

**WILLIAMSON COUNTY EMERGENCY SERVICES DISTRICT #2  
MINUTES OF THE REGULAR MEETING – March 24, 2022**

The Williamson County Emergency Services District #2 held a regular meeting on March 24, 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, Russell Strahan, Tim Hunsberger, Darryl Pool, and Jordan Baltazor.

**Others in Attendance:**

Sam Bass Fire Dept.: Chief David Kieschnick (in person) and Lt. Corby Bryan (on-line).

Municipal Accounts & Consulting: Taylor Kolmodin (in person).

Public: No member of the public was present in person, on-line, nor by phone.

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.

**Action items**

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

Commissioner Strahan noted extraneous material not related to District business appeared to be attached after the end of the draft minutes. Secretary Pool agreed the material had been attached by accident.

Motion to remove material after end of draft minutes and to approve minutes of regular meeting held March 24, 2022 as amended.

Motion: Strahan    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.*

Kolmodin presented the District's monthly financial statements, bills, and invoices for February 2022.

Motion to approve MAC reports as presented.

Motion: Nanninga    Second: Baltazor    [Unanimous]

**ITEM 6:** *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 February 2022. She stated there was nothing out of the ordinary to report. Commissioner Baltazor asked if SBFD's cash on hand would exceed \$1 million. Kolmodin said it would not, that SBFD must be prepared for some large expenditures that occur on a seasonal basis, and that SBFD's available cash is now down to about \$750,000.

ITEM 7: *Discuss and take action relative to renewal of district Investment Policy.*

Kolmodin presented an Investment Policy for 2022 which the District is required to adopt annually. She stated it to be the same as the Policy approved by the District in 2021. She previously had the District's legal counsel Mark Dietz review the document. Kolmodin stated he agreed no change had been made. Commissioner Nanninga also had compared the document to the 2021 Policy and found no changes. Kolmodin also presented an updated list of financial institutions currently willing to accept funds from governmental entities.

Motion to approve the 2022 Investment Policy as presented.

Motion: Pool    Second: Nanninga    [Unanimous]

[President Nanninga and Secretary Pool signed the Investment Policy and submitted it to Kolmodin.]

ITEM 8: *Discussion of district Strategic Planning meeting of March 18, 2022.*

Commissioner Baltazor stated he and Commissioner Nanninga, Chief Kieschnick, and Assistant Chief Farris will meet again in approximately two weeks to finalize work on a comprehensive 5-year Vehicle Planning Guide and strategic plan for SBFDF. The plan should be ready for presentation at the next District meeting.

ITEM 9: *Discussion and update relative to replacement of Engine 2.*

Commissioner Nanninga has contacted additional fire engine manufacturers and requested estimates for replacement of Engine 2 in order to compare with the price quoted by Pierce Manufacturing. Estimates would be based on the specifications for Engine 3. Commissioner Nanninga expects the estimates to be available for review at the next District meeting.

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

No discussion.

ITEM 11: *Discuss and take action relative to creating a web site & Social Media Presence.*

Commissioners continued discussion of establishing a stand-alone District website to comply with the Americans with Disabilities Act. Commissioner Strahan stated a domain could be established that would redirect viewers to the District's link on SBFDF's website. Lt. Bryan stated the price of a domain should be minimal and that he would be able perform the proper setup.

Motion to purchase domain titled "WilcoESD2.org" and to have it automatically redirect viewers to the ESD 2 page on SBFDF's website.

Motion: Strahan    Second: Baltazor    [Unanimous]

ITEM 12: *Receive monthly report from Sam Bass Fire Department.*

Lt. Bryan presented SBFDF incident report data and activities for February 2022 plus comparison to prior years. Commissioners requested the addition of a year-end projection for incidents in order to better compare 2022 data to that of prior years.

ITEM 13: *Discuss and take any action relative to Sam Bass F. D. operations, as may be needed following the above report.*

No action needed. Chief Kieschnick reported no significant incidents occurred in February.

ITEM 14: *Discuss potential agenda items, time and date(s) for future business meetings. (4/21)*

Next regular meeting to be held April 21, 2022 beginning at 7:00pm at Sam Bass Fire Station #2.

**Adjournment:**

Motion to adjourn made at 7:58pm.

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