



Brazos County Emergency Services District #4

BOARD MEETING MINUTES

November 4, 2024 – 5:45 pm

Brazos County ESD #4
Brazos County VFD Precinct 4 Central Fire Station
3098 Fazzino Lane
Bryan, Texas

The following are minutes of the Brazos County Emergency Service District 4 (BCESD4) agenda items discussed, considered and action taken as appropriate. The following BCESD4 Board Members attended; Steve Godby, Anthony Oehler, Jill Jones, and Dina Nutall. Chief Warren attended as a guest.

The Board of Emergency Service Commissioners of Brazos County ESD 4 reserves the right to go into a closed meeting on any agenda item under Section 551.074, Texas Government Code:

1. **Call to Order and Establish a Quorum.** (Godby)
Quorum established.
2. **Citizen comments** (Godby)
No citizen comments received. No citizens attended the meeting.
3. **BCESD4 Gifts & Donations, Public Recognitions.** (Godby)
Chief Warren reported that the VFD received a \$200 donation.
4. **Approval of BCESD4 October 12th Regular Meeting Minutes and the BCESD4 Public Hearing for the proposed 2023-2024 Tax Rate (Godby)**
Anthony Oehler moved to "accept the October 12th BCESD4 Board Meeting Minutes as written." Dina Nutall seconded. Motion passed with unanimous consent.
5. **Treasurers Report including, but not limited to financial status, budget reports, account balances, bills, Wells Fargo banking and payments (Mitchell)**
No current updates as Treasurer was not present for the meeting.
6. **Brazos County Precinct 4 VFD Report** (Chief Warren)
Chief Warren reviewed the Brazos County Precinct 4 VFD's financials, operations, training, apparatus and facilities along with immediate and future needs.

The VFD4 checking account is currently \$27,405 with outstanding checks totaling \$3,293.73.

The Chief reported their call volume for October was 73 calls, 12 calls for November to date, and 693 for the year.

New Engine is scheduled to be delivered next week. Engine 422 will be undergoing repairs before going into Station 3. Texas Forest Service Grant has been awarded to go towards new slip-on unit.

Chief reported that driveway at Station 1 is in need of repair. He presented 3 bids for the work needed. Anthony Oehler made a motion to approve contract with LGC Paving to chip seal driveway in the amount of \$19,895. Jill Jones seconded the motion. Motion passed with unanimous consent.

Chief reported that Station 2 is in need of an additional bay to house trucks and well as deferred maintenance. He presented 3 bids for the work needed. Anthony Oehler made a motion to approve contract with E3 Construction to add a bay, replace windows, and additional items per bid in the amount of \$151,250. Dina Nutall seconded the motion. Motion passed with unanimous consent.

Chief requested an increase in pay for employees for holidays. Jill Jones made a motion to double their pay when working federal holidays. Dina Nutall seconded the motion. Motion passed with unanimous consent.

7. **2025 BCESD4 Apparatus Replacement Schedule** (Godby)

Discussion on current and future apparatus.

8. **BCESD4 Station 3 Renovation Progress Report** (Godby)

Update on status of renovation and timeline.

9. **BCESD4 Administrative Financial Coordinator Job Search Status** (Jones)

Jill Jones presented update on interviews and job search. The committee plans to present a job offer to a candidate this week.

10. **Approval of the 2024 Tax Levy for BCESD4** (Godby)

Anthony Oehler made a motion for approval of the 2024 Tax Levy as provided in Sec. 26.09 (e). Jill Jones seconded the motion. Motion passed with unanimous consent.

11. **Follow-Up on BCESD4 Winter Fire Safety Mail Out** (Godby)

Supplies have been purchased and the flyer with information will be mailed out next week.

12. **Next Meeting Date:** January 14th – 5:45 pm

13. **Adjournment:** 6:57 pm

Respectfully Submitted,

Jill Jones
BCESD4 Board Member