

Hays County ESD #4—Wimberley Fire Rescue
Meeting Minutes

Original

Board of Commissioners Meeting Held on February 7, 2023
In lieu of the January 31, 2023 meeting (canceled due to inclement weather)

1. President Ron Spangenberg called the meeting to order at 8:30 a.m.
2. Commissioners present were President Ron Spangenberg, Mr. Joe Pendleton, Mr. Chuck Ware, and Mr. Larry Coker. Also present, Fire Chief Carroll Czichos, Assistant Fire Chief Christopher Robbins, Administrative Assistants Sydney Johnson, and Deena Gardow. Vice-President John White and Executive Assistant Angel Robinson were not present. A quorum was present.
3. Public comment: No Public sign in. No Public comments. One member of the public in attendance along with one Volunteer Wimberley Fire Rescue Fire Fighter, Gene Green.
4. Public comment on agenda items; No Public comments.
5. Recognize reappointment of Larry Coker, Ron Spangenberg, and John White to two-year terms ending 12-31-2024, Hold election of District officers. President Spangenberg stated that since John White was not present, the election of officers will take place at the next meeting. No action taken.
6. Receive final December 1 - 31, 2022, monthly report from the Treasurer and consider; a) approval of payment of monthly bills, invoices, and payroll: EFT/ACH payments: 3 to Pedernales Electric Co-op, 1 to TCDRS, 3 to US Treasury, and 4 for December 2022 payroll. Checks 5942 -- 5982 were written, checks 5945, 5973, 5974, 5975, and 5976 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 December 2022:

Income for December 2022	243,068.22
Year-to-Date Income	395,643.38
Expenses for December 2022	161,138.26
Year-to-Date Expenses	519,299.01
Budget Balance	(123,655.63)
Current Cash Assets	3,099,373.07
A/R 60 Day Sales & Use Process	111,056.00
Liabilities	767,594.72

Gross Special Purpose District S & U	\$	62,931.29
Net Sales and Use Tax Received:	\$	61,848.46
Ad Valorem Collected:	\$	174,247.51

A motion to approve the Treasurer's report for December 2022, in Draft version (with Final reports submitted at a later date), including the financial reports, and revenue, was made by Mr. Joe Pendleton, and seconded by Mr. Larry Coker. The Motion was unanimously approved.

7. 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 that during the ice event of Jan 31 and Feb 1, there were 31 calls the first day and 21 the second. There were three structure fires in January; one large chicken coop fire, one mutual aid with North Hays – a 31-acre grass fire, and one vehicle fire. WFR received an average

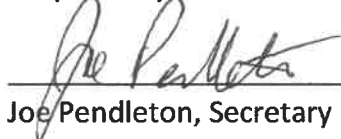
of 139 calls in the last 38 days. Box 40 has the highest call volume followed by 41 and 43. Response times were higher this month due to the weather conditions. Fire Chief Czichos reported the Director of the Office of Emergency Services called requesting information to include in his report to the State for a potential Disaster Declaration. Assistant Chief Robbins reported WFR is not eligible for the grant bill that he reported on last month, since staff do not ride an ambulance. Robbins also stated larger medical supply bags are need for apparatus. Currently, equipment can be damaged due to bag size limitations. The airway bags cost \$264/each and medical bags \$240/each; and three of each bag are needed. Five staff members are attending training this month, with three attending Fire Instructor 1 classes in Kyle and two attending Fire Instructor 2 classes in New Braunfels. No action taken at this time.

8. Receive Fire Chief's report on apparatus, equipment, repairs, and item purchases. Fire Chief Czichos reported no major issues with apparatus. The light fixtures in WFR's Meeting Room need replacing due to random malfunction. Options include: 1) \$71 light fixture with a dimmer option at and 2) \$59 light fixture without a dimmer. Twelve lights are needed. Installation cost is approximately \$60 per light. Chief Czichos will replace the light fixtures using existing Property Maintenance funds. No action taken.
9. 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 discussion or action taken at this time.
10. Discuss and consider attending February 2-4, 2023, SAFE-D conference, take any related action; President Spangenberg reported the Texas Municipal League is working with municipalities to tap into a portion of the sales tax funds currently allocated to ESDs. A legislative bill has been filed to consider all ESDs with a population greater than 200,000, be required to hold elections for open commissioner seats. As of the 2020 census, Hays County has 234,000 residents -- falling into that category. The SAFE-D organization leaders requested members attend "3rd Tuesdays at the Texas Capitol" to meet and speak to lawmakers and discuss the concerns and impacts of such bills. Chief Czichos stated he met with the Metro Fire Apparatus representatives regarding WFR's Rescue Pumper on order. They reported MFA continues to be behind schedule, but they are working on resolving some issues. MFA will soon have a San Marcos center for local servicing. No action taken.
11. Discuss and consider ESO EHR Medical Reporting Software, take any related action. Assistant Chief Robbins presented a quote from ESO Solutions for EHR Medical Reporting Software that will integrate with WFR's existing ESO Fire Reporting software. Currently, staff complete carbon copy forms for all medical call reports. The Medical Reporting software provides direct access to the Master File and allows the Medical Director and EMS access. The software includes diagnostic information to help determine best care for patients on scene. The initial cost for 200 incidents is approximately \$1,900, and annual renewal at \$1,300. After discussion it was decided that this falls within the Software budget for the year and Assistant Chief Robbins will move forward with the purchase. No action taken.
12. Discuss and consider Central Station addition, change orders, final payment, construction update, material delays and increase amount of the GC contract to reflect approved change orders, and review Additional Service Fees beyond the Architect's contract to reflect work performed beyond contract; take any related action. President Spangenberg reported a Final Payment of \$107,000.00 was requested. The General Contractor is due to provide maintenance manuals, as-

builts, waivers, etc. President Spangenberg suggested a \$15,000 retainage from the final payment until these items are received. Mr. Ware made a motion to pay them the amount due, less \$15,000. Mr. Pendleton seconded the motion. The Motion was unanimously approved.

13. Discuss and consider long range, strategic plan development for apparatus, property acquisition, fire station construction, personnel and associated pro forma financial statements; take any related action. No action taken at this time.
14. Discuss and consider attendance to Station Project Design and Process Conference, take any related action. Chief Czichos stated his interest in attending this conference. Scheduled May 22-25 in St. Louis, it will cover Station Building and Design. Cost is \$1,311 per person. Mr. Joe Pendleton would also attend the conference. After discussion, it was determined that this falls within our budget for training and ESD Commissioner training. Chief Czichos will move forward with travel arrangements for himself and Mr. Pendleton. No motion presented.
15. Discuss and consider memorial for Fallen Fire Fighter, Vol. WFR Capt. Travis Maher; take any related action. President Spangenberg presented to the Board an example of a memorial cabinet to display Capt. Maher's gear in an honorable tradition. Cost is about \$1,500. In 2019, at the dissolution of the WVFD, \$29,000 was earmarked for Volunteer use only. Gene Green, representing the remaining Volunteers of WFR, stated that all of the Volunteers are in agreement to use a portion of these funds to purchase the memorial cabinet, and would like to recommend the Board do so. Mr. Joe Pendleton made a motion to use Volunteer funds to purchase the memorial cabinet and cover any other costs associated with the memorial. Mr. Larry Coker seconded. The Motion was unanimously approved.
16. Discuss and consider notification of the subdivision of property; take any related action. One notice to subdivide received from Thompson Professional Consulting - 1120 Skyline Dr.; 1 - lot 7 replat. 5.98-acre lot into two 2.99-acre lots. This is recognized by the Board. No action taken.
17. Discuss and consider approval of reimbursement requests; take any related action. No reimbursement requests submitted this time. No action taken.
18. Discuss and consider approval of minutes from December 22, 2022. All minutes were prepared and presented. Mr. Larry Coker made a motion to approve as presented. Mr. Chuck Ware seconded the motion. The Motion was unanimously approved.
19. President Spangenberg adjourned the meeting at 9:30am to enter into Executive Session to discuss real estate acquisition pursuant to Section 551.072 of the Texas Government Code. Action, if any will be taken in open session.
 - 19A. President Spangenberg reconvened the meeting at 9:59am. All commissioners present during the morning, were present after Executive Session. No action taken at this time.
20. Discuss and consider future agenda items, time, date, and place for next meeting. The next meeting is scheduled for February 28, 2023, at 8:30am at 111 Green Acres Drive in Wimberley, TX.
21. Adjourn. The meeting was adjourned at 10:00am

Respectfully



Joe Pendleton, Secretary