution.**

The resolution, prepared by our attorneys was not yet available. This topic postponed until the May 20 Regular meeting.

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

#### **11. Operations Reports from Bastrop County ESD #2 Fire Chief, Josh Gill, Including:**

a. Monthly Response Statistics:

Total Calls this month	135
Average Response Time – Min	13:03
Overlapping calls – %	27.4%
Hours at Calls – hrs	432:21
Hours of Training – hrs	275:00
Hours at Other; Events (PR) hrs	122:00
Total Hours - hrs	829:21
% Total Hours from Volunteers	23.0%
Value of Volunteer support	\$4,129.89

b. Monthly Operations:

i. Training

1. vehicle extrication.

ii. Management activities-

1. working with contractors for station 2 remodel,
2. working on hiring process for 3 open spots and 2 seasonal FF's for CRR.

iii. Personnel- we are down 3 spots.,

1. We have a hiring process in April.

iv. Equipment maintenance report- no major issues,

1. wildfire 201 replaced battery,
2. Support 201 replaced battery.

v. Ems calls –

1. Responded to 48 of 108 Ems calls.

vi. Developments in the district –

1. 76-unit trailer park on sayers road

c. Discussion and possible action on Disposal Log

1. The disposal log was presented. I included numerous fire hoses that were either burned or did not pass pressure testing.

Doug Kelsay moved to accept the disposal of the items on the log

Larry Crabtree seconded.

The Disposal Log was approved as presented.

## **POLICY DISCUSSION/ACTION ITEMS**

### **Station 2:**

#### **12. Update, discussion and possible action on implementation progress of Property, Equipment and Staffing for South Station. – Chief Gill.**

Chief Gill presented that the station is now manned and coincidentally staff PROMPTLY responded to a structure the evening of this meeting.

Station 2 houses three full time staff (one Lieutenant and two firefighters) and an Engine, a Tender and a Brush Truck.

The Grand Opening is scheduled for 20 May, 2025 at 10AM.

### **Administration:**

#### **13. Discussion and possible action on ILA / rental agreement with Bastrop County ESD3 to house ambulance and personnel at ESD2 facilities.**

BCESD-3 Vice President Allen Johnson reported on progress with ESD3 and the increased support that is being discussed in the Acadian contract. Chief Gill has been working with ESD3 on their request to house staff and an ambulance at ESD2's Station 4.

Chief Gill will work up a proposal on accommodations and costs for ESD3.

#### **14. Review, discussion and possible action on the process of annexation related to the movie studio off Lover's Lane.**

Tommy Chalmers reviewed the schedule of activities necessary to ensure the annexation is included in the November election.

#### **15. Discussion and possible action on value of HdL sales tax analysis contract.**

Office Manager Lisa Eller reported that she has been in contact with HdL and the contract will be effectively at the end of May. We will owe HdL some residual fees for taxpayers identified by HdL that weren't on the tax roles originally.

#### **16. Discussion and possible action on Strategic Planning and Budget workshop date.**

Doug Kelsay reported that the strategic plan Current Status was almost ready for presentation so we should schedule another meeting this coming month. The date was set for Wednesday 23 Apr at 7PM.

### **Personnel Related:**

#### **17. Discussion and possible Action on TCDRS, other retirement programs and their previous participants. – Tommy Chalmers**

Chief Gill reported that there was still no response from our attorneys on this issue.

Also, the 2026 TCDRS rates will go up. These will be discussed in the 2025-2026 budget sessions.

#### **18. Discussion and possible action on updates to Commissioner policies. – Larry Crabtree**

Larry Crabtree re-iterated the work on the Commissioner's Guidelines that was presented last month for updating previously absent board members.


We agreed to rename this topic Commissioner's report on Commissioner Policies as there will be no need for formal action for a while.

**19. Call for Comments and Requests –**

The upcoming Strategic Planning meeting and renaming of the Commissioner Policies topic were discussed.

**20. Adjournment.** The meeting was adjourned at 8:11 PM.

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