

## **Hays County ESD #4 Board of Commissioners January 28, 2025 Meeting Minutes**

**1. Call meeting to order and verify quorum;**

Mr. Joe Pendleton called the meeting to order at 5:04pm. Commissioners present: Mr. Joe Pendleton, Mr. Travis Brown, Mr. Justin Transeau, and Mr. Manuel Grafia. Mr. Joseph Malone was absent. A quorum was present. Also present: Carroll Czichos, Fire Chief and Sydney Johnson, Executive Assistant.

**2. Public comment;**

No public sign-in. No public comment.

**3. Approval of minutes from the meetings held on December 5th & 17th, 2024;**

A motion to approve the minutes from December 5th & 17th, 2024, was made by Mr. Brown and seconded by Mr. Grafia. The motion passed unanimously.

**4. Receive monthly report from the Treasurer and consider:**

- a) **Approval of payment of monthly invoices including payroll; and**
- b) **Approval of monthly financial reports as prepared by the bookkeeper;**

A Motion to approve the Treasurer's Report for December 2024 was made by Mr. Brown and seconded by Mr. Grafia. The motion passed unanimously.

**5. Receive monthly report from Assistant Chief Robbins regarding emergency operations, personnel and management activities, training, and community outreach;**

Asst. Chief Robbins was absent. No report.

**6. Receive report from Chief Czichos regarding stations, apparatus, and equipment;**

Chief Czichos reported Engine 41 will be going to Metro Fire next month for repairs. Tender 45 needs a new starter. Czichos would like to get estimates to have the water tank at the Training Field coated with epoxy.

**7. Discuss and consider action on monthly report from District's Attorney regarding pending litigation matters, contract issues, tax and budgeting issues, and legislative efforts;**

No report from District's Attorney. No action taken.

**8. Approve and acknowledge publishing the street address of the District's administrative office in the legal notices section of *The Wimberley View* on January 2, 2025; take any related action;**

Ms. Johnson reported that the required notice was published in *The Wimberley View* on January 2, 2025, and the Editor has supplied an Affidavit as confirmation. Mr. Transeau made a motion to approve and acknowledge the publishing of the street address of the District's administrative office in the legal notices section of *The Wimberley View* on January 2, 2025. Mr. Brown seconded the motion. The motion passed unanimously.

**9. Discuss and consider action on responses to Request for Qualifications No. 12202024-01 Project Management Services for: Design and Construction for Hays County ESD #4 Fire Station No. 42;**

No action taken at this time.

**10. Discuss and consider action on Request for Qualifications for Architectural / Engineering Services for Planning & Design of Fire Station 2;**

No action to be taken at this time.

**11. Discuss and consider selling out-of-service SCBAs, approving the Resolution Authorizing Sale of Surplus Property, and authorizing the Board President to Execute the Resolution; take any related action;**

The Board previously discussed selling the out-of-service SCBAs to a volunteer department. Asst. Chief Robbins has been in discussion with a department that is interested. The Board requested a liability waiver to be included as part of the sale agreement. Ms. Johnson has created a waiver to be signed by both parties at the time of the sale. Mr. Brown made a motion to approve the Resolution Authorizing Sale of Surplus Property and to authorize the Board President to Execute the Resolution. Mr. Transeau seconded the motion. The motion passed unanimously.

**12. Discuss and consider selling or disposing of 1984 Chevrolet aka Engine 48, approving the Resolution Authorizing Sale or Disposal of Salvage Property, and authorizing the Board President to Execute the Resolution; take any related action;**

Mr. Transeau made a motion to approve the Resolution Authorizing Sale or Disposal of Salvage Property and to authorize the Board President to Execute the Resolution. Mr. Brown seconded the motion. The motion passed unanimously.

**13. Discuss and consider a plan of succession for Chief Czichos' retirement and take any related action;**

*The Board entered into Executive Session at 5:28pm for the purpose of discussing personnel matters related to Chief Czichos' retirement, pursuant to Section 551.074 of the Government Code. The Board reconvened at 5:35pm. No action was taken in Executive Session.*

Mr. Brown made a motion to accept Chief Czichos' recommendation in naming Christopher Robbins interim Fire Chief effective July 1, 2025, to prepare for Chief Czichos' retirement December 31, 2025. Mr. Transeau seconded the motion. The motion passed unanimously.

**14. Discuss time, place, date, and agenda items for the next meeting;**

The next regular meeting will be held February 25, 2025, at 5:00pm. All meetings are held at 111 Green Acres Drive in Wimberley, Texas.

**15. Adjourn;**

Mr. Pendleton adjourned the meeting at 5:38pm.

Submitted by,



Manuel Grafia, Secretary

Hays County ESD #4 Board of Commissioners