

BRAZOS COUNTY EMERGENCY SERVICES DISTRICT NO.2

**P.O. Box 105 | Kurten, TX 77862 | (979) 589-3263
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Special Meeting Minutes October 5th, 2022

Location: Brazos County District 2 Station #1

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

Fire Department:

Donald L.
Kenneth D.
Joe B.
Rick W.
Nick C.
Anthony P.

2. **Joint meeting with the District 2 Executive Committee to discuss: ESD financial plans, implications of recent changes in the tax laws on financial planning, equipment purchase priorities, repair of 244, plans for Station 4, update on VFD reporting requirements, and purchasing policies.** The ESD Board conducted a joint discussion with the District 2 VFD Executive Committee. A Pro Forma handout was presented by Commissioner Hering to the group. This form outlined the next five years of the Districts' projected financials, both expenditures and revenue. Commissioner Wilkerson discussed the ESD operating fund and how the fund requirements affect the cash flow. A property

tax discussion was also held as new state legislation has changed the way that a department can qualify debt. All new apparatus will need to be purchased with cash going forward and any other debt will have to be financed most likely via bond election. The Board and Executive Committee discussed fiscal year 2023 and tentatively agreed upon which apparatus will need replacement through the year 2025. Fiscal Year 2023's purchase is currently in discussion now as the ESD is working with the buy board to secure a chassis to replace the damaged 244 unit which will go in service as 246. Unit 242 will be replaced in 2024 and unit 221 will be replaced in 2025. There was also discussion on the status and vision for the new fire station. This would be station 4 and would be a central station for the fire department that would include administration, dorms, and a main station. It was agreed that in the future the ESD would most likely need to put together a bond election to secure the financing for the construction of this station. No action on the bond election or the new fire station will be taken at this time.

3. **Discuss and consider approving a Letter Agreement engaging the Carlton Law Firm as General Counsel for the District.** Commissioner Wilkerson informed the group of the assistance and availability of The Carlton Law Firm to advise the District on key questions and issues that have had to be addressed over the past months. Taking into consideration their availability and experience, the Board considered retaining them as general counsel for the District. Commissioner West made a motion that the Board retain The Carlton Law Firm as the General Counsel for the District. Commissioner Herring seconded the motion. The motion carried 5-0.

4. **Adjourn.** Commissioner Hering made a motion to adjourn meeting at 8:25. Commissioner Matejka seconded, and the motion was approved 5-0. Commissioner Wilkerson declared the meeting adjourned at 8:25 p.m.