

**SOUTHWEST LEON COUNTY ESD #2  
BOARD OF COMMISSIONERS MEETING: March 16, 2021  
MINUTES**

1. Ruth Hime called the meeting to order at 6:01 P.M.
2. Hank Dembosky led the Board in prayer.
3. Ruth Hime led the Board in the pledges of allegiance.
4. Commissioners in attendance: President Ruth Hime, Vice President Hank Dembosky, and Treasurer Caryn Thompson, making a quorum. Secretary Janice Hall and Assistant Treasurer Janey Shannon were absent. Hank Dembosky was acting Secretary for the meeting. Guests in attendance are noted on the attached Sign-In Sheet.
5. No members addressed the Board.

**REPORTS**

6. Caryn Thompson presented the Treasurer's Report.
  - a. Bills/Checks to be approved: 6 checks totaling \$55,764.00 were approved as listed on the attached Transaction Report. Payments made: HTL VFD, \$51,250 (quarterly contract); Leon County Appraisal District, \$1,522; Leon County Tax Assessor, \$2,527.20; VFIS Texas \$308 (workers comp.); Carlton Law Firm, \$66 (legal); and Caryn Thompson, \$79.80 (Quick Books, Feb/March). Hank Dembosky moved and the Board unanimously approved payment of these invoices.

Deposits: Tax collections from Leon County and interest totaled \$52,577.93.
  - b. The Board reviewed the 02/21/2021 Financial Statements (Balance Sheet, P&L - filed with these minutes). Treasurer Thompson reported that collections are running only \$5k less than last year at this time. This is encouraging because of budget concerns that COVID may negatively impact tax collections. Hank Dembosky moved and the Board unanimously voted to accept the ESD Treasurer's financial reports for filing.
7. The Board then reviewed the February EMS activity report and February Financials from HTLVFD, presented by Traci Smith. VFD Activity Report was presented by Ron Ryder, Board President. EMS monthly performance measures as follows, noted in the activity report (attached to these minutes) were:
  - EMS Responses: 10
  - Transports: 19

- Avg. Response Time: 8:26 min.
- Avg. Out-of-Chute Time: 01:41 min.
- Fire Trainings: 3 hrs
- Volunteer Hours: 34 hrs

Hank Dembosky moved and the Board unanimously accepted the VFD February Financial Report for filing.

Upon presentation and review of the February Fire Operations Report and the EMS February Activity Report, Hank Dembosky moved and the Board unanimously accepted the VFD Operational Reports for filing.

8. Committee Reports & Actions:
  - a. Long Range Planning: Committee meetings are still on hold due to COVID. While lack of ESD funding for capital items has minimized the need for meetings, Ruth Hime reminded the VFD Board President Ron Ryder that primary responsibility for the Long Range Plan rests with the VFD.
  - b. Audit Engagement: No action required at this time.

#### **DISCUSSION/ACTION ITEMS**

9. Workers Compensation Renewal: Payment for the renewal of the workers compensation policy was approved during review of financials, noted above. Ruth Hime stated that the cost was similar to last years.
10. Ruth Hime reported that she had a conversation with the ESD attorney regarding the Pecan Prairie Solar Project and ESD's Contract with the Hilltop Lakes VFD.
  - a. The attorney made contact with Ty White of ConnectGEN. Property tax revenues from The Pecan Prairie Solar Project will be paid to the county, and the ESD will receive its share of the taxes. Ruth Hime plans to attend the LCAD spring planning meeting. It has not been scheduled.
  - b. The attorney confirmed that no outside party can comment on how the ESD manages its Emergency Services Contract. The only two parties that can discuss and/or comment on contract management are the ESD and the Hilltop Lakes VFD.
  - c. Ruth Hime attended the 3/15/21 VFD meeting and stated that the VFD is meeting all contractual timeliness requirements and is providing all requested reports.

- d. Ruth Hime also clarified that all open records requests must be in writing. Discussion ensued concerning how additional costs (researching, redacting, copying, legal, etc.) may cut into funding available for the VFD.
11. The minutes of the February 23, 2021 meeting were reviewed. Hank Dembosky moved the February 23, 2021 minutes be accepted and the Board unanimously approved the motion.
12. Industry News, Training and Other Communications. Hank Dembosky reported on updates from legislative issues. (see attached)
13. Public Comment:
  - a. With the impending Pecan Prairie Solar Project VFD Board President Ron Ryder said that he met with Houston VFD officials to plan for solar firefighting techniques training for the Hilltop Lakes VFD.
  - b. Sheri Guerra, a new Hilltop Lakes resident, said this was her first meeting, and that she is interested in volunteer opportunities.
14. The next meeting was set for Tuesday, April 20, 2021, 6 PM at the Fire Station.
15. Adjournment: Caryn Thompson moved and the Board unanimously approved the motion to adjourn at 6:45 PM.

Respectfully submitted,  
Hank Dembosky, (Acting) Board Secretary