

**SOUTHWEST LEON COUNTY ESD #2
BOARD OF COMMISSIONERS MEETING
MINUTES:**

December 20, 2022

1. Hank Dembosky called the meeting to order at 6:00PM.
2. Claren Kotrla led the Board in prayer.
3. Hank Dembosky led the Board in the pledges of allegiance.
4. Commissioners in attendance: President, Hank Dembosky; Vice President, Ruth Hime; Treasurer, Tiffani McKinney; Assistant Treasurer, Janey Shannon; and Secretary, Claren Kotrla.
5. Guests (11) in attendance are noted on the attached Sign-In Sheet.

REPORTS

6. Update on Pecan Prairie Solar Project - Mr. Ty White was unable to attend the anticipated meeting to discuss the project. However it is still expected to start in June of 2023.
7. **Treasurer's Reports**
 - a. The monthly expense report was presented by Tiffani McKinney. There were four items: (1) Carlton Law Firm services for \$1,036.50, invoice 8436 and 8437. Paid with check 1411. (2) Janey Shannon for \$69.00 for reception expenses for Ruth Hime. Paid with check 1412. (3) HTL Fire Department quarterly payment of \$63,750.00. Paid with check 1413. (4) Leon County appraisal District fourth quarter payment for \$1,775.00. Paid with check 1414. Motion to accept payments was made by Ruth Hime and seconded by Janey Shannon. The Motion passed unanimously.
 - b. The Financial Report for November was presented by Tiffani McKinney (see attached) and was approved with motion by Ruth Hime and seconded by Janey Shannon. The motion passed unanimously.
 - c. Tiffani McKinney presented the quarterly investment report (see attached) and noted CD funds would earn higher interest if transferred from Prosperity Bank to the Normangee Bank. Motion to accept report and transfer was made by Ruth Hime and seconded by Janey Shannon. The motion was passed unanimously.
8. **HTL Fire/EMS Reports:** Sheri Guerra presented the HTLVFW/EMS November Activity Reports and the Financial Report (attached). VFD Activity Report presented showed 33.5 hours response time and 16.5 hours in training (see handout). The HTL VFD/ EMS monthly performance measures reported are noted in the activity report (attached to these minutes) were:
 - 17 Transports

- Avg. Response Time: 06.04 min.
- Avg. Out-of-Chute Time: 00:02.10 min.
- Fire Trainings: 16.5 hours
- Volunteer Hours: 33.5 hours

Upon presentation and review of the November VFD/EMS Activity Reports and the Financial Report, the Board unanimously voted to accept the HTL VFD/EMS Activity (Operational) Reports and the Financial Report with motion by Tiffani McKinney and second by Claren Kotrla.

9. Committee Reports

- a. Election Expenses: Tiffani McKinney gave an update on the Election Budget.
 - b. Hank Dembosky reported that the Comptroller's Office advised him that they had everything needed to proceed. They will inform retailers of their responsibilities. The tax change takes place on April 1, 2023. It is anticipated that ESD #2 will receive at least six monthly payments in 2023.
10. Hank Dembosky received the Amended Order Canvassing the Returns & Declaring the Results of the SW Leon Co ESD #2 11/08/2022 Election from the Carlton Law Firm. The final results were 849 votes for adoption and 156 against. A motion to accept the Amended Order was made by Ruth Hime and seconded by Tiffani McKinney. The motion passed unanimously. The Order was signed by the President and Secretary and the Certificate was signed by the Secretary and notarized.
 11. A motion to accept Mr. Skip Smith to the Leon County ESD #2 Commissioners Board was made by Ruth Hime and seconded by Claren Kotrla. The motion was passed unanimously.
 12. Upon completion of the 2021-2022 audit by Natalie Ridely of Breedlove & Co. and presented by phone, Tiffani McKinney made a motion to accept the report. After discussion Janey Shannon seconded the motion and it was passed unanimously. The President and Treasurer then signed the Representation Letter.
 13. Required annual reports were discussed. Secretary to prepare State EMS and President to prepare Leon County.
 14. Tiffani McKinney moved and Janey Shannon seconded a motion to accept the November minutes. The motion passed unanimously.
 15. Hank Dembosky attended the online SAFE-D training on November 28, 2022, Legislative issues were discussed.
 16. MERRY CHRISTMAS.
 17. None

18. Next meeting will be January 17, 2023 at 6:00 PM
19. Meeting adjourn motion was made by Janey Shannon and seconded by Tiffani McKinney. Motion passed unanimously and the meeting adjourned at 7:30PM.

Respectfully submitted,
Claren Kotrla, Board Secretary