

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

December 19, 2023

1. Hank Dembosky called the meeting to order at 6:00 PM.
2. Hank Dembosky led the Board in prayer.
3. Hank Dembosky led the Board in the pledges of allegiance.
4. Guests (5) in attendance is noted on the attached Sign-In Sheet.
5. Commissioners in attendance: President, Hank Dembosky; Vice President, Skip Smith; assistant Treasurer, Janey Shannon and Secretary, Claren Kotrla.
6.
 - a. Janey Shannon reported there were three checks written this month. Check 1482 for \$60.00 to Christi Wakefield, County Clerk for posting fees .Check 1483 for \$72,500 to HTLVFD for quarterly payment. Check 1484 for \$618.60, invoice 9903 for legal fees involving the audit. The report was approved unanimously after a motion by Skip Smith and second by Claren Kotrla.
 - b. The monthly financial report given by Janey Shanon was approved unanimously after a motion by Janey Shannon and second by Claren Kotrla.
7.
 - a. Jim Hawthorne presented a detailed review of the financial report and led a discussion for an ambulance and general financial status of HTLVFD. The Sales tax income for this FY starting in October was presented showing a FY year to date income of \$16,051.76 and approximately \$7,990.00 received in December.
 - b. The financial position and the HTLVFD/EMS Activity Report (attached) were presented by Sherri Guerra. The HTLVFD/ EMS monthly performance measures reported are noted in the activity report (attached to these minutes). The two reports were unanimously approved with a motion by Janey Shannon and a second by Claren Kotrla.
 - . 15 Ambulance Calls
 - Avg. Response Time: 6 min.08 sec.
 - Avg. Out-of-Chute Time: 00:01:56 min.
 - Fire Trainings: 15 hours
 - Volunteer Hours: 31 hours
8.
 - a. The Annual Report to Leon County will be presented at the next meeting.

- b.** CERT participated in the Normangee Christmas Parade and met with HTL VFD Fire Chief Risk.
 - c.** The HTLVFD/EMS/Security Board met this December. Detailed report attached.
 - d.** Hank Dembosky presented the ESD activities at the December HTL POA Annual Members Meeting.
 - e.** SAM Registration will be filed in February 2024.
- 9.** Colleen Majoue and Judy Bryant were unanimously elected to fill expiring Commissioner Tiffani McKinney's term and Commissioner Janey Shannon, who is departing mid-term after 13 years of service. The motion was made by Skip Smith and seconded by Claren Kotrla.
- 10.** The Texas Department of Emergency management Annual Report was presented by Claren Kotrla unanimously approved with a motion by Janey Shannon and second by Skip Smith.
- 11.** There were no action items from our Law Firm.
- 12.** The November minutes were approved unanimously with a motion by Janey Shannon and second by Skip Smith.
- 13.** Members were reminded to register for the Safe-D training in Irving.
- 14.** Everyone was wished a very Merry Christmas.
- 15.** Sherri Guerra asked if there was a treasure review of checks written by the Board. Both the Treasurer and Assistant Treasurer are involved, all checks are approved at the monthly meetings and all checks require multiple (3) signatures.
- 16.** The next meeting will be held on January 16, 2024, at 6pm.
- 17.** Motion to adjourn was made by Janey Shannon, seconded by Skip Smith. The motion passed unanimously, and the meeting adjourned.

Respectfully submitted by Claren Kotrla