

BRAZOS COUNTY EMERGENCY SERVICES DISTRICT NO.2

**P.O. Box 105 | Kurten, TX 77862 | (979) 589-3263
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Business Meeting Minutes August 8th, 2022

Location: Brazos County District 2 Station #1

1. The meeting was called to order at 7:00 P.M. by Dan Wilkerson.

Attendance:

Elected Officers:

Dan Wilkerson – President
Michael Hering – Vice President
Lloyd Scasta- Treasurer
Joe Matejka, Assistant Treasurer
Larry West – Secretary

Fire Department:

Lonnie Milulec
Kenneth DeVries
Joe Boyd

2. Treasurer Report:

Bank Balances as June 30th, 2022

Beginning --- \$350,445.90
Ending----- \$419,412.69

Michael Hering made a motion to approve payments and accept the treasurer report, invoice include repayment to Dan Wilkerson for: Wilson Office Supply (\$81.19), Wilson Office Supply (\$580.83), Copy Stop (\$19.48) Joe Matejka seconded. The motion passed.

Larry West made a motion made to issue monthly draw to the VFD of \$29,166.67 , Joe Matejka seconded. Motion passed.

3. Report from District Representatives:

- a. Joe Boyd reported monthly call volume and call classification Approximately 50% of wildland calls were out of District.
- b. Station 2 repairs continue and near completion, flooring and punch out remain and duty crew can occupy station again
- c. Surplus asset timelines were reviewed, and the department would like to move forward with selling some of these assets to cover department requests for certain equipment and tools
- d. Unit 244 accident and update discussed, 244 is the backup booster unit as they await tires for 241.
- e. There was discussion on a surplus inventory list to be completed so that resolutions can be drafted. Dan Wilkerson asked that the Inventory list required in the Service Agreement be created for any asset over \$1,000.00. The VFD has requested that the ESD designate certain items as surplus so that they can be sold, and these will be included on the Inventory list.
- f. VFD submitted several requests for information from the ESD. The ESD Board told the VFD representatives that a joint meeting of the VFD Executive Committee and Board will be scheduled to talk about cash flows in the ESD, long term capital expenditures, how to finance Station 4, and new tax law challenges for the ESD.
- g. Tender delivery expected towards the end of August

4. Monthly Commissioner Reports

- a. Dan explained that an avenue has been created via email for taxpayers to ask questions or make inquires to the ESD

5. The attendees reviewed the July meeting minutes. Michael Hering made a motion to

6. Discussion was held on the FY21-22 budget and the increase in expenses due to the purchase of the new tender. Lloyd Scasta moved, seconded by Michael Hering to approve amending the FY 21-22 budget to show expenses of \$580,383.39. Motion carried

6. Budget Discussion 2022

- a. Dan discussed the budget and outlined 2022-2023 Fiscal Year, with amendments to be discussed as the fiscal year advances.
- b. Michael Hering made a motion to approve the Brazos County ESD #2 Fiscal Year Budget 2022-2023 in the amount of \$632,091.40. Lloyd Scasta seconded the motion. Motion carried.

7. Loan documents from Bedias State Bank were distributed. Lloyd Scasta made a motion for Dan Wilkerson and Michael Hering to be authorized signers of the promissory note and commercial security documents at Bedias Bank. Larry West seconded the motion. Motion carried.

8. Dan distributed a handout packet concerning the 2022 tax rate, discussion concerning Brazos County Tax Assessor's error concerning the De Minimis rate. Larry West made a motion to stay below the voter approval, the tax rate will be \$.02239/\$100 of property value . Joe Matejka seconded the motion. Role call vote for motion, all members voted yes. Motion passed. Michael Hering made a motion to authorize publication of "Small Taxing Unit Notice" to the Bryan Eagle and approve the posting of this notice to the website. Lloyd Scasta seconded the motion. Motion carried.

9. The Purchasing Policy which Joe Matejka and Lloyd Scasta drafted was discussed and passed out for review and comments. Approval will come at a future meeting

10. Dan explained the resolution and Special Counsel Engagement document drafted and signed which will approve the sale of the 2009 Freightliner Tanker. Larry West will need to witness the document and document will need to be notarized. Michael Hering made motion to approve the signing of the resolution by Dan Wilkerson and witnessed by Larry West and the certificate of resolution to be signed by Larry West and notarized. Joe Matejka seconded. Motion carried.

11. No updates on HDL contract at this time concerning sales tax.

12. Dan explained that the contract will be drafted by Mr. Campbell and presented to the VFD in the September meeting.

Dan Wilkerson adjourned the meeting at 8:30 p.m.