

HAYS COUNTY EMERGENCY SERVICES DISTRICT No. 3
REGULAR BOARD MEETING MINUTES
August 5, 2014
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1. **Call To Order:** Meeting held at 1401 W. San Antonio Street, San Marcos TX, called to order at 4:00 p.m. by Leighton Stallones.

Board Members Present. Present were Leighton Stallones, Sharon O'Brien, and Bob Schneider. Lea Ann Kenworthy arrived 4:10 p.m. Doyle Krumrey was absent. Also present were Chief Smith, Assistant Chief Dustin Bednorz, Mark Thornton, Kelly Kemp, Scott Morrison, Pablo Nieto, Kendra Marsteller, Andrew Cortez, Nathaniel Ramsay, Conner Byer, James Feldott, Joel Cliett.

2. **Pledge to the American and Texas Flags**

3. **Acknowledge July & August Birthdays**

CONSENT ITEMS

4. **Board Meeting Minutes:** Regular Meeting June 26, 2014. Sharon moved to accept the consent agenda items. Leighton seconded; Bob, Leighton, and Sharon in favor; no opposed; motion passed.

ACTION ITEMS

5. **Chief's Report** (agenda item #8): The burn ban is ON by action of the Hays County Commissioner's Court. Chief Smith discussed the drought conditions and illustrated Hays County's situation relative to the rest of the state. Also discussed visit to Dell for direction on the ESDnet. Assistant Chief Bednorz described new member training which is now online and delivered in four hour modules.
6. **Texas Fire Academy Report** (agenda item # 9): Kelly reported on the status of current and future classes, including the new EMT course at San Marcos High School. Also discussed marketing effort at TEEEX.
7. **Construction Meeting Report and discussion** (agenda item #5): Leighton shared the updated timeline from Bartlett-Cocke.

CLOSED SESSION

8. **Convene in Closed Session** (agenda item #11): The board entered closed session at 4:34 p.m. pursuant to Texas Government Code Section 551.074, personnel matters of the Texas Open Meetings Act for the purpose of considering the appointment, employment, evaluation, reassignment, duties, discipline or dismissal of a public officer or employee or to hear a complaint or charge against an officer or employee, pursuant to Section 551.074, Personnel Matters, Texas Government Code on same.

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OPEN SESSION

9. **Return to Open Session:** The board returned to open session at 5:20 p.m.
10. **Treasurer's Report** (agenda item #6): Sharon presented the June financial report. Lea Ann moved to accept the report. Leighton seconded; Leighton, Lea Ann, Bob in favor; Sharon abstained; motion passed.
- Sharon presented a revised budget, including funding for agenda items #13, #14, and #15. She discussed reinstating the \$300.00 per month stipend for full time employees that was discontinued when the Health Savings Account was terminated. She discussed a retirement plan and Section 125 FSA as replacements for the HSA, including startup costs be added to the budget. She also discussed hiring a part-time Assistant Chief and a part-time Administrative Assistant. The proposed budget changes would be effective September 1, 2014. Bob moved to approve the budget changes including the hiring of a part-time Assistant Chief and part-time Administrative Assistant per agenda Item #13, the 401K Retirement Plan per agenda item #14, and the Section 125 Flexible Spending Account per agenda item #15. Lea Ann seconded; Leighton, Lea Ann, Bob in favor; Sharon abstained; motion passed.
11. **Construction Addenda, including Remote Bay** (agenda item #7): Sharon presented recent savings in expenses, and additional income from sales tax. She also discussed the substantial completion and final completion dates proposed as Change Order #1, and the remote bay addendum quote proposed as Change Order #2, per Brandon Patton's email dated August 5, 2014. Lea Ann moved to accept Change Order #1 and Change Order #2 per Brandon Patton's email dated August 5, 2014, and authorize the President to sign the change orders when original documents are received. Leighton seconded; Leighton, Lea Ann, Bob, and Sharon in favor; none opposed; motion passed.
12. **South Hays Firefighter Association Report** (agenda item #10): Tabled
13. **90 Day Review of Office Manager** (agenda item #12): Leighton moved to raise Mark Thornton's wage from \$22.00 to \$24.00 per hour. Lea Ann seconded; Leighton, Lea Ann, Bob, and Sharon in favor; none opposed; motion passed.
14. **Additional Staffing Needs** (agenda item #13): Addressed in revised budget, item #10.
15. **401K Retirement Plan** (agenda item #14): Addressed in revised budget, item #10.
16. **Section 125 Flexible Spending Account** (agenda item #15): Addressed in revised budget, item #10.
17. **Accounting Services** (agenda item #16): Sharon requested the board contact the accounting firm where Bill Grimsley is currently employed within the next three months for pricing to perform the 2014 Annual Audit. Bob agreed to make the contact. Tabled.
18. **2015 Budget, 5 Year Plan, and 2015 Ad Valorem Tax Rate** (agenda item #17): Tabled.

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19. **Public Meeting Dates for 2015 Ad Valorem Tax increase** (agenda item #18): A Budget Workshop will be held at the next regular board meeting. Also discussed possible dates for public meetings.
20. **Purchase Orders:** Tabled, none to consider.
21. **Citizen Communications:** No citizen comments.
22. **Schedule Next Regular Meeting:** Meeting to be held at 1401 W. San Antonio St., San Marcos TX. The next Regular Meeting was scheduled for August 20, 2014, at 5:00 p.m.
23. **Adjourn:** At 6:55 p.m. Lea Ann moved to adjourn the meeting. Bob seconded; Leighton, Sharon, Lea Ann, and Bob in favor; none opposed; meeting adjourned.

Prepared By:
Mark Thornton, Office Manager