

**WILLIAMSON COUNTY EMERGENCY SERVICES DISTRICT #2
MINUTES OF THE REGULAR MEETING – July 22, 2021**

The Williamson County Emergency Services District #2 held a regular meeting on July 22, 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, Russell Strahan, Jordan Baltazor, and Darryl Pool.

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 (by phone).

Public: none present in person or on-line.

Meeting called to order at 7:05pm by Commissioner Nanninga.

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).*

Motion to approve minutes of regular meeting held June 17, 2021 as presented.

Motion: Nanninga

Item 4 postponed until later on the agenda.

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, monthly bills, and invoices for June 2021.

Motion to approve 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, monthly bills, and invoices for June 2021.

ITEM 7: *Discuss and take action relative to update and amending 2021 Budget.*

Kolmodin presented a mid-year update on the District's 2021 budget. MAC proposes adding \$60,000 to the budget for capital outlays at SBFD Stations 1 and 2. Chief Kieschnick discussed the difficulty he has encountered with obtaining firm repair estimates due to current economic conditions and asked whether it would be best to wait until such conditions stabilize. Commissioners encouraged him to go forward with making needed repairs.

Motion to amend the 2021 District budget by adding \$60,000 for repairs to SBFD Stations 1 and 2.

Motion: Nanninga Second: Pool [Unanimous]

ITEM 8: *Discuss and take action relative to Annual Audit of Sam Bass Fire Dept.*

Chief Kieschnick stated the auditor had a scheduling conflict which prevented him from attending this meeting. The auditor expects to be able to attend the August meeting. Commissioner Nanninga again requested the auditor be notified to address how equipment taken out of service earlier than expected impacts the depreciation schedule [reference the audit's Note 4 – Capital Assets].

ITEM 9: *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 June 2021 plus comparison to prior years. Commissioner Nanninga requested that the number of incident responses for the last half of calendar years 2016 through 2020 be averaged and that average then be added to the 2021 year-to-date incident report in order to give Commissioners a general idea of what activity to expect for the remainder of 2021.

Chief Kieschnick stated SBFD is still in discussion with Round Rock Fire Department aimed at improving response times in areas bordering the two departments.

ITEM 10: *Discuss and take any action relative to operations, as may be needed following the above report.*

No action needed.

ITEM 4: *Approve minutes of prior meeting(s) [discussion continued from earlier on the agenda].*

Motion to approve minutes of regular meeting held June 17, 2021 as presented.

Motion: Nanninga Second: Strahan [Unanimous]

ITEM 11: *Discuss potential agenda items, time and date(s) for future business meetings. (08/19/2021)*

A special meeting will be held August 12, 2021 solely for Commissioners to discuss a District budget for 2022 and to propose a 2021 property tax rate. A regular meeting will be held August 26, 2021. The regular meeting will include time for a public hearing on the proposed 2021 property tax rate followed by adoption of a 2021 property tax rate

Commissioner Baltazor requested discussion of the District calling for a sales tax election be placed on the August regular meeting agenda.

Both meetings to be held at Sam Bass Fire Station #2 beginning at 7:00pm.

ITEM 10 (reconsidered): Commissioner Strahan requested reconsideration of Item 10.

Motion by Strahan: In order to encourage Williamson County EMS to provide improved coverage within the District, it is the policy of the District in the future to not charge or seek reimbursement for utility costs when Williamson County EMS vehicles and personnel are housed in SBFD Stations. Motion seconded by Baltazor

Discussion clarified the motion would not affect any existing contract with Williamson County EMS.

Motion passed unanimously.

Adjournment:

Motion to adjourn made at 8:33pm. 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