



Brazos County Emergency Services District #4

MEETING MINUTES

February 11, 2021 - 5:30 pm

Brazos County ESD #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, Sherry Waldrum, and Dina Nutall. BCESD4 Fire Chief Warren and Assistant Fire Chief Chris Ford 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)**
None
4. **Approval of BCESD4 January 14th Regular Meeting Minutes (Godby)**
Motion was made by Steve Godby to “accept” the minutes of the January 14th Regular Meeting as submitted. John Foster seconded. Motion Passed.
5. **Treasurers Report including, but not limited to financial status, budget reports and account balances, bills and payments (Godby)**
The Board Members reviewed current financial statements and deemed them to be accurate.

Steve Godby mentioned the large volume of work required to get all the documents ready for the upcoming “full” audit. The audit is due June 15,2021.
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. Chief reported the current VFD4 checking balance is \$9,475.43 and he has invoices totaling \$8,960.00.

A motion was made by John Foster to 'designate' the water tank for Unit 420 as a capital expense in order to help VFD4 with pay their invoices. Dina Nutall seconded. The motion passed with a unanimous vote. The water tank for 420 arrived and will be mounted along with the pump and other equipment.

Joint training was conducted with VFD2, Blackjack VFD and VFD4 on "Pride and Ownership" within the volunteer fire departments.

Firefighters Andrew Pool and Bryan Mena are modernizing the website for Precinct 4. The website will have a fresh, new look and it will be managed by Precinct 4.

7. BCESD4 Newsletter Status Report (Godby)

The BCESD4 newsletter articles are under development and will be delivered to the service that will configure the articles into our Spring 2021 Newsletter.

8. Inventory Task Force (Waldrum)

The ESD4 inventory is nearly complete. All items valued at \$5,000.00 or greater have been recorded and entered on a spreadsheet and labeled with uniquely numbered ESD4 Property ID tags. Chief Joe Don Warren took digital pictures including the front, side and rear views of each vehicle.

9. Fire Station Apartment Lease Review (John Foster)

The apartment lease review will be rescheduled for discussion at the March 25th meeting.

10. Civil Unrest Protocol Discussion (Foster/Chief Warren)

John Foster prepared an Executive Summary of the "Brazos County ESD#4 Riot Preparation Discussion 2/11/2021". This topic will remain on the agenda for March.

11. Future Agenda Items

- Civil Unrest Protocol Discussion
- Fire Station Bay Heater Proposal
- Fire Station Apartment Lease Review

12. Next BCESD4 Meetings

March 25th – 5:30 pm – Brushy Creek Fire Station
April 22nd - 5:30 pm – Brushy Creek Fire Station

13. Adjournment

The BCESD4 Board Meeting adjourned at 6:34 pm

Respectfully submitted,

Sherry Waldrum
BCESD4 Secretary