

Wilson County Emergency Service District #2

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Minutes #	Date	Start Time – Adjourn Time	Location
RM 23-05	13-Feb-23	6:04 p.m. - 7:39 p.m.	ESD #2 Fire/EMS Station, 11382 FM 775, Floresville, TX 78114

Meeting called by Board of Commissioners, Wilson County ESD #2

Board of Commissioners	Present	Absent	Participants	Subject Matter
President	Mr. John Burleson (CJB)	X	Adam Marconi	Chief
Vice President	Mr. Rudy Cantu (CC)	X	Alex Lopez	Asst Chief
Secretary	Ms. Felita Rodriguez (CR)	X		
Treasurer	Mr. Michael Barrett (CB)	X		
Commissioner				

Agenda Topic:

#1	Call to Order and Establish Quorum.							
Discussion	Commissioner Burleson called meeting to Order – Quorum established at 6:04 pm							
Motion:	Informational.							
Motion By:	CJB	CC	CR	CB		VOTE	YES	NO
2nd By:	CJB	CC	CR	CB			0	0

#2	Pledge of Allegiance.							
Discussion	None.							
Motion:	Informational.							
Motion By:	CJB	CC	CR	CB		VOTE	YES	NO
2nd By:	CJB	CC	CR	CB			0	0

#3	Citizens' Comments							
Discussion	None.							
Motion:	Informational.							
Motion By:	CJB	CC	CR	CB		VOTE	YES	NO
2nd By:	CJB	CC	CR	CB			0	0

#4	Review, discuss, and approval of the January 2023 Regular Meeting Minutes.							
Discussion	The regular meeting minutes approved as submitted.							
Motion: Approved.								
Motion By:	CJB	CC	CR	CB		VOTE	YES	NO
2nd By:	CJB	CC	CR	CB			4	0

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#5	Review, discuss, and approval of the January 2023 Treasurer's Report.							
Discussion	The treasurer's report is approved as submitted							
Motion: Approved.								
Motion By:	CJB	CC	CR	CB		VOTE	YES	NO
2nd By:	CJB	CC	CR	CB			4	0
#6	Review, discuss, and approval of the January 2023 Attorney's fee.							
Discussion	Board approved the attorney fees of \$2,026.50 for January 2023.							
Motion: Approved.								
Motion By:	CJB	CC	CR	CB		VOTE	YES	NO
2nd By:	CJB	CC	CR	CB			4	0
#7	Review and discuss the January 2023 Command Reports.							
Discussion								
Motion: Informational.								
Motion By:	CJB	CC	CR	CB		VOTE	YES	NO
2nd By:	CJB	CC	CR	CB			0	0
#8	Review written Financial Policy for Capital Expenses approved as resolution 12.12.12 during the December 12, 2022 meeting from Attorney Lou Rosenberg.							
Discussion	<p>Accounting Policy 12.12.22 has been revised as follows: Any Expense required for expenditure of \$2,000.00 but less than \$5,000 shall require a purchase order ("PO") that may be formatted as an email and shall provide for approval by the District's Treasurer and one other officer before obligation of any funds and brought to the next Board meeting for review.</p> <p>Any Expense purchase for greater than \$5,000.00 shall require approval of the Board upon notice via an agenda and formal action by the Board</p>							
Motion: Approved								
Motion By:	CJB	CC	CR	CB		VOTE	YES	NO
2nd By:	CJB	CC	CR	CB			4	0
#9	Review, discuss and approval of Financial Accounting Policies for Operational Expenses.							
Discussion	Combined this topic with agenda item #8							
Motion: Tabled								
Motion By:	CJB	CC	CR	CB		VOTE	YES	NO
2nd By:	CJB	CC	CR	CB			0	0

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#10	Review and discuss quarterly financials.							
Discussion	Reviewed financials. Nothing noted.							
Motion: Informational								
Motion By:	CJB	CC	CR	CB		VOTE	YES	NO
2nd By:	CJB	CC	CR	CB			0	0
#11	Review, discuss and approve the purchase of extractor which is funded by a grant awarded to the department.							
Discussion	ESD2 is the recipient of a \$20,000 forestry grant. The approval of the purchase of an extractor which will be reimbursed by the forestry grant was approved. The remainder of the grant will be used to purchase personal protective equipment for the station prior to the grants expiration in March of 2023.							
Motion: Approved								
Motion By:	CJB	CC	CR	CB		VOTE	YES	NO
2nd By:	CJB	CC	CR	CB			4	0
#12	Review and discuss Texas Coutny & District Retirement System (TCDRS) retirment plan.							
Discussion	Commissioners Rodriguez and Burleson were named as special committee members to review the TCDRS proposal.							
Motion: Informational.								
Motion By:	CJB	CC	CR	CB		VOTE	YES	NO
2nd By:	CJB	CC	CR	CB			0	0
#13	Review, discuss and approval of required repairs to Tender 22							
Discussion								
Motion: Tabled.								
Motion By:	CJB	CC	CR	CB		VOTE	YES	NO
2nd By:	CJB	CC	CR	CB			0	0
#14	Discuss options for new brush truck & command vehicle to follow the previous strategic discussions and identified needs.							
Discussion								
Motion: Informational.								
Motion By:	CJB	CC	CR	CB		VOTE	YES	NO

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2nd By:	CJB	CC	CR	CB		VOTE	0	0
#15	Establish date and time for March Board Meeting.							
Discussion	Next meeting will be March 13, 2023 at 6:00 p.m.							
Motion: Informational.								
Motion By:	CJB	CC	CR	CB		VOTE	YES	NO
2nd By:	CJB	CC	CR	CB			0	0
#16	Adjourn.							
Discussion	Commissioner Wilson stated that there was no additional business, the meeting was adjourned at 7:39 p.m.							
Motion: Informational.								
Motion By:	CJB	CC	CR	CB		VOTE	YES	NO
2nd By:	CJB	CC	CR	CB			0	0

See Attached Public Attendee List.