

BASTROP-TRAVIS COUNTIES EMERGENCY SERVICES DISTRICT NO. 1

Minutes for August 17, 2021

A public hearing and regular meeting of the Board of Commissioners of Bastrop-Travis Counties Emergency Services District No. 1 was held on Tuesday, August 17, 2021, at 6:00 p.m. for the Public Hearing and at 6:30 p.m. for the Regular Meeting, at the Elgin Fire Station, located at 111 North Avenue C, Elgin, Texas, for the following purposes:

Due to the state of emergency and/or local disaster caused by the COVID-19 pandemic, the Board of Commissioners of Bastrop-Travis Counties Emergency Services District No. 1 its meeting via telephone conference call because of the difficulty and risks of convening a quorum in one location. The call was broadcast at the meeting location and recorded as required by the Texas Open Meetings Act. The public was allowed to participate in the meeting via the internet at www.zoom.us/join by entering meeting ID 845 7733 5742.

Pledge of Allegiance:

1. The Pledge of Allegiance was led by President Tommy McCullough.

Call Meeting to Order:

2. Meeting was called to order by Commissioner McCullough at 6:00pm Commissioners present were Commissioner Wayne Skubiata and Commissioner Jodie Benitez and Kelli Carlton, Attorney participated by Zoom. Others present were Melba Skubiata, Administrative Assistant, 1 member of the EVFD, 1 member of MVFD and 2 City of Elgin official and 1 other interested party.

Public Hearing - Conduct a public hearing on the proposal to increase property taxes:

3. No public appearance or comment

Close Public Hearing

4. With no public comment, the meeting was adjourned by Commissioner Tommy McCullough at 6:30pm

Regular Meeting

Call meeting to order:

5. Meeting was called to order by Commissioner McCullough at 6:30pm Commissioners present were Commissioner Wayne Skubiata and Commissioner Jodie Benitez and Kelli Carlton, Attorney participated by Zoom. Others present were Melba Skubiata, Admn Asst, Members of the EVFD, MVFD, FR1 and 3 other interested parties.

Public Comment:

6. Melba Skubiata, Administrative Assistant read the resignation letter of Commissioner Larry Foehner. There were no other public comments.

Public Comment on Agenda Items:

7. There were no public comments.

Administrative Items

8. Discuss and consider appointment of commissioner to fill unexpired term:

Commissioner McCullough nominated Larry J Moseley to fill the unexpired term of Commissioner Schwartz, Commissioner Skubiata seconded the motion. Motion passed 3-0. Larry J Moseley accepted the position.

9. Administer Oath and receive signed Statement and Oath from appointed commissioner:

Melba Skubiata, Admin Asst administered the Oath of Office and Statement of Elected/Appointed Officer to Commission Moseley.

10. Discuss and consider election of officers:

Commissioner McCullough made a motion to name Commissioner Skubiata, as Board Secretary, Commissioner Benitez as Board Treasurer, Commissioner Moseley as Board Vice President, and Commissioner McCullough will remain as Board President. Commissioner Benitez seconded the motion. Motion passed 4-0.

11. Discuss and consider renewal and update of required Treasurer's bond:

Discussion to get Commissioner Benitez bonded as Treasurer. Commissioner McCullough made the motion to renew and update the Treasurer's bond for Commissioner Benitez. Commissioner Skubiata seconded the motion. Motion passed 4-0.

Presentation and Reports

12. Receive monthly report from the Treasurer and consider:

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

In the physical absence of Commissioner Benitez, Melba Skubiata gave the monthly bills and invoices report. Commissioner Skubiata made the motion to accept the report, Commissioner McCullough seconded. Motion passed 4-0.

(B.) Approval of monthly financial report:

Melba Skubiata gave the monthly financial report. Commissioner McCullough made the motion to accept the monthly financial report, Commissioner Skubiata seconded. Motion passed 4-0.

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

Melba Skubiata presented the Budget Amendments for MVFD and EVFD. Commissioner Skubiata made the motion to accept the Budget amendments as presented, Commissioner McCullough seconded. Motion passes 4-0. See attached.

13. Receive monthly report from Elgin Volunteer Fire Department:

Report given by Chief Henry Hernandez. Report attached.

14. Receive monthly report from McDade Volunteer Fire Department:

Report given by Chief Rey Ramirez. Report attached.

15. Receive monthly report from First Responders 1:

Report given by FR Marco Martinez. Report attached.

16. Receive monthly commissioner activity reports:

Commissioner McCullough that the pecan tree limbs have finally been removed. No other commissioner reports presented.

Discussion/Action Items

17. Discuss and consider approval of minutes for the July 20, 2021 regular meeting and August 3, 2021 special meeting:

Commissioner Skubiata made a motion to accept the minutes as presented, Commissioner McCullough seconded. Motion passed 4-0.

18. Consider any additional action regarding budget for fiscal year October 1, 2021 to September 30, 2022, if needed:

No action taken.

19. Take a record vote on the District's 2021 tax rate, adopt an Order Levying Taxes, authorize filing the Order with the Bastrop County Tax Assessor/Collector and Travis County Tax Assessor/Collector:

Commissioner Tommy McCullough made the following motion: "I move that the property tax rate be increased by the adoption of a tax rate of \$0.097 per \$100, which is effectively an 8.26% increase in the tax rate." Commissioner Wayne Skubiata seconded the motion. Commissioner Tommy McCullough voted yes, Commissioner Wayne Skubiata voted yes, Commissioner Jodie Benitez voted yes, and Commissioner Larry Moseley voted yes. Motion passed 4-0. Commissioner McCullough made a motion to authorize filing the Order with the Bastrop County Tax Assessor/Collector and Travis County Tax Assessor/Collector, Commissioner Skubiata seconded the motion. Motion passed 4-0.

20. Acknowledge and approve posting of statement regarding adopted tax rate to home page of District website:

Commissioner McCullough made a motion to acknowledge and approve the posting of statement regarding adopted tax rate to home page of District website, Commissioner Benitez seconded. Motion passed 4-0.

21. Discuss and consider tax notice regarding 2016 payroll:

Melba Skubiata reported that the 2016 tax notice has been paid and was approved at the last meeting.

22. Discuss and consider approval of a training course agreement for first responders:

This item tabled.

23. Discuss and consider service provider agreement with the Elgin Fire Department:

This item tabled.

24. Discuss and consider sale and replacement of Elgin Fire Department trucks:

This item tabled.

25. Discuss and consider Elgin Fire Department's current Truck 3:

Commissioner McCullough made a motion to purchase a new truck to replace Truck 3, Commissioner Skubiata seconded. Motion passed 4-0.

26. Discuss and consider hiring a District fire chief:

This item tabled.

27. Discuss and consider adopting a Fire Code:

This item tabled.

28. Discuss and consider hiring a Fire Marshal:

This item tabled.

29. Discuss and consider repair and maintenance of the District's facilities and equipment:

Chief Rey Ramirez, MVFD reported there are issues with the ice machine and front seals were being replace on their 5 ton truck. Chief Henry Hernandez, EVFD reported on selling truck 3, etc. Some discussion on passing the truck over to MVFD. No action taken at this time.

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

Commissioner McCullough made a motion to set the next meeting for September 21, 2021, 6:30pm at EVFD meeting room. Commissioner Skubiata seconded. Motion passed 4-0. With no other business meeting adjourned at 8:05pm.

A packet containing all supportive documentation for this agenda is available for inspection at The Carlton Law Firm, P.L.L.C., 4301 Westbank Drive, Suite B-130, Austin, Texas between the hours of 9:00 a.m. and 5:00 p.m. Monday through Friday and at the District Office located at 108 West First, Elgin, Texas between the hours of 9:00 a.m. and 12:00 p.m. on Tuesdays and Thursdays.

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

