

Hays County ESD #4—Wimberley Fire Rescue  
Meeting Minutes

Original

For the Board of Commissioners Meeting Held on May 25, 2021

1. President Ron Spangenberg called the meeting to order at 8:31 a.m.
2. Commissioners present were Ron Spangenberg, Joe Pendleton, John White, and Chuck Ware. Fire Chief Czichos, special guests; auditor Stacy Britton and our accountant Kenny Polk and Angel Robinson were present. A quorum was present.
3. Public Comment: No Public sign in.
4. Receive April 1 – 30, 2021 monthly report from the Treasurer and consider; a) approval of payment of monthly bills, invoices, and payroll: EFT payments: Three to Pedernales Electric and one to Time Warner, one to Visa, one to CPA Montemayor. Six payroll transactions and one payment to U.S. Treasury. Checks: 5271 – 5320 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 April 2021	\$	84,713.96
Year-to-Date Income	\$	1,873,761.89
Expenses for April 2021	\$	131,680.96
Year-to-Date Expenses	\$	840,030.76
Budget Balance	\$	1,033,731.13
Current Assets (Incl. CD's)	\$	3,270,781.25
Value of Three CD's	\$	93,741.00
Cash Assets	\$	3,177,040.25
Liabilities	\$	115,741.79
Net Sales and Use Tax Received:	\$	36,041.90
Ad Valorem Collected:	\$	46,615.60

A motion to approve the Treasurer's report 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 career and volunteer personnel; Chief Czichos reported there were 40 calls including 15 EMS assist calls, Chief anticipates that there will be more EMS assist calls in the near future. Chief stated he is considering revising part-time staffing by having one 12-hr part time position daily in place of two part-time 8-hour positions daily as budgeted. This will save part-time salary funds, and our part-time employees prefer a 12-hour shift instead of the 8-hour shift. President Spangenberg commented that Captain Robbins has done extensive research on this staffing matter. He was unable to attend today's meeting as he is attending an Officer 3 Class. President Spangenberg asked Chief if Wimberley

EMS has engaged a new Medical Director. Chief stated as of this date WEMS has not engaged a new Medical Director. Currently, Dr. Morris is still engaged as WEMS' Medical Director. Additionally, Chief stated Hays County wants to implement West Net, a new automated alerting system at a cost of \$25,000. Chief reported that this is not practical for WFR at this time. No action taken.

6. Receive Fire Chief's report on apparatus, equipment, repairs, and item purchases; Chief Czichos reported that Rescue 47 had a couple of sensors go out and we have been billed for those replacements yet. The primer pump has gone out on Engine 42. Chief ordered a replacement for it at a cost of \$1,100.00. President Spangenberg stated the maintenance expense for Rescue 47 this year totals \$6,374.70. R-47 is a 21-year-old apparatus and is a consideration for future replacement. No action taken.
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 SAFE-D is holding a bi-weekly Congressional Legislative Report and there are several bills out that would really affect us. House Bill 553 would require ESD's to have Commissioners Court approve ESD budgets and tax rates prior to the District's adoption of the fiscal year budget and tax rate. With the narrow timeframe this would have created issues with the adoption of our tax rate, along with the changes created by Senate Bill 2. SAFE-D helped kill House Bill 553. No pending litigation and no action taken.
8. Report on Records Management System; Chief and Angel stated that we go live on July 1st. Administrative and staff training will occur to become acclimated to the system. No action taken.
9. Report on New Command vehicle; Chief Czichos reported that the command vehicle is currently having wiring installed. When completed it will have 8 lights on each side, 6 lights on the rear, 4 lights on the front plus the top light bar. The lighting can be adjusted by a control panel located on the front console. A multi-functional antenna is on order from LCRA which is for GPS, UHF, 900 and WiFi. Once installed the vehicle should be in service by the end of the month. Mr. Ware suggests the new command vehicle would be of interest to the community. Possibly the Wimberley View would want to run an article on the state-of-the-art features. No action taken.
10. Discuss and consider accepting Annual Audit Report 2019-2020 as presented by Montemayor Britton Bender PC; Stacy Britton, CPA presented the Auditor's Report and Financial Statements. The Auditor's Report concluded that all financial information was presented fairly. A motion to approve and accept the Annual Audit Report for 2019-2020 presented by Ms. Britton was made by Mr. Ware. The motion was seconded by Mr. Pendleton. The motion passed unanimously.
11. Discuss and consider Covid-19; President Spangenberg stated the Governor has removed the mask mandate for all governmental buildings and enacted a \$1,000 fine on governmental entities requiring the public to wear masks in their facilities. No action required.
12. Discuss and consider purchase of additional rescue and suppression equipment; Chief Czichos has nothing to report currently. No action at this time.
13. Discuss and consider the pursuit of land/property for future Fire Station(s); President Spangenberg stated he talked to the property owner regarding leasing vs. donating the

property. We have been advised by legal counsel that ESD's should not invest government funds on leased property. Paperwork is pending. No action at this time.

14. Discuss and consider discontinuing EMT certification pay recommended by Captain Robbins; EMT certification is a requirement for the District's firefighter's. Pay for that certification should no longer be considered as certification pay. Mr. Ware suggests adding the \$900 EMT certification pay to the firefighters' annual salary. President Spangenberg questioned Mr. Ware if we should increase our baseline salary which is currently \$45,619. Discussion occurred on discontinuing EMT certification pay and applying the \$900 to the baseline salary. A Motion to discontinue certification pay for EMT in the amount of \$900 and to apply those funds to the baseline salary was made by Mr. Ware. Mr. Pendleton seconded the motion. Motion passed unanimously.
15. Discuss and consider retirement plans for eligible ESD staff; President Spangenberg reported that currently we do the 3% match with Raymond James as our retirement plan. In considering an alternative to the current retirement plan, Texas County District Retirement System (TCDRS) is a plan that can follow a firefighter from one employer to another, making our organization more attractive for employment. Additional research is required to see if it is cost prohibitive. No action at this time.
16. Discuss and consider making revisions to PTO/Sick Leave in the policy handbook; President Spangenberg stated that at a previous Board meeting changes to the Employment Handbook were approved eliminating Sick and Vacation Leave and adding Paid Time Off leave. The Employee Handbook still contains "Addendum A" which is no longer recognized as it references employees hired after 10/1/2020. The Board discussed rolling over the combined Sick and Vacation leave to the new category of Paid Time Off (PTO) approved at the January 26, 2021 Board Meeting. The Board also discussed combining Section 302 and 305 of the Employee Handbook. Mr. Pendleton made a motion to 1) Combine Section 302 and 305 in the Employee Handbook and 2) remove Addendum A and 3) all employees accrued Sick and Vacation Leave will be rolled over to PTO hours as of June 1, 2021. Motion was seconded by Mr. Ware. Motion passed unanimously.
17. Discuss and consider addition at Central Station for living/housing quarters; Chief Czichos stated he forwarded the blueprints to Mr. Pendleton and Mr. Ware. The architect continues to work on the connection of the two buildings. No action at this time.
18. Discuss and consider long range planning; Mr. Ware asked what the status is of training field. Chief Czichos said a new metal tower is needed to replace the existing unusable wooden tower. President Spangenberg stated that we have \$4,000 budgeted for training field maintenance and repair. No action at this time.
19. Discuss and consider notification of subdivision of property; no notification of subdivision of property. No action at this time.
20. Discuss and consider approval of reimbursement requests; no additional reimbursement requests at this time. No action at this time.
21. Discuss and consider approval of minutes from April 27, 2021. A motion to approve the April 27, 2021 minutes was made by Mr. White and seconded by Mr. Ware. The Motion was approved unanimously.

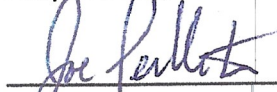
22. Discuss future agenda items, time, and date for next meeting; President Spangenberg said the next regular meeting is scheduled for June 26, 2021 at 8:30 a.m., at Central Station, 111 Green Acres Drive. An additional special meeting to discuss Central Station's addition project final blueprints may be called on or around June 1, 2021. No action taken.

*A motion to break was made by Mr. Ware and seconded by Mr. White. Break began at 10:21 a.m. and reconvened 10:30 a.m. All Board members were in attendance.*

23. Discuss and consider next year's budget; President Spangenberg presented the estimated sales tax collection for next year and suggested increasing the budget to reflect the income more accurately. The Board reviewed line-item expenses and proposed FY 2021-2022 line item revisions. Mr. Ware discussed the potential need to increase the tax cap and presenting it to the public for a vote. August 16, 2021, is the deadline to file for a November election. Mr. Ware and Chief Czichos support going out for election to increase the tax cap which would be needed to support our long-range plans. Mr. Ware, Chief Czichos, Ms. Robinson and Klaus Becker are willing to work on promoting and getting the word out to the community regarding the need for additional funds to provide the community with the service that is wanted and expected. No action taken.

24. Adjourn; A motion to adjourn was made by Mr. Ware and seconded by Mr. White. President Spangenberg adjourned the meeting 11:04 a.m.

Respectfully,



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Joe Pendleton, Secretary