

BASTROP-TRAVIS COUNTIES EMERGENCY SERVICES DISTRICT NO. 1

Minutes for February 22, 2022

A regular meeting of the Board of Commissioners of Bastrop-Travis Counties ESD#1 was held Tuesday, February 22, 2022 at 6:30pm at the Elgin Fire Station located at 111 North Ave C Elgin Tx, for the following purposes:

1. Pledge of Allegiance:

The Pledge of Allegiance was led by President Tommy McCullough.

2. Call Meeting to Order:

Meeting was called to order by Commissioner McCullough at 6:31 pm. Commissioners present were Commissioner Tommy McCullough, Commissioner Wayne Skubiata, Commissioner Jodie Benitez, Commissioner Larry Moseley, and Commissioner Amanda Sanchez. Others present were John Carlton, BTCESD#1 Attorney, members of EVFD, MVFD and FR1, and several other interested parties.

3. Public Comment:

Public comments were made by Aaron Anderson of ESD#13 and George Martinez Board President for ESD#2.

4. Public Comment on Agenda Items:

No public comment.

Presentation and Reports

5. Receive monthly report from the Treasurer and consider:

(A). Approval of payment of monthly bills and invoices:

Report was presented by Commissioner Benitez. Commissioner Skubiata made the motion to accept the report, Commissioner Sanchez seconded. Motion passed 5-0.

(B.) Approval of monthly financial report:

Commissioner Benitez gave the monthly financial report. Commissioner McCullough made the motion to accept the monthly financial report, Commissioner Moseley seconded. Motion passed 5-0.

(C.) Action regarding amendments to budget for FY 2021:

Commissioner Benitez read and submitted a budget amendment for MVFD to move \$3000. from 700.12 Radio/Pagers to 100.22 Hand Tools- \$1000., 300.12 Apparatus Batteries \$1000.00 and 100.62B Janitorial (other) \$1000. and a budget amendment for FR1 to move \$1000. from 500.4A FR1 Vol training to \$500.16 ESO Solutions, move \$1500.00 from 500.14 Oxygen to 500.92 Radios (new) and move \$1000. from 500.11B Misc Furn/Appliance to 500.11D Office Supplies. (See

attached) Commissioner Moseley made a motion to accept the budget amendments and Commissioner Sanchez seconded. Motion passed 5-0. EVFD requested a contract invoice change regarding Truck 3 purchase. After discussion a motion was made by Commissioner McCullough to add \$4000.00 to the contract and Commissioner Moseley seconded. Motion passed 5-0.

6. Receive monthly report from Elgin Volunteer Fire Department:

Report given by Chief Mark Rodriguez.

7. Receive monthly report from McDade Volunteer Fire Department:

Report given by Chief Rey Ramirez. After discussion a motion was made by Commissioner McCullough to sell the second 5 ton truck. Commissioner Benitez seconded. Motion passed 5-0.

8. Receive monthly report from First Responders 1:

Report given by FR Marco Martinez.

9. Receive monthly commissioner activity reports:

Commissioners Benitez & Sanchez both attended the SAFE-D Conference in Round Rock, Texas.

Executive Session: At 6:57pm Commissioner McCullough adjourned the meeting to go into executive session with John Carlton, Atty. At 8:15 Commissioner McCullough called the regular meeting back to order. No action was taken in executive session.

Discussion/Action Items

10. Discuss and consider approval of minutes for the January 22, 2022 regular meeting:

Commissioner Sanchez made a motion to accept the minutes as presented, Commissioner McCullough seconded. Motion passed 5-0.

11. Discuss and consider approval of Texas Comptroller Special Purpose District Financial and Tax Reporting Requirement:

After discussion Commissioner McCullough made a motion to approve the report. Commissioner Skubiata seconded. Motion passed 5-0.

12. Discuss and consider purchase of commercial washing machine for EVFD:

After discussion this item was tabled.

13. Discuss and consider replacement of truck 3 for EVFD and associated budget amendment:

This item was discussed under the budget amendment under item 5.C

14. Discuss and consider approval of purchase and use of new ADP payroll system:

After discussion Commissioner Skubiata made a motion to purchase the ADP payroll system. Commissioner Benitez seconded. Motion passed 5-0.

15. Discuss and consider acknowledgement of emergency purchase of replacement truck in the amount of \$7500.00 for MVFD and approval to add to insurance thru VFIS.

After discussion a motion was made by Commissioner McCullough to acknowledge the emergency purchase and approve the amount of \$7500.00. Commissioner Benitez seconded. Motion passed 5-0.

16. Discuss and consider assigning a Commissioner to assist with website activity:

Commissioner Moseley was appointed to work with the website.

17. Discuss and consider Interlocal Agreement with Travis County regarding medical direction for First Responder Unit:

After discussion there was no action taken and item to be tabled.

18. Discuss and consider requiring Elgin Volunteer Fire Department and McDade Volunteer Fire Department to develop written 1-year, 3-year, and 5-year plans of projected needs:

After discussion this item to be tabled.

19. Discuss and consider position of Interim District Fire Chief:

After discussion Commissioner Benitez made a motion to offer the position of Interim District Fire Chief to Marco Martinez with a salary of \$85,200. Commissioner Sanchez seconded. Motion passed 5-0.

20. Discuss and consider repair and maintenance of the District's facilities and equipment;

After discussion FR1 Chris Botello would check on a contract to repair various roof leaks.

21. Discuss agenda items, time and date for next meeting.

Commissioner McCullough made a motion to set the next regular meeting for March 15, 2022 at 6:30pm at the **MVFD in McDade**. Commissioner Skubiata seconded. Motion passed 5-0.

With no further business meeting adjourned at 8:30pm.

Wayne Skubiata, Board Secretary
Bastrop-Travis Counties Emergency Services District #1