

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, August 17th 2023, at 12:00pm

I. CALL MEETING TO ORDER

Commissioner Robison called the meeting to order at 12:14 pm.

Commissioners Present: Todd Robison, Dan Hejl, Butch Miller

Commissioners Absent: Anne Cano, Bill Brown

Hutto Fire Rescue Staff Present: Chief Kerwood, MaryAnn Buchanan, Rob Bocanegra, Eric Woods, Richardson, Matocha, Saunders, Parks, Oltman, Carrasco, Pope, Jennings, Reiner, Tingley, Chavez, Asklund, Wykes, Cummings, Brandt, via zoom Cardenas, McSpadden, Hickman, Hazelett, Acosta

Guests: Keith Hickman, Terry Hagood, Lackshay Sharma, John Carlton (Zoom)

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 have been on daily wildfire conference calls with Williamson County and Travis County departments to keep updated on resources availability. One of our firefighters lost their home in the Cedar Park fire. The inner-connect between the dispatch centers for Williamson and Travis County has gone live today. Attended a meeting yesterday, at the request of Judge Gravell, along with several Hutto, Taylor and Williamson County agencies regarding Samsung and handling the growth that will come along with it. The judge would like to see plans (IAPs) developed in the next thirty days. Meetings with all the agencies will take place twice a week at our administrative office with Chief Connealy heading up the project.
2. Fire Marshal Report – written report – We currently have 144 projects going on in our jurisdiction.
3. Training Report – written report. The new hire academy starts August 21st.
4. Hutto Professional Firefighters Association Report – We currently have forty-eight members. Ruben Telles lost his home in the Cedar Park fire, and we set up a go fund me account for him.
5. Hutto 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 be pulled and given further consideration as a Regular Agenda item.

1. Discussion and possible approval of minutes from the regular meeting held July 27th, 2023.
2. Discussion and possible approval of accounts paid and accounts payable.
3. Discussion and possible approval of second and third quarter investment reports.

Commissioner Miller made a motion with a second by Commissioner Hejl to approve the consent agenda items as presented. Passed 4-0.

V. REGULAR AGENDA ITEMS

1. Discuss, consider, and take appropriate action regarding the budget for fiscal year October 1st, 2023, to September 30th, 2024. Commissioner Robison made a motion with a second by Commissioner Miller to approve and adopt the 2023/2024 fiscal year budget. Passed 2-1.
2. Discuss, consider, and take appropriate action regarding 2023-2024 tax rate, including:
 - a) Take a record vote on the District's 2023/2024 tax rate and adopt an Order Levying Taxes;
 - b) Authorize filing the Order with Williamson County Tax Assessor/Collector;
 - c) Acknowledge and approve posting of statement regarding adopted tax rate to home page of District website.

Commissioner Robison made a motion with a second by Commissioner Hejl to table this item until Tuesday, August 22nd, 2023, at noon at a special meeting. Passed 3-0.

3. Discuss, consider, and take appropriate action on the construction of Fire Station #4. We continue to hold weekly meetings. Things are going well. No action.
4. Discuss, consider, and take appropriate action on Fire Station #4 Change Order dealing with the underground utilities connection to the public water system. Commissioner Miller made a motion with a second by Commissioner Hejl to approve the change order. Passed 3-0.
5. Discuss, consider, and take appropriate action on the administration building site and structure. We are working with the City of Hutto regarding platting, re-platting, and fees. No action.
6. Discuss, consider, and take appropriate action on emergency repairs to Engine 11. Commissioner Hejl made a motion with a second by Commissioner Miller to approve the emergency repairs to Engine 11. Passed 3-0.
7. Discuss, consider, and take appropriate action on renting an engine during the time of Engine 11 repairs. This item is pulled as we will not rent an engine.
8. Discuss, consider, and take appropriate action on the notice by Williamson County to charge for Dispatch Services beginning in FY 23-24. Commissioner Hejl made a motion with a second by Commissioner Miller to approve the ILA with Williamson County regarding charging for Dispatch Services beginning in FY 23-24. Passed 3-0.
9. Discuss, consider, and take appropriate action on Donald L. Allman, CPA fiscal year 2022/2023 audit engagement letter. Commissioner Miller made a motion with a second by Commissioner Hejl to approve the engagement of Donald L. Allman, CPA for the 2022/2023 fiscal year audit. Passed 3-0.

10. Discuss, consider, and take appropriate action on support letter to WILCO regarding the East WILCO Highway Project. Commissioner Miller made a motion with a second by Commissioner Hejl to approve sending a letter of support, to include Chief Kerwood and President Brown's signatures, to WILCO regarding the East WILCO Highway Project. Passed 3-0.
11. Discuss, consider, and take appropriate action on report from The Carlton Law Firm on 89th Legislative Session items. Mr. Carlton suggests getting started on items for this next session. He will work on a proposal and bring it to the board. No action. Information only.

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 1:33 p.m.
 Board consulted with the attorney agenda items 8 and 11.
 The Board ended executive session at 2:14 p.m.
 Commissioner Brown called the regular open meeting back to order at 2:14 p.m.
 No action was taken while in executive session.

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).

See agenda item 8. No action on agenda item 11.

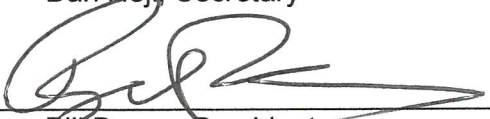
VIII. ADJOURNMENT

There will be a special called meeting Tuesday, August 22nd, 2023, at noon and the next regular meeting will be held Thursday, September 28th, 2023, at noon.

The meeting was adjourned at 2:15 p.m.

Submitted: 
 Dan Hejl, Secretary

9/28/23
 Date

Approved: 
 Bill Brown, President

9-28-23
 Date