

**SOUTHWEST LEON COUNTY ESD #2
BOARD OF COMMISSIONERS MEETING
MINUTES:**

August 15, 2023

1. Hank Dembosky called the meeting to order at 6:01 PM.
 2. Hank Dembosky led the Board in prayer.
 3. Hank Dembosky led the Board in the pledges of allegiance.
 4. Guest (2) in attendance is noted on the attached Sign-In Sheet.
 5. Commissioners in attendance: President, Hank Dembosky; Vice President, Skip Smith; Treasurer, Tiffany McKinney; Assistant Treasurer, Janey Shannon; and Secretary, Claren Kotrla.
 6.
 - a. There was one invoice (9276) from the Carlton Law firm for \$808.00 for legal services, paid with check #1429. After discussion of inaccuracies in the billing, services, and adjustments, it was agreed that Treasurer McKinney will review and bring back to the board in September. This was passed unanimously with a motion by Claren Kotrla and second by Tiffany McKinney.
 - b. The Financial report, which is included in the meeting attachments, was presented by Tiffani McKinney. The report included identifying the sales tax income to date of \$10,647.21 and \$4,350.60 for the month of July presented in the August deposit. The report was passed unanimously after a motion by Skip Smith and a second by Janney Shannon.
 7. The HTL VFD/ EMS monthly performance measures reported are noted in the activity report (attached to these minutes) were:
 - 25 Transports
 - Avg. Response Time: 6 min.55 sec.
 - Avg. Out-of-Chute Time: 00:01:40 min.
 - Fire Trainings: 16 hours
 - Volunteer Hours: 28 hours
- The HTLVFW/EMS July Activity Report (attached) presented by Sherri Guerra and Dennis Smith. There were no brush fires in July. Sherri reported that The FEMA Grant of \$88,000 was used to purchase five self contained breathing air (SCBA) air tanks and one spare tank, thirteen bunker gear units, and a washer extractor. The worker compensation proposal from the county was inadequate, resulting in the Department continuing with the existing coverage. The enclosed financial report was presented by Sherri Guerra. These two reports were passed unanimously after a motion by Tiffany McKinney and second by Janey Shannon.
8. Received and accepted the following reports.
 - (a) Hank Dembosky is maintaining communication with Representative Pete

Sessions and has sent a requested funding letter regarding our need for an ambulance to him.

(b) Skip Smith reported that six CERT training sessions have been completed.

(c) Hank Dembosky attended the HTL VFW/EMS/Security Board Meeting and provided their July report.

9. Discussed and reviewed the handouts from the Leon County Appraisal District and Carlton Law firm and the proposed 2023-2024 budget of \$325,000 presented in Exhibit A of the attached Resolution. The ESD's operating expense budget is 9.6% of the total budget and the contract with the fire department is \$290,000. The Resolution Adopting the Budget for Southwest Leon County ESD No. 2 for fiscal year 2023-2024 was approved unanimously with a motion by Tiffany McKinney and seconded by Janey Shannon.
10. After reviewing the Order Levying Taxes at a rate of \$.09642 per \$100.00 of taxable evaluation for 2023, which was read out loud by President Dembosky, the board approved it by the following record of votes. Hank Dembosky-yes; Skip Smith-yes; Tiffany McKinney-yes; Janey Shannon-yes; and Claren Kotrla-yes.
11. The posting of the statement regarding the adopted tax rate on the District's home page (SAFE-D) was approved unanimously with a motion by Tiffany McKinney and second by Janey Shannon.
12. The \$290,000 operating budget (ESD FY23/24) for the contract with the HTL VFD/EMS was approved unanimously with a motion by Skip Smith and second by Janey Shannon. A motion to pay \$4,444.02 for matching FEMA grant from current year Sales Tax Revenue was passed unanimously. The motion was made by Hank Dembosky and seconded by Tiffany McKinney.
13. There were no additional Carlton Law Firm recommendations. No action taken.
14. After discussion the July 25, 2023, minutes were approved with unanimously, with changes, after a motion by Tiffany McKinney and a second by Janey Shannon.
15. We were reminded to turn in copies of certification for training documentation.
16. There were no public comments.
17. The next meeting will be held at 6pm, September 19, 2023, at the HTL Fire Station.
18. Motion to adjourn was made by and seconded by Janey Shannon and seconded by Tiffany McKinney. Motion passed unanimously and adjourned at 8:15 PM.

Respectfully submitted by Claren Kotrla, Board Secretary.