

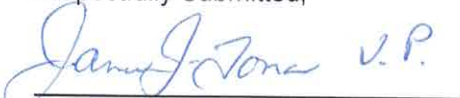
Austin County Emergency Service District No. 2  
Meeting Minutes for  
Wednesday November 6, 2019 - 7:02 PM

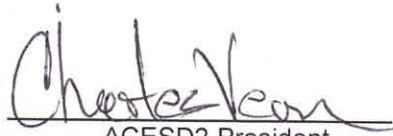
1. Call to Order
  - a. Invocation & Pledge of Allegiance.
2. Roll Call & Certification of a Quorum
  - a. Directors present: Charles Verm, Johnetta Scheh, James Toman, Jeremy Waters
  - b. Directors absent: Danny Atwood
  - c. Fire Department Representatives: Chief Kenny Willingham, Randy Ostwald, Adam Williamson, Judy Zapalac
3. Reading and approval of previous Meeting Minutes
  - a. October 2019 Budget approval and regular monthly meeting
    - i. Motion moved by James Toman and seconded by Johnetta Scheh to approve the minutes with change to start time to be 7:09. Voting was unanimous to approve.
4. Treasurer's Report: Review, discussion, and possible action on the following items:
  - a. Accounts payable request
    - i. BLD Accounting Services \$300.00
    - ii. Victor O. Schinnerer & Company, Inc. \$1,750.00
    - iii. Motion moved by Jeremy Waters to approve accounts payable, seconded by James Toman . Voting was unanimous to approve and pay.
  - b. Operation's expenses
    - i. Chief Willingham reviewed the monthly expense report and then requested \$44,000.00 for payroll and \$15,000.00 for the general account from account 724.
    - ii. Johnetta Scheh made motion to approve the transfer from account 724 to payroll account and general account and seconded by Jeremy Waters as requested. Voting was unanimous to approve and pay.
    - iii. Chief Willingham discussed the backup for the computer system is up and running. Will verify have often system backed up.
  - c. Necessary Accounts Balance as of October 31, 2019
 

10000 - CSB (Non Tax) (110)	\$61,090.70
10001- Citizens State Bank (724)	\$236,560.92
10004-First National Bank (425)	\$54,940.73
10005-CSB (P/R) (102)	\$6,698.13
10006-Tex Pool (001)	\$266,796.85
10007-Tex Pool (002)	\$26,758.34
10011-Citizens State Bank CD (48150)	\$56,301.21
10013-CSB (General) (099)	\$7,455.54
Total Checking/Savings	\$716,602.42
  - d. Open Treasurer's Actions
    - i. The remaining funds from the budget discussed October 2, 2019 online – d. ii. were listed as \$39,768.53. Johnetta Scheh now makes a motion per our auditors - that we make an amendment to take these remaining funds from the budget and move it to the future capital line item on the budget. (not a separate bank account – but a line item).
    - ii. This motion is seconded by Charles Verm. The voting was unanimous to approve.
5. Operation's Report and Requests
  - a. Call activity and status of Department
    - i. 51 Runs total – using new program ESO
    - ii. Average inside = 5:06
    - iii. Average outside = 9:43
    - iv. Average person = 4

- b. Any activities requiring Board approval
    - i. Chief Willingham discussed roof leak/general wear at station 2 and that Mathis Construction came out to repair it. Total cost was \$3,685.00. (Place under building maintenance to pay if insurance does not cover it)
    - ii. Chief Willingham wants to set up a meeting with an Emergency Service Consultant to discuss where to place new station as we grow – no commitment just discussion. Chief will put a team together for this discussion.
  - c. Department Apparatus Status
    - i. Captain Adam Williamson discussed the purchase of new apparatus. Committee reviewed lots of options – reviewed top 4, best one being Spartan for total of \$625,000.00. (\$585,000 for apparatus and \$40,000.00 for extras on truck.). Looking for Jan. 2021 for new apparatus to arrive. Will review budget next year.
    - ii. Discussed which is best way to pay for the apparatus. Would like to stay local with loan – Citizen State Bank
    - iii. Motion made by Johnetta Scheh to move forward, seconded by Charles Verm to proceed with committee recommendation of the Spartan E622. Voting was unanimous to approve and purchase.
  - d. Consideration of Employee Retirement Plan
    - i. Table this for now
6. Old Business – Discussion and possible action on the following items:
    - a. Rural Sales Tax schedule for May Elections
  7. Personnel Discussions
    - a. Closed Session - Fire Chief Performance/Contract Review
    - b. Possible action to amend current contract / No action at this time.
  8. General new business and request for future agenda items.
  9. Date of next meeting will be December 4, 2019
  10. Adjournment
    - a. Motion moved to adjourn the meeting by Jeremy Waters and seconded Johnetta Scheh. The voting was unanimous to adjourn the meeting at 8:52. PM.

Respectfully Submitted,

  
\_\_\_\_\_  
ACESD2 Secretary  
Jeremy Waters

  
\_\_\_\_\_  
ACESD2 President  
Charles Verm

Note: This meeting was recorded for future reference. This recording can be found on the Sealy Fire Department network. File Name: ACESD BOD11-06-2019 ESD.MP3