



# **Brazos County Emergency Services District #4**

## **MEETING MINUTES**

October 27, - 5:30 pm

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

The following are the minutes of the agenda items discuss, consider and action taken as appropriate. The following BCESD4 Board Members attended; Steve Godby, Dina Nutall, Anthony Oehler and Jordan Mitchell along with Chief Warren attended as guest.

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 citizen comments received.
3. **BCESD4 Gifts & Donations, public recognitions. (Godby)**  
No gifts, donations or public recognition reported.
4. **Approval of BCESD4 September 22<sup>nd</sup> Regular Meeting Minutes" (Godby)**  
Motion made by Anthony Oehler to "accept the September 22<sup>nd</sup> minutes as written." Jordan Mitchell seconded. Motion passed with unanimous vote.
5. **Treasurers Report including, but not limited to financial status, budget reports, account balances, bills, Wells Fargo banking and payments (Godby)**  
Steve Godby presented the treasurer's report to assist the new treasurer. Godby reported the current BCESD4 checking account is \$74,259.04 and the BCESD4 Strategic Reserve is \$95,043.73.

Jordan Mitchell confirmed the BCESD4 Books and Bottom Line were linked to the Wells Fargo account and the account was reconciled through September 2022.

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

Chief Warren provided a review of the BCVFD4 Operations. Financially, the BCVFD4 currently has \$38,965.59 in their checking account with \$2,408.95 worth of checks and outstanding invoices not processed.

Chief Warren reported on the number of runs for October and for the year, volunteer training, apparatus, facilities and staffing.

Chief Warren also proposed, as a result of a decision from the VFD4 Board Members, the purchase of Life Pak 15 defibrillators, along with a pair of rescue struts and a ramp totally \$45,000 should not be purchased but rather be appropriated to the BCESD4 Strategic Reserve. In addition, considering the current balance of the VFD4 checking account, the VFD4 Board Members also suggested diverting the October VFD4 Quarterly payment of \$24,815 to the BCESD4 Strategic Reserve.

This issue was tabled until satisfactory funds are in the available in the BCESD4 Operating Fund, to make the transfers to the BCESD4 Strategic Reserve.

**7. BCESD4 Officer Terms and Assignments (Chief Warren)**

The current BCESD4 Officer’s terms were discussed and agreed by the BCESD4 Board:

<u>Board Member</u>	<u>Office</u>	<u>Term</u>
Steve Godby	President	2022-2024
Anthony Oehler	Vice President	2022-2024
Jordan Mitchell	Treasurer	2022-2024
Dina Nutall	Secretary	2022-2024
Jill Jones	Board Member	2021-2023

**8. Fire Apparatus Purchase Detail Discussion(Godby)**

Steve Godby opened the discussion of the Tender that is expected to be award to the BCESD4 by the Texas Forest Service. According to Dina Nutall, the BCESD4 will have two years to determine what type truck to purchase and available financing.

BCESD4 will be awarded \$240,000 for the purchase of the Tender. The total cost of the Tender will be approximately \$450,000.

**9. BCESD4 Policy Manual Review**

BCESD4 Policies A-5 “Media Communication Policy” and A-7 “Anti-Harassment Policy” were reviewed by the BCESD4 Board Members as part of their monthly review of BCESD4 Policies and Procedures.

**10. Future Agenda Items**

- Tax Levy Proposal for BCESD4

**11. Next BCESD4 Board Meeting**

- November 14<sup>th</sup> – Brushy Fire Station @ 5:45 pm
- December 14<sup>th</sup> – Brush Fire Station @ 5:45 pm

**12. Adjournment**

The BCESD4 Board Meeting adjourned at 6:50 pm

Respectfully submitted,

Steve Godby  
BCESD4 President