

# 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, 2023, at 12:00pm

### I. CALL MEETING TO ORDER

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

**Commissioners Present:** Bill Brown, Todd Robison, Butch Miller, MariClare Gaidick (first meeting as new commissioner, observing not voting)

**Commissioners Absent:** Dan Hejl

**Hutto Fire Rescue Staff Present:** Chief Kerwood, MaryAnn Buchanan, Eric Woods, Rob Bocanegra, Caleb Saunders, Donald Hazelett, Colt Richardson, Brian Matocha, Parks, Oltman, Mansell, Hernandez, Tingley, Jennings, Lewey, Millerd, Reiner, Carrasco, Chavez, Asklund, Wykes, via zoom Cardenas, Mertz, Petrmichl, Martin, Zaleski

**Guests:** Keith Hickman, 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. Nothing to add.
2. Fire Marshal Report – written report – We are currently working on approximately 146 projects in our jurisdiction.
3. Training Report – written report. We will be conducting some training at the old house on the corner of Ed Schmidt and Limmer Loop.
4. Hutto Professional Firefighters Association Report – Annual gun raffle is coming up.
5. Hutto Explorers Report – No report. Region wide meeting taking place at Lake Travis regarding the program in the upcoming weeks.

### 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 October 26<sup>th</sup>, 2023.
2. Discussion and possible approval of accounts paid and accounts payable.
3. Discussion and possible approval of 2022-2023 budget adjustments and line-item transfers.
4. Discussion and possible approval of fourth quarter investment report.

Commissioner Miller made a motion with a second by Commissioner Robison to approve the consent agenda items as presented. Passed 3-0.

**V. REGULAR AGENDA ITEMS**

1. Discuss, consider, and take appropriate action on sales tax sharing agreement with City of Hutto. We will remove this item from the agenda until we receive any requests from the City of Hutto to amend the current agreement. No action.
2. Discuss, consider, and take appropriate action on the construction of Fire Station #4. Construction is moving along as scheduled. According to the contract, the Klattenhoff's are responsible for the payment of the removal of their personal wastewater line running through the property. They are refusing to pay. Commissioner Brown made a motion with a second by Commissioner Robison to authorize The Carlton Law Firm to send a letter to the appropriate parties concerning the costs the District paid and is seeking reimbursement for relocating their wastewater line. Passed 2-1.
3. Discuss, consider, and take appropriate action on the fire headquarters building site and structure. There is a possible development going in across from our property. Per council, this will require them to improve traffic. This could possibly assist us with our TXDOT driveway issues. Information only.
4. Discuss, consider, and take appropriate action on insurance quotes. Commissioner Robison made a motion with a second by Commissioner Brown to approve the quote for benefits that 19:21 Consultants received from Cigna for medical and Met Life for dental and vision benefits. Passed 2-1.
5. Discuss, consider, and take appropriate action on Automatic Aid Agreement with Round Rock. Commissioner Miller made a motion with a second by Commissioner Robison to approve the updated Automatic Aid Agreement with Round Rock. Passed 3-0.
6. Discuss, consider, and take appropriate action on report from The Carlton Law Firm on 89<sup>th</sup> Legislative Session items. Nothing new to report at this time.

**VI. ADJOURNMENT**

The next regular meeting will be held Thursday, December 14<sup>th</sup>, 2023, at noon.

The meeting was adjourned at 12:30 p.m.

Submitted:   
Dan Hejl, Secretary

12-14-23  
Date

Approved:   
Bill Brown, President

12-14-23  
Date