

Original

Hays County ESD #4—Wimberley Fire Rescue
Meeting Minutes
For the Board of Commissioners Meeting Held on December 29, 2020

1. President Ron Spangenberg called the meeting to order at 8:30 a.m.
2. Commissioners present were Ron Spangenberg, 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 November 1 – 30, 2020 monthly report from Treasurer and consider; a) approval of payment of monthly bills, invoices, and payroll: 9 EFT payments: Three EFTs to Pedernales Electric, one each to Time Warner, Cardmember Services (Visa), and Intuit. Two payroll transactions and one payment to U.S. Treasury. Checks: 5123 - 5165 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 November 2020:	\$	55,167.99
Year-to-Date Income:	\$	268,891.89
Expenses for November 2020:	\$	103,549.90
Year-to-Date Expenses:	\$	230,860.54
Budget Balance:	\$	38,031.35
Current Assets (Incl. CD's):	\$	2,340,866.58
Value of Three CD's:	\$	93,624.00
Cash Assets:	\$	2,247,242.58
Liabilities:	\$	94,037.54
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Net Sales and Use Tax Received:	\$	51,697.95
Ad Valorem Collected:	\$	1,588.78

The Treasurer reported the monthly Ozona Bank accounts balanced and were reconciled. 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. Joe Pendleton and seconded by Mr. John White. The Motion was unanimously approved.

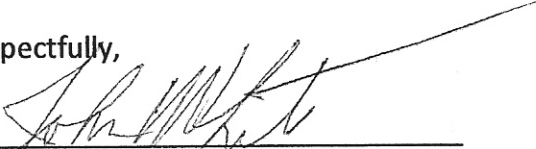
5. Receive monthly report from Fire Chief regarding emergency operations, response times, call volume, training, management activities and volunteer membership; President Spangenberg reported the run times (335 hours) on the run reports are incorrect due to Dispatch errors. Chief Czichos reported there were 69 calls with four calls for structure fires and 27 MVA. No action required.
6. Receive Fire Chief's report on apparatus, equipment, repairs, and item purchases; Chief Czichos reported R-47 needed a new alternator at a cost of \$1,800 as well as a few minor repairs. The new command vehicle is due shortly after the first of the year. No action required.

President Spangenberg stated the Board would enter Executive Session under Section 551.074 of the Texas Government Code to discuss personnel issues. Executive Session began at 8:38. The Board returned to the regular Board meeting at 8:51.

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 revision of Employee Handbook and SOP's; President Spangenberg stated the Handbook required a revision to include the Worker's Compensation language that limits coverage for firefighters who passed a physical when hired that found no heart issues or cancers, with less than five years on the job, then suffers a cardiac event or are diagnosed with certain cancers. Additionally staff members who smoke are no longer covered by work-man's comp. for cardiac events, as it is considered a pre-existing condition. In the future, medical evaluations and physicals will become a part of the hiring process and annual check-ups. No action at this time.
 9. Discuss and consider Covid-19, and its implications regarding staffing, overtime, time off, sick pay; Chief Czichos reported one full-time firefighter tested positive for Covid-19. Employees will get their vaccines today unless the vaccine inventory is exhausted. ESD 4 now has a supply of 15-minute Covid-19 test kits for firefighters and families. No action required.
 10. Discuss and consider purchase of additional rescue and suppression equipment; Chief Czichos reported the thermal imagers need new batteries at a cost of approx. \$300 - \$400 each. No action at this time.
 11. Discuss and consider the pursuit of land/property for future Fire Station(s); President Spangenberg reported Hays Trinity Groundwater Conservation District has given approval that a well on the Winter's Mill property and Chief Czichos stated Hays County will allow for a septic system on the same property. The owners have offered to donate the property to ESD 4. No action at this time.
 12. Discuss and consider offering overnight staffing incentive to Volunteer staff; President Spangenberg said a few of the volunteers are beginning to obtain TCFP certification. Other departments in the County offer \$55 per night to volunteers to aid in staffing. President Spangenberg asked the Board to consider ESD 4 offer the same \$55 per night compensation to incentivize volunteers to provide additional night shift coverage. A motion to fund a staffing incentive to WFR volunteers at \$55 per night was made by Mr. Chuck Ware and Mr. Joe Pendleton seconded the motion. The motion passed unanimously.
- Mr. Chuck Ware excused himself from the Board of Commissioners meeting at 9:05.*
13. 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.
 14. Discuss and consider additional contribution to Chief Czichos retirement plan; 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 wanted to report that additional amount to the Board of Commissioners. This item will be discussed at a meeting in January 2021. No action at this time.

15. Discuss and consider engagement of CPA firm for annual audit; President Spangenberg presented the firm of Montemayor Hill & Britton who currently perform audits for Kyle and North Hays ESDs as a CPA firm to perform ESD 4's audit due in June 2021. The fee is \$10,000. A Motion to enter into an agreement with Montemayor Hill & Britton was made by Mr. Joe Pendleton and seconded by Mr. John White. The motion passed unanimously.
16. Discuss and consider addition at Central Station for living/housing quarters; Chief Czichos shared the updated preliminary plans for the Living Quarters addition from the Architect for discussion and approval. Square footage is increased to 2,528 sq. ft. Mr. John White made a Motion to accept and approve the updated preliminary plans for Central Station's Living Quarters addition prepared by Office of Architecture. The motion was seconded by Mr. Joe Pendleton. The Motion was unanimously approved.
17. Discuss and consider sewer connection for Living Quarter addition; Chief Czichos reported costs are projected at \$6,000 to \$7,000 to run the main line under 2325 and to provide a connection point for the Living Quarters/Central Station sewer line, and materials at cost. Chief Czichos will provide additional information at the next meeting. No action at this time.
18. Discuss and consider Rebranding of Central Station and Apparatus; President Spangenberg discussed the Rebranding on the apparatus and the sign in front of Central Station. Cost for rebranding apparatus has not yet been finalized, but should be considered as necessity and cost will come out of Truck Maintenance. A Motion to approve allocating \$2,000.00 for a new ESD 4/Wimberley Fire Rescue sign on the Green Acres side of Central Station was made by Mr. Joe Pendleton and seconded by Mr. John White. The Motion passed with unanimous approval.
19. Discuss and consider long range planning; President Spangenberg said he and Mr. Chuck Ware agreed that personnel, the Living Quarter addition, the future station on Winter's Mill and new apparatus are priorities that need to be addressed. 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; no report and no action necessary.
22. Discuss and consider approval of minutes from November 2020; A Motion to approve the November 2020 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 January 26, 2021 at 8:30 a.m. No action taken.
24. Adjourn; President Spangenberg adjourned the meeting 9:27 a.m.

Respectfully,



John White, Secretary