



Brazos County Emergency Services District #4

BOARD MEETING MINUTES

October 7, 2024 – 5:45 pm

Brazos County ESD #4
Brushy Creek Fire Station
6357 Raymond Stotzer Parkway
College Station, Texas 77845

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, Jill Jones, Anthony Oehler, Jordan Mitchell, and Dina Nutall. Joe 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.
3. **BCESD4 Gifts & Donations, Public Recognitions.** (Godby)
No donations or gifts received.
4. **Approval of BCESD4 September 9th Regular Board Meeting Minutes, BCESD4 Tax Hearing Minutes, and September BCESD4 Special Meeting Minutes** (Godby)
Anthony Oehler moved to accept all meeting minutes as written. Jordan Mitchell 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)
Mitchell reported the BCESD4 has a balance of \$198,871.66 in the Strategic Reserve account. As of October 7th, 2024, the balance for property tax accounts is \$1,887,296.83 and the balance for sales tax account is \$1,347,582.10.

We authorized payment #1 to Caffey and Sons in the amount of \$39,767.00 for building construction.

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 \$24,238.11.

The Chief reported their call volume for September was 71 calls with 610 calls year to date.

Training is scheduled weekly for the firefighters throughout October.

Apparatus Report: 432 had new injectors and fuel pump replaced. 431 had pump repaired by Metro Fire. New Tender will be delivered next week. New Engine is scheduled for a November delivery.

Currently, there are 19 ESD paid firefighters and 16 VFD volunteer firefighters.

7. **BCESD4 Administrative Assistance Job Description Discussion** (Godby)

Jordan Mitchell, Jill Jones, and Joe Warren will serve as a committee to review applications and schedule interviews.

8. **Status of 2024 Ferrera Fire Truck Purchase** (Godby)

Fire Truck is scheduled to be delivered in November.

9. **Follow-Up on BCESD4 Newsletter Mail Out** (Godby)

Newsletters were mailed out and there are extras at Station 3.

10. **Discussion and Action on 'Application for Tax Refund Overpayment or Erroneous Payment' Received from Brazos County Tax Office** (Godby)

President and Treasurer will use their discretion to pay these as necessary when notices are received.

11. **Next Meeting Dates:**

November 4th – 5:45pm @ Station 1

12. **Adjournment:** 7:07 pm

Respectfully Submitted,
Jill Jones - BCESD 4 Board Member