

Austin County Emergency Service District No. 2  
Meeting Minutes for  
Wednesday, April 13, 2022 - 7:00 PM

1. Call to Order
  - a. Invocation & Pledge of Allegiance.
2. Roll Call & Certification of a Quorum
  - a. Directors present: Charles Verm, James Toman, Jeremy Waters, Laurie Michalke
  - b. Directors absent: Daniel Atwood
  - c. Fire Department Representatives: Fire Chief Kenny Willingham, Judy Zapalac, Billy Doherty
3. Acknowledgement of Public Attendance
  - a. None
4. Reading and approval of previous Meeting Minutes
  - a. Monthly Meeting: April 13, 2022. Motion made by James Toman and seconded by Laurie Michalke to approve the minutes.

5. Treasurer's Report: Review, discussion, and possible action on the following items:

a. Accounts Balances as of March 31, 2022.

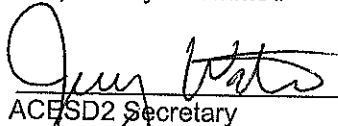
10000 - CSB (Non-Tax) (110)	\$59,693.86
10001- Citizens State Bank (724)	\$1,111,789.76
10004-First National Bank (425)	\$55,574.05
10005-CSB (P/R) (102)	\$42,209.05
10006-Tex Pool (001)	\$269,006.89
10007-Tex Pool (002)	\$26,980.25
10011-Citizens State Bank CD (48150)	\$57,208.74
10013-CSB (General) (099)	\$8,923.11
<b>Total Checking/Savings</b>	<b>\$1,631,385.71</b>

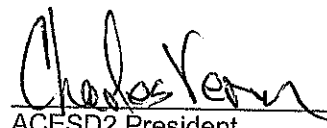
- b. Operation's expenses
  - i. Reviewed monthly charges.
  - ii. We need to sign checks for \$23.50 for Smith, Murdaug, Little and Bonham, LLP for cyber security information. Motion made by Charles Verm to pay these bills and seconded by Jeremy Waters, motion passed.
- c. Necessary Accounts Balancing
  - i. Chief Willingham requesting \$55,000.00 for payroll account for 2 payrolls (April 27 and May 11), TCDRS and insurance. The 99 general account request is \$46,000.00. Charles Verm made motion and seconded by Laurie Michalke to make this transfer from 724 to the two accounts. Motion passed.
- d. Budget Amendments, if any
  - i. Repairs on AC, new thermostats – we had \$3,200.00, invoice is \$3,955.00. Cost is \$755.00 which is needed back into station improvement as a budget amendment. Motion made by Charles Verm and seconded Jeremy Waters to increase the station improvement budget by \$755.00 to cover ac repair. Motion passed.
- e. Accounts Payable

6. Operation's Report and Requests
  - a. Call activity and status of Department
    - i. Runs total = 65
    - ii. Average inside = 6.21
    - iii. Average outside = 11.54
    - iv. Average person = 3.56

- b. Any activities requiring Board approval
    - i. Chief Willingham discussed making mutual aide runs. We have been assisting with a lot of house and grass fires with San Felipe, ESD 1 and 3. Chief will visit with their chiefs to discuss this.
    - ii. Chief Willingham discussed looking for land for a second station on the north side of town
  - c. Department Apparatus Status
    - i. Chief Willingham presented an equipment decommissioning list for board approval, 17 pants, 3 boots, 18 coats, 11 helmets, 26 gloves, 14 hoods to give to Helping Hands. Motion made by Charles Verm and seconded by Laurie Michalke to decommission these items. Motion passed
7. Capital Planning
- a. Discussed the annex for station 1 so we will have storage space on site, etc.
  - b. Discussed the future regarding replacing and purchasing new apparatus.
  - c. Discussed replacing the carpet in the offices, a new water softner system, and painting the bay.
  - d. Discussed adding additional full-time firefighter, a raise and 1 more on night shift
8. Old Business
- a. Certified Commissioners, no discussion
9. General new business and request for future agenda items.
- a. No request were made
10. Date of next meeting ( 11 May 2022)
11. Adjournment at 8:03 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 BOD 04-13-2022 ESD.MP3.