

# 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, November 16th, 2021 at 10:00am

### I. CALL MEETING TO ORDER

Commissioner Brown called the meeting to order at 10:00 am.

**Commissioners Present:** Bill Brown, Dan Hejl, Garry Guthrie, Butch Miller arrived at 10:01 and Anne Cano arrived at 10:08 am.

**Hutto Fire Rescue Staff Present:** Chief Kerwood, MaryAnn Buchanan, Eric Woods, Drew Neal, Rob Bocanegra, Brian Matocha, Michael Wofford, and via zoom: Donovan Carrasco

**Guests:** Keith Hickman, Terry Hagood and Jim Sabonis

### II. PUBLIC COMMENT

1. Public Comment – none

### III. PRESENTATIONS

1. Bob Farley-ED, Hutto Economic Development – unable to be here.
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. The annual SAFE-D conference is coming up in February in Round Rock so please let us know if you would like to attend so we can get you registered. Hutto Chamber Gala is being held January 15<sup>th</sup>. We were donated a seventy-inch display screen from Sharp. Reminder that the Power Breakfast is held monthly on the second Thursday at 8am at the Holiday Inn. This Thursday and Friday we will be hosting the International Association of Fire Chief's meeting at station 1.
3. Fire Marshal Report – Currently have approximately 100 construction projects going on.
4. Training Report – We are working on developing a hazardous materials incident commander course as well as an incident safety officer course.
5. Hutto Professional Firefighters Association Report – We participated in the Public Safety vs. Public Education flag football game last night that benefitted Orange Santa. We are finalizing the numbers from our Pink Heals t-shirt sales and will be presenting a donation check soon.
6. Hutto Volunteers and Explorers Report – Lt. Clanton and one of our firefighters were at that high school yesterday for the Explorer Program recruitment. We still currently have two volunteers and one of them is out with an injury.

#### **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 October 21st, 2021
2. Discussion and possible approval of accounts paid and accounts payable.
3. Discussion and possible approval of FY 2020/2021 line-item transfers and budget adjustments.  
Commissioner Miller made a motion with a second by Commissioner Cano to approve the consent agenda as presented. Passed 5-0.

#### **V. REGULAR AGENDA ITEMS**

1. Discussion and possible action on fire station #3 construction. Structural steel going up. Things are moving along. Continue to meet weekly.
2. Discussion and possible action on the District's Chris Kelley Blvd. property. Commissioner Miller made a motion with a second by Commissioner Cano to engage a real estate professional to market the sale of the District's Chris Kelley Blvd. property. Passed 5-0.
3. Discussion and possible action on Fire Recovery USA. Commissioner Hejl made a motion with a second by Commissioner Cano to authorize Chief Kerwood to sign the modification of billing practices. Passed 5-0.
4. Discussion and possible action on Reserve E11 repairs. Commissioner Hejl made a motion with a second by Commissioner Miller to approve the repairs needed on Reserve E11. Passed 5-0.
5. Discussion and possible action on Firefighter Health & Safety-NFPA 1500 action plan. Commissioner Cano made a motion with a second by Commissioner Guthrie to adopt the Firefighter Health & Safety-NFPA 1500 action plan as presented by the WCESD #3 Health & Safety Committee. Passed 5-0.

#### **VI. ADJOURNMENT**

The next regular meeting will be held Thursday, December 16th, 2021, at 12pm.  
Meeting adjourned at 10:44 am.

Submitted:   
Dan Hejl, Secretary

12-16-21  
Date

Approved:   
Bill Brown, President

12-16-21  
Date

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## NOTICE OF PLANNING SESSION TUESDAY, NOVEMBER 16<sup>TH</sup>, 2021 AT 10:30AM or immediately following the board meeting

The Williamson County Emergency Services District #3 Commissioners will convene at 210 US Hwy 79 Ste. 203 to conduct a planning session

Pursuant to the Texas Government Code, Chapter 551, as amended, the Williamson County Emergency Services District #3 will hold a planning session at the administration office, 210 US Hwy 79 Ste. 203, Hutto, Texas on November 16th, 2021. This will be a planning session only and there will not be action taken by the Board.

FILED FOR RECORD

### I. CALL MEETING TO ORDER

- Roll Call

### II. WORK SESSION

- Discussion regarding planning for the future for ESD #3/Hutto Fire Rescue

### III. ADJOURNMENT

DATED THIS DAY THE 9th OF NOVEMBER, 2021  
WILLIAMSON COUNTY EMERGENCY SERVICES DISTRICT #3

*Bill Brown*

BY: Bill Brown, President

NOV 09 2021

*Nancy E. Roster*  
County Clerk, Williamson Co TX

1:56  
*JAD*

I certify that the notice of meeting was posted on the bulletin board located at Hutto Central Fire Station, 501 Exchange Boulevard, Hutto, Texas, on the 9<sup>th</sup> day of November, 2021, at \_\_\_\_\_ and remained posted for at least seventy-two (72) continuous hours proceeding the scheduled time of said meeting.

Williamson County Emergency Services District No. 3 is committed to compliance with the Americans with Disabilities Act. Reasonable modifications and equal access to communications will be provided upon request. Please call Williamson County Emergency Services District No. 3 at (512) 759-2616 for information. Hearing impaired or speech disabled persons equipped with telecommunication devices for the deaf may utilize the statewide Relay Texas Program by dialing 7-1-1 or 1-800-735-2988.

The Board may retire to Executive Session any time between the meeting's opening and adjournment for any purpose authorized by the Texas Open Meetings Act, including, but not limited to consultation with legal counsel (Section 551.071 of the Texas Government Code); personnel matters (Section 551.074) and/or discussion of real estate acquisition (Section 551.072). Action, if any, will be taken in open session.

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## Minutes from Planning Session Meeting

**Thursday, November 16th, 2021 AT 10:30AM**  
**Or immediately following regular meeting**

### **I. CALL MEETING TO ORDER**

Commissioner Brown called the planning session to order at 10:45 am.

**Commissioners Present:** Bill Brown, Dan Hejl, Anne Cano, Garry Guthrie and Butch Miller

**Hutto Fire Rescue Staff Present:** Chief Kerwood, MaryAnn Buchanan, Rob Bocanegra, Eric Woods

### **II. PLANNING SESSION**

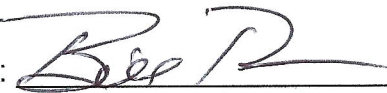
There was discussion regarding planning for the future of ESD#3/Hutto Fire Rescue. No action taken.

### **III. ADJOURNMENT**

Planning session adjourned at 12:32 pm.

Submitted:   
Dan Hejl, Secretary

12-16-21  
Date

Approved:   
Bill Brown, President

12-16-21  
Date