BASTROP-TRAVIS COUNTIES EMERGENCY SERVICES DISTRICT NO. 1

Minutes for March 15, 2022

A regular meeting of the Board of Commissioners of Bastrop Travis Counties ESD#1 was held Tuesday March 15, 2022 at 6:30pm at the McDade Volunteer Fire Department 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 6:30pm. 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, Melba Skubiata, ESD Admin Asst and members of EVFD, MVFD and FR1, and several other interested parties.

3. Public Comment:

No Public comment.

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 and approve payment of monthly bills and invoices, Commissioner Moseley seconded. Motion passed 5-0.

(B.) Approval of monthly financial report:

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

(C.) Action regarding amendments to budget for FY 2021-2022:

Commissioner Benitez presented a budget amendment for MVFD to move $2000. from 700.12 Radio/Pagers to 300.32 Tires and $1,000. From 1000.22 MVFD electric to 1000.32 MVFD Gas. Commissioner McCullough made a motion to accept the amendments, Commissioner Moseley seconded. Motion passed 5-0. Commissioner Benitez presented a budget amendment for EVFD to move $7000. From 700.11 Radio/Pagers To 400.8311 Admin Asst, $2000. from 400.121 Awards Program 400.8311 Admin Asst, $1500. from 400.111 Lab & Healthscreening to 400.8311 Admin

Asst, $2000. From 100.11 fire hose to 400.8311 Admin Asst, $1500. From 100.51 to 400.8312 Admin Asst and $1500. From 100.51 PPE to 100.21 Hand tools. (See attached) Commissioner Benitez made a motion to accept the budget amendments and Commissioner McCullough seconded. Motion passed 5-0.

6. Receive monthly report from Elgin Volunteer Fire Department:

Report given by Chief Randy Reyna.

7. Receive monthly report from McDade Volunteer Fire Department:

Report given by Chief Rey Ramirez.

8. Receive monthly report from First Responders 1:

Report given by District Chief Marco Martinez.

9. Receive monthly commissioner activity reports:

Commissioner McCullough received a call from the City regarding the Radio Tower, no action taken. Commissioner Moseley is working with FR1 and David Nichols to establish a server for ESD emails, no action taken.

Discussion/Action Items

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

After discussion Commissioner Moseley made a motion to accept the minutes as presented, Commissioner Benitez seconded. Motion passed 5-0.

11. Supplemental Agenda for Election Items.

- **Discuss and consider approval of the Contract for Election Services with Travis County for the May 7, 2022 election, approval of required payment for those services, and a Resolution Approving Contract for Election Services with Travis County. And any other matters in connection with the District's May 7, 2022 Commissioner Election:**

  After discussion Commissioner McCullough made a motion to approve the contract for Election Services with Travis County. Commissioner Moseley seconded. Motion passed 5-0.

12. Review Records Management Program and make changes as appropriate:

After discussion Commissioner Skubiata made a motion to accept the Records Management Program, Commissioner McCullough seconded. Motion passed 5-0.

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

After discussion this item was tabled.

14. Discuss and consider interlocal Agreement with Travis County regarding medical direction for First Reponder Unit:

After discussion this item was tabled.

15. 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.

16. Discuss and consider approval of amendments to servicer provider contracts with Elgin VFD and McDade VFD to acknowledge hiring of District Fire Chief:

After discussion with John Carlton, Atty this item was tabled.

17. Discuss and consider sale of McDade VFD truck, including approval of Resolution Authorizing Sale of Surplus Property:

After discussion Commissioner McCullough made a motion to sell the McDade VFD truck and Commissioner Moseley seconded. Motion passed 5-0. After discussion Commissioner McCullough made a motion to sell the truck with a starting bid of $6000. And to approve the Resolution Authorizing Sale of Surplus property. Commissioner Skubiata seconded. Motion passed 5-0.

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

After discussion District Chief Marco Martinez would check on a contract to repair various roof leaks.

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

Commissioner Benitez made a motion to set the next regular meeting for April 19, 2022 at 6:30pm at the **EVFD station**. Commissioner McCullough seconded. Motion passed 5-0.

With no further business meeting adjourned at 7:45pm.

Wayne Skubiata

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