

BOARD OF COMMISSIONERS MEETING MINUTES

JULY 16, 2024

1. Hank Dembosky called the meeting to order at 6pm.
2. Hank Dembosky led the Board in prayer.
3. Hank Dembosky led the Board in the pledges of allegiance.
4. Guests (2) in attendance are noted on the attached sign-in sheet.
5. Commissioners in attendance: President Hank Dembosky; Vice-President Skip Smith; Treasurer Colleen Majoue; Secretary Judy Bryant; and Assistant Treasurer Claren Kotrla.
6. Carolyn Hiebert, Project Manager of the Pecan Prairie Solar Project was unable to attend the meeting. She did, however, provide a project update via the attached email dated 7/16/24. Dembosky will send copies of her email to the Commissioners.
7. Treasurers Report:
 - a. Majoue presented the following checks for approval and signature:
 - i. Check 1506 in the amount of \$490.35 to Carlton Law Firm for legal services (invoice #10622). Kotrla motioned to approve, and Majoue seconded. Motion carried.
 - ii. Check 1507 in the amount of \$3,823.00 to HTL VFD/EMS for ambulance payment. Smith motioned to approve, and Bryant seconded. Motion carried.
 - b. Majoue reported on June 2024 financials (report attached). Bryant motioned to approve, and Smith seconded. Motion carried.
 - c. Sales tax revenue for July 2024 was \$3,692.53.
 - d. Majoue reported on quarterly investments (report attached). There is \$214,339.18 in contingency funds. Majoue motioned to approve, and Bryant seconded. Motion carried.
8. The HTL VFD/EMS Financial and Activity Reports (attached) were presented by Jim Hawthorne and Sherri Guerra. The monthly performance measures reported are noted in the activity report. HTL VFD currently has 13 certified firefighters. Majoue motioned to approve the reports, and Kotrla seconded. Motion carried.
 - EMS Calls: 30
 - Average Response Time: 05:14
 - Average Out-of-Chute Time: 00:01:22
 - Fire Training Hours: 22
 - Volunteer Response Hours: 21

The new ambulance arrived June 19. Improvements to the new ambulance will cost approximately \$11,000, and repairs to the older ambulance will cost approximately \$4,100.
9. The HTL VFD/EMS preliminary 2025 operating budget was reviewed. Majoue motioned to approve the VFD's 2025 preliminary budget, and Kotrla seconded. Motion carried.

10. Reports/Updates/Recommendations:

- a. No update on records retention.
- b. Dembosky contacted Gransolar BESS (battery storage) to get a business contact so that HTL VFD/EMS can do their jobs appropriately. The local area will be very busy traffic-wise the first quarter of 2025. Dembosky to provide map of the proposed site.
- c. Dembosky met with Vicki, Willis Leon Co. TAC, and Richard Williams of the Appraisal District on 7/2/24. A helipad facility, associated with St. Joseph Hospital, will be located on Hwy. 7 & I-45. Ideally, first responders will come from Centerville. Judge Ryder and TJ Foley requested that ESD cover air ambulance insurance costs, but ESD politely declined. An AirMed representative will be at the HTL Newcomer's Meeting on August 3, 2024.
- d. CERT is now a 501(c)(3) organization. To date, there is not an overall emergency plan for Hilltop. Training and welcoming new CERT members is set for 8/23/24.

11. FY 2024/2025 Budget

- a. ESD #2 Commissioners will meet Friday, August 2, at 2pm to prepare proposed budget, proposed tax rate, and set date/time for public hearing on the tax rate. Notice of Meeting and Tax Rate to be submitted to The Normangee Star by 8/05/24.
 - b. Operating budget is roughly 10% of the amount received from property tax revenues.
12. There is \$36,171.20 in unencumbered funds from fiscal year 2023/2024. Smith motioned to approve, with a second by Kotrla, to (1) use approximately \$35,000 of it for fire season and/or VFD equipment repairs and (2) ESD will purchase a new file cabinet, and the current file cabinet used by ESD will be given to the new EMS Supervisor. Motion carried.
13. No items from Carlton Law Firm to discuss.
14. Majoue motioned, with a second by Smith, to approve the June 18, 2024 meeting minutes. Motion carried.
15. Industry News: An article about the newly acquired ambulance, submitted by HTL Fire/EMS Vice-President Mike Sizemore, was published in the June 26, 2024 edition of The Normangee Star (copy attached).
- Training: Dembosky and Majoue will participate in an online SFE-D conference in late July 2024.
16. ESD #2 will participate in the Hilltop Lakes Open House on August 3, 2024.
17. There were no public comments.
18. Next meeting is Friday, August 2, 2024 at 2pm.
19. At 8:13pm, Kotrla motioned to adjourn, with a second by Majoue. Motion carried.