

**SOUTHWEST LEON COUNTY ESD #2
BOARD OF COMMISSIONERS MEETING: June 15, 2021
MINUTES**

1. Ruth Hime called the meeting to order at 6:02 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; Secretary, Janice Hall, and Assistant Treasurer, Janey Shannon making a quorum. Treasurer, Caryn Thompson, was absent.
5. Guests in attendance are noted on the attached Sign-In Sheet.

REPORTS

6. Janey Shannon presented the Treasurer's Report.
 - a. Bills/Checks to be approved: 3 checks required approval; One for the QuickBooks subscription for April thru June; HTLVFD 3rd quarter contract payment of \$51,250.00 and Leon Central Appraisal District for services provided. Hank Dembosky moved and the Board unanimously voted to approve the payments.
 - b. Four deposits totaling \$3,806.91 were reported.
 - c. The Board reviewed the 06/14/2021 Financial Statements (Balance Sheet, P&L - filed with these minutes). Ruth Hime reported that collections continue to exceed budgeted amounts. Janice Hall moved and the Board unanimously voted to accept the ESD Treasurer's financial reports for filing.
7. The Board then reviewed the May 30, 2021 Financials from HTLVFD presented by Ruth Hime. Ruth Hime presented the May 2021 VFD Activity Reports which were submitted by Amy Hall. Ruth reported equipment failures are on the rise. Ruth Hime also presented the EMS activity report. EMS monthly performance measures as follows, noted in the activity report (attached to these minutes) were:
 - EMS Responses: 29
 - Transports: 16
 - Avg. Response Time: TBD (was reported in error, will be corrected next month).
 - Avg. Out-of-Chute Time: 02:20 min.
 - Fire Trainings: 0
 - Volunteer Hours: 36 hrs

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

Upon presentation and review of the May Fire Operations Report and the EMS May Activity Report, Janey Shannon 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. VFD Board President Ron Ryder continues to work on creating an equipment needs list to present to the ESD board for review. The list will also be used when Ruth Hime and Ron Ryder meet with the county judge regarding apportionments from the American Rescue Plan Act funds Leon County will receive.
- b. Audit Engagement: No action required at this time.

DISCUSSION/ACTION ITEMS

9. Discuss and approve the continuation of the contract with the Carlton Law Firm. Janey Shannon moved that the contract be approved, and the Board unanimously approved the motion.
10. The informational report filed with the Texas Comptrollers Office on behalf of SWLCESD#2 by the Carlton Law Firm was reviewed by the Board. No action is required.
11. A Budget and Tax Planning memorandum was provided. Discussion included a brief review of the memorandum. The plan is to have the schedule proposed and approved at the 8/17 meeting of the Board. Janey Shannon moved that approval of the tax calendar be put on the 8/17 meeting agenda.
12. The minutes of the May 18, 2021 meeting were reviewed. Hank Dembosky moved the May 20, 2021 minutes be accepted and the Board unanimously approved the motion.
13. Industry News, Training and Other Communications. Hank Dembosky provided a written summary of 2021 SAFE-D Legislative Updates from January 22, 2021 thru June 15, 2021. Ruth Hime and Ron Ryder are meeting with Judge Ryder to ask for a portion of the Leon County funds that are coming to the county thru the American Rescue Plan Act. Ron Ryder is gathering details on funds spent on repairs for the last 12 months as part of the presentation.

Hank Dembosky provided a training certificate documenting completion of 1 hr of educational training for a SAFE-D webcast.

Ruth Hime attended a SAFE-D meeting where one topic of interest is that SAFE-D is looking at entering into a relationship with VFIS to create better rates for insurance for member VFDs. More information will be forthcoming once an agreement is reached.

14. Public Comment: None made
15. The next meeting was set for Tuesday, July 20, 2021, 6 PM at the Fire Station.
16. Adjournment: Janey Shannon moved and the Board unanimously approved the motion to adjourn at 6:58 PM.

Respectfully submitted,
Janice Hall, Board Secretary