

SOUTHWEST LEON COUNTY ESD #2
BOARD OF COMMISSIONERS MEETING: December 21, 2021
MINUTES

1. Ruth Hime called the meeting to order at 6:10 P.M.
2. Claren Kotrla 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; Assistant Treasurer, Janey Shannon; and Claren Kotrla, Secretary.
5. Guests (6) in attendance are noted on the attached Sign-In Sheet.

REPORTS

6. Treasurer's Report:
 - a. Bills/Checks approved are: Breedlove-\$4,400.95, check #1377; HTL Fire Department-\$53,750, check #1376; Leon County Tax-\$1,266 check #1373; Leon County Appraisal Dist.-\$1,337, check #1374; Carlton Law firm-\$93.00, check #1375. Hank Dembosky made motion to approve payment and Janey Shannon seconded the motion. Motion passed unanimously.
 - b. Hank Dembosky made motion to approve payment and Janey Shannon seconded the motion. Motion passed unanimously.
 - c. The Profit and Loss Statement thru December 21, 2021, was reviewed and discussed. Janey Shannon moved and Hank Dembosky seconded to accept the financial report. The Board unanimously voted to approve the P & L Report.
7. Amy Hall presented the EMS November 2021 Activity Report (attached). Fire Chief Gary Hall presented the VFD November Operations Report (attached) Traci Ratcliff-Smith presented the HTL VFD/EMS Financial Report (attached). EMS monthly performance measures as follows, noted in the activity reports (attached to these minutes) were:
 - EMS Responses: 27
 - Transports: 14
 - Avg. Response Time: 6:02 min.
 - Avg. Out-of-Chute Time: 1:43. min
 - Fire Trainings: 6
 - Volunteer Hours: 36

Upon presentation and review of the November Fire Operations Report and the EMS November Activity Report, Janey Shannon moved and Hank Dembosky 2nd and the Board unanimously voted to accept the HTL VFD/EMS Operational Reports for filing. Upon presentation and review of the November HTL VFD/EMS Financial Report, Hank Dembosky moved and Janey Shannon 2nd the motion. The Board unanimously voted to accept the report.

8. Committee Reports & Actions:

- a. Long Range Planning: Ruth Hime attended The HTL annual POA meeting and reported to them that the ARPA money received by the Leon County Commissioners Court has not been distributed. This is having a negative effect on the ESD. Discussion of the solar project and its impact on funding was held. Ruth and Ron Ryder will attend the December Commissioners Meeting to receive progress information regarding ARPA funding.
 - b. Annual Audit: The annual audit was presented by phone with positive statements by Jill Heinz of Breedlove & Co. Hank Dembosky made motion to accept the report and Claren Kotrla seconded the motion which passed unanimously. Ruth Hime and the assistant treasurer, Janey Shannon will execute the required letter.
9. Discussed the reappointment of Hank Dembosky and the new appointment of Tiffani McKinney to the 2022 board by the Commissioners Court. They are scheduled to be sworn in at the January 18 meeting.
10. Claren Kotrla will submit the required annual report to the Division of Emergency Management.
11. The board voted to adjust the meal allowance to require members to submit receipts for meals when traveling on Board business. Hank Dembosky made the motion to approve and Claren Kotrla seconded. Motion passed unanimously.
12. Ruth Hime will have the signature cards at Prosperity Bank updated.
13. The minutes of the November 16, 2021 meeting were reviewed. Hank Dembosky moved the minutes be accepted, Janey Shannon 2nd, and the Board unanimously approved the motion.
14. Training and Other Communications: Ruth Hime attended the 8.00 hour V. G Young Institute of County Government training. The 2022 SAFE-D annual conference that will be held February 17 thru February 19, in Round Rock, TX was discussed. Continuing education units (CEU's) for all ESD commissioners are statutorily required.

15. Public Comment: None.

16. The next meeting was set for Tuesday, January 18, 2022, 6 PM at the Fire Station.
Meeting adjourned at 7:10 PM.

Respectfully submitted,
Claren Kotrla, Board Secretary