

# Williamson County Emergency Services District #3

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## Minutes for Regular Meeting

Tuesday, December 17th, 2019 at 12:00pm

### I. CALL MEETING TO ORDER

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

**Commissioners Present:** Bill Brown, Garry Guthrie and Anne Cano

**Absent:** Butch Miller and Dan Hejl

**Hutto Fire Rescue Staff Present:** Chief Kerwood, MaryAnn Buchanan, Rob Bocanegra, Eric Woods, Chad Chepulis, Donovan Carrasco, Zach Hickman, Chance Mansell, Nathan Olson, Mike Glanville, Tom Hines, Brian Ruden, Levi Chuey

**Guests:** Don Allman, Jim Sabonis, Julia Houston, Keith Hickman

### II. PUBLIC COMMENT & PRESENTATIONS

1. Public Comment – None
2. Fire Chief Report – regarding facilities, apparatus and equipment, emergency operations, training, management activities and personnel matters, including written report. The Standards of Cover is just about complete and once complete we will have completed one hundred percent of our current strategic plan. We will meet the last week of January to begin development of a new plan and would like for the board attend if possible. Due to several people being out of town for the next regularly scheduled board meeting we would like you to consider moving it to the 30<sup>th</sup>. Commissioner Brown and Guthrie's terms are up per the County Commissioner's Office, and would like to know if you would like to renew for another term. Both Commissioners replied "yes". The district has purchased a table for the Hutto Chamber Gala. Please let us know if you can attend.
3. Fire Marshal Report – No report.
4. Hutto Professional Firefighters Association Report – We presented the Pink Heals fundraiser check to the Williamson County Breast Cancer Research Center yesterday.
5. Hutto Volunteers and Explorers Report – No report.

### III. 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 November 22<sup>nd</sup>, 2019 and special called meeting held December 5<sup>th</sup>, 2019.
2. Discussion and possible approval of accounts paid and accounts payable.


Commissioner Cano made a motion with a second by Commissioner Guthrie that the consent agenda be approved as presented. Passed 3-0.


#### **IV. REGULAR AGENDA ITEMS**

1. Discussion and possible action on the 2018/2019 fiscal year audit. Mr. Allman presented the audit. Commissioner Cano made a motion with a second by Commissioner Guthrie to accept and approve the audit and to forward a copy to the Williamson County Commissioner's Court. Passed 3-0.
2. Discussion on bid summary for the District's Promissory Note relating to Fire Station #3. Jim Sabonis presented the financing bids and options. At January meeting possibly look at refinancing current loan(s).
3. Discussion and possible action on a Proposed Resolution of the Board of Commissioners of Williamson County Emergency Services District No. 3 Approving a Loan Agreement and Authorizing the Issuance of a Promissory Note Relating to Fire Station #3. Commissioner Brown made a motion with a second by Commissioner Cano to adopt and approve the Resolution dated December 17<sup>th</sup>, 2019 of the Board of Commissioners of Williamson County Emergency Services District No. 3 approving a Loan Agreement and Authorizing the Issuance of a Promissory Note Relating to Fire Station #3. Passed 3-0.
4. Discussion and possible action on fire station #3 construction. Both attorneys are working on addressing the language in the land purchase agreement. Architect is working on site and floor plans. No action.
5. Discussion and possible action on Vic Stern Fire Station #2 construction. Dedication is this Friday at 10:30am. No action.
6. Discussion and possible action on new engine purchase. This was in the budget that was approved for this fiscal year. The engine is being purchased through HGAC. Commissioner Cano made a motion with a second by Commissioner Guthrie to move forward with the purchase of the new engine. Passed 3-0.
7. Discussion and possible adoption of the PNC Equipment Finance, LLC Resolution. Commissioner Guthrie made a motion with a second by Commissioner Brown to adopt the PNC Equipment Finance, LLC Resolution to purchase the new engine. Passed 3-0
8. Discussion and possible adoption of resolution regarding public participation at meetings. Commissioner Brown made a motion with a second by Commissioner Guthrie to adopt the resolution regarding public participation at meetings as drafted by the district's counsel. Passed 3-0.
9. Discussion and possible action Williamson County dispatching. Discussing different options right now and will be discussed at the WCFCA meeting tonight. This will be an ongoing discussion. No action.
10. Discussion and possible action on submitting required annual report to the Division of Emergency Management through SAFE-D. Commissioner Cano made a motion with a second by Commissioner Guthrie to direct Chief Kerwood to submit required annual report to the Division of Emergency Management through SAFE-D as recommended by counsel. Passed 3-0.

**V. ADJOURNMENT**

The next regular meeting will held Thursday January 30th, 2020 at noon.  
Meeting adjourned at 12:59 p.m.

Submitted:  1-30-20  
Dan Hejl, Secretary Date

Approved:  1-30-20  
Bill Brown, President Date