

**Hays County ESD #4—Wimberley Fire Rescue
Meeting Minutes
For the Board of Commissioners Meeting Held on March 2, 2021
(In Lieu of February 23, 2021 Meeting)**

1. President Ron Spangenberg called the meeting to order at 8:36 a.m.
2. Commissioners present were Ron Spangenberg, Eddie Gumbert, Joe Pendleton, Chuck Ware, and John White. Fire Chief Czichos and Angel Robinson were present. A quorum was present.
3. Public Comment: No Public sign in.
4. Receive December 1 – 31, 2020 monthly report from Treasurer and consider; a) approval of payment of monthly bills, invoices, and payroll: 5 EFT payments: Three EFTs to Pedernales Electric, one each to Time Warner and Cardmember Services (Visa). Three payroll transactions and one payment to U.S. Treasury. Checks: 5166 - 5191 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 December 2020	\$	54,987.04
Year-to-Date Income	\$	323,878.93
Expenses for December 2020	\$	146,775.64
Year-to-Date Expenses	\$	377,636.18
Budget Balance	\$	(53,757.25)
Current Assets (Incl. CD's)	\$	2,257,996.57
Value of Three CD's	\$	93,663.00
Cash Assets	\$	2,164,333.57
Liabilities	\$	102,825.31

Net Sales and Use Tax Received:	\$	42,274.10
Ad Valorem Collected:	\$	7,780.08

Receive January 1 – 31, 2021 monthly report from Treasurer and consider; a) approval of payment of monthly bills, invoices, and payroll: 6 EFT payments: Three EFTs to Pedernales Electric, one each to Time Warner, Cardmember Services (Visa), WEX. Nine payroll transactions and one payment to U.S. Treasury and TWC. Checks: 5192 – 5199 and 5210--5222 were written (5200—5209 are in Feb check detail). 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 January 2021	\$	650,453.67
Year-to-Date Income	\$	974,332.60
Expenses for January 2021	\$	156,571.02
Year-to-Date Expenses	\$	534,207.20
Budget Balance	\$	440,125.40
Current Assets (Incl. CD's)	\$	2,723,979.07
Value of Three CD's	\$	93,682.00
Cash Assets	\$	2,630,297.07
Liabilities	\$	131,042.26

Net Sales and Use Tax Received:	\$	45,827.94
Ad Valorem Collected:	\$	603,058.38

The Treasurer reported the monthly Ozona Bank accounts balanced and were reconciled.

First Quarter FY-2020 - 2021 – (October 2020 – December 2020)

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	\$52,007.55	\$52,039.97	\$32.42
305485	07/25/2017	07/25/2021	\$31,364.16	\$31,383.71	\$19.55
306297	09/06/2017	09/06/2021	\$10,232.87	\$10,239.24	\$ 6.37

A motion to approve the Treasurer's report, as presented, 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 volunteer membership; Chief Czichos reported one firefighter is out, possibly for four weeks, with a non-work-related injury. There were 103 calls with one structure fire, 42 of the calls during the week of February 14. Response times were not monitored by dispatch. Chains were required on apparatus. Chief reported approximately 5 volunteers stayed 24/7 that week as some full-time staff could not get to the station. The Captain and one full-time firefighter also stayed the entire week to maintain coverage for the high number of calls. Chief Czichos to research FEMA support during the flood and possible FEMA funding to pay for the hours worked during the declared Disaster during the storm. No action required.
6. Receive Fire Chief's report on apparatus, equipment, repairs, and item purchases; Chief Czichos reported R-47 had front end repairs costing approximately \$3,300. Chief recommends purchasing tire chains for the apparatus that are durable for snow events. Road-base or crushed limestone is needed at the Mayfield station. 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

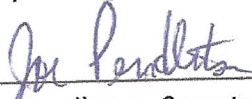
there was no activity to report from the ESD's attorney. The Board did not enter executive session on this item. No action required.

8. Report on annual newspaper advertisement naming HCESD#4 office address; President Spangenberg reported the ad was published in the Wimberley View on February 4, 2021. No action taken.
9. Report on New Command vehicle; Chief Czichos reported there are delays with the special orders for the camper-shell, grill guard and running boards. No action at this time.
10. Discuss and consider Covid-19, Chief Czichos reported there were no new in-house incidents of Covid-19. No action required.
11. Discuss and consider purchase of additional rescue and suppression equipment; Chief Czichos reported bunker gear is due in this week. No action at this time.
12. Discuss and consider the pursuit of land/property for future Fire Station(s); President Spangenberg reported ESD 4 has received a letter of intent from the property owner. They are working with their legal counsel regarding transfer agreement. No action at this time.
13. Discuss and consider Records Management Systems; President Spangenberg reported Firehouse software which is currently in use to log run reports, will no longer be supported as of the end of the year. There is \$2,800 budgeted for Firehouse to be used on a replacement software. Captain Robbins provided a written list of options. At this time, he recommends considering ESO software. ESO acquired Firehouse and the first year would be \$5,771 the following years at \$4,581. A motion to appropriate \$6,000 to fund a new records management software was made by Mr. Chuck Ware and seconded by Mr. Eddie Gumbert. The motion passed unanimously.
14. Discuss and consider applying for Equipment and Personnel Grants; Mr. Klaus Becker, certified fire inspector and WFR volunteer, reported an AFG microgrant application filed in February for \$50,000 included requests for a gear dryer, 28 wild land fire fighter gear sets, gear cages/lockers, etc. Notification of awards are due by end of April. He is preparing the Safer grant for three personnel, one for each shift. Funding for any approved positions is for a three-year period. A motion to approve submitting an application for a Safer grant for three personnel was made by Mr. Joe Pendleton and seconded by Mr. John White. The motion passed unanimously.
15. Discuss and consider retirement plans for eligible ESD staff; President Spangenberg reported the need to address Texas District and County Retirement System (TCDRS) for next fiscal year's budget. No action at this time.
16. Discuss and consider additional contribution to Chief Czichos retirement plan; Mr. John White recused himself from participating in the discussion or any voting on this item. President Spangenberg reported the Board has previously approved \$100,335 to contribute toward Chief Czichos' retirement plan. President Spangenberg added that there is a 3% employer match ESD 4 is required to contribute, and he is bringing this item to the Board of Commissioners. A motion to approve a matching \$3,000 for required employer contribution funds to Chief Czichos' retirement fund was made by Mr. Joe Pendleton and seconded by Mr. Chuck Ware. The motion was approved unanimously.

President Spangenberg called a short break at 9:43a.m. The meeting reconvened at 9:50a.m. with all members present.

17. Discuss and consider addition at Central Station for living/housing quarters; President Spangenberg presented the elevation and floor plans, and the interior build-out design plan for the Central Station addition. The architect will be delayed a month as they hire a new structural engineering. It's anticipated to be 2,600 sq ft at a cost of \$700,000. The members discussed project financing options of 40% to 60% to be decided when final estimated construction costs are identified. No action at this time.
18. Discuss and consider sewer connection for Living Quarter addition; Chief Czichos reported the sewer line has been extended to Central Station property line. The members discussed the options and costs for adding grinder or transfer pump(s), lines, and tank(s). Mr. Pendleton asked if reimbursements are possible after future owners tie-up to the line tap. The preference is for the costs for sewer work to be included under the General Contractor's contract. A motion to add the remaining sewer work into the General Contractor's contract was made by Mr. Eddie Gumbert and seconded by Mr. Chuck Ware. The motion passed unanimously.
19. Discuss and consider long range planning; Mr. Chuck Ware shared the long range plan prepared several years ago. It included updates from Chief Czichos. Mr. Ware stated the population growth requires ESD 4 continue moving forward with apparatus, personnel and a new station. President Spangenberg stated should the Board choose to add an item on the November ballot to request a tax increase, decisions are needed soon. No action at this time.
20. Discuss and consider notification of subdivision of property; no report and no action necessary.
21. Discuss and consider approval of reimbursement requests; Klaus Becker submitted a reimbursement request of \$1,200 for completion his TCFP certification per Volunteer Certification Assistance Program. Motion by Mr. Eddie Gumbert and seconded by Mr. Joe Pendleton to approve reimbursement request. Motion passed unanimously.
22. Discuss and consider approval of minutes from December 29, 2020 and January 26, 2021. A Motion to approve the December 29, 2020 and January 2021 minutes was made by Mr. Joe Pendleton and seconded by Mr. John White. The Motion was approved unanimously.
23. Discuss future agenda items, time, and date for next meeting; President Spangenberg said the next regular meeting is scheduled for March 30, 2021 at 8:30 a.m. , at Central Station, 111 Green Acres Drive. No action taken.
24. Adjourn; President Spangenberg adjourned the meeting 10:55 a.m.

Respectfully,



Joe Pendleton, Secretary