

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

Meeting Minutes July 7th, 2023

The WCESD2 Board met in open session in the meeting room of NWVFD, at Station 71 with President James Gregory presiding. Present were Commissioners: Thomas Malak and Jane Ellisor. All members were present with the exception of Commissioner Keith Fitzpatrick and 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, District Chief Byron Robinson, and guest Walker County Precinct 4 Commissioner Brandon Decker were present.

CALL TO ORDER

Meeting was called to order at 9:04 AM. Gregory announced that a quorum was present, and that public notice was given in accordance with the Texas Government Code.

GENERAL ITEMS

Opening prayer was given by Deputy Chief Kevin Traylor.

On a motion by Commissioner Ellisor, seconded by Commissioner Malak the minutes of the May 5thth, 2023, meeting was approved.

SPECIAL ITEMS

The Texas Local Government Records Act of 1989 (Title 6, Subtitle C, Local Government Code) requires that each local government, including any special-purpose district or authority, designate a Records Management Officer and establish a records management program by ordinance, order, or resolution, as appropriate. The ordinance or order must provide methods and procedures to enable the governing body, custodians, and the records management officer to fulfill the duties and responsibilities set out in Sections 203.021, 203.022, and 203.023 concerning the management and preservation of records.

A motion was made by Commissioner Ellisor and seconded by Commissioner Malak, the board voted unanimously to adopt the local retentions schedule of Emergency Service District sched GR, sched PS and sched TX and to Designate a Records Management Office (RMO) to be Kevin Traylor, Deputy Chief.

TREASURER'S REPORT

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

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NWVFD CHIEF'S REPORT

Fire Chief Slott presented the NWVFD account balance and expense report. Motion was made by Commissioner Malak and second by Commissioner Ellisor, the board voted unanimously to accept the account balance and expense report as presented.

Chief Slott informed the board in regards to the meeting with the architect Courtney Kelly with GLS Texas with the updated plans for the new build/addition on Station 71. Chief presented the call volume report for the month of May & June.

MATTERS OF THE PUBLIC

No public was present. The 4th of July show put on by the 4H turned out to be spectacular.

OLD BUSINESS

- A. The disposal of RE-7 1993 Spartan Engine – The auction for RE-7 didn't make the reserve and will be added back on.
- B. The Chief presented the board with pricing and specs for the future purchase of new engine to replace E-75, Chief states that at this time the pricing is 30% higher than the one we have in production.
- C. Chief informed the board that the District Chassis (F350XLT) arrived and the end price was \$7,740.00 more than we budgeted for. The Chief is asking the board to approve new amount for the District Chassis. A motion made by Commissioner Malak and second by Commissioner Ellisor to approve the new amount for the District Chassis, the board voted unanimously to approve the new amount and pay the amount requested by Bill Fick Ford.
- D. Station 71 –City of New Waverly inspector approved variance.
- E. The AllTrac will be arriving in 6 – 8 weeks.
- F. Chief informed the board that TXDOT is requesting additional testing and WC Commissioner Brandon Decker is still working with TXDOT in order to move forward with the Hawthorne build out.
- G. Commissioner Ellisor informed the board that the Appraisal & Collection invoice was paid in October 2022 and is not due again until October 2023.

NEW BUSINESS

- A. Workshop regarding Fire Protection System
 - Action: Workshop began at 9:49 AM
 - Chief Slott presented information
 - Action: Workshop closed at 9:51 AM

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- B. A motion made by Commissioner Malak and seconded by Commissioner Ellisor, the board voted unanimously to adopt code of standards for installation & maintenance of water-based fire protection systems are required in the District Fire Code.
- C. A motion made by Commissioner Ellisor and second by Commissioner Malak the board voted unanimously to adopt Fire Protection Systems code NFPA291 recommend practices for water flow testing and marking of hydrants.
- D. WC Commissioner Brandon Decker is working with Dispatch on GIS CAD mapping.

ADJOURN

Next regular meeting will be held on August 4th, 2023, at 9:00, in meeting room at NWVFD.

With nothing further to discuss a motion was made by Commissioner Malak and seconded by Commissioner Ellisor to adjourn at 10:05am, the board voted unanimously to accept the next meeting date and motion passed.



Thomas Malak, Secretary WCESD#2