

**WILLIAMSON COUNTY EMERGENCY SERVICES DISTRICT #2  
MINUTES OF THE REGULAR MEETING – June 20, 2024**

Williamson County Emergency Services District #2 held a regular meeting on June 20, 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: Russell Strahan, Tim Hunsberger, Darryl Pool, and Thom Nanninga.  
Commissioner absent: Baltazor (on trip out of area).

Meeting called to order at 7:07pm by Commissioner Strahan. A quorum was present.

Pledge of Allegiance led by Commissioner Strahan.

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 May 23, 2024 and special meeting held May 30, 2024 as presented.

Motion: Hunsberger    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.*

No representative from Municipal Accounts & Consulting was present due to illness. The District's monthly financial statements, bills, and invoices for May 2024 had previously been emailed to Commissioners. Commissioner Strahan offered a printed copy to guests in attendance. Commissioner Nanninga reviewed some information based on his prior phone discussion with Taylor Kolmodin at MAC. A wire transfer of \$50,000 was received in May for the Spartan engine that was sold at auction in April. The agreement to have HR&P handle the District's payroll as approved at the April 2024 board meeting has not gone into effect but no information was presented as to why.

Commissioners expressed concern at the unusually high bill charged by MAC for May 2024. Concerns were also raised about the lack of transparency in MAC billings. Kolmodin had emailed Commissioners that the checks for paying invoices approved at tonight's meeting would be available in the ESD #2 office, but Treasurer Hunsberger checked the office twice and was not able to locate them. Commissioners did express appreciation for the value MAC provides the District and noted any concerns with MAC's performance could be raised during upcoming budget discussions.

Motion to approve MAC reports as presented.

Motion: Hunsberger    Second: Nanninga    [Unanimous]

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

SBFD's monthly financial statements, bills, and invoices for May 2024 as prepared by MAC were not available to review. SBFD Chief James Shofner and Assistant Chief Amber Jordan indicated there appeared to be nothing out of the ordinary to report.

**ITEM 7:** *Discuss and take action regarding retention/replacement of District legal counsel.*

The District's new legal counsel, Ken Campbell, agreed at the May 30, 2024 special meeting to send a notice of termination to the District's previous legal counsel. Commissioners expressed concern that they have received no information as to whether that task has been completed. Campbell also agreed at the special meeting to attend tonight's meeting. The date, time, and location of this meeting was set in his presence, but Commissioners received no explanation for his absence.

**ITEM 8:** *Discuss and take action relative to Sales and Use Tax.*

Commissioners reviewed the draft statement prepared by Commissioner Baltazor and SBFD Captain Corby Bryan explaining to the public why the District sales and use tax approved at the November 2023 election did not go into effect. Commissioner Hunsberger said the statement was too lengthy to post on social media. Commissioners discussed different modifications to the draft and approaches to informing the public.

It was thought two different approaches should be considered: either post a significantly shorter statement or post a one-sentence notice with a link to a statement that explains the matter at length. Commissioners recommended work on the statement continue and that the matter should be discussed again at a future meeting. It was noted a statement should be released to the public prior to any new election, but that there is no urgency at this time to act quickly.

**ITEM 9:** *Receive monthly operations report from Sam Bass Fire Department.*

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

Assistant Chief Jordan presented abbreviated SBFD incident report data and activities for May 2024 plus comparison to prior years as prepared by Captain Bryan who had previously emailed Commissioners the full report. SBFD responded to a record number of calls in May. Calls were up in all categories; the record volume was not due to any outliers or any particular category of service.

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

SBFD Administrator Emma Replogle reported May events included several school groups touring Station 2. That station also hosted an open house on May 11. SBFD personnel attended the May 4 Brushy Creek MUD barbecue cook-off. A presentation was conducted for Career Day at Elsa England Elementary School. Some personnel visited with students at Great Oaks and Fern Bluff elementary schools and attended a Movies in the Park event at Fern Bluff MUD.

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

Commissioner Strahan reported the prior insurance claim for Station 1 has been reopened. He said the VFIS insurance is excellent, and any replacement work will be fully covered. He also said Station 2 needs to be inspected. Chief Shofner said Station 1 needs to have the interior of the roof area over the living space decked. Such work would not be done over the bay area.

d) *Receive report & take action relative to District vehicles and apparatus.*

Chief Shofner said the recently purchased Ford Explorer is getting lights installed and will be in service next week or soon thereafter. He also reported the order for the new Spartan engine is progressing well and pre-build has been scheduled.

ITEM 10: *Discuss potential agenda items, location, time, and date(s) for future business meeting.*

Commissioner Nanninga requested discussion begin on the District's 2025 budget. Commissioner Hunsberger requested the agenda item "Discuss and take action regarding retention/replacement of District legal counsel" be repeated so Commissioners can review the performance of the District's new legal counsel. Commissioner Pool requested an executive session be held, open to Commissioners only, for the board to discuss strategies for recovering funds expended on the District's November 2023 sales and use tax election and to take possible action once the public meeting resumes.

Next regular meeting to be held July 18, 2024 beginning at 7:00pm at Sam Bass Fire Station 2.

**Adjournment:**

Motion to adjourn made at 8:17pm.

Motion: Nanninga    Second: Strahan    [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