

Hays County ESD #4—Wimberley Fire Rescue
Meeting Minutes

Original

For the Board of Commissioners Meeting Held on August 30, 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. Chuck Ware and Mr. Larry Coker. Mr. Joe Pendleton was not present. 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 July 1 – 31, 2022, monthly report from the Treasurer and consider; a) approval of payment of monthly bills, invoices, and payroll: EFT payments: Three to Pedernales Electric Coop, and one payment to TCDRS. Four payroll transactions and one payment each to U.S. Treasury and Texas Workforce. Checks: 5759 -- 5791 were written. 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 July 2022:

Income for July 2022	74,305.36
Year-to-Date Income	2,258,290.83
Expenses for July 2022	127,394.64
Year-to-Date Expenses	2,499,071.56
Budget Balance	(240,780.73)
Current Assets (Incl. CD's)	3,588,928.30
Current Assets (Incl. A/R)	3,699,984.30
Value of Three CD's	94,034.00
A/R 60 Day Sales & Use Process	111,056.00
Cash Assets	3,494,894.30
Liabilities	772,508.00
Gross Special Purpose District S & U	\$ 63,805.89
Net Sales and Use Tax Received:	\$ 62,587.29
Ad Valorem Collected:	\$ 9,607.99

A motion to approve the Treasurer's report for July 2022, as presented, including the financial reports, and revenue, was made by Mr. Larry Coker, and seconded by Mr. Johnny White. 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 July was the busiest month this year. There were 81 calls for the including 18 fire calls, and 24 medical calls. WFR responded to two large fires – one in Henly and a Wimberley fire in River Mountain Ranch. Mutual aid resources included Hays and surrounding counties, as well as Florida and Georgia hand crews. Box 40 area had highest number of calls,

followed by box 43. Report on Confined Space and Rescue Boat training in July. The application to renew DSHS FRO license is ready for submittal. Performing a trial TCFP internal audit this year. No action taken at this time.

7. Receive Fire Chief's report on apparatus, equipment, repairs, and item purchases; Chief Czichos reported, the new rescue pumper delivery date has been extended to the end of November. Hermosa fire residents have donated \$4,500 to help pay for fire shelters and wild land gear for WFR firefighters. Chief Czichos stated fire shelter delivery is delayed until April 2023. 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; No pending litigation. No action taken at this time.
9. Discuss and consider Ozona Bank Certificate of Deposit accounts, take any related action; President Ron Spangenberg reported CD 306297 at Ozona matures on September 7, 2022. He stated there are other investment options for political subdivisions with higher interest rates. After discussion, Mr. Chuck Ware made a motion to transfer District funds in the amount of \$10,284.15 which are held in Ozona CD 306297 to the District's money market account, and consider reinvesting those funds at a later date. and Mr. Larry Coker seconded the motion. The motion passed unanimously.
10. Discuss and consider Administrative Staff payroll adjustment, Fiscal Budget year 2022-23, take any related action; President Spangenberg announced the Board would enter into executive session. Vice President, John White, recused himself.

President Spangenberg entered executive session at 9:05 a.m. Per 551.074, purpose was to discuss personnel matters.

President Spangenberg reconvened the regular Board of Commissioners meeting at 9:21 a.m. with Board members from the executive session. John White left the meeting at 9:05 a.m. and was not present at 9:21 a.m. reconvening.

No action taken.

11. Discuss and consider additional Administrative Office staff, take any related action; discussion on the need to add another staff member. No action taken.
12. Discuss and consider Draft Employee PTO buy back policy, take any related action; Assistant Fire Chief Robbins presented the draft policy and two options. Mr. Larry Coker made a motion to adopt the PTO Buy Back policy with option number 1. Mr. Johnny White seconded the motion. The motion passed unanimously.
13. Discuss and consider Draft HCESD4 Fire Inspection Policy, take any related action; Chief Czichos and the Board held a detailed discussion about this policy. Ms. Robinson will send the draft policy to Carlton Law for one change. This item will be discussed at a future meeting. No action taken.
14. Discuss and consider Central Station addition, change orders, construction update, material delays and increase amount of the GC contract to reflect approved change order, and increase amount of the Architect contract to reflect work performed beyond contract; take any related action; Chief Czichos reported the window coverings are due in the next few days. He stated the Addition's new fire alarm requires additional alerting equipment to add in the hallway, at a cost of \$450. Mr. Chuck Ware made a motion to approve an additional \$450 to purchase the necessary equipment. Mr. Larry Coker seconded the motion. The motion passed unanimously.

15. Discuss and consider remodel of PPE gear room and shop, take any related action; President Spangenberg reported the bay remodel/PPE/tool room is nearing completion. No action taken.
16. Discuss and consider purchase of furnishings and other items for living quarters, take any related action; Chief Czichos reported the recliners are delayed. Additional items for the gym are on order. The parking lot striping is complete. No action taken.
17. Discuss and consider a landscape professional to complete landscaping at Central Station; take any related action; this item will be discussed at a future meeting. No action taken.
18. Discuss and consider pursuing ARP funds to purchase apparatus; take any related action; No discussion or action taken at this time.
19. Discuss and consider request from Wimberley Valley Radio to share antenna tower, take any related action; Chief Czichos presented a request from Wimberley Valley Radio to possibly use the District's air conditioned IT room at Wimberley Water's towers on Wayside. Following discussion, the Board stated to put a contract in place, if approved. Mr. Chuck Ware made a motion to approve the shared use of the District's IT room by Wimberley Valley Radio, pending an acceptable contract and execution. Mr. Larry Coker seconded the motion. The motion passed unanimously.
20. Discuss and consider pursuing additional property, take any related action; no updated information. No action taken.
21. Discuss and consider long range, strategic plan development, take any related action; President Ron Spangenberg, Treasurer Chuck Ware and Fire Chief Czichos reported on their August 12th meeting with Commissioner Lon Shell regarding the District's September 2021 proposal to Hays County for American Rescue Plan (ARP) funding for WFR's living quarters addition. The funding was requested to provide living quarters for 48/96 firefighters, that allow for space to distance, in accordance with Covid-19 protocols. At the meeting, Commissioner Shell informed the District representatives, that the request for funding was not approved, as it was not eligible to be covered with ARP funds. Chief Czichos expressed his surprise at hearing the decision, as Commissioner Shell had told him and President Spangenberg that the requested funds were earmarked for the District's station addition. After discussion, the Board will follow-up with Commissioner Shell via a formal letter to request ARP funds for apparatus or other departmental needs. No action taken.
22. Discuss and consider adoption of a records retention policy; item tabled, no action taken at this time.
23. Discuss and consider notification of the subdivision of property, take any related action; President Spangenberg presented two notices: a 1212 Winding Trail, in River Mountain Ranch, Phase 2 Section 2, plots 633 and 635 totaling 8.44 acres, and a notice to divide 3.011 acres out of a 14-acre parcel in the John Ingram Survey Abstract 556. Mr. Chuck Ware made a motion to recognize these two notifications to subdivide property. Mr. Larry Coker seconded the motion. The motion passed unanimously.
24. Discuss and consider approval of reimbursement, take any related action; No reimbursement requests submitted this time, no action taken.
25. Discuss and consider approval of minutes from July and August 2022; after discussion, Mr. John White made a motion to approve and accept the minutes from the July 26, August 2 and 16, 2022 meetings, as presented. Mr. Chuck Ware seconded the motion. The motion passed unanimously.

26. Discuss and consider future agenda items, time, date, and place for next meeting; President Ron Spangenberg stated he will not attend the September 27 meeting. Vice-President John White will preside over the September 27, 2022, at 8:30 a.m. at 111 Green Acres Drive in Wimberley.
27. Adjourn. The meeting was adjourned at 10:46 a.m.

Respectfully,



John White, Vice President