

Williamson County Emergency Services District #3

P.O. Box 175, Hutto, TX 78634-0175
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Minutes for Regular Meeting

Thursday, July 28th, 2022 at 12:00pm

I. CALL MEETING TO ORDER

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

Commissioners Present: Bill Brown (via zoom), Anne Cano, Dan Hejl, Garry Guthrie, and Butch Miller

Hutto Fire Rescue Staff Present: Chief Kerwood, MaryAnn Buchanan, Eric Woods, Rob Bocanegra, Brian Matocha, Colt Richardson, Cristina Cardenas (Zoom)

Guests: John Carlton

II. PUBLIC COMMENT

1. Public Comment – none

III. PRESENTATIONS

1. Fire Chief Report regarding facilities, apparatus and equipment, emergency operations, training, management activities, personnel matters, property tax, sales tax, intergovernmental relations, including written report. We are actively involved around the county with all the fires. We have a crew and our tender in West Texas and should return Saturday. Our training captain has been deployed, as part of the National Guard, to the border for the next eight to twelve months. The battalion chiefs will take over the training in his absence.
2. Fire Marshal Report – Written report. We have roughly 110 active construction projects in progress. LCRA and Oncor want to bring in a switching station on roughly sixty-five acres near the mega site. A data collections company is also looking to build several large buildings in that area. A youth behavior center is going to occupy the Chris Kelley Plaza building.
3. Training Report – We have been participating with law enforcement and EMS in active shooter training.
4. Hutto Professional Firefighters Association Report – No report.
5. Hutto Volunteers and Explorers Report – No report.

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 June 29th, 2022.
2. Discussion and possible approval of accounts paid and accounts payable.

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 regarding 2022-23 tax rate, including:
 - a. Establishing proposed tax rate and taking record vote;
 - b. Authorizing publication of “Notice of Meeting on Tax Rate” in local newspaper; and
 - c. Acknowledging and approving posting of tax rate notice and “Notice of Meeting on Tax Rate” to the District’s website.

Commissioner Miller made a motion with a second by Commissioner Cano to propose a tax rate of \$0.10 for 2022/23 fiscal year and authorize the publication of “Notice of Meeting on Tax Rate” in the local newspaper and approve the posting of the tax rate meeting notice to the District’s website. Record vote taken: Brown – yes, Miller – yes, Cano – yes, Guthrie – yes, Hejl – yes. Passed 5-0.

2. Discussion and possible action on the Klattenhoff Lane for fire station #4. Working on due diligence. Have the survey. Attorney(s) are working together to get finalized. No action.
3. Discussion and possible action on the District’s Chris Kelley Blvd. property. No action.
4. Discussion and possible action on Administration building. No action.
5. Discussion and possible action on fire station #3 construction. Chief Kerwood will work with the attorney on a contract amendment and bring back to the board. No action.
6. Discussion and possible action on Donald L. Allman, CPA engagement letter. Commissioner Miller made a motion with a second by Commissioner Hejl to engage Donald L. Allman, CPA for the 2021/2022 fiscal year audit. Passed 5-0.
7. Discussion and possible action on sales tax contract. Tabled. No action.
8. Discussion and possible action on Fire Chief’s evaluation. It is put together and needs to be signed then gone over with Chief. Move to next month to complete.

VI. EXECUTIVE SESSION ITEMS

The Williamson County Emergency Services District #3 Board of Commissioners will adjourn from its regular session and convene in closed/executive sessions pursuant to Texas Government Code Chapter 551:

The Board retired into executive session at 12:13 p.m.

Board consulted with the attorney on questions regarding contract offer on Chris Kelley Blvd. property (agenda item 3) and fire station #3 construction (agenda item 5).

No action was taken while in executive session.

The Board ended executive session at 12:23 p.m.

Commissioner Guthrie called the regular open meeting back to order at 12:23 p.m.

VII. ACTION ON EXECUTIVE SESSION ITEMS


The Williamson County Emergency Services District #3 Board of Commissioners will reconvene in open session to take any necessary action(s).

No action.

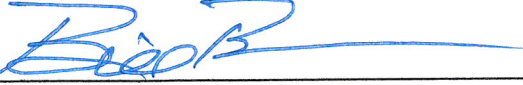
VIII. ADJOURNMENT

A public hearing and the next regular meeting will be held Thursday, August 18th, 2022, at 12pm. The board meetings have been moved back to the station 1 training room (501 Exchange Blvd.).

Meeting adjourned at 12:24 pm.

Submitted: 
Dan Hejl, Secretary

8-18-22
Date

Approved: 
Bill Brown, President

8-18-22
Date