



Brazos County Emergency Services District #4

MEETING MINUTES

December 9, 2020 - 5:30 pm

Brazos County ESD Precinct 4
Brushy Creek Fire Station
6357 Raymond Stotzer Parkway
College Station, TX 77845

The following are the minutes of the agenda items discuss, consider and action taken as appropriate. The following members were in attendance; Steve Godby, John Foster, and Sherry Waldrum. BCESD4 Fire Chief Warren and Dina Nutall attended as guests.

The Executive Board reserves the right to go into Executive Session on any agenda item.

1. **Call to order and establish a quorum. (Godby)**
Quorum established.
2. **Citizen comments** – No comments were received from citizens.
3. **ESD Gifts & Donations, public recognitions. (Godby)**
Chief Joe Don Warren reported receiving a \$100 donation from an area resident.

Chief Joe Don Warren acknowledged that two thousand face masks were gifted to the Brazos Valley Food Bank.
4. **Approval of BCESD4 November 12th Regular Meeting Minutes (Godby)**
Motion was made by John Foster to “accept” the minutes of the November 12th Regular Meeting as submitted. Sherry Waldrum seconded. Motion Passed.
5. **Treasurers Report including, but not limited to financial status, budget reports and account balances, bills and payments (Jones)**
Steve Godby presented invoices for payment. Quarterly payments will be sent to the Brazos County Central Appraisal District on 12/31/2020, 3/31/2021, 6/30/2021, and 9/30/2021 in the amount of \$1,036.25.

Payment in the amount of \$746.90 will be sent to Burns Anderson Jury & Brenner L.L.P. for attorney fees for Ken Campbell

6. Report from Brazos County Precinct 4 VFD report (Chief Warren)

Chief Warren provided the Fire Chief Update including financial review, operations, training, apparatus, personnel and facilities.

A balance of \$6,327.16 will remain in the account after payment of bills to the State Firefighters and Fire Marshal Association for annual dues, Bolfig Construction for Station Two remodeling, and PPE purchase from Casco.

Grant reimbursement to Texas A & M Forest Service for insurance reimbursement for 2020 has been submitted.

Truck 420 is at the shop for servicing. The water tank has been ordered and it should arrive by the end of the month.

Precinct 4 will cover for District 2 during their Christmas party on December 12th.

7. BCESD4 Newsletter Statue Report (Godby)

The newsletter release will be delayed a couple more months to allow members more time to complete the articles.

8. BCESD4 Strategic Plan Discussion (Foster)

Further discussion regarding the BCESD4 Strategic Plan will be delayed until early February.

9. BCESD4 Board Candidate Discussion (Godby)

Dina Nutall was introduced to the Board members. Each member summarized their work history and motivating factors for joining the BCESD4. Dina Nutall was given the opportunity to ask questions. Motion was made by John Foster to “approve” Dina Nutall’s application to the BCESD4 Board. Sherry Waldrum seconded. Motion passed unanimously.

10. BCESD4 Policy/Procedure Review

Steve Godby reviewed the following BCESD4 Policies / Procedures with the Board:

- Policy F-9 (Rev 3/2020) Reimbursement of Funds.

11. Future Agenda Items

- Strategic Plan
- Newsletter
- Inventory Status

12. Next BCESD4 Meetings

January 14th – 5:30 pm – Brushy Creek Fire Station

February 11th - 5:30 pm – Brushy Creek Fire Station

13. Adjournment

The BCESD4 Board Meeting adjourned at 6:34 pm

Respectfully submitted,

Sherry Waldrum
BCESD4 Secretary