

# 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

Wednesday, February 28th, 2024, at 12:00pm

### I. CALL MEETING TO ORDER

Commissioner Brown called the meeting to order at 12:01 pm.

**Commissioners Present:** Bill Brown, Todd Robison, and MariClare Gaidstick

**Commissioners Absent:** Dan Hejl and Butch Miller

**Hutto Fire Rescue Staff Present:** Chief Kerwood, MaryAnn Buchanan, Eric Woods, Rob Bocanegra, Brian Matocha, Parks, Oltman, Neal, Hazelett, Clanton, Olson, Hamilton, Lewey, Wiseman, ZuaZua, Garcia, Reyer, McSpadden, Nguyen, Garcia, Hart, Smith, Telles, Bocanegra, Hickman, Chepulis, Zoom – Cardenas, Zaleski, Brandt

**Guests:** Keith Hickman, Hagood Engineering, 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 sent a crew yesterday morning up to the Texas panhandle as part of a TIFMAS crew deployment. We received a donation of fifteen ballistic vests from Hutto PD that we are putting on our apparatus. We are extremely grateful for this donation. Training will begin soon on the use of these along with medical kits that go with them. We received two more transparency awards from the Comptroller's Office for debt and our pension system.
2. Assistant Chief Report – written report – Per the board's request we added and separated calls within the city and outside the city.
3. Fire Marshal Report – written report – Currently have approximately 174 projects. We will be adding public education events and car seat installations to the written report.
4. Training Report – written report. We are in week five of seven of the new hire academy. The graduation will take place March 15<sup>th</sup> at 3pm at EWCHEC.
5. Hutto Professional Firefighters Association Report – No report. The local would like to express their appreciation and gratitude to Commissioner Brown for his years of service and dedication to the department.
6. Hutto Explorers Report – Rick ZuaZua is now leading this program. We have been approved to re-charter our program. Will be meeting with Hutto ISD soon to recruit some cadets.

**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 January 31st, 2023<sup>4</sup> <sup>ms</sup>
- 2. Discussion and possible approval of accounts paid and accounts payable. Commissioner Gaidnick 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 the construction of Fire Station #4. Construction is moving along as scheduled. Unfortunately, there are people stealing from the job site in the evenings/night. There are cameras and PD has been made aware. The roof is almost complete. No action.
- 2. Discuss, consider, and take appropriate action on the fire headquarters building site and structure. We are still working on the permitting process. Manville and Hagood Engineering met at the site and do not foresee any issues. No action.
- 3. 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.

**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 12:19 p.m.  
 The board consulted with the attorney.  
 The board ended executive session at 12:52 p.m.  
 Commissioner Brown called the regular open meeting back to order at 12:52 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).*

No action

**VIII. ADJOURNMENT**

The next regular meeting will be held Wednesday, March 20<sup>th</sup>, 2024, at noon.

The meeting was adjourned at 12:53 p.m.

Submitted:   
 \_\_\_\_\_  
 Dan Hejl, Secretary

3-20-24  
 \_\_\_\_\_  
 Date

Approved: \_\_\_\_\_  
 Bill Brown, President

\_\_\_\_\_  
 Date