

Williamson County Emergency Services District #3

P.O. Box 175, Hutto, TX 78634-0175
Phone (512) 759-2616 FAX (512) 846-1946

Minutes for Regular Meeting

Thursday, June 25th, 2020 at 12:00pm

I. CALL MEETING TO ORDER

Commissioner Brown called the meeting to order at 12:00 pm.

Commissioners Present: Bill Brown, Anne Cano, Dan Hejl, Garry Guthrie and Butch Miller arrived at 12:10pm

Hutto Fire Rescue Staff Present: Chief Kerwood, MaryAnn Buchanan, Eric Woods, Michael Dickens, Levi Chuey (via Zoom)

Guests present online: John Carlton, Keith Hickman, Paula Barr

II. PUBLIC COMMENT

1. Public Comment – None

III. PRESENTATIONS

1. Paula Barr – HdL Companies (Sales Tax Assurance) – Presented information regarding District's sales tax sharing agreements and city annexations.
2. Fire Chief Report regarding facilities, apparatus and equipment, emergency operations, training, management activities, personnel matters, property tax, sales tax, intergovernmental relations, including written report. Ladder 1 is in Georgetown currently having the radios installed. We have three weeks of training with it and will then get the equipment put on it. We will then have a push-in ceremony and the Ladder will go into service. HB3834 was passed requiring us to have annual cyber security training and we will begin ours today. Once everyone in the department completes it we have to report this to the state. We will be going through Williamson County for most of our COVID reimbursement. The received CARES Act funds and we will be reimbursed at one hundred percent this way versus seventy five percent going through FEMA. We have two employees in quarantine due to exposures outside the job.
3. Fire Marshal Report – written report
4. Hutto Professional Firefighters Association Report – Golf tournament has been rescheduled for August 24th. The gun raffle tickets will be available for purchase soon and the drawing will be held August 28th.
5. Hutto Volunteers and Explorers Report – Have seen an increase in interest in the volunteer program. We plan to resume the weekly volunteer training in July with current members. Will resume Explorer activity when then school district feels it is safe for them to pick back up.

IV. CONSENT AGENDA ITEMS

The below Consent Agenda items are considered for approval by one vote unless a Commissioner request that a particular item to be pulled and given further consideration as a Regular Agenda item.

1. Discussion and possible approval of minutes from the regular meeting held May 18th, 2020.
2. Discussion and possible approval of accounts paid and accounts payable.


Commissioner Miller made a motion with a second by Commissioner Cano that the consent agenda be approved. Passed 5-0.


V. REGULAR AGENDA ITEMS

1. Discussion and possible action on fire station #3 construction. Waiting on the wastewater and pass-through agreements that are with the City of Round Rock right now. Once approved and finalized we can close on this property.
2. Discussion and possible action on purchase of Station #2 outside storage facility. We received quotes and bids back and are not in favor of any of these. This item will be pulled from the agenda. The department will purchase a portable storage building.
3. Discussion and possible adoption of the tax and budget planning calendar for 2020/2021 fiscal year and take any related action, to include scheduling a budget meeting/workshop. The budget committee will meet next Tuesday. Commissioner Miller made a motion with a second by Commissioner Cano to adopt and approve the tax planning calendar as presented. Passed 5-0. The meetings will take place July 30th at noon and August 20th at noon at the Admin office.
4. Discussion and possible action on District website status, accessibility and posting requirements. On as a reminder of what all needs to be posted to the District's website. No action.
5. Discussion and possible Williamson County Commissioner's building. Chief and John Carlton are working on finding out more information and will report back.
6. Discussion and possible action on Fire Chief's evaluation. Evaluation committee reported a very positive and favorable review and recommends a salary increase. Commissioner Brown asked Chief Kerwood to put together a list of current fire chief's salaries in Travis and Williamson Counties and forward this information to the evaluation and budget committees. Bring back salary percentage increase recommendation.

VI. ADJOURNMENT

The next regular meeting will held Thursday, July 30th, 2020 at noon.
Meeting adjourned at 12:48 p.m.

Submitted:  7-30-20
Dan Hejl, Secretary Date

Approved:  7-30-20
Bill Brown, President Date