

WALKER COUNTY EMERGENCY SERVICES DISTRICT #2
411 FM 1375 E New Waverly, TX 77358

Meeting Minutes February 2, 2024

The WCESD2 Board met in open session in the meeting room of NWVFD, at Station 71 with President James Gregory presiding. Present were Commissioners: Jane Ellisor and Thomas Malak. All members were present with the exception of Commissioner Keith Fitzpatrick & Commissioner Logan Moore, therefore constituting a quorum. Also, present was Fire Chief Jacob Slott, Assistant Fire Chief Shawn Byler, Deputy Chief Kevin Traylor, Office Manager Kayla Gibson and guest Judge Christian & Commissioner Brandon Decker.

Opening prayer was given by Deputy Kevin Traylor.

Prior to meeting being called to order Commissioner James Gregory, Jane Ellisor and Thomas Malak were reappointed by Commissioners Court and Judge Christian presented the Oath of Office and the Statement of Appointed Officer to the re-appointed commissioners. Judge Christian notarized the documents upon execution by the Commissioners. Signed copies of the Oaths will be retained by Administration.

CALL TO ORDER

Meeting was called to order at 9:01 AM. Gregory announced that a quorum was present, and that public notice was given in accordance with the Texas Government Code.

Election of Board Officers for 2024-2025 term was voted.

- President Commissioner James Gregory – Upon a motion made by Commissioner Ellisor and second by commissioner Malak.
- Vice President / Secretary Commissioner Thomas Malak – Upon a motion made by Commissioner Gregory and seconded by Commissioner Ellisor.
- Treasurer Commissioner Jane Ellisor – Upon a motion made by Commissioner Malak and second by commissioner Gregory.
- Assistant Treasure Commissioner Logan Moore - Upon a motion made by Commissioner Gregory and second by commissioner Malak.
- Assistant Secretary Commissioner Keith Fitzpatrick - Upon a motion made by Commissioner Ellisor and second by commissioner Gregory.

The board voted unanimously to appoint Commissioner James Gregory as President, Commissioner Thomas Malak as Vice President and Secretary, Commissioner Jane Ellisor as Treasurer, Commissioner Logan Moore as Assistant Treasurer and Commissioner Keith Fitzpatrick as Assistant Secretary.

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GENERAL ITEMS

On a motion by Commissioner Ellisor, seconded by Commissioner Malak the minutes of the December 1st, 2023 meeting was approved.

SPECIAL ITEMS

TREASURER'S REPORT

Commissioner Ellisor presented the WCESD2 Treasures report. Motion was made by Commissioner Gregory and second by Commissioner Malak, the board voted unanimously to accept the account balance as presented.

Commissioner Ellisor presented the WCESD2 expense report. Motion was made by Commissioner Malak and second by Commissioner Gregory, the board voted unanimously to accept the expense report as presented.

NWVFD CHIEF'S REPORT

Fire Chief Slott presented the NWVFD Expense report, Account Balance & the Deployment Summary. Chief Slott informed the board about the meeting with TGR. Chief Slott also informed the board that we still have one full time position open. Chief Slott informed the board that for the month of January we had 1060 calls. Motion was made by Commissioner Malak and second by Commissioner Gregory, the board voted unanimously to accept the Chiefs report as presented. Motion was made by Commissioner Ellisor and seconded by Commissioner Malak; the board voted unanimously to accept the Chiefs expense report as presented.

MATTERS OF THE PUBLIC

Public was present but had no matters to discuss.

OLD BUSINESS

- A. Chief Slott updated the board regarding the new build of Station 71. GIS is waiting on the Survey to be complete. Chief Slott followed up with Michael Namken with Namken Surveying & Construction Inc and he says that the survey should be complete soon.
- B. The AllTrack hauling trailer that would work the best was the Holt tilt deck, 40-ton air. A Motion was made by Commissioner Malak and seconded by Commissioner Ellisor; the board voted unanimously to accept the Chief Slott recommendation to purchase the new trailer for the All Track for \$34,550.00 to Holt Truck Centers.

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- C. Chief Byler updates the board on the progress of Hawthorne Station 79, The concrete is scheduled to be poured and the Metal building has been ordered. Chief Byler presented the invoice to Commissioner Ellisor for payment.
- D. Chief Slott informs the board that the Tactical Tanker is still being worked on by East Texas Truck System and they are estimating it to be done sometime in March 2024.
- E. Office Manager Kayla Gibson informed the board that they website is up and running and that she now has access to make updates and changes.
- F. Chief Slott updates the board that the All Track returned from Canada.

NEW BUSINESS

- A. Purchase of handheld radio's was presented to the board but was decided to put on hold due until further notice.
- B. Chief Byler presented to the board that the Watch Room computer is in need of being replaced. Chief Byler presented a quote from Dell with a completely set up for \$4,000.00. Upon a motion made by Commissioner Malak and second by Commissioner Ellisor; the board voted unanimously to authorize Chief Byler to spend up to \$4,200.00 for a new computer for the Watch Room.
- C. Commissioner Gregory presented the Order designation investment of District Funds Policy to the board. Judge Christian informed the board of the benefits of investing in Texpol. A motion was made by Commissioner Gregory and Second by Commissioner Ellisor to accept the Investment of district Funds Policy and to start the process for the Texpol; the board voted unanimously to accept the Investment of District Funds Policy and to look into starting the process.

ADJOURN

Next regular meeting will be held on March 8th, 2024, in meeting room at NWVFD.

With nothing further to discuss a motion was made by Commissioner Malak and seconded by Commissioner Gregory to adjourn at 9:54 am, the board voted unanimously to accept the next meeting date and motion passed.



Thomas Malak, Secretary WCESD#2