

Hays County ESD #4—Wimberley Fire Rescue  
Meeting Minutes

For the Board of Commissioners Meeting Held on April 27, 2021

1. President Ron Spangenberg called the meeting to order at 8:35 a.m.
2. Commissioners present were Ron Spangenberg, Joe Pendleton, John White, and Chuck Ware. Fire Chief Czichos, Captain Robbins and Angel Robinson were present. A quorum was present.
3. Public Comment: No Public sign in.

President Spangenberg stated he wanted to thank former Vice-President Eddie Gumbert for 49 years of volunteer service, first as a Wimberley Volunteer Fire Department firefighter, and then as a member of ESD 4's Board of Commissioners. Eddie was one of the WVFD volunteers who started the 24/7 volunteer Rescue program here in Wimberley. He contributed time and effort to ensure Wimberley had an emergency response organization the community could count on. During Eddie's involvement with the fire department, we grew in staff, apparatus, built a station and became TCFP certified staffed by full-time certified firefighters. The growth and success of HCESD #4/Wimberley Fire Rescue is a direct result of Eddie's efforts and dedication. President Spangenberg stated he wanted to recognize the contributions Eddie Gumbert made in helping Wimberley Fire Rescue meet numerous goals and initiatives over the last 49 years.

4. Receive March 1 – 31, 2021 monthly report from the Treasurer and consider; a) approval of payment of monthly bills, invoices, and payroll: 11 EFT payments: Four to Pedernales Electric and one to Time Warner. Four payroll transactions, one American Funds and one payment to U.S. Treasury. Checks: 5240 – 5270 were written and 5269 was void. 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 March 2021	\$	256,176.71
Year-to-Date Income	\$	1,789,047.93
Expenses for March 2021	\$	92,094.71
Year-to-Date Expenses	\$	708,349.80
Budget Balance	\$	1,080,698.13
Current Assets (Incl. CD's)	\$	3,316,473.40
Value of Three CD's	\$	93,720.65
Cash Assets	\$	3,222,752.75
Liabilities	\$	110,021.17

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Net Sales and Use Tax Received:	\$	43,649.72
Ad Valorem Collected:	\$	210,452.34



**Second Quarter FY-2020 - 2021 – (December 25, 2020 – March 25, 2021)**

Acct. No.	Date Acquired	Maturity Date	Value at Beginning of Qtr	Value at End of Qtr	Interest Earned
305484	07/25/2011	07/25/2021	\$52,039.97	\$52,072.05	\$32.08
305485	07/25/2017	07/25/2021	\$31,383.71	\$31,403.06	\$19.35
306297	09/06/2017	09/06/2021	\$10,239.24	\$10,247.72	\$ 8.48

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, account reconciliation and Second Quarterly Investment Report 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 there were 63 calls including 10 EMS assist calls including lift assists, 9 motor vehicle accidents. Chief anticipates 800 calls this year an increase of 300 calls. Dispatch is reporting response times at +/- 32 hours as they continue to have incorrect system monitoring. Chief Czichos and Captain Robbins stated missing reports continue to occur. Chief reiterated to staff that the reports are legal documents and according to our SOPs they need to be done within 24 hours. Applications from in-house part-time and volunteer staff were accepted for two firefighter positions. Interviews were held and Kendall Kidd and Mitchell Strunk were selected for hire. The remaining two applicants on the list will be qualified candidates for future hires. Two additional firefighters could be hired if the SAFER grant application is approved.
6. Receive Fire Chief’s report on apparatus, equipment, repairs, and item purchases; Chief Czichos reported the LDH hose was received. During a training session a extrication tool’s jaw snapped and has been replaced. Chief Czichos also reported the new inverter on E-42 is now installed. President Spangenberg stated that at the last meeting, new snow chains are needed, however new scene lights became a priority after the Hummingbird Lane fire. Four scene lights were purchased at a cost of \$775 each. Chief Czichos stated he will purchase chains in a few months. Chuck Ware inquired about a generator during the snowstorm and Chief stated there is a generator in Central Station, however we are on an emergency grid so no power was lost during the cold weather event. The generator is 25 years old so a new generator may be needed in the future.
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 is no pending litigation however he has been in contact with the ESD’s attorney regarding the Station Addition’s AIA contract, the legalities of the posting and the requirements.
8. Report on Records Management System; Captain Robbins reported access to go live will be available on July 1st. Administrative and staff training will occur to become acclimated to the system.
9. Report on New Command vehicle; Chief Czichos reported that the center console and bed slide are installed, and the command console is being installed. The lights have been ordered and are expected to be delivered in 6 to 8 weeks.



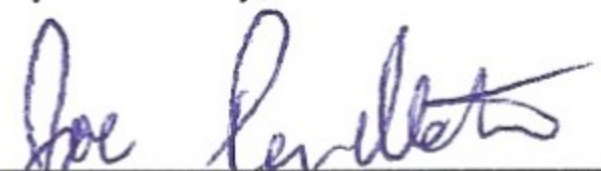
10. Discuss and consider Covid-19; President Spangenberg stated we applied for FEMA renumeration for overtime pay during COVID-19. Another possible grant is the American Rescue Plan Act's Coronavirus State Recovery Fund. Texas has been allocated 15.8 billion dollars for the State, 18 cities and counties including Dallas, Houston, San Antonio, Austin, and certain counties in between. The counties, including Hays, County, that are not part of the 18 have been allocated 1.85 billion dollars. The other grant is called the Coronavirus State Recovery Fund and there are 5.7 billion dollars available. Chief Czichos has spoken to Commissioner Lon Shell regarding both grants for the fire station. Funding would help to become compliant for new COVID-19 rules and regulations. Commissioner Shell said he will contact the grant people and we will go from there. President Spangenberg stated all the overtime paid to staff is eligible for recovery through the proclamation issued by the Governor. Chief Czichos reported we applied for an AFD and Safer grants. No action required.
11. Discuss and consider purchase of additional rescue and suppression equipment; Chief Czichos has nothing to report currently. No action at this time.
12. Discuss and consider the pursuit of land/property for future Fire Station(s); President Spangenberg reported the ESD 4 attorney has reached out to the family's lawyer to begin the process of the property donation. No action at this time.
13. Discuss and consider making adjustments to the PTO policy in the Employee Handbook; President Spangenberg present revised sections of the PTO policy in the Handbook. See attached revision for the detailed changes that were made. A motion to approve the revisions to the Employee Handbook was made by Mr. Ware. The motion was seconded by Mr. White. The motion passed unanimously.
14. Discuss and consider retirement plans for eligible ESD staff; President Spangenberg reported the need to address Texas County District Retirement System (TCDRS) for next fiscal year's budget. It would give staff members a stable platform to become eligible for retirement after 20 years. Angel stated she will obtain a quote from TCDRS in order to determine if the company is a realistic option. Captain Robbins suggested once we obtain a quote we might want to have a representative come to the station to provide further in depth information. No action at this time.
15. Discuss and consider election of Assistant Treasurer, and updating the signature card at the district's financial institute; President Spangenberg stated Mr. Pendleton had served as the previous Assistant Treasurer and he can have dual seats as Secretary. Mr. Ware made a motion to elect Mr. Joe Pendleton as Assistant Treasurer, update Ozona Bank signature cards to include President Spangenberg, Vice President White, Treasurer Ware, Secretary and Assistant Treasurer Pendleton, and remove Mr. Eddie Gumbert, Mr. White seconded the motion. The motion was approved unanimously.
16. Discuss and consider addition at Central Station for living/housing quarters; Chief Czichos has provided the plans to the Fire Marshall. The plans currently include the living quarters and outside of the new structure. Not included is the painting of the building and the screen as those will be separate projects. There will be an addendum to the plans. The gutters will need to be replaced as well. The architect estimates a cost of \$250 a square foot. The addition is approximately 2600 square feet. President Spangenberg states they have discussed financing



part of the project. They reached out to Frost Bank, Extraco Bank and Capital Government. All three institutes are familiar with Governmental Loans. Mr. Lerner from Capital Government provided preliminary information. One scenario is to finance \$300,000 at 2.349% with a payout of \$54,190 annual payment over six years for \$25,141 in financing costs. A second scenario is to finance \$450,000 at 2.389% with a \$51,121 annual payment over 10 years for \$61,219 in financing costs. The District has \$144,000 built into the current budget for building and land acquisition. No action at this time.

17. Discuss and consider long range planning; Mr. Ware suggested taking the Pump Station from short-term planning to long-term planning. Chief Czichos stated that to increase revenue for future stations, the deadline to apply to have a measure on the ballot for a vote to increase the cap on our tax rate is August 16<sup>th</sup> for the November 1<sup>st</sup> election. Chief Czichos stated our current cap is .05 with a maximum cap at .10. We have a good track record of being frugal and conservatively increasing the tax cap incrementally over the years. No action at this time.
18. Discuss and consider notification of subdivision of property; no notification of subdivision of property. No action at this time.
19. Discuss and consider approval of reimbursement requests; no additional reimbursement requests at this time. No action at this time.
20. Discuss and consider approval of minutes from March 30, 2021. A motion to approve the March 30, 2021 minutes was made by Mr. White and seconded by Mr. Ware. The Motion was approved unanimously.
21. Discuss future agenda items, time, and date for next meeting; President Spangenberg said the next regular meeting is scheduled for May 25, 2021 at 8:30 a.m., at Central Station, 111 Green Acres Drive. An additional special meeting to discuss Central Station's addition project may be called on or around May 25<sup>th</sup>, 2021. No action taken.
22. Adjourn; A motion to adjourn was made by Mr. Ware and seconded by Mr. White. President Spangenberg adjourned the meeting 9:50 a.m.

Respectfully,

  
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Joe Pendleton, Secretary