

Hays County ESD #4 Board of Commissioners February 25, 2025 Meeting Minutes

1. Call meeting to order and verify quorum;

Mr. Joe Pendleton called the meeting to order at 5:01pm. Commissioners present: Mr. Joe Pendleton, Mr. Travis Brown, Mr. Justin Transeau, and Mr. Manuel Grafia. Mr. Joseph Malone was absent when the meeting was called; he arrived at 5:04pm. A quorum was present. Also present: Carroll Czichos, Fire Chief; Christopher Robbins, Assistant Fire Chief; and Sydney Johnson, Executive Assistant.

2. Public comment;

No public sign-in. No public comment.

Mr. Joseph Malone arrived at 5:04pm.

3. Approve and accept statements and oaths of office for reappointed commissioners Transeau, Brown, and Grafia; take any related action;

Commissioners Transeau, Brown, and Grafia were reappointed to the ESD #4 Board by Hays County Precinct 3 Commissioner Lon Shell in December 2024. They executed their Oaths of Office with Judge Andrew Cable in January 2025. A motion to approve and accept the statements and oaths of office for the reappointed commissioners Transeau, Brown, and Grafia was made by Mr. Malone and seconded by Mr. Pendleton. The motion passed unanimously.

4. Discuss and consider action regarding an election of officers;

No election was held. A motion to keep officer positions the same was made by Mr. Brown and seconded by Mr. Transeau. The motion passed unanimously.

5. Approval of minutes from the meetings held on January 15th & 28th, 2025;

A motion to approve the minutes from January 15th & 28th, 2025, was made by Mr. Brown and seconded by Mr. Transeau. Mr. Malone abstained from voting. The motion passed 4-0-1.

6. Receive monthly report from the Treasurer and consider:

a) Approval of payment of monthly invoices including payroll; and

b) Approval of monthly financial reports as prepared by the bookkeeper;

A Motion to approve the Treasurer's Report for January 2025 was made by Mr. Brown and seconded by Mr. Malone. The motion passed unanimously.

7. Receive monthly report from Assistant Chief Robbins regarding emergency operations, personnel and management activities, training, and community outreach;

Asst. Chief Robbins provided a comprehensive review of 2024. ESD #4 responded to a total of 2,442 calls throughout the year, including 29 structure fires, 7 vehicle fires, 106 outside fires, 1,709 medical calls, 103 public assists, 215 motor vehicle collisions, and 96 fire alarms. Overall, 30% of the calls were fire-related, while 70% were medical. In addition to responding to calls, our staff completed 4,264 hours of training, earned 48 new qualifications, and participated in 16 community events. Robbins reported 380 calls YTD (January & February). The average response time was 7.5 minutes. One full-time employee resigned in February. We are beginning preparations for the FY 2025-2026 Budget in March. Robbins is following the Texas legislative session and will provide updates as needed. We will be participating in the 4th Annual Wimberley Emergency Preparedness Fair on March 29, 2025.

8. Receive report from Chief Czichos regarding stations, apparatus, and equipment;

Chief Czichos reported Engine 41 was dropped off at Metro Fire; they estimate it will take 3 to 4 weeks to repair. The Rolling Oaks station roof leak has been repaired, but the roof will need to be fully replaced soon. Mr. Brown would like to research the cost of a roof replacement for budget preparations.

9. Discuss and consider action on monthly report from District's Attorney regarding pending litigation matters, contract issues, tax and budgeting issues, and legislative efforts;

No report from District's Attorney. No action taken.

10. Discuss and consider action on responses to Request for Qualifications No. 12202024-01 Project Management Services for: Design and Construction for Hays County ESD #4 Fire Station No. 42;

The Owner's Representative Agreement between Rosborough Project Management, LLC (RPM) and Hays County ESD #4 has been revised by legal and sent to RPM for review. A motion to accept the Agreement and authorize the Board President to Execute the Agreement, pending approval from RPM and final review by ESD #4's legal counsel, was made by Mr. Brown and seconded by Mr. Malone. The motion passed unanimously.

11. Discuss and consider action on Request for Qualifications for Architectural / Engineering Services for Planning & Design of Fire Station 2;

No action to be taken at this time.

12. Discuss and consider action regarding well drilling services for the District's property in Burnet Ranches;

Wiley Water Well Service LLC was engaged to deepen the existing water well to 450ft. in September. They attempted to perform the work in early February but were unable to do so due to the casing size originally used. Chief Czichos has received estimates to drill a new water well and to plug the existing well. Wiley estimates \$16,343 to drill to 450ft. and Glass Well Service estimates \$19,170 to drill to 500ft. A permit from Hays Trinity Groundwater Conservation District will be required. Chief Czichos will reach out to see if the \$1,000 permit fee can be waived. A motion to approve the estimate from Wiley Water Well Service LLC dated 2/21/2025 in the amount of \$16,343 with the understanding the amount may be reduced by \$1,000 if the permit fee is waived was made by Mr. Malone and seconded by Mr. Brown. The motion passed unanimously.

13. Discuss and consider action regarding furniture replacement;

Chief Czichos reported 3 of the 6 recliners in the living quarters have failed. He has contacted the company regarding a warranty repair or exchange and will provide an update at the next meeting.

14. Discuss time, place, date, and agenda items for the next meeting;

The next regular meeting will be held March 25, 2025, at 5:00pm. All meetings are held at 111 Green Acres Drive in Wimberley, Texas.

15. Adjourn;

Mr. Pendleton adjourned the meeting at 5:55pm.

Submitted by,



Manuel Grafia, Secretary

Hays County ESD #4 Board of Commissioners