

**WILLIAMSON COUNTY EMERGENCY SERVICES DISTRICT #2  
MINUTES OF THE REGULAR MEETING – July 16, 2020**

The Williamson County Emergency Services District #2 held a regular meeting on July 16, 2020 at Sam Bass Fire Department Station 2, 16248 Great Oaks Drive, Round Rock, Texas and on-line at [meet.google.com/zeu-kcvj-cot](https://meet.google.com/zeu-kcvj-cot) and by phone at 1-707-732-9386 or 1-888-465-5095.

**Commissioners in Attendance:**

Commissioners present in person: Thom Nanninga, Tim Hunsberger, Darryl Pool.  
Commissioners present on-line: Russell Strahan, Jordan Baltazor.

**Others in Attendance:**

Sam Bass Fire Dept.: Chief David Kieschnick, Assistant Chief Keith Farris (both on-line).  
Municipal Accounts & Consulting: Taylor Kolmodin, Tyler Wilson (both in person).  
Public: none present in person or on-line.

Meeting was called to order at 7:02pm by Commissioner Nanninga.

Pledge of Allegiance was led by Commissioner Nanninga.

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

**Action items**

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

Commissioner Nanninga recommended additional public disclosure by having minutes note the names of those attending in person and those attending on-line. At the June 18, 2020 meeting, Commissioners Nanninga, Pool, and Baltazor attended in person while Commissioners Strahan and Hunsberger attended on-line. Kieschnick and Farris with SBFD were both present in person plus Bryan on-line. MAC was represented by Wilson in person and Kolmodin by phone.

Motion to approve minutes of the regular meeting held June 18, 2020 as amended.

Motion: Nanninga    Second: Baltazor    [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, monthly bills, and invoices. An additional check not listed on the report has been prepared for submission to the Williamson County Auditor's office. Commissioner Baltazor has worked with MAC to invest more District funds in laddered certificates of deposit where opportunities were available to earn a higher interest rate than by leaving the funds in the Texpool account. MAC will credit the District \$2500 as recompense for not investing more of the District funds sooner in this fiscal year when interest rates were higher.

Motion to approve reports as presented.

Motion: Nanninga    Second: Hunsberger    [Unanimous]

**ITEM 6:** *Discuss and take action Relative to 2021 Budget.*

Commissioners reviewed a draft budget for fiscal year 2021. Commissioner Baltazor asked if SBFD has any program to provide residential safety equipment such as smoke alarms, batteries, or fire extinguishers to those in need. Kieschnick and Farris stated SBFD does not conduct that specific program. They discussed community outreach efforts by SBFD to promote fire prevention and safety. Motion to include a community outreach line item in the 2021 draft budget in the amount of \$10,000.

Motion: Baltazor    Second: Strahan    [Unanimous]

Budget discussions will continue at future meetings.

**ITEM 7:** *Discuss and take action relative to District Capitalization Schedules.*

MAC will provide the District with an annual rather than monthly Capitalization Schedule.

**ITEM 8:** *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.*

Chief Kieschnick presented incident report data for June, 2020. The company that installed the fence at Station #3 is supposed to complete cleaning the site within the next few days. The new vehicle for battalion chiefs should arrive next month.

**ITEM 9:** *Discuss and take any action relative to operations, as may be needed following above report.*

No action needed.

**ITEM 10:** *Discuss potential agenda items, time and date for future business meetings. (08/20/2020).*

Next regular meeting to be held on August 20, 2020 beginning at 7:00pm at Sam Bass Fire Station #2. A special meeting to discuss proposals for the 2021 District budget will be held either August 6 or August 13, 2020 beginning at 7:00pm at Sam Bass Fire Station #2.

Commissioner Nanninga will determine on August 3 if sufficient information has been received from SBFD and the Williamson County Central Appraisal District for a special meeting on August 6 or, if not yet available, the special meeting will be set for August 13.

**Adjournment:**

Motion to adjourn made at 7:51pm.

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