

**Hays County ESD #4—Wimberley Fire Rescue**  
**Meeting Minutes**  
**For the Board of Commissioners Meeting Held on October 25, 2022**

1. President Ron Spangenberg called the meeting to order at 8:30 a.m.
2. Commissioners present were President Ron Spangenberg, Vice President John White, Mr. Joe Pendleton, and Mr. Larry Coker. Mr. Chuck Ware was not present. Also present, Fire Chief Carroll Czichos, Assistant Fire Chief Christopher Robbins, Executive Assistant Angel Robinson, and Assistants Deena Gardow and Sydney Johnson. A quorum was present.
3. Public comment: No Public sign in. No Public comments. No public in attendance.
4. Public comment on agenda items; No Public comments.
5. Receive final September 1 - 30, 2022, monthly report from the Treasurer and consider; a) approval of payment of monthly bills, invoices, and payroll: EFT/ACH payments: Three to Pedernales Electric Co-op, one to TCDRS, one to US Treasury, and six for Sept. 2022 payroll. Checks 5824 -- 5874 were written and checks 5836, 5852, & 5857 were voided. And b) Review Statement of Financial Position, Income Statement of Budget Performance, and reconciliation summaries of ESD 4's Ozona bank accounts.

**Treasurer's Summary Report for September 2022:**

Income for September 2022	70,970.38
Year-to-Date Income	2,408,401.14
Expenses for September 2022	328,991.26
Year-to-Date Expenses	3,121,224.19
Budget Balance	(712,823.05)
Current Cash Assets	3,119,482.24
Current Assets (Incl. A/R)	3,230,538.24
A/R 60 Day Sales & Use Process	111,056.00
Liabilities	775,104.26

Gross Special Purpose District S & U	\$ 58,945.26
Net Sales and Use Tax Received:	\$ 58,012.70
Ad Valorem Collected:	\$ 7,845.71

A motion to approve the Treasurer's report for September 2022, as presented, including the financial reports, and revenue, was made by Mr. Coker, and seconded by Mr. White. The Motion was unanimously approved.

6. Receive monthly report from Fire Chief regarding emergency operations, response times, call volume, training, management activities, career, and volunteer personnel. Assistant Fire Chief Robbins reported they have had 702 calls YTD (last year's total was 726). The need for services are continuing to grow and he is anticipating about 1,000 calls next year. An additional full-time shift firefighter has been added to B-Shift already, making a four-man crew. Plans are to hire another full-time fourth man for C-Shift in April 2023 and one for A-Shift in October 2023 (possibly April, if the budget allows). There was a structure fire on Oct. 1 at a quadruplex on Eagles Nest. Two units burned and two saved. No human fatalities, with six animal fatalities.

There were 65 calls including 8 fire calls, and 25 medical/rescue calls for the month of September. Completed audit from Dept of State Health Services / First Responder Org Review and Renewal- renewed for another two years to FRO capabilities in the field. TCFP renewal is done for next year, staff licenses and CE Audit is done for next year. He is working on the rest of the Internal Department Audit for this year with Chief Czichos. No action taken at this time.

7. Receive Fire Chief's report on apparatus, equipment, repairs, and item purchases. Chief Czichos reported Engine 40's radiator went down. E-40 is used frequently for medical calls. Chief recommended that the District consider purchasing Tahoe for two-man medical calls. This would reduce wear and tear on E-40 for non-fire related calls. The Squad could be sold and replaced with a new Tahoe. Chief will do further research on pricing for a Tahoe to report at a later date. Engine 42 had an Engine Control Module replaced. E-42 also received a new voltage regulator for the alternator. There is a carburetor on order for B-44. Command 42's water pump and serpentine belt failed and has been repaired. President Spangenberg presented a brief year-end review. He reported entering into a contract with G. Creek on September 18, 2021, to build the new living quarters. Groundbreaking occurred on October 2, 2021. Also, in October, a successful election to increase tax cap occurred. On November 4, 2021, the slab was poured for new addition. FY 2020-2021 Audit was received and filed in February 2022. The District obtained financing for the rescue pumper and the order was placed. Chief Czichos will perform a site visit at the end of November for a final review on the rescue pumper's status. Upon completion, it will be shipped to Houston and hopefully will be ready for pick up sometime in December. Engine 44 was sold in March. The Land Acquisition Policy was completed in June. Mr. Ware presented a draft Strategic Plan in July. The new Addition's Certificate of Occupancy was received, and the Board adopted the budget and set the tax rate in July. No action taken.
8. Receive monthly report from District's attorney regarding pending litigation matters, contract issues, and legislative efforts and consider taking related action. No pending litigation. No action taken at this time.
9. Discuss and consider purchasing iPads for board members; take any related action. Chief Czichos reported the cost of iPads is around \$1,129 each. He recommended the Board consider PC laptops which cost less, and still meets the need to provide materials to the Board members electronically. Mr. White inquired about the level of security protection they would have. Ms. Robinson said the District already utilizes high security with Microsoft 365. Chief Czichos suggested a budget of \$300 a piece for four laptops. Mr. Coker made motion to purchase four laptops at \$300 each, for a total budget of \$1200. Mr. Pendleton seconded the motion. The Motion was unanimously approved.
10. Discuss and consider pursuing additional property; take any related action. No action taken.
11. Discuss and consider remodel of PPE gear room and shop; take any related action. President Spangenberg recommended replacing the older plastic utility sink in the bay area with a stainless-steel sink which is easier to maintain and will have a longer life span. He suggested one 30" wide, 24" deep for \$390 and the valve would be \$100. Mr. Pendleton made a motion to purchase the sink at a \$600 total budget. Mr. Coker seconded the motion. The Motion was unanimously approved.
12. Discuss and consider Central Station addition, change orders, construction update, material delays and increase amount of the GC contract to reflect approved change orders, and increase

amount of the Architect contract to reflect work performed beyond contract; take any related action. Chief Czichos reported that the new exterior signs have been placed on the side of the building. They are waiting for some electrical parts to come in to light the signs and complete that project. A/C has been fixed. There was a leak in the new addition during the storm the night before the meeting. President Spangenberg noted we may need to place a curb where the downspout comes down if that is where water came in the building. The architect is being consulted to correct this issue. Chief Czichos reported he is still waiting for the water pump to come in. The power went out during the storm as well and the generator operated like it was supposed to. Chief Czichos thinks we are close to being done with everything. Hot water pump, and grinder pump issues have been resolved. Electrician should come by at the end of the month to complete his tasks – outlets and light at the flagpole. No actions taken.

13. Discuss and consider Architectural defects in Living Quarters design; take any related action. Chief Czichos reported that we will have to pay about \$6,000 to correct Architect's plan errors and the GC's change orders. The builder corrected multiple errors with charging extra. Chief advised that more would be spent on legal fees than could potentially be collected from the architect. He added the hot water pump requires a return valve installed. No actions taken.
14. Discuss and consider purchase of furnishings and other items for living quarters, take any related action; Chief Czichos reported the recliners are still delayed. The final piece of gym equipment is out of stock at this time. President Spangenberg reported that so far, we have spent \$42,274 on furnishings, and \$11,060 on the bay remodel (equipment room and painting). No action taken.
15. Discuss and consider a landscape professional to complete landscaping at Central Station; discussion occurred on proposed design. President Spangenberg indicated he has a contact that sells decorative boulders. No action taken.
16. Discuss and consider pursuing ARP funds to purchase apparatus, review current County distributions of ARP funds; take any related action. President Spangenberg reported that Commissioner Lon Shell has picked up the letter we sent Certified Mail. Chief Czichos and President Spangenberg will follow up with him this week. Assistant Chief Robbins reported that Hays EMS received funds for two ambulances, and Buda and Kyle both received \$3 Million for new fire stations. Both new stations are being built in what is considered a low-income area. He questioned whether we would receive any of the funds because our area is not considered low-income. President Spangenberg reported that several other counties received funds to their fire departments. He and Chief Czichos are going to bring these items up to Commissioner Shell. Angel Robinson noted that Commissioner Shell is on the 501-(c)3 Board for the Hays County/San Marcos EMS so ideally, he has some knowledge of how to assist a department to receive funding for a much-needed station. She also noted when the creeks flood again, neither WFR or EMS would be able to access the new Blue Hole school or any neighborhood on that side of town. As a parent or resident, this would be concerning. No action taken at this time.
17. Discuss and consider long range, strategic plan development; take any related action. No items brought to attention. No action taken.
18. Discuss and consider notification of the subdivision of property; take any related action. No subdivisions notifications received. No action taken.
19. Discuss and consider approval of reimbursement; take any related action. No reimbursement requests submitted this time. No action taken.

20. Discuss and consider approval of minutes from August - September 2022. All minutes were prepared and presented. Mr. White made a motion to approve as presented. Mr. Coker seconded the motion. The Motion was unanimously approved.
21. Discuss and consider future agenda items, time, date, and place for next meeting. The next meeting is scheduled for November 29, 2022, at 8:30 a.m. at 111 Green Acres Drive in Wimberley.
22. Adjourn. The meeting was adjourned at 9:34 a.m.

Respectfully,

  
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John White, Vice-President and Assistant Secretary