

Williamson County Emergency Services District #3

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Minutes for Regular Meeting

Thursday, December 14th, 2023, at 12:00pm

I. CALL MEETING TO ORDER

Commissioner Brown called the meeting to order at 12:03 pm.

Commissioners Present: Bill Brown, Todd Robison, Dan Hejl, MariClare Gaidnick

Commissioners Absent: Butch Miller

Hutto Fire Rescue Staff Present: Chief Kerwood, MaryAnn Buchanan, Eric Woods, Rob Bocanegra, Caleb Saunders (Zoom), Donald Hazelett, Colt Richardson, Hines, Mank, Telles, Mansell, Anaya, Oleksik, Brandt, Hernandez, via Zoom: Chepulis, Pope, Jennings, Valenzuela, P. Acosta, Vu

Guests: Don Allman, 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. We are participating in the Comptroller's Office Transparency Star Program. Our website now contains our financial information that will be updated quarterly. The strategic plan that was put in place right before Covid hit has been completed except for the ongoing analysis. The goal for fiscal year 24/25 is to go to another strategic plan for the next three years after that and incorporate some of those ongoing things. Round Rock has annexed more property on the northwest corner of University Blvd. All property annexed has been residential. Chamber Gala is coming up the last weekend of January. SAFE-D conference is coming up in February.
2. Assistant Chief Report – written report – We will have seven new hires starting January 29th. The new engine 3 will go into service tomorrow. The push-in and wetting down ceremony for it will take place tomorrow after at station 3.
3. Fire Marshal Report – written report – Data Center plans to break ground beginning of the year. There are three buildings in their phase one. Chief Kerwood will ask the new EDC Director to come by and update on the new developments and projects she is able to speak on.
4. Training Report – written report. The new hire academy will start January 29th. Could possibly be conducting some training at St. Edwards. They advised they have some old dorms they will be demolishing.

5. Hutto Professional Firefighters Association Report – President Oltman read a letter to Commissioner Brown regarding appreciation for his service and support of the department. Annual gun raffle tickets are on sale now.
6. Hutto Explorers Report – No report. Should have a report next month after the regionwide meeting.

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 November 16th, 2023.
2. Discussion and possible approval of accounts paid and accounts payable. Commissioner Robison made a motion with a second by Commissioner Gaidnick to approve the consent agenda items as presented. Passed 4-0.

V. REGULAR AGENDA ITEMS

1. Discuss, consider, and take appropriate action on the presentation and adoption of the 2022/2023 fiscal year audit, and authorize a copy be sent to the Precinct 4 Commissioner's Office for filing with Williamson County. (Don Allman) Mr. Allman presented the audit report. Commissioner Hejl made a motion with a second by Commissioner Robison to approve the 2023/2023 fiscal year audit report as presented and authorized a copy be sent to the Precinct 4 Commissioner's Office. Passed 4-0.
2. Discuss, consider, and take appropriate action on the construction of Fire Station #4. Construction is moving along as scheduled. We are vertical. All metal is up. Masonry should begin on Monday weather permitting.
3. Discuss, consider, and take appropriate action on the fire headquarters building site and structure. The plat has been approved. We will be part of their wastewater expansion project. They have awarded the bid, and we are waiting to see what our LUE's costs will be.
4. Discuss, consider, and take appropriate action on Briefing Statement #23.01-Engine 4 Purchase Order. Commissioner Hejl made a motion with a second by Commissioner Brown to approve issuing a purchase order in accordance with the Briefing Statement #23.01-Engine 4. Passed 4-0.
5. Discuss, consider, and take appropriate action on ESD #3 Board of Commissioner's positions. Commissioner Hejl made a motion with a second by Commissioner Gaidnick to approve the following board of commissioner's positions: Brown-President, Gaidnick-Vice President, Robison-Treasurer, Hejl-Secretary, Miller-Vice Treasurer. Passed 4-0.
6. Discuss, consider, and take appropriate action on report from The Carlton Law Firm on 89th Legislative Session items. Mr. Carlton gave an update. The board should try to attend SAFE-D conference in February.


VI. ADJOURNMENT

The next regular meeting will be held Thursday, January 25th, 2024, at noon.

The meeting was adjourned at 1:13 p.m.

Submitted: 
Dan Hejl, Secretary

1-31-24
Date

Approved: 
Bill Brown, President

1-31-24
Date