

BRAZOS COUNTY EMERGENCY SERVICES DISTRICT NO.2

**P.O. Box 105 | Kurten, TX 77862 | (979) 589-3263
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Meeting Minutes July 10th, 2023

Location: Kurten Church

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
Larry West – Secretary
Michael Hering – Vice President
Lloyd Scasta -- Treasurer

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

Speakers: 1.

1. Joe Boyd, 2142 FM 2776 Bryan, TX 77808
2. Jimmy Robinson, 17550 Macy Rd. Hearne, TX 77859
3. Lonnie Mikulec, 13988 FM 974 Bryan, TX 77808
4. Billie Boyd, 2142 FM 2776 Bryan, TX 77808
5. Russ Ford P.O. Box 100 Kurten, TX 77862
6. Jen Heaton 11567 LA fountain lane, Bryan, TX 77808
7. Rick Wagner 6501 Wheelock Hall Rd. Bryan, TX 77808
8. Kenneth DeVries, Tabor Rd. Bryan TX 77808
9. Donald Lampo 1819 Frieda Lane Bryan TX 77808
10. Justin Irick Ferrell Creek Rd. Bryan TX 77808

3. **Public comment on agenda items.** No comments.

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 financials and treasurers report were reviewed in this document. Michael Hering made a motion to approve the treasurers report. Financial report presented in attachment A for review. Larry West seconded. Motion passed 5-0. Three invoices were discussed and considered for payment: DFS in the amount of \$431.25, Emergency Services Solutions in the amount of \$446.65, The Carlton Law Firm in the amount of \$1,254.00. Mr. Hering made a motion to pay the submitted invoices, Joe Scasta seconded. Motion passed 5-0. A second motion was made by Mr. Scasta for payment to Dan Wilkerson for copies made \$38.97 and for the purchase of a laptop computer for the District from Best Buy in the amount of \$1,149.98. Mr. West seconded the Motion and it passed 4-0-1. Mr. Wilkerson abstained from voting.

5. **Report of Service Providers in District territory.** Please see attachment B provided by the fire department. Joe Boyd gave a brief provider update. Chief Boyd had provided financials prior to the meeting for April and May, but gave out a single copy of the June financials at the meeting. The July bank balance for the Department is over \$96,000. Because the Commissioners could not review a single set of June financials, President Wilkerson told Chief Boyd if there were questions, the Commissioners would bring them to the August meeting. Chief Boyd was reminded that the agreed upon procedure was for the Department to provide both the Quick Books financials and the bank statement to all Commissioners by email three days before the meeting.

6. **Approve July payment to service providers.** The department made a request for a \$35,000.00 payment for the month of July. There was discussion about the need for continuing a \$130,000 balance for the Department given that the Day Crews would be soon paid by the District, and the Department's budget would be cut in half in the 2023-2024 budget. The target balance for October would be \$65,000, so that a July payment was unnecessary. No action.

7. **Receive monthly commissioner activity reports on district related activities since the last board meeting.** Mr. Wilkerson provided an update on tax rate information received from the county Tax Assessor, Ms. Roe. Mr. Wilkerson also discussed the timeline for setting the budget in August, and how he thought the property tax rate would decline given the property values in District 2.

8. **Discuss and consider approval of minutes from the June 12th 2023 Regular meeting and the June 27th 2023 Special meeting.** Mr. Scasta made a motion to accept the meeting minutes for both meetings, and Joe Matejka seconded the motion. Motion passed 5-0.

9. **Discuss the 2023-2024 budget and take action as necessary.** There was discussion concerning amending the budget of the District as the duty crew payroll responsibility will come to an end for the volunteers and will be assumed by the ESD. Commissioner Hering went over the 2023-2024 numbers in the Five Year Pro Forma. These will be the basis for

the Budget which will be an agenda item for the August meeting. The Board intends to amend the 2022-2023 Budget as discussed, and to approve the 2023-2024 Budget in August.

10. Discuss the date of the next meeting. The next meeting will be August 14th, 2023, at 7:00 at Kurten Church.

11. Adjourn. Mr. Hering made a motion that the meeting be adjourned. Mr. Scasta seconded. Motion passed 5-0.

Mr. Wilkerson adjourned the meeting at 8:08 p.m.

Approved August 17, 2023.

Larry West, Secretary