

Southwest Leon Co. Emergency Services District No. 2  
**BOARD OF COMMISSIONERS MEETING MINUTES**  
**September 17, 2024**

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1. Skip Smith called the meeting to order at 6:08pm.
2. Claren Kotrla led the Board in prayer.
3. Judy Bryant led the Board in the pledges of allegiance.
4. Commissioners in attendance: Vice-President Skip Smith; Treasurer Colleen Majoue; Assistant Treasurer Claren Kotrla; and Secretary Judy Bryant. Absent: President Hank Dembosky. Guests (5) are noted on the attached sign-in sheet.
5. Treasurer's Report:
  - a) Majoue presented four checks for approval and signature: (1) Check 1002 in the amount of \$3,823 for the ambulance payment. (2) Check 1509 in the amount of \$588 (invoice #11014) to Carlton Law Firm for legal services. (3) Check 1510 in the amount of \$1,815 to Leon County Central Appraisal District for 4<sup>th</sup> quarter fees. (4) Check 1440 in the amount of \$72,500 to HTL VFD for 4<sup>th</sup> quarter contract. Majoue motioned to approve the checks, and Kotrla seconded. Motion carried.
  - b) Majoue reported on August 2024 financials (report attached). Kotrla motioned to approve, and Majoue seconded. Motion carried.
  - c) Sales tax revenue for September 2024 was \$10,303.45.
6. The HTL VFD/EMS Financial and Activity Reports (attached) were presented by Sheri Guerra and Jim Hawthorne. Hawthorne stated that this is the third month in a row that they are under on receiving reimbursement for ambulance transports. EMS Director Sam Frusti resigned, and Jennifer Travis is serving as Interim EMS Director. Santiago Guerrero provided an update on HTL VFD. Jennifer Travis stated that Med 1 (older ambulance) will be included in service rotation with Med 2. The monthly performance measures are noted in the activity report. Smith motioned to approve the reports, and Bryant seconded. Motion carried.
  - EMS Calls: 35
  - Average Response Time: 5 minutes
  - Average Out-of-Chute Time: 2 minutes
  - Fire Training Hours: 16.5
  - Volunteer Response Hours: 27
7. Reports/Updates/Recommendations
  - a) Pecan Prairie Solar Project – See attached email from Carolyn Hiebert dated 9/17/2024.
  - b) GranSolar Bess Texas 3 Battery Storage Project – no update.
  - c) Records Retention/File Cabinet - Kotrla has looked at two file cabinets and will look at others.
  - d) Emergency Planning, CERT – Smith announced that four new CERT members have graduated.
8. Discussion/action regarding having Breedlove & Co., P.C. perform the audit for fiscal year ending September 30<sup>th</sup> was deferred until the October 2024 ESD #2 meeting.

9. Bryant motioned to approve the August 2 and August 20, 2024 meeting minutes, and Kotrla seconded. Motion carried.
10. Discuss and take action on any items recommended by our Law Firm – None.
11. There is a SAFE-D meeting October 15, 2024 to discuss new legislation. ESD #2 may need to attend.
12. Commissioners Open Forum – None.
13. Public Comment – None.
14. Due to the October 15, 2024 SAFE-D Meeting, Smith motioned to move our regularly scheduled October 15, 2024 ESD #2 meeting to 6PM on October 22, 2024. Bryant seconded. Motion carried.
15. At 6:55pm, Kotrla motioned to adjourn, and Majoue seconded. Motion carried.