

**WILLIAMSON COUNTY EMERGENCY SERVICES DISTRICT #2  
MINUTES OF THE REGULAR MEETING – August 25, 2022**

The Williamson County Emergency Services District #2 held a regular meeting on August 25, 2022 at Sam Bass Fire Department Station 2, 16248 Great Oaks Drive, Round Rock, Texas and on-line at <https://global.gotomeeting.com/join/645098693> and by phone at 1-571-317-3129 or 1-877-309-2073.

**Commissioners in Attendance:**

Commissioners present in person: Thom Nanninga, Tim Hunsberger, Darryl Pool, and Jordan Baltazor.

**Others in Attendance:**

Sam Bass Fire Dept.: Chief David Kieschnick, Assistant Chief Keith Farris, and Lt. Corby Bryan  
(all in person).

Municipal Accounts & Consulting: Tyler Wilson (in person).

Public: none present in person nor on-line.

Meeting called to order at 7:01pm by Commissioner Nanninga. A quorum was present.

Pledge of Allegiance led by Commissioner Nanninga.

Public Comment: No member of the public requested to speak in person nor on-line.

**Action items**

ITEM 4: *Approve minutes of prior meeting(s).*

Motion to approve minutes of regular meeting held August 11, 2022 as presented.

Motion: Hunsberger    Second: Nanninga    [Unanimous]

ITEM 5: *Review bookkeeper's report from Municipal Accounts & Consulting and consent to: a) approval of payment of monthly bills and invoices, b) approval of monthly financial report.*

Wilson presented the District's monthly financial statements, bills, and invoices for July 2022. He stated there was nothing out of the ordinary to report. President Nanninga signed an acknowledgement the loan the District owes for purchasing a new Engine #2 was reassigned to Texas Advantage Community Bank. Wilson will deliver the document to Texas Advantage Community Bank.

Motion to approve MAC reports as presented.

Motion: Nanninga    Second: Hunsberger    [Unanimous]

ITEM 6: *Review bookkeeper's report from M.A.&C. pursuant to Sam Bass Fire Dept.*

Wilson presented SBFD's monthly financial statements, bills, and invoices for July 2022. He stated there was nothing out of the ordinary to report.

**ITEM 7:** *Receive monthly report from Sam Bass Fire Department.*

Lt. Bryan presented SBFD incident report data and activities for July 2022 plus comparison to prior years. SBFD assistance in responding to two out-of-district wildfires increased the average response time.

Lt. Bryan compiled and included two new additions to the monthly SBFD reports. One page titled “Needs From Our Community” listed the initial reasons why SBFD personnel were dispatched on service calls. The second page titled “Primary Actions by SBFD” listed the actual assistance SBFD personnel provided those in need once on the scene of an incident. Commissioner Baltazor asked that definitions of the codes on those two pages be provided and that the data be changed from percentages to the specific numbers of incidents.

**ITEM 8:** *Discussion and take any action relative Maintenance and Repairs of Stations 1 & 2.*

No action taken as SBFD has not provided any repair estimates. Chief Kieschnick said the roof at Station 1 is scheduled for inspection tomorrow. He plans to have water intrusion issues repaired prior to making other repairs. The contractor has just begun examining the inspection report that lists Station 1 deficiencies.

No inspection of Station 2 has been performed. Chief Kieschnick intended to complete Station 1 repairs before starting on Station 2. Commissioner Nanninga said the inspection of Station 2 needs to be performed as soon as possible, and Chief Kieschnick agreed to do so.

**ITEM 9:** *Receive report and discussion of increased Medical calls during May 2022.*

In response to Commissioners’ request at the June 23, 2022 meeting to examine why there was a significant increase in medical-related calls during the month of May, Lt. Bryan presented a detailed list of calls for that month. Commissioner Baltazor stated that account still did not fulfill the request as the data presented could not be compared to previous months. Commissioners and SBFD officials discussed what additional information was needed. For the next regular meeting, Lt. Bryan will prepare an accounting of medical-related calls by month year-to-date so that it can be better determined what type of service calls led to the increase in May.

**ITEM 10:** *Review and take action to prepare for 2023 Budget.*

Wilson presented a draft budget for 2023 with updated revenue and expense figures. Commissioners extensively discussed various line items. SBFD requested the District provide them \$3,336,000 in 2023, an increase from the 2022 budgeted amount of \$2,900,000. SBFD does not have figures yet for the employee incentives which began this month.

Motion to adopt the 2023 District budget as presented with the understanding the budget is subject to amendment at future meetings when additional information from SBFD is known.

Motion: Nanninga    Second: Hunsberger    [Unanimous]

ITEM 11: *Discuss and take action relative to 2022 tax rate and record vote.*

Motion to adopt a 2022 property tax rate of \$0.095689 per \$100 of assessed value, the De Minimis rate. Motion required a record vote.

Motion: Nanninga    Second: Hunsberger

In favor: Nanninga, Hunsberger, Pool, Baltazor    Opposed: none    Absent: Strahan

ITEM 12: *Discuss and take any action relative to Sam Bass F. D. operations, as may be needed following the above report.*

No action needed.

ITEM 13: *Discuss potential agenda items time and date(s) for future business meeting. (9/15)*

Next regular meeting to be held September 15, 2022 beginning at 7:00pm at Sam Bass Fire Station #2.

**Adjournment:**

Motion to adjourn made at 9:09pm.

Motion: Pool    Second: Hunsberger    [Unanimous]

**“I attest that all the above information is true and correct to the best of my knowledge.”**

Submitted by Darryl Pool, Secretary, Williamson County ESD #2