

Bastrop County Emergency Services District No. 2

Regular Meeting

Apr 21, 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, Vice President James Bennett, Assistant Treasurer Larry Crabtree, and Secretary Doug Kelsay. Treasurer James Allen, were absent.

Also in attendance were Chief Josh Gill, Office Manager Lisa Eller, CRRD officer Colton Curls, Battalion Chief Doug Keeling,
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. **Mar 17, 2026 Regular Meeting**
The minutes of the Mar 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 \$3,072,934.59
 - b. **Update on Sales Tax Analysis:**
 - i. FYTD Sales Tax collections were \$1,221,500.07 with \$228,839.42 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;**
Chief Gill presented a status on unexpected vehicle repair costs.
Larry Crabtree moved to approve the immediate expenditure of \$25,000 for vehicle repair and for Chief Gill to prepare a budget review, including vehicle repair costs, to be presented at the next Regular Meeting.
James Bennett seconded.
The motion passed.
 - d. **Report from Fire Chief on prior month disbursements;**
The Report of Fire Chief on the prior month's budgeted disbursements was reviewed.
Chief Gill presented the Prior months disbursements.

Tommy Chalmers 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.

f. Second Qtr. Investment Report

The Report was presented.

Doug Kelsay moved to approve the Investment Report and do direct Treasurer James Allen to sign upon his return.

Larry Crabtree seconded.

The motion passed.

8. Discussion and possible action on annual review of Investment Policy

A resolution confirming annual review of district investment policy, strategies, guidelines and management practices was presented.

Doug Kelsay moved to adopt the resolution.

Tommy Chalmers seconded.

The motion passed.

OPERATIONAL DISCUSSION/ACTION ITEMS

9. Discussion and Possible Action on Operations Reports from Bastrop County ESD #2 Fire Chief. Josh Gill, Including:

a. Monthly Response Statistics:

Total Calls this month	113
Average Response Time – Min	13:05
Overlapping calls – %	38%
Hours at Calls – hrs	409.9
Hours of Training – hrs	351.4
Hours at Other; Events (PR) hrs	17.0
Total Hours – hrs	788.3
% Total Hours from Volunteers	8%
Value of Volunteer support	\$1,428.88

b. Monthly Operations:

- Training- Fireground operations & stop the bleed.
- Management activities-
 - station 2 is still waiting on permits (hired the engineer for slab and building),
 - working on volunteer program, held our 2-year mandatory HR training.
- Personnel- we are at full staff,1 volunteer quit.
- Equipment maintenance report
 - Preventive maintenance activities are complete on every unit, multiple units needed several repairs, 4 units had to have all tires replaced due to age.
- Ems calls – Responded to 43 of 117 Ems calls.
- Developments in the district –
 - Sayers Ranch subdivision (850 units),

- Camp swift Cabins (12 units).

c. Discussion and possible action on Disposal Log

The Disposal Log was presented.

Doug Kelsay moved to approve the list of items for disposal as salvage.

Larry Crabtree seconded.

The motion passed.

POLICY DISCUSSION AND ACTIONS

Administration:

10. Discussion and possible action on starting negotiations with the City of Bastrop to provide fire protection.

Chief Gill summarized the beginning discussion and the board considered the concerns and opportunities. We discussed that our position relative to financial and operations should be neutral to positive for ESD2, (ie that it should not cost ESD2 constituents any additional cost to add service to the City of Bastrop.)

Doug Kelsay moved to authorize Chief Gill to continue discussions and analysis of the situation and to report back to the Board on a regular basis.

Larry Crabtree seconded.

The motion passed unanimously.

11. Discussion and possible action on Expenditure and Disbursement Authority – Larry Crabtree

Larry Crabtree presented a draft of a resolution authorizing District Fire Chief to disburse funds on behalf of District.

Doug Kelsay moved to approve the proposed resolution pending legal review.

Larry Crabtree seconded.

The motion passed unanimously.

a. Discussion and possible action on approval to purchase two items exceeding \$50,000. (F-600 Chipper truck, and CAT 275XE Compact Track Loader and attachments).

Colton Curles presented the plan for purchase of a Chipper Truck and a Compact Track Loader both of which are to be fully reimbursed by the recently approved Grants.

Larry Crabtree moved to approve the purchase of the Chipper Truck for \$113,973.58.

Tommy Chalmers seconded.

The motion passed unanimously.

Tommy Chalmers moved to approve the purchase of the Compact Track Loader and attachments for \$199,378.10.

James Bennett seconded.

The motion passed unanimously.

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

Lisa Eller presented her review of payroll platforms, including the change of ownership and support relationships (specifically RIT) with the current provider.

Doug Kelsay moved to transition from Paycore to Paycom and for Chief Gill to consider then \$2,108.84 cost of conversion in the budget review next Regular Meeting

Larry Crabtree seconded.

The motion passed unanimously.

13. Update, discussion and possible action related to Bastrop Colorado Bend, LLC and Annexation Election of November 4, 2026.

Doug Kelsay stated that the petition had been received and accepted by the Secretary per statute 775.051(a) and that counsel had advised that the notice of this meeting would serve as posting notice meeting on the Petition and that now, at this meeting we can order the Hearing on the Petition.

Doug Kelsay moved accept the petition and to order the hearing on the next Regular Meeting on June 16, 2026, which is at least 31 days after we issue the order tonight.

Tommy Chalmers seconded.

The motion passed unanimously and the order was signed and issued.

Personnel:

14. Discussion and possible action on a change to pay policy to allow for better alignment for TIFMAS reimbursement.

Colton Curles presented a proposed change to the Pay Policy to allow for better alignment for TIFMAS reimbursements.

Larry Crabtree moved to approve the policy

James Bennett seconded.

The motion passed unanimously

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

Lisa Eller and Larry Crabtree presented that the list of employees who are affected by this consideration is complete and the letter, which has been reviewed by counsel, to such employees is ready to be sent.

Larry Crabtree moved to send the letter to all applicable part time employees and to proceed with administering the process.

Tommy Chalmers seconded.

The motion passed unanimously.

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

Chief Gill presented the summary of the research on opting out of Social Security.

Larry Crabtree moved that the Board of Commissioners authorize the District to terminate participation in Social Security, contingent upon implementation of a Section 4567(b) plan; approve establishment of the District's 457(b) plan with T. Rowe Price as administrator and Iron Fiduciary Services as fiduciary; approve a voluntary employee plan with a 1:1 employer match up to six percent (6%); and authorize the Fire Chief, or designee, to finalize the plan details and execute all necessary documents with associated costs paid by the District.

Tommy Chalmers seconded.

The motion passed unanimously.

Break - 8:25-8:29 PM

17. Discussion and possible action on Compensation package of Fire Chief.

At 8:29 PM, the Board went into Executive Session per Section 551.074 of the Government Code, to discuss a personnel matter.

At 850 PM, the Board left the Executive Session and reconvened in the open meeting, with no action taken during the Executive Session.

Larry Crabtree moved that in recognition of his continuing great work, to increase the salary of Chief Gill by four percent (4%) at the next pay period and for Chief Gill to adjust the budget accordingly.

Other:

18. Call for Comments and Requests –

Budget adjustment review.

Update on Elections schedule.

Update on City of Bastrop discussions.

Update on transition to Paycom payroll system.

19. Adjournment. The meeting was adjourned at 8:53 PM.

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