

Hays County ESD #4—Wimberley Fire Rescue
Meeting Minutes
For the Board of Commissioners Meeting Held on June 28, 2022

1. President Ron Spangenberg called the meeting to order at 8:30 a.m.
2. Commissioners present were President Ron Spangenberg, Mr. John White, Mr. Joe Pendleton, Mr. Chuck Ware, and Mr. Larry Coker. A quorum was present. Also present, Fire Chief Carroll Czichos, Assistant Fire Chief Christopher Robbins, and Executive Assistant Angel Robinson.
3. Public comment: No Public sign in. No Public comments. No public in attendance.
4. Public comment on agenda items; No Public comments.
5. Receive final May 1-31, 2022, monthly report from the Treasurer and consider; a) approval of payment of monthly bills, invoices, and payroll: EFT payments: Four to Pedernales Electric Coop, and one payment each to Hays County Clerk, and TCDRS. Four payroll transactions and one payment each to U.S. Treasury, and Texas Workforce Commission. Checks: 5704-5729 were written and 5727 was void. 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 May 2022:

Income for May 2022	91,170.42
Year-to-Date Income	2,081,989.58
Expenses for May 2022	260,594.53
Year-to-Date Expenses	2,252,749.01
Budget Balance	(170,759.43)
Current Assets (Incl. CD's)	3,675,480.95
Current Assets (Incl. A/R)	3,786,536.95
Value of Three CD's	93,995.19
A/R 60 Day Sales & Use Process	111,056.00
Cash Assets	3,581,485.76
Liabilities	789,039.35

Gross Special Purpose District Sales and Use Tax:	70,546.73
Net Special Purpose District Sales and Use Tax:	68,677.11
Ad Valorem Collected:	20,118.24

A motion to approve the Treasurer's report for May 2022, as presented, was made by Mr. John White, and seconded by Mr. Larry Coker. The Motion was unanimously approved.

6. Receive monthly report from Fire Chief regarding emergency operations, response times, call volume, training, management activities, career, and volunteer personnel; Assistant Fire Chief Christopher Robbins reported 402 calls for this year which included five house fires. There were 59 calls for the month of June including 8 fire calls, 24 rescue and EMS, 3 hazardous conditions (no fire), 5 service calls, 13 good intent calls and 6 false alarms. Response times average 8 minutes. He also reported the department completed Hazardous Incident Command training through TEEEX. Scores are due in a few weeks. On the Hazardous Material Technician class, eight out of nine students passed on the first attempt. Training will begin soon for Fire Officer 2


training for Captains not yet certified. Assistant Chief will apply for Preparing Texas Grants on July 1. This funding provides training at no cost to Hays County departments. Also, Justin Transeau and Lori Shelton have logged fire hydrant locations in the District, into the active 911 system. As of June, they have logged 260 fire hydrants, with 27 remaining to verify. Justin has reached out to Aqua Texas to get a list of fire hydrants. No action required.

7. Receive Fire Chief's report on apparatus, equipment, repairs, and item purchases; Chief Czichos reported one Brush truck needed new tires and E-42's hose test failed due to the testing company's bad hose. E-41's primer pump failed due to calcium build-up. Chief is working with the company to reduce the repair charges due to their hose failure. Both engines passed the pump test after repairs and testing tech followed proper pumping procedure. The 2023 Rescue Pumper is delayed as parts are not available. Delivery could be the end of September or into October. Chief will be interviewed on Wimberley Valley Radio on Friday. He hopes to discuss department expansion and the need for land for new station. No action required.
8. Receive monthly report from District's attorney regarding pending litigation matters, contract issues, and legislative efforts and consider taking related action; Nothing to report and no action taken at this time.
9. Discuss and consider adoption of the tax and budget planning calendar for 2022, take any related action; Mr. Chuck Ware made a motion to adopt the Tax and Budget Planning Calendar presented to us by Carlton Law, related to the 2022 process. Mr. Joe Pendleton seconded. The motion passed unanimously.
10. Discuss and consider District website status, accessibility and posting requirements, take any related action; After discussion, a motion was made by Mr. Chuck Ware to maintain our website accessibility and all required postings as listed in the Tax and Budget Planning Calendar. Mr. Joe Pendleton seconded the motion. The motion passed unanimously.
11. Discuss and consider becoming a TCFP Training Facility for the State of Texas, take any related action; Assistant Chief Robbins presented the potential to become a credentialed TCFP training facility with the ability to provide suppression, investigation, inspection, and other training to Hays County and other Texas departments. It would require getting information from the Commission on the process. WFR Captains will be required to obtain their Instructor 3 Certification. WFR could hold one class per month with +/- 20 attendees in each class. Mr. Chuck Ware asked if a detailed plan could be presented and be incorporated into the Master Plan. Mr. Joe Pendleton made the motion to direct Chief Czichos and Assistant Chief Robbins to continue to pursue the TCFP training facility for the State of Texas at Wimberley Fire and Rescue and develop a program. Mr. Chuck Ware seconded the motion. The motion passed unanimously.
12. Discuss and consider Employee PTO Buy-Back procedure and policy, take any related action; Assistant Chief Robbins presented the PTO Buy-Back procedure utilized in other departments. He proposed training staff on Operations Administration duties. Discussion occurred. Mr. Larry Coker made a motion to have Chief Czichos and Assistant Chief Robbins develop a PTO By-Back Policy Procedure and Policy. Mr. Joe Pendleton seconded the motion. The motion passed unanimously.
13. Discuss and consider Central Station addition, change orders, construction update, material delays and increase amount of the GC contract to reflect approved change orders, take any related action; Chief Czichos discussed a meeting he had GC. The GC has committed to have a

Company Rep. at the Addition construction site daily to oversee progress. Chief Czichos reported the Addition is getting closer to completion. There continue to be issues regarding the different subcontractors' work product. The ice machine delivery is delayed. The painters will come back to touch up defects. No action taken.

14. Discuss and consider remodel of PPE gear room and shop, take any related action; President Ron Spangenberg stated the PPE gear room is close to being finished. Additional painting and a few miscellaneous items are still needed. No action taken.
15. Discuss and consider purchase of furnishings and other items for living quarters, take any related action; Chief Czichos reported the six recliners have been ordered and delivery is nine weeks out. Mattresses will be ordered soon. Chief Czichos expressed a need to replace all light fixtures in the Central Station meeting room, as well as new meeting chairs. Chief Czichos will check into prices on both projects. No action taken at this time.
16. Discuss and consider draft Land Acquisition Policy and Guidelines, take any related action; Mr. Chuck Ware inquired if there were any comments or changes to the draft Policy previously presented. Mr. John White made a motion to adopt the Land Acquisition Policy and Guidelines as presented. Mr. Joe Pendleton seconded the motion. The motion passed unanimously.
17. Discuss and consider pursuing additional property, take any related action; The Commissioners discussed the status of the Winters Mill property. Chief Czichos has nothing new to report at this time, will follow up. Other potential property options were discussed. No action taken.
18. Discuss and consider long range, strategic plan development, take any related action; No action to be taken at this time.
19. Discuss and consider adoption of a records retention policy, take any related action; No action taken at this time.
20. Discuss and consider FY 2022 - 2023 annual budget development, take any related action; TCFP renewal fees may be added to the budget. No action taken at this time.
21. Discuss and consider notification of the subdivision of property, take any related action; There are no notifications. No action taken.
22. Discuss and consider approval of reimbursement, take any related action; No reimbursements presented. President Ron Spangenberg stated Assistant Chief Robbins had attended the Year One Fire Chief Academy. Assistant Chief Robbins paid for it personally. President Spangenberg requested Assistant Chief to put together his expenses for this and present it to the Board for reimbursement. No action taken.
23. Discuss and consider approval of minutes from May 31, 2022; Minutes to be presented at the next regular meeting. No action taken.
24. Discuss and consider future agenda items, time, date, and place for the next regular meeting, which will be on July 26, 2022, at 8:30 a.m., in the Central Station. Future agenda items to include Annual Health Testing for firefighters.
25. Adjourn. The meeting was adjourned at 10:02 a.m.

Respectfully,



Joe Pendleton, Secretary