

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

The Williamson County Emergency Services District #2 held a regular meeting on January 16, 2020 at Sam Bass Fire Department Station 2, 16248 Great Oaks Drive, Round Rock, Texas.

**Commissioners in Attendance:**

ESD Commissioners present: Thom Nanninga, Jordan Baltazor, Darryl Pool, Russell Strahan.

**Others in Attendance:**

Sam Bass Fire Dept.: Assistant Chief Keith Farris and Corby Bryan  
Municipal Accounts & Consulting: Taylor Kolmodin and Tyler Wilson  
Public: Bob Shugart.

Meeting was called to order at 7:13pm by Commissioner Nanninga.

Pledge of Allegiance was led by Commissioner Nanninga.

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

**Action items**

ITEM 4: *Approve minutes of prior meeting.*

Commissioner Baltazor noted Corby Bryan's name was misspelled as "Bryant." Motion to approve minutes for the regular meeting held on December 19, 2019 as corrected.

Motion: Nanninga    Second: Strahan    [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 and Kolmodin presented the District's monthly financial statements, monthly bills, and invoices. Report approved as presented.

Motion: Baltazor    Second: Nanninga    [Unanimous]

ITEM 6: *Discuss and take any action relative to Local Sales and Use Tax Report.*

HdL Companies completed a Local Sales and Use Tax Estimate Report for the District, and the report was distributed to Commissioners in December 2019. Commissioner Nanninga requested that any questions regarding the report be directed to Paula Barr at HdL.

ITEM 7: *Update on purchase of District Laptop.*

Commissioner Nanninga stated no action has been taken yet on replacing the District's laptop computer.

**ITEM 8:** *Discuss and take action relative to District's web site.*

Bob Shugart requested the District's website include SBFD budget. Noting that the District and SBFD are separate legal entities, Commissioners decided to not make any such change to the District's website prior to attending the February 2020 SAFE-D Conference. New requirements imposed by the Texas Legislature regarding ESD websites will be explained at that conference.

Commissioner Baltazor noted the District's website needs to be updated regarding terms of service for Commissioners Hunsberger and Strahan now that both have been reappointed by the Williamson County Commissioners Court to serve through December 31, 2021.

Commissioner Nanninga will forward the District's meeting agendas and approved minutes to Corby Bryan for posting on the District website.

**ITEM 9:** *Receive monthly report from Sam Bass Fire Department regarding operations.*

*A) Discuss and take action relative to SBFD operations.*

No report was available for December 2019 as Chief Kieschnick was not in attendance due to illness.

**ITEM 10:** *Discuss potential agenda items, time and date for future business meetings. (2/20/2020).*

Next regular meeting to be held on February 27, 2020 beginning at 7:00pm at Sam Bass Fire Station #2.

**Adjournment:**

Motion to adjourn made at 7:58pm.

Motion: Strahan    Second: Baltazor    [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