

## **BRAZOS COUNTY EMERGENCY SERVICES DISTRICT NO.2**

**P.O. Box 105 | Kurten, TX 77862 | (979) 589-3263  
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**Meeting Minutes  
August 17<sup>th</sup>, 2023**

**Location: Kurten Church 977 N.FM 2038, Bryan, Texas**

1. **Call meeting to order.** The meeting was called to order at 7.00 P.M. by Dan Wilkerson.

Attendance:

Elected Officers:

Dan Wilkerson – President  
Joe Matejka – Assistant Treasurer  
Michael Hering – Vice President  
Lloyd Scasta – Treasurer

2. **Public comment on items not on the agenda.**

None.

3. **Public comment on agenda items.**

Nicholas Cook, 7249 FM 974 Bryan, Texas 77808 made comments on Agenda Item 13.  
Chris Court, 6828 FM 2038 Bryan, Texas 77808 made comments on Agenda Item 13.

4. **Receive the monthly report from the treasurer and consider a. approval of payment of monthly bills and invoices: and b. approval of monthly financial report: See Attachment for complete monthly financial report.**

Monthly bills and invoices were presented.

Direct Financial Solutions	\$212.20
Safe-D Membership	\$275.00
Carlton Law Firm	\$6,725.15

Motion to pay invoices made by Mr. Matejka, seconded by Mr. Hering. The motion carried 4-0.

The Board discussed a reimbursement for Mr. Wilkerson for copies of the August 17th agenda for \$19.48. A motion to reimburse was made by Mr. Scasta and seconded by Mr. Matejka. The motion carried 3-0-1, with Mr. Wilkerson abstaining.

Mr. Scasta presented the monthly financial report. Motion to accept monthly financial report was made by Mr. Hering and seconded by Mr. Scasta. The motion carried 4-0.

5. **Report of Service Providers in District territory.** Please see attachment B provided by the fire department. Joe Boyd gave a brief provider update. Brazos County has issued a burn ban in response to current conditions. The service provider had 72 calls for the month of July with multiple mutual aid calls to various agencies. In response to the Board question on fuel reimbursement to volunteers, Mr. Boyd stated volunteer fuel reimbursement is based on call outs. In response to the Board's question about the July bank statement, Mr. Boyd stated the Department has opened new bank account for fundraiser income and expenses with a current balance of \$23,154.52.
6. **Approve July payment to service providers.** The Department made a request for payment to bring its bank balance to the targeted amount. A motion was made by Mr. Hering and seconded by Mr. Scasta for payment of \$9,000.00 to the service provider. The motion carried 4-0.
7. **Receive monthly commissioner activity reports on district related activities since the last board meeting.** Mr. Wilkerson provided an update on the external audit. The auditors were wrapping up the audit and would be submitting the audit to the County. The auditing firm was also performing the audit for ESD 4.
8. **Discuss and consider approval of minutes from the July 10<sup>th</sup> 2023, regular meeting, the July 25<sup>th</sup> 2023, special meeting and the August 3<sup>rd</sup> 2023 special meeting.** Mr. Scasta made a motion to accept the meeting minutes for all three meetings and was seconded by Mr. Hering. The motion carried 4-0.
9. **Discuss and consider membership in the Texas County and District Retirement System (TCDRS) and approving a Retirement System Plan.**  
Ms. Amy Campbell of TCDRS gave an overview of the TCDRS and retirement plans and options. A motion by Mr. Hering to join TCDRS and select "Plan 4 With Other Service." The motion was seconded by Mr. Scasta and carried 4-0.
10. **Take a record vote on the District's 2023 tax rate, adopt an Order Levying Taxes and authorize filing the Order with the Brazos County Tax Assessor/Collector.**  
Mr. Hering made the following motion "I move that the property tax rate be increased by the adoption of a tax rate of \$0.020990 which is effectively a 4.33 percent increase in the tax rate". Mr. Matejka seconded the motion.

Roll call vote:

Present and voting

Mr. Wilkerson – For

Mr. Hering – For

Mr. Scasta – For

Mr. Matejka – For

Absent

Mr. West

The motion carried 4-0.

11. **Acknowledge and approve posting of statement regarding tax rate to home page of the District website.** Mr. Scasta moved to acknowledge and post the required language on the home page of the District's website. Mr. Matejka seconded the motion, and the motion carried 4-0.
12. **Discuss and consider sales tax report from HdL, and authorize HdL to update records, as needed, with the Texas Comptroller's Office.** Mr. Hering gave a report from HdL which stated an entity within the District is not correctly reporting sales tax and, in all likelihood, would result in de-allocation of sales tax revenue to the District. A motion was made by Mr. Scasta and seconded by Mr. Matejka to authorize HdL to bring this issue to the Texas Comptroller's Office's attention. The motion carried 4-0.
13. **Discuss and consider providing notice of termination of the Brazos County Emergency Services District 2 Volunteer Fire Department Service Provider Agreement.** The Board convened into Executive Session at 7:52 PM for consultation with General Counsel regarding Agenda Item 13. The Board ended Executive Session at 8:15 pm. No action was taken during executive session. Mr. Wilkerson resumed the open session at 8:16 pm. Mr. Hering moved for non-renewal of the Service Provider Agreement that expires September 30, 2023, and continue the agreement on a month-to-month basis until the new agreement is signed. Mr. Scasta seconded the motion, the motion carried 4-0.
14. **Discuss time and date of next meeting.** Next meeting will be September 11, 2023, at 7:00 pm at the Kurten Church.
15. **Adjourn.** Mr. Hering moved to adjourn the meeting at 8:18 pm and was seconded by Mr. Matejka. The motion carried 4-0. Mr. Wilkerson adjourned the meeting at 8:18 p.m.

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Larry West, Secretary