

**MINUTES OF REGULAR MEETING
EMERGENCY SERVICES DISTRICT NO. 2
REGULAR MINUTES NOVEMBER 21, 2019**

1. **Call to Order and establish quorum**
 - Called to order at 5:31pm
 - Quorum established; all commissioners present
2. **Invocation---** given by President Duncan
3. **Pledge to U.S. and Texas flags---**Led by Treasurer Bob Stahl
4. **Consent Agenda: Minutes, Treasurer's Report, Pay Bills**
 - Motion to approve the consent Agenda was made by Bob Stahl and seconded by Jimmy Lehmann; motion passed unanimously
5. **Receive monthly report from CareFlite**
 - Report was presented by CareFlite personnel and filed
6. **Receive monthly report from AEL**
 - No AEL personnel was present, but the board discussed the AEL figures included in the CareFlite report
7. **Facilities Report---Discuss and take action as necessary**
 - Whitney – gravel was delivered and area behind hanger building was repaired; no other issues to report
 - Hubbard – lights are still needed on the wind sock; Careflite will see about getting it fixed
8. **Review and discuss Foundation Plans from Brazos Environmental for Itasca Station**
 - Plans will be included in the RFP
 - No action is needed at this time
9. **Discuss with possible action Site Plan Proposal from Brazos Environmental for Itasca property**
 - A site plan is needed for contractors to bid on project; process is more involved than originally thought
 - Motion to accept Brazos Environmental's Site Plan Proposal, at a cost of \$7,855.00 was made by Joe Manders and seconded by Don Costerison; motion passed unanimously
10. **Discuss and take possible action on Resolution for Payment of Prevailing Wage Rates which will be referenced in the Request for Proposals for the Itasca Station**

- Contractors are required to pay their workers based on the federal wage rate, based on work-type
- Motion stating that any general contractor is required to abide by the Prevailing Wage Rate that the ESD #2 board members have adopted was made by Bob Stahl and seconded by Jimmy Lehmann; motion passed unanimously

11. Discuss and possibly take action on RFP for construction of Itasca Station

- Board had originally discussed having Proposals returned to County Commissioner's office in Erwin Annex, since that office is manned during business hours. Duncan spoke to Judge Lewis and he requested that Proposals be dropped off at his office, where they will be collected and remain sealed, until opened at ESD#2 meeting
- A W-9 and Conflict of Interest Questionnaire will be attached to the RFP
- Further action will be tabled until the next meeting

12. Discuss letter received from Carlton Law Firm regarding increase in rates for legal work

- There has not been an increase in rate since he began work for the ESD in 2009; commissioners had no issues with the increase
- No action was required

13. Discuss 2020 SAFE-D Conference

- Four commissioners are registered to attend
- The Conference hotel was booked so reservations were made at the Homewood Suites. We will be on the list in case there are any cancellations at the conference hotel.

14. Discuss certified letters received from Hill County regarding hearing on Tax Abatement Agreement and City of Hillsboro regarding hearing on Reinvestment Zone

- Property in question is located just north of town in the Hillsboro Industrial Park; within the ETJ and city limits
- Any abatement of property taxes would only affect county and city property taxes.

15. Discuss and consider Commissioners' terms of office expiring at year end

- Joe Manders will not be returning for another term
- Duncan will inform Judge Lewis regarding and At-Large replacement for Mr. Manders.

16. Open forum --- Members of the public may speak for three (3) minutes

- Kathy Corbin asked if the county was still asking the ESD to pay for radios/repeaters – Tad informed her there had been some discussion.
- Mike with Careflite asked if any in attendance planned to come to Fort Worth for the Appreciation party for First Responders. No board members were going to be able to attend.

17. Set date, location, and time of next meeting or workshops

- Next meeting will be December 19th at the same time and location

18. Adjourn

- 6:08pm

Dated this the 21st day of November, 2019.



Joseph Manders, Secretary
Emergency Services District No. 2
Hill County, Texas