

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

MINUTES:

January 17, 2023

1. Hank Dembosky called the meeting to order at 6:00 PM.
2. Dembosky led the Board in prayer.
3. Dembosky led the Board in the pledges of allegiance.
4. Guests (10) in attendance are noted on the attached Sign-In Sheet.
5. Returning commissioners Janey Shannon and Claren Kotrla and new commissioner Skip Smith were sworn in by Judge Byron Ryder.
6. Commissioners in attendance: President Hank Dembosky; Skip Smith; Treasurer Tiffani McKinney; Assistant Treasurer Janey Shannon; and Secretary Claren Kotrla.
7. Update on Pecan Prairie Solar Project - Mr. Ty White and Ms. Carolyn Hiebert from ConnectGEN attended and presented information on the progress of the solar project. Prior to construction activities infrastructure such as electrical power and internal supply roads will need to be in place. They addressed safety needs for the project as well as traffic safety for trucks entering mainly from the North. Some work is anticipated to start during the second quarter of 2023. Major construction activities aren't anticipated until September of 2023 instead of June 2023 as expected earlier. They relayed that the importation of unit modules pose the major delay issues.
8. Commissioners Smith, Shannon, and Kotrla signed Oath of Office along with Judge Ryder .
9. All commissioners signed Statement of Officer Form #2201.
10. Officers elected to positions for 2023: President - Hank Dembosky; Vice President - Skip Smith; Treasurer - Tiffani McKinney; Assistant Treasurer - Janey Shannon; Secretary - Claren Kotrla.

REPORTS

11. Treasurers Report - The monthly Expense Report was presented by Tiffani McKinney. There were seven items: Safe D for \$275.00 Invoice #3627. Paid with check #1418. US Postmaster for \$90.00, Box rental box 1623. Paid with check#1408. Leon County Appraisal District for \$1760.00 first payment of 2023 budget. Paid with check 1417. Carlton Law Firm services for \$630.37, invoice 8581. Paid with check #1416. Breedlove and Co. for \$4,725.00 ESD Audit. Paid with check #1409. Dembosky reimbursement for Ruth Hime plaque. Paid with check #1410. McKinney, \$10.20 for audit postage. Paid with check #1415. The motion to accept the expense report was made by McKinney and seconded by Shannon. Passed unanimously.

The Financial Report for December was also presented by McKinney and was approved unanimously with motion by McKinney and seconded by Kotrla.

12. HTL FIRE/EMS Reports - Jim Hawthorne presented the financial report (attached) and Sheri Guerra presented the HTLVFW/EMS December Activity Reports (attached). VFD Activity Report presented showed 56 hours response time and 12 hours in training (attached). The HTL VFD/ EMS monthly performance measures reported are noted in the activity reports were:

- 13 Transports
- Avg. Response Time: 08.13 min.
- Avg. Out-of-Chute Time: 00:02.37 min.
- Fire Trainings: 12 hours
- Volunteer Hours: 56 hours

Upon presentation and review of the December VFD/EMS Financial and Activity Reports, the Board unanimously voted to accept the HTL VFD/EMS Financial and Activity Reports with motion by Kotrla and second by McKinney. The motion passed unanimously.

13. Committee Reports and Actions
- a. Audit Report – a paper copy of the FY 21-22 audit was distributed.
 - b. Sales tax update was presented by Dembosky.
 - c. Annual reports for Division of Emergency Management & Leon County Commissioners were prepared and delivered.

DISCUSSION/ACTION ITEMS

14. The ESD Annual Report to the Comptroller was prepared by Carlton Law Firm. The motion to accept was made by McKinney and seconded by Shannon. Motion passed unanimously.
15. A letter was sent to The Normangee Star to fulfill Notice of Administrative Office requirement
16. A motion was made to remove Ruth Hime(retiring) and add Skip Smith to bank signatures. The motion was made by Shannon and seconded by McKinney and was passed unanimously.
17. A motion to accept the December Minutes was made by Shannon and second by McKinney. Motion passed unanimously.
18. Commissioners Dembosky, Smith, and Kotrla will attend the annual Safe-D Conference in Round Rock as will Ruth Hime. Only Smith's expenses will be reimbursed.
19. The open forum was held.
20. No public comments
21. Next meeting will be held February 21, 2023, at 6:00PM.
22. Motion to adjourn was made by Shannon, second by McKinney. Motion passed unanimously at 7:25 PM.

Respectfully submitted,
Claren Kotrla, Board Secretary