

BRAZOS COUNTY EMERGENCY SERVICES DISTRICT NO.2

**P.O. Box 105 | Kurten, TX 77862 | (979) 589-3263
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**Meeting Minutes
September 17th, 2024**

Location: Zion Church

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

Attendance:

Elected Officers:

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

Chief Harold Watkins – District Fire Chief

2. **Public comment on items not on the agenda.** There were no comments.
3. **Public comment on agenda items.** There were no comments.
4. **District 2 operations report.** Chief Watkins provided a written and oral presentation to the Board detailing monthly call volume including the personnel and volunteers who responded. Chief also updated the Board on the TFS program to cover training expenses for the Department for one year along with EMS classes at Blinn College that would be available through a SFFMA grant.
5. **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:** Bank Statements were reviewed, and Lloyd Scasta presented the financial status of the ESD. Michael Hering made a motion to accept the Treasurer's report for August and Joe Matejka seconded. The motion passed 5-0. Ten invoices were discussed and considered:

1. Thompson Derrig and Craig \$650.00

2. Carlton Law Firm \$1,634.70
3. Municipal Emergency Services \$2,093.35
4. RIT Management \$2,555.19
5. Thompson Derrig and Craig \$5,200.00
6. ESO Solutions \$2,307.20
7. HDL \$630.00
8. ESO Solutions \$9,493.48

Mr. Hering made a motion to pay the submitted invoices, and Mr. Matejka seconded. Motion passed 5-0.

Two additional invoice was discussed:

9. IT Pro \$150.00
10. Reimbursement to Dan Wilkerson \$10.50

Mr. Hering moved that reimbursement be paid to Dan Wilkerson and to pay the IT Pro invoice. Larry West seconded the motion. The motion passed 4-0-1 with Mr. Wilkerson abstaining from the vote.

6. **Discuss and possibly approve September payments to service providers.** None required at this time.
7. **Receive monthly commissioner activity reports on District related activities since the last Board meeting.** Mr. Hering provided an update on yearly sales tax income. Mr. Wilkerson also provided information on the current agreement between the ESD and VFD and informed the Board that there would be no changes to the agreement this year.
8. **Discuss and consider approval of minutes for the August 2024, regular meeting.** Mr. Matejka made a motion to approve the minutes for the August meeting. Mr. Scasta seconded the motion. Motion passed 5-0.
9. **Discuss and consider approval of a Resolution Authorizing Purchase of Real Property.** Discussion and action was deferred until after Executive Session. The Board entered into executive session at 6:55 p.m. under Government Code Section 551.072. The Board returned to open session at 7:02 p.m. No action was taken in executive session. Mr. Hering then made a motion to approve a resolution authorizing the purchase of real property. Mr. Scasta seconded the motion. Motion passed 5-0.
10. **Discuss and consider acting regarding 2024 tax rate including:**
 - a. **take a record vote on the District's 2024 tax rate, adopt an Order Levying Taxes, authorize filing the Order with the Brazos County Tax Assessor/Collector:** Mr. West moved that the property tax rate be increased by the adoption of a tax rate of \$0.02006 per \$100.00 valuation, which is effectively a 6.08 percent increase in the tax rate. Mr. Hering seconded the motion. A Record Vote was taken 5 yes as recorded below. Motion passed.

Dan Wilkerson – Yes
Larry West – Yes
Joe Matejka – Yes
Michael Hering – Yes
Lloyd Scasta - Yes

- b. **authorize posting of statement regarding adopted tax rate to home page of District website.** Mr. Hering made a motion to authorize posting of a statement on the District website, “Brazos County ESD No. 2 adopted a tax rate that will raise more taxes for maintenance and operations than last year’s tax rate. The tax rate will effectively be raised by 7.96 percent and will raise taxes for maintenance and operations on a \$100,00 home by approximately \$1.13.” The motion was seconded by Mr. Scasta and the motion passed 5-0.
11. **Discuss and consider approval of an Agreement with Ingram, Wallace & Co. for the audit of the 2023-2024 ESD budget.** Mr. Matejka made a motion that the ESD enter an agreement with Ingram, Wallace and Co. for services to complete the 2023-2024 financial audit. Mr. West seconded. The motion passed 5-0.
12. **Discuss date and time of next meeting.** The next meeting will be October 15th, 2024, at 6:30 p.m. at Kurten Church.
13. **Adjourn** Mr. Wilkerson adjourned the meeting at 7:08 p.m.

APPROVED October 15, 2024.

Larry West, Jr. Secretary