

**Brazos County Emergency Services District 1**  
**PO Box 244**  
**Wellborn, TX 77881-0244**

**November 14<sup>th</sup>, 2019 MINUTES**

**Regular Session:**

1. Commissioner Elliott called the meeting to order at 5:37 P.M. after establishing a quorum consisting of Commissioners Gibson, Kissel and Armstrong; along with Chief Chet Barker, Jim Barker, Jason Ware, Steve Aldrich, Kyle Kacal and Julie Enriquez.
2. The citizens that were present are represented in the Sign-in Sheet – Appendix A.
3. Hwy 159/Brazos River Concern: Jason Ware presented the issues with Hwy 159, discussion ensued with all citizens present and special guest, Kyle Kacal. Mr. Kacal stated he will advise of his research and responses at the next regular meeting scheduled on December 12<sup>th</sup>.
4. Commissioner Gibson moved to approve the Consent Agenda (Minutes from last meeting(s) and Financial Report), Commissioner Armstrong seconded and all voting unanimously to accept as written/presented.
5. Treasurer's Report: Commissioner Gibson presented the balances of all current assets and reserve assets.
6. Action Items:
  - a. Review of Accounts Payable Items – Julie presented check detail and checks to be signed by the Commissioners; Commissioner Armstrong moved to approve, Commissioner Kissel seconded and all voting unanimously to accept check detail as presented.
  - b. 2019 Tax Levy for the ESD #1 – Commissioner Armstrong motioned to approve, Commissioner Kissel seconded; all voting unanimously to approve the 2019 tax levy of \$492,885.46.
  - c. 2018/2019 Fiscal Year Audit – Julie stated that all documentation had been provided to auditors as of 10-30-2019 and no issues or concerns on their progress to date.
  - d. Sales Tax Revenue – This is now part of the search for Law Firm counsel. Advised 1.5¢/\$100 available; Steve Aldrich provided information about an Assistance District which carves a TERZ – he is working with economic development to investigate this.
  - e. Reading and approval of Law Firm Engagement Letter options – Julie presented the engagement letters received to date from The Carlton Law Firm and Coveler & Peeler – Commissioner Elliott suggested we send each one a specific project and see what they propose.
  - f. Volunteer Recruitment – Chief Barker stated no recruitment packages received to date
  - g. SBCFD Fire Protection Service Contract (SBCFD Agreement) – This is now part of the search for Law Firm counsel.
  - h. Brazos County ESD #1 website – Commissioner Armstrong suggested to join the SBCFD website. All commissioners agreed. Julie to work with Chief Barker to set this up.

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i. Miscellaneous Items:

- i. Grass Truck Build Status: Chief Barker stated it should be ready in two weeks.
- ii. Commissioners reviewed reconciled bank statements with no questions.


iii. Additional Miscellaneous:

1. Julie provided status on conversation with Trudy Hancock regarding uniform election days and cost. Julie to contact Texas Voting to get more information on cost.

7. Fire Chief's Report – Chief Barker provided the incident type report summary.

There being no other business, Commissioner Elliott adjourned regular session at 7:24 P.M.

Respectfully Submitted,



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Taylor Gibson, Secretary