

**WILLIAMSON COUNTY EMERGENCY SERVICES DISTRICT #2
MINUTES OF THE REGULAR MEETING – November 21, 2024**

Williamson County Emergency Services District #2 held a regular meeting on November 21, 2024 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: Jordan Baltazor, President; Russell Strahan, Vice-President;
Tim Hunsberger, Treasurer; Darryl Pool, Secretary.

Commissioner present on-line: Thom Nanninga, Assistant Secretary/Treasurer.

Meeting called to order at 7:02pm by Commissioner Baltazor. A quorum was present.

Pledge of Allegiance led by Commissioner Baltazor.

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 October 17, 2024 as presented.

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.

No representative of Municipal Accounts & Consulting was present due to their attendance at a corporate event. Commissioner Baltazor presented the District's monthly financial statements, bills, and invoices for October 2024 as prepared by MAC. There was nothing out of the ordinary to report.

MAC had been asked at last month's board meeting to determine whether the Station 3 loan could be paid off early without penalty. MAC's answer is the loan will be eligible for early redemption without penalty after the regularly scheduled payments are made through 9/25/27. It was noted the loan has a low interest rate.

MAC had also been asked about providing an update to vehicles listed on the Infrastructure Asset Depreciation Schedule. Commissioner Baltazor said all assets listed on the schedule are updated after the end of each calendar year.

Motion to approve MAC reports as presented.

Motion: Nanninga Second: Baltazor [Unanimous]

ITEM 6: *Review Sam Bass Fire Dept. bookkeeper's report from M.A.&C.*

Commissioner Baltazor presented SBFDF's monthly financial statements, bills, and invoices for October 2024 as prepared by MAC. There was nothing out of the ordinary to report. SBFDF Chief James Shofner said vehicle repairs have gone over budget. The money has been taken from other

parts of their budget.

ITEM 7: *Receive monthly operations report from Sam Bass Fire Department.*

a) *Receive monthly statistics report from Sam Bass Fire Department.*

SBFD Captain Corby Bryan presented abbreviated SBFD incident report data and activities for October 2024 plus comparison to prior years. Captain Bryan had previously emailed Commissioners the full report. He stated there was nothing out of the ordinary to report.

Captain Bryan included a page reporting on calls to the Pearson Market area as previously requested by Commissioners. He said he would like to change the data presented on that page to a pie chart next month as it may make the response times and call types more understandable.

b) *Receive update on Community Outreach Program at Sam Bass Fire Department.*

SBFD Assistant Chief Amber Jordan reported October outreach included SBFD personnel participating in the National Night Out event at Brightwater Park, Austin Christian Church's Fall Festival, St. Philip's UMC Trunk or Treat, and Brushy Creek MUD's Hairy Man Festival. They also volunteered with Aqua-Tots Trunk or Treat and visited with students at Primrose Children's Learning Center and at Fern Bluff and Great Oaks Elementary schools.

Station 2 hosted a Fire Safety open house on October 26. A Brownies and Girl Scout troop from Elsa England Elementary School and the Young Men's Service League toured Station 2 plus several unscheduled tours were conducted.

d) *Discussion relative to SH-45 response activity.*

Chief Shofner said he has been contacting various entities regarding the possibility of having mile markers installed along Toll Road 45. There is continual confusion by people requesting assistance and by SBFD responders as to precisely where on that road an incident has occurred. He has finally determined TxDOT is the entity that has authority over the matter. He will now pursue the request for mile markers with TxDOT.

c) *Receive report and take action to station maintenance.*

Commissioner Strahan said roof repair at Station 1 needs additional work. Rain a few days ago revealed the roof to still have some leaks. Ja Mar Roofing has considered other methods to seal the roof and will use the one they have determined to be the most likely to work. Commissioner Strahan said Ja Mar has submitted a partial bill for \$87,015.95. He recommended paying the bill as Ja Mar has done a significant amount of work and has committed to completing the task. Commissioners agreed with his recommendation.

Chief Shofner reported Engine 2 was sold to a private buyer today for \$1500 as authorized by the board at last month's meeting and will be towed away tomorrow. The replacement for Engine 2 is scheduled for inspection in January 2025 and is likely to be in service in March.

ITEM 8: *Discuss potential agenda items, location, time, and date(s) for future business meetings. (12/18/2024)*

Commissioner Baltazor said Williamson County Precinct 3 Commissioner Valerie Covey asked to

attend the District's December meeting. She has a scheduling conflict with the normal third Thursday meeting date. Other dates were discussed, and it was determined 12/17/24 would be the most suitable for everyone.

Commissioner Pool said if the board wants to consider holding a sales and use tax election in May 2025, the county is required to finalize the ballot no later than February 14, 2025. Commissioner Baltazor said the December meeting agenda could include discussion and possible action on that item.

Next regular meeting to be held December 17, 2024 beginning at 7:00pm at Sam Bass Fire Station 2.

Adjournment:

Motion to adjourn made at 7:33pm.

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