

**WILLIAMSON COUNTY EMERGENCY SERVICES DISTRICT #2**  
**MINUTES OF THE REGULAR MEETING – May 16, 2019**

The Williamson County Emergency Services District #2 held a regular meeting on May 16, 2019 at Sam Bass Fire Department Station 3, 2351 Great Oaks Drive, Round Rock, Texas.

**Commissioners in Attendance:**

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

**Others in Attendance:**

Sam Bass Fire Dept.: Chief David Kieschnick and Assistant Chief Keith Farris

Municipal Accounts & Consulting: Taylor Kolmodin

Chasco Constructors: Scott Badgett and Cory Westfall

BSW Architects: Don Greer

Meeting was called to order at 2:09pm by Commissioner Nanninga.

Pledge of Allegiance was conducted during the morning Station 3 opening ceremony.

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

**Action items**

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

Chasco Constructors submitted a final bill on May 10. The District will be returned \$16,324 of contingency funds.

Chief Kieschnick reported there are a small number of minor items remaining on the punch-out list.

Greer will do a walk-through in about eleven months to check on the condition of Items under warranty.

ITEM 4: *Approve April meeting minutes.*

The April 18, 2019 minutes were approved without amendment.

Motion: Nanninga    Second: Strahan    [Unanimous]

ITEM 6: *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. Report approved without amendment.

Motion: Pool    Second: Strahan    [Unanimous]

ITEM 8: *Receive monthly report from Sam Bass Fire Department regarding emergency operations, response times, call volume, training, management activities and membership.*

The report for April was not available yet. Chief Kieschnick reported that Station 3 became operational on April 29, 2019.

ITEM 5: *Report of Filing 2018 Annual Report & Management Letter.*

Commissioner Nanninga reported the District's 2018 audit report and management letter has been presented to and received by the appropriate Williamson County government officials.

ITEM 9: *Discuss potential agenda items, time and date for June business meeting (6/20/19).*

Next regular meeting to be held on June 20, 2019 beginning at 7:00pm at Sam Bass Fire Station #2.

**Adjournment:**

Motion to adjourn made at 2:38pm.

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