

BASTROP-TRAVIS COUNTIES EMERGENCY SERVICES DISTRICT NO. 1

MINUTES

February 20, 2024

A regular meeting of the Board of Commissioners of Bastrop-Travis Counties Emergency Services District No. 1 was held on **Tuesday, February 20, 2024, at 6:30 p.m.**, at the Elgin Fire Station, 111 N. Avenue C, Elgin, Texas.

Attending the meeting were Commissioners Larry Moseley, Tommy McCullough, Matt Benson, Darren Mogonye, and Damon Doss. No Commissioners were absent. A quorum was present at the meeting. Also present were ESD staff members, representatives of the Fire Department, and representatives of the First Responder Unit.

1. **Pledge of Allegiance:** Pledge was led by Commissioner Moseley.
2. **Call meeting to order:** Commissioner Moseley called the meeting to order at 18:30.
3. **Public Comment:** Nick Teague addressed the board for public comment.
4. **Public Comment on Agenda Items:** None.

ADMINISTRATIVE

5. **Discuss and consider election of officers:** Motion made by Commissioner Mogonye and seconded by Commissioner McCullough for Damon Doss to fill position of Assistant Secretary/Treasurer. All in favor, motion passes.

Motion by Commissioner Mogonye and seconded by Commissioner McCullough for the remaining commissioners to maintain their current officer positions. All in favor, motion passes.

PRESENTATION AND REPORTS

6. **Receive monthly report from the Treasurer and consider:**
 - (a) **approval of payment of monthly bills and invoices:** Motion by Commissioner Moseley and seconded by Commissioner Doss to approve the payment of monthly bills and invoices. All in favor, motion passes.
 - (b) **approval of monthly financial report:** Motion by Commissioner Mogonye and seconded by Commissioner Moseley to approve the monthly financial report. All in favor, motion passes.
 - (c) **approval of quarterly investment report for 4th quarter of 2023:** Motion by Commissioner Moseley and seconded by Commissioner Mogonye to approve the 4th quarter investment report for 2023. All in favor, motion passes.
 - (d) **action regarding amendments to budget for FY24:** None.
7. **Receive monthly report regarding District emergency operations, apparatus, response times, call volume, training, budget, management activities, personnel issues, and membership:** Chief Botello went over the station call volume and department updates. Department will be hiring 3 additional personnel within the next few weeks.

8. **Receive monthly Commissioner activity reports:** Commissioner Doss and Commissioner Moseley met with the CPA to address an operation analysis and will present at the next meeting.

DISCUSSION/ACTION ITEMS

9. **Discuss and consider approval of minutes for the January 18, 2024, regular meeting:** Motion by Commissioner Mogonye and seconded by Commissioner Doss to approve the regular January meeting minutes. All in favor, motion passes.
10. **Discuss and consider approving District's financial audit and filing the audit report with the County Commissioners Courts:** The audit is still being prepared and is expected to be finalized within the next week.
11. **Discuss and consider taking action on Texas Comptroller Special Purpose District Financial and Tax Reporting Requirement:** Motion by Commissioner Mogonye and seconded by Commissioner Doss to approve the Texas Comptroller Special Purpose District Report. All in favor, motion passes.
12. **Discuss and consider taking action of hiring full time administration:** Motion by Commissioner Benson and seconded by Commissioner Doss to approve hiring the temporary employee on a full time basis for the District. All in favor, motion passes.
13. **Discuss and consider taking action on purchase of apparatus:** Motion by Commissioner Mogonye and seconded by Commissioner Doss to move forward with the purchase of an apparatus for \$730,742.00 and to bring back financing terms for next meeting. All in favor, motion passes.
14. **Discuss and consider taking action on Interlocal Agreement for the consolidated trash program:** Motion by Commissioner Benson and seconded by Commissioner Doss to approve the agreement for a trial consolidated trash program. Motion passes by a vote of 4-1, with Commissioner McCullough voting against.
15. **Discuss and consider taking action on posting vacant positions:** Motion by Commissioner Doss and seconded by Commissioner McCullough to approve posting for the vacant positions. All in favor, motion passes.
16. **Discuss and consider taking action on Fire Chief's six-month review:** Board entered into Executive Session at 7:30pm to discuss items #16 and #12 pursuant to Texas Government Code Section 551.074, executive session ended at 20:00 no action was taken in executive session.

Motion was made by Commissioner Benson and seconded by Commissioner Moseley to create a subcommittee consisting of Commissioners Doss and Moseley to conduct the six-month review and present it back to the Board. All in favor, motion passes.
17. **Discuss and consider taking action on personnel evaluations:** All evaluations will be wrapped up this week and will report back.
18. **Discuss agenda items, time, and date for next meeting:** The Board's next regular meeting is scheduled for March 19th at the Elgin Fire Station.

Motion to adjourn made by Commissioner Moseley at 20:02 and seconded by Commissioner Doss. All in favor, motion passes and meeting adjourned.

/s/ Matt Benson

Matt Benson, Secretary

March 19, 2024