

**Austin County Emergency Service District No. 2**  
**Meeting Minutes for**  
**Wednesday, January 13, 2021 - 7:03 PM**  
**Due to recent COVID issues within the Fire Department,**  
**this meeting is by teleconference only**

1. Call to Order
  - a. Invocation & Pledge of Allegiance.
2. Roll Call & Certification of a Quorum
  - a. Directors present: Charles Verm
  - b. Directors online: Johnetta Scheh, Daniel Atwood, James Toman, Jeremy Waters,
  - c. Directors absent: None
  - d. Fire Department Representatives:
  - e. Fire Department online: Chief Kenny Willingham, Judy Zapalac, Billy Doherty
3. Acknowledgement of Public Attendance
  - a. Dan Zubkoff -non-resident of District, online and Frank Monk on phone
4. Executive Session – Closed to Public at 7:07PM -7:40PM
  - a. Real Estate Status: 121 N Fowlkes Street Property
  - b. Personnel Issues: Fire Chief Yearly Performance Evaluation
5. Possible Action on Sale of 121 N Fowlkes Street Property
  - a. Motion made by Charlie Verm to accept the contract as presented with modifications discussed with Frank Monk for the sale of the station for \$240,000.00, also allowing the President of the ESD Board to sign the contract, seconded by Danny Atwood. Motion passed.
  - b. We need to pay D.M.Beard Services, L.L.C. out of Katy for \$665.24 for surveying. Charles Verm made the motion and Jeremy Waters seconded it. Motion Passed.
6. Reading and approval of previous Meeting Minutes
  - a. Monthly Meeting: December 9, 2020. Motion made by Daniel Atwood and seconded by James Toman to approve the December 9 - minutes - motion passed
7. Treasurer's Report: Review, discussion, and possible action on the following items:
  - a. Accounts payable request.
    - i. Invoices for Southside Bank for \$142,678.20 for the building, Citizen State Bank for the pumper 621 for \$58,710.00. Motion made by Danny Atwood and seconded by Jeremy Waters to approve. Motion passed.
  - b. Operation's expenses
  - c. Necessary Accounts Balancing
    - i. Chief Willingham requesting \$50,000.00 for payroll account for 2 payrolls and for the 99-general account \$10,500.00. James Toman made motion and seconded by Charles Verm to make this transfer from 724 to the two accounts, motion passed.
  - d. Accounts Balance as of December 31, 2020

10000 - CSB (Non-Tax) (110)	\$69,384.41
10001- Citizens State Bank (724)	\$506,622.60
10004-First National Bank (425)	\$55,352.82
10005-CSB (P/R) (102)	\$28,738.54
10006-Tex Pool (001)	\$268,870.17
10007-Tex Pool (002)	\$29,966.28
10011-Citizens State Bank CD (48150)	\$57,109.23
10013-CSB (General) (099)	\$7,824.92
<b>Total Checking/Savings</b>	<b>\$1,020,868.97</b>

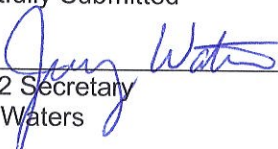
8. Confirmation of Board Membership and potential action to induct new members
  - a. Treasurer Johnetta Scheh, Jan. 2013 /Jan. 13, 2021 is resigning
  - b. Taking out to replace her is Laurie Michalke.

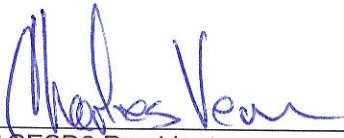
C/V

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9. Election of Board Officers
  - a. Motion made by Jeremy Waters to keep Charles Verm as President and seconded by Danny Atwood, motion passed.
  - b. Motion made by Charlie Verm to keep James Toman as Vice-President and seconded by Danny Atwood, motion passed.
  - c. Motion made by Charlie Verm to make Laurie Michalke the new Treasurer by acclamation, seconded by Jeremy Waters, motion passed as Laurie accepts.
  - d. Motion made by Charlie Verm to keep Jeremy Waters as the Secretary, seconded by Danny Atwood, motion passed.
  - e. Reviewed Order Number 20210113-1 for CSB signature authority, Order Number 20210113-2 for First National Bank, Bellville for signature authority. Motion made by Charlie Verm to approve these Order Numbers, seconded by Danny Atwood, motion passed.
  - f. Reviewed TexPool Resolution Amending Authorized Representatives. Motion made by Charlie Verm to approve this resolution and seconded by Jeremy Waters.
10. Operation's Report and Requests
  - a. Call activity and status of Department
    - i. 63 Runs total = 63
    - ii. Average inside = 5.95
    - iii. Average outside = 11.90
    - iv. Average person = 3.8
  - b. Any activities requiring Board approval
  - c. Department Apparatus Status
    - i. 621 /Shop #60112 - Pumper – needs tires and rear end replaced - repairs cost to be about \$16,625.00.  
Buchtien Electric Installing shoreline for new pumper, Shop 60112
  - d. COVID-19 actions and consideration
    - i. Sending report into Cares Act for possible refund on COVID items purchased
    - ii. Station in lockdown to control COVID-19, social distance/mask when possible. We have three employees that ask for employee assistance due
11. Old Business – Discussion and possible action on the following items:
  - a. New Apparatus Status: Pumper
    - i. We still expect the new pumper here in February
12. General new business and request for future agenda items.
  - a. Sale of old station
13. Date of next meeting will be February 10, 2021
14. Adjournment
  - a. Adjourn the meeting at 8:29 PM.

Respectfully Submitted

  
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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 BOD01-13-2021 ESD.MP3.