

Hays County ESD #4—Wimberley Fire Rescue
Meeting Minutes
For the Board of Commissioners Meeting Held on November 26, 2019

1. President Ron Spangenberg called the meeting to order at 8:26 a.m.
2. Commissioners present were Ron Spangenberg, Chuck Ware, Ken Downing, and Eddie Gumbert. Carroll Czichos, Fire Chief, Mr. Johnny White, ESD Bookkeeper, Angel Robinson, Executive Assistant were present.
3. Public Comment: No Public sign in.
4. Receive October 1 – 31, 2019 monthly report from Treasurer (first month reporting for fiscal year 2019 – 2020) and consider; a) approval of payment of monthly bills and invoices: Six EFT payments: three EFT's to Pedernales Electric Coop, and one each to Time Warner Business, WEX Bank and Humana. Two payroll transactions and four liability checks to US Treasury and Payroll fees/liabilities, and one petty cash reimbursement. Checks: 4728-4745 and 4771 were written. And, b) approval of Statement of Financial Position, Income Statement and Statement of Activities Budget Performance. Income Statement Revenue for the current month is \$35,120.68 and \$35,120.68 for the year. Expenses for the month are \$75,969.14 and \$75,969.14 for year to date. The budget balance for this FY is (\$40,848.46). Assets: Current assets are \$1,207,033.35 including the three CD's valued at \$92,776.22. Cash assets available are \$1,114,257.13. Total liabilities are \$109,292.09. President Spangenberg clarified that Mr. Ware receives an electronic copy of checks written for review, and copies of the full financial reports are available for Commissioners' review at every meeting. He reported the transfer of WVFD funds: ESD 4 received \$175,000 from Edward Jones (Kay Mayfield donation); \$28,000 from WVFD Ozona Money Market account and \$12,000 from WVFD Ozona checking account. The Kay Mayfield funds will be invested in CD's. WVFD's Money Market funds are set aside for volunteers per the Purchase and Sale Agreement between HCESD 4. Also received was and \$32, 000 from the Comptroller. A motion to approve the Treasurer's report of payments for the month made via check and EFT, Financial Reports, and Assets and Income Statements was made by Mr. Eddie Gumbert and seconded by Mr. Ken Downing. Unanimously approved. President Spangenberg presented an amended third quarter Investment report for account 305484. The record will show Beginning Value (\$51,424.76) and Interest Earned (\$129.73) on CD 305484. Mr. Chuck Ware entered a Motion to accept the Amended CD values for account 305484. The Motion was seconded by Mr. Ken Downing. The Motion passed unanimously.
5. Receive monthly report from Fire Chief regarding emergency operations, response time, call volume, training, management activities and volunteer membership; Chief Czichos reported there were 31 calls with three grass fires, nine vehicle collisions. There have been approximately 425 calls for the calendar year with an expectation of 475 by year end. The first 48/96 shift Lieutenant/firefighter was hired. Testing was performed on four volunteers. All passed. Three are scheduled for hire in the cadet positions – to be partnered with a seasoned firefighter driver. Chief reiterated the shortage of manpower leaves some shifts with only one firefighter –that being is our Assistant Chief covering others' vacation days. Chief Czichos reported he met with Kinder Morgan representatives. March is their target to begin laying pipe in Wimberley (at 800' – 1,000' / day for a total of 22 -28 miles). Chief reported a development of 42 rental units at Pump Station Road and Shadow Valley. No action required.

6. Receive Fire Chief's report on apparatus, equipment, repairs, and item purchases; Chief Czichos reported repairs on R-47 and E-41's brake valves. CAF-40 was also repaired. A Toughbook laptop for the Squad and Gas Detectors were purchased, after prior Board approval. The When-to-Work personnel scheduling program is now in place and being utilized. 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 he continues to send Board agendas and other documents for the attorney's review. Additionally, year-end budget reporting documents are being sent to the Alton Thiele, CPA group. No action required.
8. Receive report on possible acquisition of property at Winters Mill Parkway; Chief Czichos stated no new information on Winters Mill property acquisition. No action required.
9. Discuss and consider sending administrative staff members to FLSA training; President Spangenberg stated only two will be attending the FLSA training seminar. Payment for the third attendee was refunded to ESD 4. No action necessary.
10. Discuss and consider repositioning and possible future sale/disposal of Tender 95; Chief Czichos brought before the Board options to relocate apparatus in the outlying stations and dispose of or sell Tender 95. T-95 is stored at the Rolling Oaks station. It is aged and in need of major repair – and very few can drive it. Discussion will continue at future meetings. No action at this time.
11. Discuss and consider applying for a Safer Grant; President Spangenberg stated the Safer Grant will cover 75% of a new hire's salary for two years; 25% in the third year; with the department responsible for 100% of the salary for the future. Chief Czichos said the Safer Grant is an option for future hires. Treasurer Ware said if the Safer Grant is considered, he'd recommend an analysis of future tax increase scenarios to ensure the increases anticipate ESD 4's ability to cover the 75% in year three and 100% in the following years. No action for the Board at this time.
12. Discuss and consider BLS, First Responder Organization in cooperation with Wimberley EMS and Dr. Moore, additional equipment and insurance may be required. Chief Czichos shared Lynn Burttschell has the protocol and procedure information for the State's TEDM program and is willing to share with WFR. Considering the delay working with Wimberley EMS, using TEDM's protocols may be an effective alternative to start WFR's BLS program. Other options will be explored. No action at this time.
13. Discuss and consider the water storage at Pump Station; President Spangenberg spoke with Mr. Perry and work will begin next week. Chief Czichos shared the County is drilling a well on 3237 and building a water storage tank to be used for fire protection. Treasurer Ware said a contract will be needed with the County for WFR's use of the new tank and water. No action required.

President Spangenberg called for a five-minute break at 9:30 a.m. All attendees present prior to the break were present at 9:36 a.m. when the meeting resumed.

Mr. Eddie Gumbert excused himself from the meeting at 9:38 a.m.

14. Discuss and consider prep and painting of bunk room lockers; President Spangenberg stated the bids for painting the lockers are over budgeted limits. Other options are being considered. A Motion to appropriate \$350 to paint the cabinets was made by Mr. Chuck Ware and Seconded by Mr. Ken Downing. Motion passed unanimously.
15. Discuss and consider Sales Agreement for 501(c)3's (WVFD) assets to ESD #4, President Spangenberg said the IRS 990 filing is needed as well as a financial review of the WVFD's last year. No action required.

16. Discuss and consider investing financial assets obtained from sales Agreement with 501(c)3's (WVFD) assets and any associated documentation (filings); President Spangenberg said the funds received from Edward Jones (\$175,000) are currently secured funds in the Ozona Bank account. Mr. Chuck Ware and Mr. Joe Pendleton are reviewing investment options (CDs) for these funds. Mr. Ware stated they are considering the length of time for the CD options to ensure funds are available when needed for equipment, staff and land/station. No action at this time.
17. Discuss and consider purchase of additional rescue and suppression equipment; Chief Czichos stated following the ISO recommendation to have a hydraulic tool on three of the fire trucks/apparatus, he has identified a battery-operated spreader/cutter costing \$7,699.71. A Motion to approve purchasing a spreader/cutter at a cost of \$8,000 was made by Mr. Chuck Ware and seconded by Mr. Ken Downing. Motion was approved unanimously.
18. Discuss and consider adopting a Resolution Regarding Disposal of Salvage Property; President Spangenberg said a 40' ladder at the training field is not being used. A Motion to adopt the Resolution of Hays County ESD No.4 Authorizing Sale or Disposal of Salvage Property Exhibit "A" (a 40' aluminum ladder), was made by Mr. Chuck Ware and seconded by Mr. Ken Downing. The Motion passed unanimously.
19. Discuss and consider approval of reimbursement requests; President Spangenberg said WVFD had a policy to reimburse firefighters up to \$175 for new wildland boots. Mr. Spangenberg would like to continue the policy and presented a request for reimbursement from Lt. Robbins. A Motion to reimburse Lt. Robbins \$175 toward his purchase of \$325 pair of boots was made by Mr. Ken Downing and seconded by Mr. Chuck Ware. The Motion passed unanimously.
20. Report on notification of subdivision of property; No report. No action necessary.
21. Discuss and consider approval of minutes from October 29, 2019; Mr. Chuck Ware made a motion to accept the minutes of October 29, 2019 into the record. Motion was seconded by Mr. Ken Downing. Unanimous approval.
22. Discuss future agenda items, time and date for next meeting; Next meeting is December 31, 2019 at 8:30 a.m.
23. Adjourn; President Spangenberg adjourned the meeting 10:07.

Respectfully,

Ken Downing, Secretary