


Austin County Emergency Service District No. 2
Meeting Minutes for
Wednesday, September 9, 2020 - 7:02 PM

1. Call to Order
 - A. Invocation & Pledge of Allegiance.
2. Roll Call & Certification of a Quorum
 - A. Directors present: Charles Verm, James Toman,
 - B. Directors online: Johnetta Scheh, Jeremy Waters, Daniel Atwood
 - C. Directors absent: None
 - D. Fire Department Representatives: None
 - E. Fire Department online: Judy Zapalac, Billy Doherty
3. Acknowledgement of Public Attendance
 - A. None
4. Reading and approval of previous Meeting Minutes
 - A. Motion moved by James Toman and seconded by Daniel Atwood to approve the August 5, 2020 minutes. Motion was approved.
5. Ratification of actions taken outside of scheduled meetings
 - A. Ice Machine Purchase
 - i. Ice machine failed right before hurricane and could not be repaired- \$3,600.00
 - B. Election Contract with Austin County
 - i. Sales Tax Election we needed to get under contract to get the ballot printed, like contract we did in February, only we are sharing the cost for Nov. 3 election.
 - ii. Johnetta Scheh made motion that we ratified these actions and Daniel Atwood seconded it. Motion was approved.
6. Treasurer's Report: Review, discussion, and possible action on the following items:
 - A. Accounts payable request to include
 - i. Austin County Appraisal District \$9,789.25 for 4h quarter
James Toman made motion to approve, seconded by Johnetta Scheh, motion passed.
 - B. Operation's expenses
 - i. Reviewed the monthly expense report and then Chief Kenny Willingham requested \$50,000.00 for payroll and \$65,000.00 for General account from account 724.
Motion moved by Charles Verm to approve accounts payable, seconded by Jeremy Waters. Motion was approved.
 - C. Accounts Balance as of August 31, 2020


10000 - CSB (Non-Tax) (110)	\$68,501.41
10001- Citizens State Bank (724)	\$455,419.52
10004-First National Bank (425)	\$55,215.00
10005-CSB (P/R) (102)	\$28,212.25
10006-Tex Pool (001)	\$268,759.23
10007-Tex Pool (002)	\$26,955.14
10011-Citizens State Bank CD (48150)	\$56,909.03
10013-CSB (General) (099)	\$5,590.22
Total Checking/Savings	\$965,561.80
 - D. Open Treasurer's Actions
 - i. Auditors letter of engagement from Seidel and Schroeder for 2020
 - a. Motion to approve auditor Seidel and Schroeder for 2020 made by Charlie Verm and seconded by James Toman, motion passed

7. Operation's Report and Requests
 - A. Call activity and status of Department
 - i. 60 Runs total
 - ii. Average inside = 5.34
 - iii. Average outside = 8.73
 - iv. Average person = 4.15
 - B. Any activities requiring Board approval
 - i. None reported.
 - C. Department Apparatus Status
 - i. Engine target date is scheduled for second week of November
 - ii. Booster in Houston
 - iii. LMTV - still looking for a buyer, still borrowing Bellville booster for now.
 - iv. Tower still getting repairs
 - D. COVID-19 actions and considerations.
 - i. We are continuing to track all COVID-19 associated calls
 - ii. At this time, we have all PPE needed
8. Review and approval of Document Retention policy
 - A. Recommended we follow Local Government GR Guidelines by our lawyers. Motion made by Jeremy Waters to approve, seconded by Daniel Atwood, motion passed
9. Discussion on status of selling ESD Property
 - A. Frank Monk will be our realtor for 121 North Fowlkes Street
10. Discussion on status of Rural Sales Tax election
 - A. Sharing election with other entities and will only pay a portion of the cost.
 - B. Working close with our lawyer to make sure our advertisements and publications are within the restrictions of Texas law
11. Old Business – Discussion and possible action on the following items:
 - A. Discussed delivery of new apparatus
12. General new business and request for future agenda items
 - A. None reported
13. Date of next meeting will be October 7, 2020.
14. Adjournment
 - A. Adjourn the meeting at 7:42 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 BOD09-09-2020 ESD.MP3