

**WILLIAMSON COUNTY EMERGENCY SERVICES DISTRICT #2
MINUTES OF THE REGULAR MEETING – January 28, 2021**

The Williamson County Emergency Services District #2 held a regular meeting on January 28, 2021 at Sam Bass Fire Department Station 2, 16248 Great Oaks Drive, Round Rock, Texas and on-line at <https://www.gotomeet.me/ThomNanninga/williamson-county-esd2-monthly> and by phone at 1-646-749-3123 or 1-877-309-207395.

Commissioners in Attendance:

Commissioners present in person: Thom Nanninga, Darryl Pool.
Commissioners present on-line: Russell Strahan, Tim Hunsberger, Jordan Baltazor.

Others in Attendance:

Sam Bass Fire Dept.: Chief David Kieschnick, Assistant Chief Keith Farris (both in person) and Corby Bryan (on-line).
Municipal Accounts & Consulting: Tyler Wilson (in person).
Public: none present in person or on-line.

Meeting called to order at 7:03pm by Commissioner Nanninga.
Pledge of Allegiance led by Chief Kieschnick.
Public Comment: No member of the public requested to speak.

Action items

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

Draft minutes of the December 17, 2020 meeting stated the November 19, 2020 meeting minutes were accepted as presented, but it was noted the November minutes contained an error in stating the November meeting had been called to order “by SBFDF Assistant Chief Keith Farris.” That clause should have stated “by Commissioner Nanninga.”

Motion to approve minutes of meetings held November 19, 2020 and December 17, 2020 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.*

Wilson presented the District’s monthly financial statements, monthly bills, and invoices. Commissioner Baltazor requested MAC include on the Account Balances page in future reports a notation of the blended total yield for the District’s certificates of deposit. Commissioner Baltazor also requested MAC provide in future reports data showing the District’s changes in annual expenditures over the last five to ten years.

Motion to approve reports as presented.

Motion: Baltazor Second: Nanninga [Unanimous]

ITEM 6: *Discuss and take action relative to Replacement or Refurbishment of fire apparatus.*

Chief Kieschnick recommended Commissioners authorize funds to purchase a new fire engine in order to remove Engine 2 from front-line service and place it in reserve service. Commissioners discussed the recommendation. Action was deferred as Commissioners requested Chief Kieschnick first present data on SBFD maintenance expenses for several prior years.

ITEM 7: *Discuss and take action regarding information on District website.*

No action needed. District information is posted on-line within the Sam Bass Fire Department website, and Bryan noted that SBFD website is receiving over 5000 views each month.

ITEM 8: *Discussion of Re-Appointments for 2021/22, and alignment of Board Positions.*

Commissioners Nanninga and Baltazor were re-appointed by the Williamson County Commissioners Court on December 22, 2020 for two-year terms beginning January 1, 2021 and ending December 31, 2022. No action was taken to re-align positions as District President Nanninga, Vice-President Strahan, Treasurer Hunsberger, Secretary Pool, and assistant Secretary/Treasurer Baltazor all were willing to continue in their current positions.

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 SBFD incident report data and activities for December 2020. In response to Commissioners' request to receive long-term comparative data, Chief Kieschnick also presented a summary of incident data for the month of December during the years 2016 through 2020 plus limited data for December 2011. He will continue to access and compile data from prior years to present in a usable format to meet Commissioners' requests.

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(s) for future business meetings. (2/18/2021).*

Next regular meeting to be held on February 18, 2021 beginning at 7:00pm at Sam Bass Fire Station #2.

Adjournment:

Motion to adjourn made at 8:13pm.

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