

**BASTROP-TRAVIS COUNTIES EMERGENCY SERVICES DISTRICT NO. 1
MINUTES**

May 17, 2022

A regular meeting of the Board of Commissioners of Bastrop-Travis Counties Emergency Services District No. 1 was held on **Tuesday, May 17, 2022, at 6:30 p.m.**, at the McDade Volunteer Fire Station, located at 224 El Paso Street, McDade, Texas.

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 6:30pm.
- Commissioners present were:
 - Commissioner Tommy McCullough
 - Commissioner Larry Moseley
 - Commissioner Jodie Benitez
 - Commissioner Amanda Sanchez
 - Commissioner Liston Crim, the newly-elected Commissioner
- Commissioners absent were
 - Commissioner Wayne Skubiata, the outgoing Commissioner
- Others present were members of the EVFD, MVFD and MR1, and several other interested parties.

3. **Public Comment:**

- No public comment

4. **Public Comment on Agenda Items:**

- No public comment

ADMINISTRATIVE

5. **See Supplemental Agenda for Election Items:**

Supp Agenda 1. **Canvass returns of the May 7, 2022, Commissioner Election:**

- Commissioner McCullough made a motion to canvass the returns of the May 7, 2022, Commissioner Benitez seconded.
- Motion passed 4-0. The Board canvassed the returns.

Supp Agenda 2. **Consider adopting Order Canvassing the Returns of the May 7, 2022 Commissioner Election:**

- Commissioner McCullough made a motion to adopt the order canvassing the returns of the May 7, 2022 Commissioner Election; Commissioner Benitez seconded.

- Motion passed 4-0.

Supp Agenda 3. **Any other matters in connection with the District’s May 7, 2022 Election:**

- No action taken

6. **Discuss and consider approval and acceptance of statements and oaths of office for elected commissioners:**

- Commissioner McCullough made a motion to approve and accept the statements of oaths of office for the elected commissioners, Commissioner Larry Moseley and Commissioner Liston Crim. Commissioner Benitez seconded.
- Motion passed 4-0. The recently-elected commissioners were sworn into office.

7. **Discuss and consider election of officers:**

- Commissioner Moseley made a motion to have a template created for job descriptions for officers. Commissioner Sanchez seconded.
- Motion passed 5-0

PRESENTATION AND REPORTS

8. **Receive monthly report from the Treasurer and consider:**

(a) **approval of payment of monthly bills and invoices:**

- Report of monthly bills and invoices were presented by Commissioner Benitez.
- Commissioner Moseley made the motion to approve payment of monthly bills and invoices; Commissioner Benitez seconded.
- Motion passed 5-0

(b) **approval of monthly financial report:**

- Commissioner Benitez presented the monthly financial report.
- Commissioner Moseley made the motion to approve the monthly financial report; Commissioner Benitez seconded.
- Motion passed 5-0

(c) **action regarding amendments to budget for FY22:**

- Commissioner Moseley made the motion to approve the following budget amendments; Commissioner Benitez seconded.
- Motion passed 5-0

ESD AMMENDMENTS

TRANSFER FROM:				
ITEM #	BUDGET ACCOUNT & DESCRIPTION	BUDGET AMOUNT BEOFRE TRANSFER	AMOUNT (+ OR -)	BUDGET AMOUNT AFTER TRANSFER

1	400.33 BOOKKEEPING	\$ 400.00	\$ (400.00)	-
2	400.413 SOFTWARE	\$ 3,000.00	\$ (461.66)	\$ 2,538.34
3	400.162 RADIO USER FEES	\$ 35,000.00	\$ (3,899.60)	\$ 31,100.40
4	600.531 SAFE-D MEMBERSHIP	\$ 1,200.00	\$ (100.00)	\$ 1,100.00
5	600.532 TRAINING	\$ 5,000.00	\$ (2,907.00)	\$ 2,093.00
6	600.533 BOARD EXPENSE MISC	\$ 3,000.00	\$ (994.86)	\$ 2,005.14
7	700.6 RADIO TOWER	\$ 1,000.00	\$ (1,000.00)	-
8	1000.21 MVFD FLAG POLE	\$ 4,605.15	\$ (28.15)	\$ 4,387.00
9	FUND BALANCE		\$ (25,000.00)	
10	400.1521 B BASTROP CO PARCELS	\$ 45,000.00	\$ (3,892.50)	\$ 41,107.50

TRANSFER TO:				
ITEM #	BUDGET ACCOUNT & DESCRIPTION	BUDGET AMOUNT BEFORE TRANSFER	AMOUNT (+ OR -)	BUDGET AMOUNT AFTER TRANSFER
1	400.131 ATTY FEES	\$ 30,000.00	\$ 400.00	\$ 30,400.00
2	400.131 ATTY FEES	\$ 30,400.00	\$ 461.66	\$ 30,861.66
3	400.131 ATTY FEES	\$ 30,861.66	\$ 3,899.60	\$ 34,761.26
4	400.131 ATTY FEES	\$ 34,761.26	\$ 100.00	\$ 34,861.26
5	400.131 ATTY FEES	\$ 34,861.26	\$ 2,907.00	\$ 37,768.26
6	400.131 ATTY FEES	\$ 37,768.26	\$ 994.86	\$ 38,763.12
7	400.131 ATTY FEES	\$ 38,763.12	\$ 1,000.00	\$ 39,763.12
8	400.131 ATTY FEES	\$ 39,763.12	\$ 218.15	\$ 39,981.27
9	400.131 ATTY FEES	\$ 39,981.27	\$ 25,018.73	\$ 65,000.00
10	400.1521A MCCREARY ATTY FEES	\$ 4,500.00	\$ 3,892.50	\$ 8,392.50

ELGIN FIRE AMMENDMENT

TRANSFER FROM:				
ITEM #	BUDGET ACCOUNT & DESCRIPTION	BUDGET AMOUNT BEFORE TRANSFER	AMOUNT (+ OR -)	BUDGET AMOUNT AFTER TRANSFER
1	200.81 GENERAL BLDG MAINTENANCE	\$ 12,000.00	(\$28.95)	\$ 11,971.05

TRANSFER TO:				
ITEM #	BUDGET ACCOUNT & DESCRIPTION	BUDGET AMOUNT BEFORE TRANSFER	AMOUNT (+ OR -)	BUDGET AMOUNT AFTER TRANSFER
1	200.51 OVERHEAD DOORS	\$ 4,500.00	\$28.95	\$ 4,528.95

9. **Receive monthly report from Elgin Volunteer Fire Department regarding emergency operations, apparatus, response times, call volume, training, management activities and membership:**
 - Report given by Chief Randy Reyna
10. **Receive monthly report from McDade Volunteer Fire Department regarding emergency operations, apparatus, response times, call volume, training, management activities and membership:**

- Report given by Chief Rey Ramirez
11. **Receive monthly report from the First Responder Unit regarding emergency operations, response times, call volume, training, budget, management activities and personnel issues:**
 - Report given by Chris Botello
 12. **Receive monthly report from the Interim District Chief regarding emergency operations, apparatus, response times, call volume, training, management activities and membership:**
 - Report given by Chief Marco Martinez
 13. **Receive monthly commissioner activity reports:**
 - Information given by Commissioner McCullough

DISCUSSION/ACTION ITEMS

14. **Discuss and consider approval of minutes for the April 19, 2022, regular meeting:**
 - Commissioner McCullough made a motion to accept the minutes as presented; Commissioner Benitez seconded.
 - Motion passed 5-0
15. **Discuss and consider adoption of Interlocal Agreement with Travis County regarding medical direction for First Responder Unit:**
 - Commissioner Sanchez made a motion to approve signing of the Interlocal Agreement with Travis County regarding medical direction for FR1; Commissioner Benitez seconded.
 - Motion passed 5-0
16. **Discuss and consider the revised Service Provider Agreements:**
 - Commissioner Crim made a motion to have a special called board meeting to discuss the Agreements on June 8, 2022 6:30pm in Elgin. Commissioner Sanchez seconded.
 - Motion passed 5-0
17. **Review Resolution Regarding Public Participation at Open Meetings and make changes as appropriate:**
 - Motion made for Resolution confirming review of rules for public participation at open meetings by Commissioner Crim, seconded by Commissioner Benitez.
 - Motion passed 5-0
18. **Discuss and consider approving purchase of new computers for the District Office, smoke detectors and/or fire security alarms for the McDade Volunteer Fire Department, Elgin Volunteer Fire Department, First Responder Unit and the District Office:**

- Commissioner McCullough made a motion to approve the purchase of new computers for the district office, and tabled smoke detectors and fire security alarms. Commissioner Benitez seconded.
 - Motion passed 5-0
19. **Discuss Revenue Rescue for Elgin Volunteer Fire Department and McDade Volunteer Fire Department:**
- No action taken
20. **Discuss and consider the District's website and contract with David Nichols:**
- No action taken
21. **Discuss and consider repair and maintenance of the District's facilities and equipment:**
- No action taken
22. **Discuss agenda items, time, and date for next meeting:**
- Commissioner McCullough made a motion to set the next regular meeting for June 21, 2022 at 6:30pm at the EVFD. Commissioner Benitez seconded.
 - Motion passed 5-0
 - With no further business, Commissioner McCullough made a motion to adjourn. Commissioner Benitez seconded.
 - Motion passed 5-0.
 - Meeting adjourned at 8:08pm.

Amanda Sanchez, Secretary
Board of Commissioners
Bastrop-Travis Counties Emergency Services District No. 1

June 21, 2022