

TRAVIS COUNTY

EMERGENCY SERVICES DISTRICT NO. 2

REGULAR MEETING MINUTES

February 11, 2020

The Board of Commissioners of Travis County Emergency Services District No. 2 held a meeting on Tuesday, February 11, 2020 at 6:00 p.m. at the Travis County Emergency Services District No. 2 Headquarters located at 201 East Pecan Street, Pflugerville, Texas, for the following purposes.

Commissioners who attended:

Mike Bessner Robert Turner April Griffin Mike Howe Rico Reyes via video conference

The following persons were also in attendance:

Ron Moellenberg Nick Perkins Rob Humphrey Jessica Frazier Victor Gonzalez
William Swaim Don Greer JoAnn Haley

1. THE MEETING *was called to order by Commissioner Bessner at 6:00 p.m. and the minutes were recorded by mechanical means.* The meeting was held pursuant to a formal Notice of Meeting, which had been posted in accordance with the Texas Open Meetings Act at the Travis County Clerk's Office and in the offices of the Travis County Emergency Services District No. 2 Headquarters.
2. Public Comment: *There was no public comment; no action was taken on this item.*

SPECIAL RECOGNITION

3. Celebrate special recognition of personnel for exceptional performance: *There was no special recognition; no action was taken on this item*

CONSENT ITEMS

4. APPROVAL REGARDING JANUARY 9, 2020 MINUTES
5. APPROVE THE RECORD DESTRUCTION OF LISTED RECORDS BASED ON THE DISTRICT'S RECORD RETENTION SCHEDULE FROM THE TEXAS STATE LIBRARY AND ARCHIVES COMMISSION.
6. APPROVE A RESOLUTION WITH FROST BANK TO BE DESIGNATED A DEPOSITORY FOR SAFEKEEPING OF SECURITIES FOR THE DISTRICT.
7. ADOPT A RESOLUTION FOR THE DISPOSITION OF SALVAGE AND SURPLUS PROPERTY ITEMS.

Commissioner Bessner asked if any consent items required discussion. There were none. Commissioner Bessner asked if there was any objection to the consent agenda. There was no objection. Commissioner Bessner then announced that the Consent Agenda was adopted and approved.

REPORTS

8. COMMISSIONERS REPORT, INCLUDING RESPONSES TO INQUIRIES: *Commissioner Bessner stated he has a conflict for the next Travis County Emergency Services District Commissioners Council (ESDCC) meeting and Commissioner Griffin will attend the meeting on his behalf. He asked the Fire Chief to let him know who else would be attending the meeting.*
9. TREASURER'S REPORT: *Commissioner Howe asked about the check for Ford Motor Credit. Fire Chief stated that is payment on the vehicles. He asked about the check to GIB-Local Government. GIB stands for Government and Institutional Banking. This is for Wells Fargo for a loan payment. He asked about the check to the current Sales Tax Vendor. He discussed the sales tax report. The Fire Chief stated he checked before the meeting and the February Sales Tax is not posted. They will see it at next month's meeting. Commissioner Howe stated it is significant that we are running ahead of the budget for sales tax. This will help going forward.*

A MOTION was made by Commissioner Howe to accept payment of bills and invoices, processing of payroll, financial report, and monthly sales tax analysis report and the quarterly investment report. Commissioner Reyes made a SECOND to the motion; the motion carried.

10. REPORT FROM THE DISTRICT'S FIRE CHIEF; Chief Moellenberg's report was included in the board packet;
 - *He called their attention to another 6% increase in call volume during the month of January. There was one weekend where they reported 41 runs in a 24-hour period. Commissioner Reyes asked were the calls equally distributed or was there one fire station that was more affected? The Fire Chief answered Central Station was the busiest due to population density. They have had a preliminary meeting due to their concern about call volume/distribution and what they are seeing in development. They are prepared to launch a study in Standard of Cover to determine appropriate levels of service and the location of future fire stations.*
 - *He outlined the current projects in his report. They are staying very busy.*
 - *They will need to put on the agenda to discuss dates for the next Planning Conference. He asked the Commissioners to come to the next board meeting prepared to discuss the most acceptable dates in the May-June timeframe.*
 - *They received a full Certificate of Occupancy issued at Central Supply.*
 - *They should be ready to move into Fire Station 5 in about 30 days. They have made significant progress.*
 - *Commissioner Griffin inquired about Project Charm. Jimmy Sides under contract, will help with the Plan Reviews for Project Charm which involves over 3 million square feet.*
11. RECEIVE MONTHLY REPORT FROM THE DISTRICT'S ATTORNEY REGARDING PENDING LITIGATION MATTERS, CONTRACT ISSUES, AND LEGISLATIVE EFFORTS. *John Carlton has been in discussion with the Fire Chief for an Architect for Fire Station 6. He asked the Board when they get to this agenda item, to approve the agenda item subject to his modification and legal review. This agenda can be discussed in executive session regarding funding options. He feels there are some decisions that can or cannot be pursued.*
12. REPORT FROM THE PFLUGERVILLE FIREFIGHTER'S PROFESSIONAL FIREFIGHTER'S ASSOCIATION, LOCAL #4137; *William Swaim was in attendance and spoke to the Board. He wants to move forward on a possible solution to sustain EMS services for the Community. He thinks an overlay is an effective option for the District. He asked the Board to look into the steps necessary to begin that process. The firefighters of the District pledge their support to a solution going forward.*

DISCUSSION/ACTION ITEMS

13. DISCUSS AND CONSIDER A CONTRACT WITH AN ARCHITECT FOR FIRE STATION 6; *The Fire Chief stated the fee has been reduced from the previous quote. They have been discussing designs to accommodate the property for Fire Station 6. He recommends Brinkley Sargent Wiginton for architectural services not to exceed \$416,641 and Hagood Engineering for civil engineering not to exceed \$73,750. The action tonight will be to approve the contract pending modification and legal review by Attorney Carlton. A MOTION was made by Commissioner Howe to approve Brinkley Sargent Wiginton for architectural services and Hagood Engineering for civil engineering. Commissioner Turner made a SECOND to the motion; the motion carried.*
14. DISCUSS AND CONSIDER A CONTRACT FOR SMOKE/CARBON MONOXIDE DETECTORS FOR INSTALLATION IN THE COMMUNITY; *the Fire Chief stated this is to purchase smoke/carbon monoxide detectors and batteries. They intend to start within a few weeks at a target neighborhood to install this equipment. The original bid was for hard wired detectors at a higher quote and they are now going with battery operated detectors at a lower quote. Commissioner Griffin asked if the grant amount will cover this program. The Fire Chief stated "yes" the grant will cover this program. A MOTION was made by Commissioner Howe to authorize the purchase of battery-operated smoke/carbon monoxide detectors. Commissioner Turner made a SECOND to the motion; the motion carried.*
15. DISCUSS AND CONSIDER THE PURCHASE OF A NEW MEDICAL EQUIPMENT; *the Fire Chief stated this is for new medical equipment that will go into the Quint on order, a new ambulance, and 2 replacement engines. This is for medical defibrillator monitors and related equipment. Each one will cost \$31,899.31 x 4= \$127,597.24. The budgetary amount has been approved above that level. A MOTION was made by Commissioner Griffin to purchase new medical equipment. Commissioner Turner made a SECOND to the motion; the motion carried.*

OATH OF OFFICE

16. APPROVE AND ACCEPT APPOINTMENTS AND OATH OF OFFICE FOR COMMISSIONERS. *Michael Bessner, Mike Howe, and Robert Turner took the oath of office and were sworn in by attorney John Carlton as Commissioners. The term for each will end on December 31, 2021.*
17. DISCUSS AND CONSIDER TAKING ACTION REGARDING THE ELECTION OF OFFICERS FOR THE BOARD. *A MOTION was made by Commissioner Howe to retain the current officers of the Board; a SECOND was made by Commissioner Griffin; the motion carried.*

*Michael Bessner as President of the Board
Rico Reyes as Vice-President of the Board
Robert Turner as Secretary of the Board
Mike Howe as Treasurer of the Board
April Griffin as Assistant Treasurer of the Board*

The Board went into Executive Session pursuant to Chapter 551.071 of the Texas Government Code for the purpose of consultation with legal counsel at 6:31pm. The Board re-convened from Executive Session at 7:23pm; no action was taken during Executive Session.

President Bessner adjourned the meeting at 7:24pm.
The next Board meeting is March 12, 2020 at 6:00 p.m.