



Brazos County Emergency Services District #4

CANVAS OF ELECTION RETURNS & REGULAR MEETING MINUTES

May 17, 2022 - 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, Jill Jones, Dina Nutall, and Sherry Waldrum. BCESD4 Fire Chief Warren was in attendance as a guest. Anthony Oehler was in attendance as an observer.

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. **Canvas of Election Returns**

ORDER NO. 05-17-22-03, ORDER CANVASSING THE RETURNS AND DECLARING THE RESULTS OF BRAZOS COUNTY EMERGENCY SERVICES DISTRICT NO. 4 MAY 7, 2022, SALES AND USE TAX ELECTION

Order No. 05-17-22-03 was read aloud by President Steve Godby. It was noted that there were 155 votes for the adoption of a local sales and use tax in BCESD4 at a rate not to exceed one and one-half percent in any location in the district. It was noted that there were 63 votes against the adoption of a local sales and use tax in BCESD4 at a rate not to exceed one and one-half percent in any location in the district. It was also noted that there were 2 over votes and 0 under votes. Motion was made by Jill Jones to waive the examination of each precinct return. Dina Nutall seconded the motion. The motion was approved unanimously. The order was signed by President Godby and Secretary Sherry Waldrum.

4. **Telecommunication Exemption**

Order No. 05-17-22-04, ORDER REPEALING THE APPLICATION OF THE EXEMPTION FROM SALES AND USE TAX FOR TELECOMMUNICATIONS SERVICES

Order No. 05-17-22-04 was read aloud by President Steve Godby. Jill Jones made a motion to repeal the application of the exemption. Dina Nutall seconded. The motion was approved unanimously. The order was signed by President Godby and Secretary Sherry Waldrum.

5. **BCESD4 Gifts & Donations, public recognitions. (Godby)**

None

6. **Approval of BCESD4 April 21, 2022, Regular Meeting Minutes (Godby)**

Motion was made by Dina Nutall to "accept" the minutes of the April 21, 2022, Regular Meeting as submitted. Sherry Waldrum seconded. Motion Passed.

7. **Treasurers Report including, but not limited to financial status, budget reports and account balances, bills, Wells Fargo banking and payments (Nutall)**

Dina Nutall reported the current account balances. The checking account balance is \$240,530.87. The savings account balance is \$95,040.53.

An invoice for Sales Tax Election consultation services was received from Touchstone District Services. The balance due is \$11,517.01. A check will be issued prior to the June 26th due date.

Quick Books and Bottom Line are linked to the Wells Fargo account and the account was reconciled through April 2022.

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

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

The current Prosperity Bank checking account balance is \$42,924.41. Chief Warren provided a Prosperity Bank checking account summary for April 27, 2022-May 17, 2022.

Chief Warren is working with Bryan, College Station, and County Fire Departments to update the Providers/First Responder Agreement for EMS Service. This is required to upgrade the Providers License with Texas DSHS.

Chief Warren reported that there were 64 fire and EMS calls for the month of April 2022. The total number of calls for 2022 is 281. The top four fire calls were for major accidents, grass fires, fire alarms, and outside fires. The top four EMS calls were for sick calls, falls, chest pain, and difficulty breathing.

Chief Warren is planning to bring on a duty crew next year. It would start with a pool of ten FFs. Chief Warren will provide more details in the next few months.

Chief Warren provided a list of equipment that he would like to purchase for BCP 4 for FY 22/23. The list includes Lifepak 15 ECG Monitor, Lucas Device, Paratech Highway Struts, Holmatro Spreader, PPE for Duty Crews. Total estimated cost for the list is \$81,000.00.

Currently there are 16 VFD members on the roster.

9. **BCESD4 Board Member Term Listing (Waldrum)**

BCESD4 Board Members are currently appointed for two-year terms. Steve Godby and Dina Nutall will complete their current term December 2022. Jill Jones will complete her term December 2024. Sherry Waldrum completed term one November 2021.

Steve Godby received and accepted a Letter of Resignation from Sherry Waldrum. Sherry Waldrum thanked fellow Board Members and Fire Chief Joe Don Warren for mentoring, decision making and board governance.

10. **BCESD4 Board Member Candidate Discussion (Godby)**

The Board went into Executive Session from 6:46 pm to 6:53 pm. Candidates will be voted on after a review of their resumes and applications. Both candidates will also be reviewed with Commissioner Cauley.

11. **BCVFD4 Operations Financial Review Status (Chief Warren)**

The review is still ongoing.

12. **BCESD4 Policy Manual Review Proposal (Godby)**

The Policy Manual was not reviewed during the meeting. This item will be put on the agenda for the next meeting.

13. **Future Agenda Items**

- BCESD4 Policy Manual Review
- Board Member Candidate Vote

14. **Next BCESD4 Meetings**

June 21, 2022 - 5:30 pm – Brushy Creek Fire Station

July 21, 2022 - 5:30 pm – Brushy Creek Fire Station

15. **Adjournment**

The BCESD4 Board Meeting adjourned at 6:58 pm

Respectfully submitted,

Sherry Waldrum
BCESD4 Secretary