

**WILLIAMSON COUNTY EMERGENCY SERVICES DISTRICT #2**  
**MINUTES OF THE REGULAR MEETING – February 27, 2020**

The Williamson County Emergency Services District #2 held a regular meeting on February 27, 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.: Chief David Kieschnick  
Municipal Accounts & Consulting: Tyler Wilson  
Public: None present.

Meeting was called to order at 7:10pm 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.*

Motion to approve minutes of the regular meeting held on January 16, 2020 as presented.

Motion: Baltazor    Second: Nanninga    [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.  
Motion to approve reports as presented.

Motion: Nanninga    Second: Pool    [Unanimous]

ITEM 6: *Discuss and take any action relative to technology upgrades.*

Commissioner Nanninga reported a new laptop has been purchased, as previously approved by Commissioners, and is available in the ESD #2 office for District use.

Commissioner Baltazor inquired about where to find certain District documents and contracts completed prior to his being appointed as Commissioner. Some such records are available in Dropbox, other records are hard copies stored in the ESD #2 office. Motion to hold special work session by end of April to organize and digitize records.

Motion: Baltazor    Second: Nanninga    [Unanimous]

ITEM 7: *Discuss and take action relative to Station 3.*

Material has been delivered for installation of a fence along the property' rear boundary.  
Illness among workers has caused construction to be delayed.

Station 3 items covered under warranty and needing attention are being recorded. An eleven-month walk through will be conducted within two weeks.

ITEM 8: *Discuss and take action relative to SAFE-D Conference takeaways.*

Commissioners Baltazor, Hunsberger, Nanninga, and Pool attended the 19<sup>th</sup> annual SAFE-D Conference in Galveston February 20-22. Commissioners discussed information they had garnered at the conference. No action needed.

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.*

Chief Kieschnick presented the report for January. A heat map of incidents was not available due to inaccurate data from the county being included. That system is undergoing repair and should be restored in March or April. Kieschnick discussed SBFD response to a major fire at The Landing apartment complex on February 1.

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

No action needed.

ITEM 11: *Discuss potential agenda items, time and date for future business meetings. (3/19/2020).*

Next regular meeting to be held on March 19, 2020 beginning at 7:00pm at Sam Bass Fire Station #2.

**Adjournment:**

Motion to adjourn made at 8:44pm.

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