

Hays County ESD #4—Wimberley Fire Rescue
Meeting Minutes
For the Board of Commissioners Meeting Held on March 30, 2021

1. President Ron Spangenberg called the meeting to order at 8:35 a.m.
2. Commissioners present were Ron Spangenberg, Eddie Gumbert, Joe Pendleton, and John White (Chuck Ware was out of town in California). Fire Chief Czichos and Angel Robinson were present. A quorum was present.
3. Public Comment: No Public sign in.
4. Receive February 1 – 28, 2020 monthly report from Treasurer and consider; a) approval of payment of monthly bills, invoices, and payroll: 2 EFT payments: One each to Pedernales Electric and Time Warner. Four payroll transactions and one payment to U.S. Treasury. Checks: 5200 – 5209 and 5223 - 5239 were written. And b) approval of Statement of Financial Position, Income Statement of Budget Performance and reconciliation summaries of ESD 4's Ozona bank accounts.

Treasurer's Summary Report:

Income for February 2021	\$	558,538.62
Year-to-Date Income	\$	1,532,871.22
Expenses for February 2021	\$	82,178.36
Year-to-Date Expenses	\$	616,255.09
Budget Balance	\$	916,616.13
Current Assets (Incl. CD's)	\$	3,208,119.66
Value of Three CD's	\$	93,703.00
Cash Assets	\$	3,114,416.66
Liabilities	\$	166,143.00

Net Sales and Use Tax Received:	\$	62,593.79
Ad Valorem Collected:	\$	492,818.32

- A motion to approve the Treasurer's report, as presented by President Spangenberg, for payments for the month made via check and EFT, Financial Reports, Assets, Income Statements, Sales and Use Tax and Ad Valorem revenue, and account reconciliation was made by Mr. John White and seconded by Mr. Joe Pendleton. The Motion was unanimously approved.
5. Receive monthly report from Fire Chief regarding emergency operations, response times, call volume, training, management activities and volunteer membership; Chief Czichos reported that one employee was terminated due to policy violations. There were 61 calls and 8 were EMS assists. There are two open firefighter positions and in-station only applications are being accepted. Interviews will begin next week. Response times continue to be monitored incorrectly by dispatch. Chief Czichos will research FEMA support during the flood and possible FEMA funding to pay for the hours worked during the declared Disaster during the storm. No action required.

6. Receive Fire Chief's report on apparatus, equipment, repairs, and item purchases; Chief Czichos reported that after chains were damaged during the February storm, 17 new pairs of chains are needed. Chief recommends purchasing tire chains for the apparatus that are durable for snow events. President Spangenberg stated we have the funds to purchase the required chains in our truck maintenance budget/line item and that Chief is authorized to purchase the needed chains. Chief Czichos also reported that an inverter went out on E-42. The cost to replace it is approximately \$200. Road-base or crushed limestone is needed at the Mayfield station. No action required.
7. Receive monthly report from District's attorney regarding pending litigation matters, contract issues, and legislative efforts and consider taking related action; President Spangenberg stated there was no activity to report from the ESD's attorney. The Board did not enter executive session on this item. No action required.
8. Report on records management system; Captain Robbins reported he anticipates access to go live date in late June or early July. No action taken.
9. Report on New Command vehicle; Chief Czichos reported that the camper shell is in and Stone's Camper Shell will install it later this afternoon and the running boards have been installed. The slide out for the truck bed is expected in two to three weeks. The lights and radio should be installed in April. No action required.
10. Discuss and consider Covid-19, Chief Czichos reported there were no new in-house incidents of Covid-19. No action required.
11. Discuss and consider purchase of additional rescue and suppression equipment; Chief Czichos reported the November order for bunker gear arrived and additional gear is on order. No action at this time.
12. Discuss and consider the pursuit of land/property for future Fire Station(s); President Spangenberg reported ESD 4 does not have any further information since last month's meeting. No action at this time.
13. Discuss and consider making adjustments to the PTO policy in the Employee Handbook; President Spangenberg wanted to bring this item to the Board to begin a more in depth conversation. Captain Robbins stated that staff can accrue over 200 hours of PTO in one year. Per the new Handbook, at the end of each year, 40 hour/week staff lose accrued time over 40 hours and shift firefighters lose accrued time over 72 hours. Since most staff members do not purchase short term or long-term disability insurance, they rely on their accrued PTO if they might get injured, ill or have a family issue. Most of the Hays County ESD agencies payout PTO up to one month salary, at end of employment. Captain proposed future discussion for all staff to carry-over PTO hours annually; and at separation from employment, 40 hour /week employees would be eligible for a 160-hour payout and shift firefighters would be eligible for a 240-hour payout, if accrued PTO time is available. No action at this time.
14. Discuss and consider retirement plans for eligible ESD staff; President Spangenberg reported the need to address Texas District and County Retirement System (TCDRS) for next fiscal year's budget. No action at this time.
15. Discuss and consider pay for volunteers during the recent "Severe Weather Disaster Event"; Chief Czichos stated two full-time employees and three volunteers manned Central Station during the

February 2021 snowstorm. Volunteers spent between 127 and 192 hours at the Station. Chief Czichos said ESD 4's policy is to pay volunteers \$55 for manning a 12-hour night shift. Due to the Disaster event, Chief Czichos proposed paying volunteers \$55 for each 12-hour shift worked, and \$10 for each call. There were 51 calls during this period. The total cost is \$3,785 for the volunteers. A motion to approve special "Severe Weather Disaster Event" pay for volunteers who manned Central Station and responded to calls during the storm was made by Mr. Joe Pendleton and seconded by Mr. Eddie Gumbert. The motion was approved unanimously.

16. Discuss and consider paid for call 2019-2020, for volunteers; President Spangenberg stated the volunteers annually have been paid \$10 per call for responding to calls. December 2019 to December 2020 "Paid for Call" payments to volunteers were funded in this year's budgeted line item (503073). Compensation to the volunteers is approximately \$3,100. A motion to approve paying December 2019 to December 2020 "Paid for Call" volunteer support was made by Mr. John White and seconded by Mr. Joe Pendleton. The motion passed unanimously.

17. Discuss and consider addition at Central Station for living/housing quarters; President Spangenberg stated the need to identify the appropriate construction contract type for drafting to begin. After discussion, the Board identified a "Sealed Bid Proposal" that provides a process to follow a fair, unbiased general contractor selection. President Spangenberg stated that legal counsel recommends using AIA contracts with the required adjustments made by counsel to fulfill the Texas governmental code. Sealed bids will be received, time and date stamped at Central Station. Bids will be opened in the station in the presence of the architect. A motion to use AIA contract forms and follow a competitive sealed bid proposal process was made by Mr. Eddie Gumbert and seconded by Mr. John White. The motion passed unanimously.

Discussion regarding the increased cost of building materials occurred. President Spangenberg stated the increased costs could add another 40% to the price of materials. Chief Czichos presented an additional fee of \$1,750 from the architect for structural engineering for modifications to the exterior of the existing station and soil testing. After discussion, a motion to approve \$1,300 for the structural engineer and \$450 for soil testing was made by Mr. John White and seconded by Mr. Joe Pendleton. Motion approved unanimously.

18. Discuss and consider long range planning; no action at this time.

19. Discuss and consider notification of subdivision of property; notification dated March 23, 2021 on "Rolling Oaks" section 1, lot 6 at 5353 Lone Man Mountain Road, Driftwood, TX. Developer Jon Thompson will be dividing 9.9 acres into 3 lots approximately 3.3 acres each. The notification came from Thompson Professional Consulting. A motion to accept notice of subdivision was made by Mr. Joe Pendleton and seconded by Mr. John White. The motion to accept the notification passed unanimously.

20. Discuss and consider approval of reimbursement requests; no additional reimbursement requests at this time. No action.

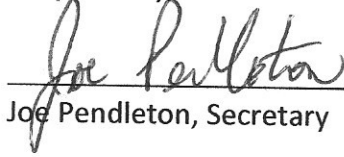
21. Discuss and consider approval of minutes from March 2, 2021. A motion to approve the March 2, 2021 minutes was made by Mr. John White and seconded by Mr. Eddie Gumbert. The Motion was approved unanimously.

22. Discuss future agenda items, time, and date for next meeting; President Spangenberg said the next regular meeting is scheduled for April 27, 2021 at 8:30 a.m., at Central Station, 111 Green

Acres Drive. An additional special meeting to discuss the addition project may be called on or around April 20th, 2021. No action taken.

23. Adjourn; President Spangenberg adjourned the meeting 9:39 a.m.

Respectfully,



Joe Pendleton, Secretary