

Bastrop County Emergency Services District No. 2

Regular Meeting

Mar 17, 2026, 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, Assistant Treasurer Larry Crabtree, and Secretary Doug Kelsay. Vice President James Bennett, Treasurer James Allen, were absent.

Also in attendance were Office Manager Lisa Eller, Battalion Chiefs Doug Keeling and Greg Monroe.
2. **Invocation:** Larry Crabtree provided the invocation.
3. **Pledges of Allegiance:** Both Pledges of Allegiance were recited.
4. **Public Comments on Non-Agenda Items:** No comments were presented.
5. **Public Comments on Agenda Items:** No comments were presented.

ADMINISTRATIVE ITEMS

6. **Approval of minutes:**
 - a. **Feb 17, 2026 Regular Meeting**
The minutes of the Feb 17, 2026 Regular Meeting were previously distributed.
The minutes were approved as distributed.

FINANCIAL DISCUSSION/ACTION ITEMS

7. **Discussion and possible action regarding monthly report from Treasurer, including:**
 - a. **Update on payments from Tax-Assessor-Collector and bank balance;**
An update on payments from Tax Assessor-Collector and State Comptroller were presented for Feb, 2026.
 - i. FYTD Property Tax collections were \$2,962,707.26
 - b. **Update on Sales Tax Analysis:**
 - i. FYTD Sales Tax collections were \$992,660.65 with \$234,432.53 collected this month.
 - ii. The monthly analysis provided by Office Manager Lisa Eller was reviewed.
 - c. **Approval of unbudgeted expense items in excess of \$2,000;**
No items were presented.
 - d. **Report from Fire Chief on prior month disbursements;**
The Report of Fire Chief on the prior month's budgeted disbursements was reviewed. Battalion Chief Keeling presented the Prior months disbursements.

Larry Crabtree moved to approve the budgeted disbursements of the prior month
Doug Kelsay seconded
The motion passed.
 - e. **Monthly financial reports and issues:**

Monthly financial reports and issues were presented.

The financial reports were accepted as presented.

OPERATIONAL DISCUSSION/ACTION ITEMS

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

a. Monthly Response Statistics:

Total Calls this month	119
Average Response Time – Min	13:09
Overlapping calls – %	24%
Hours at Calls – hrs	322
Hours of Training – hrs	339
Hours at Other; Events (PR) hrs	17
Total Hours – hrs	478
% Total Hours from Volunteers	10%
Value of Volunteer support	\$1,475.81

b. Monthly Operations:

- Training-
 - Tender Ops,
 - pumping/hose deployment.
 - Management activities-
 - Station 2 is still waiting on permits
 - working on volunteer program.
 - Personnel-
 - we are at full staff,
 - no change on the volunteer side.
 - Equipment maintenance report-
 - Annual Preventive Maintenance are underway
 - E241 is having overheating issues,
 - E251 new steer tires, due to age,
 - Wildfire 202 new tires due to age.
 - EMS calls – Responded to 48 of 103 EMS calls.
 - Developments in the district –
 - Potential subdivision on green valley drive.
 - Lots of subdividing is still going on.
- c. Discussion and possible action on Disposal Log
No Disposal Log was presented.

POLICY DISCUSSION AND ACTIONS

Administration:

9. Discussion and possible action on the Districts Record Management Policy.

Lisa Eller reviewed the 2021 Policy and noted it needs to be updated; the standard wording of the categories are too broad. 400 pages of details need to be reviewed.

10. Discussion and possible action on a change order for Station Two bay expansion.

Larry Crabtree moved to approve the expenditure of \$7,900 for the slab, engineering work and gas line work on Station 2.

Tommy Chalmers seconded

The motion passed

11. Discussion and possible action on payroll platforms – President Chalmers.

This item is postponed until the next Regular Meeting.

12. Discussion and possible action on Expenditure and Disbursement Authority Policy - President Chalmers.

Based on new input from counsel, it was recommended that we re-visit the resolution of Feb 16, 2016. Larry Crabtree will draft proposed changes based on the 2016 resolution.

13. Update, discussion and possible action related to the Agreement for Providing Fire Protection and Suppression Services with Bastrop Colorado Bend, LLC and Annexation Election of November 4, 2026.

The Agreement with Bastrop Colorado Bend LLC is signed and executed,

Lisa Eller, Chief Gill and Doug Kelsay will be the team to focus on the needs of the November Election for annexation.

Personnel:

14. Update, discussion and possible action on TCDRS Retroactive Enrollment of Eligible Part-Time Employees: Commissioner Crabtree

Larry Crabtree presented his and Lisa Eller's findings on the TCDRS retroactive enrollment indicating an exposure of \$20K for back payments, and that the classification of prior employees is not documented,

Larry Crabtree moved that we consider all previous employees affected by this study to be Permanent Employees.

Doug Kelsay seconded the motion.

The motion passed unanimously.

Further action on this item is postponed until the next Regular Meeting.

15. Update, discussion and possible action on implementation of opting out of social security. – Chief Gill

Battalion Chief Greg Monroe provided an update on a 457 plan and the recommendation by the company which can administer the plan to have a fiduciary service to limit Department liability. The proposed cost to the department of such a service would be 0.05% or \$50 per \$100,000 employee per year.

Further action on this topic will be postponed until a comprehensive review of the 457 plan.

16. Discussion and possible action on Compensation

At 8:30 PM, the Board went into Executive Session per Section 551.074 of the Government Code, to discuss a personnel matter.

At 8:45 PM, the Board left the Executive Session and reconvened in the open meeting, with no action taken during the Executive Session.

This item is postponed to the next Regular Meeting.

Other:

17. Call for Comments and Requests –

Update on Election status (Ref item 13)

Verify all signatures are on ILA (?)

18. Adjournment. The meeting was adjourned at 8:47 PM.



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