

**SOUTHWEST LEON COUNTY ESD #2  
BOARD OF COMMISSIONERS MEETING: August 18, 2021  
MINUTES**

1. Ruth Hime called the meeting to order at 6:06 P.M.
2. Ruth Hime led the Board in prayer.
3. Janey Shannon led the Board in the pledges of allegiance.
4. Commissioners in attendance: President, Ruth Hime; Vice President, Hank Dembosky; Secretary, Janice Hall, Assistant Treasurer, Janey Shannon and Treasurer, Caryn Thompson, making a quorum.
5. Guests in attendance are noted on the attached Sign-In Sheet.

**REPORTS**

6. Caryn Thompson presented the Treasurer's Report.
  - a. Bills/Checks to be approved: 2 checks required approval; Carlton Law Firm for \$102.50 and QuickBooks fees for July and August for \$53.20. Janey Shannon moved and the Board unanimously voted to approve the payments.
  - b. Four deposits (including interest earned) totaling \$2,2479.25 were reported.
  - c. The Board reviewed the 08/18/2021 Financial Statements (Balance Sheet, P&L - filed with these minutes). Janey Shannon moved and the Board unanimously voted to accept the ESD Treasurer's financial reports for filing.
7. The Board then reviewed the July 31, 2021 Financials from HTLVFD presented by Traci Smith. Ron Ryder and Ruth Hime presented the July 2021 VFD Activity Reports. Ron reported 4 professional fire fighters have been added to volunteers for the VFD team.

Dennis Smith 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: 14
- Avg. Response Time: 8:02 min.
- Avg. Out-of-Chute Time: 02:10 min.
- Fire Trainings: 0
- Volunteer Hours: 0

Janey Shannon moved and the Board unanimously accepted the VFD July Financial Report for filing.

Upon presentation and review of the July Fire Operations Report and the EMS June Activity Report, Caren Thompson moved and the Board unanimously accepted the VFD Operational Reports for filing.

**8. Committee Reports & Actions:**

- a. Long Range Planning: The committee has been disbanded as an official committee. Ron Ryder completed the needs assessment to apply for ARPA funds. Hank Dembosky continues to monitor county agendas to see when apportionments will be designated to various county organizations.
- b. Audit Engagement: no action required until after year-end.

**DISCUSSION/ACTION ITEMS**

9. The budget proposal for funding, \$215,000, for the Hilltop Lakes VFD based on projected revenue availability was unanimously approved after the motion was made by Janey Shannon.
10. Janice Hall read the Resolution Adopting the Budget for Southwest Leon County ESD No 2 for fiscal year 2021-2022. Janey Shannon moved and the board unanimously approved the budget.
11. Motion was made by Hank Dembosky and unanimously approved to enact the certification of the resolution.
12. The Order Levying Taxes at a rate of \$.10 per \$100.00 of taxable valuation for 2021 was moved for approval by Janice Hall and unanimously approved by the board.
13. Claren Kotrla was proposed to fill the vacant position on the Board of Commissioners. Janice Hall moved and the board unanimously approved Claren Kotrla's appointment to the board.
14. The minutes of the July 20, 2021 meeting were reviewed. One correction was noted. Hank Dembosky moved the June 15, 2021 minutes be accepted as corrected and the Board unanimously approved the motion.
15. Industry News, Training and Other Communications. Ruth Hime will be attending a SAFE-D conference in September. Primary focus of the mini-conference will be ARPA funding updates. Ruth requested meeting attendees watch for constitutional amendments and read them carefully.
16. Public Comment: None made
17. The next meeting was set for Tuesday, September 21, 2021, 6 PM at the Fire Station.
18. Adjournment: Janey Shannon moved and the Board unanimously approved the motion to adjourn at 6:51 PM.

Respectfully submitted,  
Janice Hall, Board Secretary