

BRAZOS COUNTY EMERGENCY SERVICES DISTRICT NO.2

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**Meeting Minutes
February 13th, 2023**

Location: Brazos County District 2 Station #1

- 1. Call meeting to order.** The meeting was called to order at 6:30P.M. by Dan Wilkerson.

Attendance:

Elected Officers:

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

- 2. Public comment on items not on the agenda.** No public comments were heard as no visitors were present.
- 3. Public comment on agenda items.** No comments on Agenda items were heard as no visitors were present.
- 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.** Monthly financials and treasurer's report were reviewed. Mr. West made a motion to approve the treasurer's report. Mr. Matejka seconded the motion. The motion passed 5-0. Five invoices were discussed and considered for payment including Lawyer's Title in the amount of \$261.00 and Kenneth Devies for \$270.00. Mr. Hering made a motion to pay the submitted invoices; Mr. West seconded the motion. The motion passed 5-0.
The following invoices were submitted separately and approved:

Dan Wilkerson \$205.00 for SAFE-D conference, approved 4-0-1
with Mr. Wilkerson abstaining.

Michael Hering \$205.00 for SAFE-D conference, approved 4-0-1
with Mr. Hering abstaining. Larry West \$205.00 for SAFE-D

conference, approved 4-0-1 with Mr. West abstaining.

5. **Report of service providers in District territory.** Please see attachment B provided by the fire department. Rick Wagner, Assistant Fire Chief of the Volunteer Fire Department, discussed call volume and fire type with the commissioners. There was also a brief discussion of the bylaws and any amendments that might be forthcoming in the future. Rick also ~~did~~ addressed the driveway apron damage at the front of station #1 as the recent rains and weather washed some of the installed materials from the depression in the apron. Mr. Hering gave a quick update on the progress with the engineer and TXDOT.
6. **Approve February payment to service providers.** A November payment request was presented by the Fire Department in the amount of \$50,000.00 for Department related expenses and payroll. Mr. Hering made a motion to approve the \$50,000.00 payment to the service provider, Mr. Matejka seconded the motion. The motion passed 5-0.
7. **Receive monthly commissioner activity reports on district related activities since the last board meeting.** Mr. Hering, Mr. Wilkerson and Mr. West all attended the SAFE-D annual conference in Austin, TX at the first of the month and briefly gave an update on information they gathered and possible future state legislation that was being discussed at the conference. The Commissioners were able to gather information from architects there attending as well and obtained contractor procedure in order to move forward with the first steps of planning for the proposed fire station.
8. **Discuss and consider approval of minutes from the January 2023 meeting.** Mr. Scasta made a motion to accept the meeting minutes from January, Mr. Hering seconded the motion. The motion passed 5-0.
9. **Discussion and approval of a request by Siddons Martin for additional payments for the 2022 Pierce Tanker.** Mr. Wilkerson discussed the discrepancy in the final invoice amount for the new apparatus purchased from Pierce. An option was added and approved by members of the department without authorization from the Commissioners who in a prior meeting specified the maximum amount to be spent on the new tanker. Several options were discussed and the Commissioners are going to make a counteroffer to Pierce in an attempt to resolve the dispute. Mr. Hering made a recommendation to approve a payment of \$4,603.70 which would bring the total payment to the signed contract amount. Discussion will resume at next month's meeting following the conversation with the vendor.
10. **Discussion concerning the future organization of personnel in the District 2 Volunteer Fire Department, the changes to the Services Agreement which would be required, and any other changes necessary.** The Commissioners excused the meeting attendees and went into closed session at 7:27 p.m. for the purpose of obtaining legal advice. The Commissioners ended the closed session at 7:46 p.m. and opened the meeting back up to the attendees.

No action was taken in the closed session.

11. Discuss date and time of next meeting. The next meeting will be March 13th, 2023, at 6:30 p.m.

12. Adjourn. Mr. Matejka made a motion to adjourn meeting at 7:56, Mr. Hering seconded. The motion passed 5-0.

Mr. Wilkerson adjourned the meeting at 7:56 pm.

Larry West Jr.
Board Secretary