

Travis County Emergency Services District #13 Board of Commissioners
Monthly Meeting Minutes – October 19, 2020

01) Call Meeting to Order - The Board of Commissioners of Travis County Emergency Services District 13 (ESD13) met for their monthly meeting on Monday, October 19, 2020 at Bethlehem Fellowship Hall, Lund, Texas. Commissioner Kessler called the meeting to order at 7:03 p.m. and declared a quorum with the following ESD13 Commissioners attending: Kessler, Erickson, Johnson, Anderson and Douglas. Also attending the meeting was Foehner representing Bastrop/Travis County ESD1 (BAT1); and Moellenberg, Contracted Administrative Assistant for ESD13.

02) Recognition of Citizens and Public Comments – No citizens were present.

03) Approve Minutes of the September 14, 2020 (a) Proposed Tax Rate for Tax Year 2021 Meeting, and (b) Regular Monthly Meeting – Erickson made a motion to approve both sets of minutes as distributed to ESD13 Commissioners; Johnson seconded the motion; motion carried.

04) Review Treasurer's Report and take appropriate action – Johnson distributed the following two reports (a) Checking account for October 08, 2019 to September 09, 2020 and Texas Class for July 31, 2020 to August 31, 2020, and (b) Checking account for October 08, 2019 to October 08, 2020 and Texas Class for August 31, 2020 to September 30, 2020, and provided an overview. Erickson made a motion to approve both reports Douglas seconded the motion; motion carried.

05) Consider, discuss and take appropriate action regarding outstanding bills – Johnson summarized payments were due to (a) Arhaman for changing the burn ban signs, (b) ESD13's attorney for conference with Erickson, and (c) Moellenberg for administrative duties. Anderson made a motion all bills presented be paid; Douglas second the motion; motion carried.

06) Report of Service Providers:

(a) Report from representatives of Elgin Volunteer Fire Department (EVFD) – No report presented or submitted.

(b) Report from representatives of Bastrop Travis County Emergency Services District No. 1 (BAT1) – Foehner distributed the BAT1 report for September, 2020 noting six calls in ESD 13 territory with average response time of eight minutes and 40 seconds. Foehner also stated since August, BAT1 first responders have had three CPR saves and delivered two babies. Erickson asked if BAT1 has posted their strategic plan on their web site. Foehner responded in the negative and stated he would follow up. Commissioners reminded Foehner it has been at least two months since ESD13 asked for a copy of the report. Foehner stated he would let Moellenberg know when the report was posted.

(c) Report from representatives of Austin/Travis County Emergency Medical Services System – Moellenberg distributed the ATCEMS August, 2020 and September, 2020 reports received from Brotherton. Commissioners reviewed the reports and requested Foehner to contact Brotherton to discuss if any of the calls made into ESD13 territory should have been responded to by BAT1. Kessler stated he would also contact Brotherton to discuss the reports.

(d) Report from any Travis County Emergency Services District – Moellenberg distributed an email from Smith with ESD12 which listed the number of calls ESD12 made into ESD13 territory and an update on ESD12's FY21 Budget, hiring and training, pumper purchases, and future plans for Stations 4 and 5.

07) Report on Travis County Fire Chief Meetings – Moellenberg distributed an email from Smith with ESD12 that provided an outline on matters being discussed at the Fire Chief Meetings. Commissioners reviewed and discussed the information provided. Commissioners asked Foehner if he knew anything about the incident management system mentioned in the report which has been adopted by all of Travis and Williamson County Fire Departments that are participating in the Auto Aid Agreement. Foehner replied he did not, and believes BAT1 probably would not be eligible because dispatches go to Bastrop first then to Elgin.

08) Consider, discuss and take appropriate action regarding updating ESD13's Signature Card with Texas Class – Johnson stated he had not yet made contact with Texas Class except to set up the portal. Erickson suggested Johnson contact Tony Sekaly with Texas Class to inquire about the signature card and also if ESD13 is required to update its Investment Plan each year. Erickson stated ESD13 should invest \$50,000 with Texas Class and stated he thought ESD13 had already approved the transfer. Moellenberg stated she would check past minutes and if ESD13 had not already approved that investment, she would put it on the November agenda.

09) Consider, discuss and take action regarding Auditor for ESD13's Year Ending September 30, 2020 - An engagement letter from Jansen & Gregorczyk was presented to ESD13 Commissioners for review and discussion. Erickson made a motion ESD13 sign the engagement letter; Johnson seconded the motion; motion carried.

10) Consider, discuss and take appropriate action regarding Telephone Contact for ESD13 – Douglas stated she has only received one call and agreed her phone number could remain as ESD13's primary phone number. Douglas noted the phone call received had to do with a burn that was occurring on the Solar Farm. Commissioners discussed the location of the burn was in ESD2's jurisdiction. Anderson expressed concern the Solar Farm has not reached out to ESD13, BAT1, or EVFD regarding hazards or safety procedures related to solar panels. Erickson stated he would contact Solar Farm representatives to discuss Anderson's concerns.

11) Consider, discuss and take appropriate action regarding reports of Travis County Fire Chiefs' meetings – Commissioners discuss the reports provided by ESD12's Fire Chief Smith at no cost. Erickson made a motion ESD13 continue receiving reports from ESD12; Douglas seconded the motion; motion carried.

12) Consider, discuss and/or take appropriate action on the following items:

- Confirm and/or change November 2020 Meeting Date – Moellenberg noted the scheduled November meeting was only two weeks away and stated she would probably not be able to attend. Johnson made a motion the meeting be changed to November 9th; Erickson seconded the motion; motion carried.
- Report on Travis County Emergency Services District Commissioners Council – Commissioners noted the next telephone ESDCC meeting on Saturday, October 24th.
- Delayed – Meeting with Attorney regarding Fire Code.
- Status of Commissioner Reappointments – Moellenberg stated she is no longer looking at Travis County Commissioner Minutes for reappointments. She noted next month she will be providing to ESD13 Commissioners drafts letters requesting reappointments.
- Status of Burn Ban – Commissioners acknowledged the burn ban is in effect.
- Future Agenda Items – See No. 8 above and fourth bullet of this No. 12.

13) Other information requiring no action – Commissioners discussed the proposed new ESD overly for the now present ESD2.

14) Adjourn – Erickson made a motion the meeting be adjourned at 8:15 P.M.; Johnson seconded the motion; motion carried.

Respectfully submitted,
Aaron Anderson, Secretary, TCESD13

By: _____
Diane Moellenberg, ESD13 Contracted Administrative Assistant