

**WILLIAMSON COUNTY EMERGENCY SERVICES DISTRICT #2  
MINUTES OF THE REGULAR MEETING – December 16, 2021**

The Williamson County Emergency Services District #2 held a regular meeting on December 16, 2021 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, Darryl Pool, and Jordan Baltazor.  
Commissioner present on-line: Russell Strahan.

**Others in Attendance:**

Sam Bass Fire Dept.: Chief David Kieschnick and Assistant Chief Keith Farris (both in person) and Lt. Corby Bryan (on-line).  
Municipal Accounts & Consulting: Taylor Kolmodin (in person).  
Public: one person present by phone who requested to remain anonymous, identified only as CO.

Meeting called to order at 7:04pm by Commissioner Nanninga. A quorum was present.

Pledge of Allegiance led by Assistant Chief Farris.

Public Comment: No member of the public requested to speak.

**Action items**

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

Motion to approve minutes of regular meeting held November 18, 2021 as presented.

Motion: Baltazor    Second: Nanninga    [Unanimous]

ITEM 5: *Discuss and take action relative to Commissioner Reappointments.*

Commissioner Nanninga stated Commissioners Strahan, Hunsberger, and Pool have requested re-appointment to the Williamson County ESD #2 board for the 2022-2023 term. Williamson County Commissioner Terry Cook's office had previously notified ESD #2 Commissioners that their re-appointments would be placed on the Williamson County Commissioners Court agenda for the December 21, 2021 meeting.

ITEM 6: *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.*

Kolmodin presented the District's monthly financial statements, bills, and invoices for November 2021.

Motion to approve MAC reports as presented.

Motion: Nanninga    Second: Baltazor    [Unanimous]

ITEM 7: *Review bookkeeper's report from M.A.&C. pursuant to Sam Bass Fire Dept.*

Kolmodin presented SBFD's monthly financial statements, bills, and invoices for November 2021.

ITEM 8: *Discuss and take action relative to draft version of Vehicle Planning Guide.*

Commissioner Baltazor presented a spreadsheet detailing a 10-year plan for replacing SBFD vehicles. Commissioners Nanninga and Baltazor along with Chief Kieschnick and Assistant Chief Farris met after the District's November meeting to complete work on this project. They reached an agreement on vehicle replacement that would meet the needs of SBFD and be within District resources.

Concerning replacement of Engine #2, Commissioner Baltazor requested inquiries be made on obtaining bids from manufacturers in addition to Pierce Manufacturing.

Motion to adopt SBFD 10-Year Vehicle Replacement Plan as presented and authorize SBFD to begin preparations for replacement of Engine #2.

Motion: Nanninga    Second: Pool    [Unanimous]

ITEM 9: *Discuss and take action relative to Social Media Presence.*

Lt. Corby Bryan presented a draft template that SBFD could add to their social media site to provide a quick highlight of SBFD activities. He proposed a one-page screen to be updated quarterly. Commissioner Baltazor recommended a one-page screen to be updated monthly along with an expanded two-page to be screen updated quarterly. He also recommended more detail be shown as to the types of service calls. Lt. Bryan will consult with Chief Kieschnick and Assistant Chief Farris on how best to expand the template.

ITEM 11: *Receive monthly report from Sam Bass Fire Department regarding operations, including but not limited to: A) Total number of calls, B) Training, C) Fire Marshall Activities, D) Breakdown of activities and E) Information of any major incidents.*

Lt. Bryan presented SBFD incident report data and activities for November 2021 plus comparison to prior years. He stated there were no significant incidents in November.

ITEM 10: *Discuss and take action relative to establishing a sales and use tax and tax rate.*

No discussion.

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 meetings. (1/20/2022)*

Next regular meeting to be held January 20, 2022 beginning at 7:00pm at Sam Bass Fire Station #2.

**Adjournment:**

Motion to adjourn made at 8:00pm.

Motion: Strahan    Second: Nanninga    [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