

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

January 10th, 2019 MINUTES

Regular Session:

1. Commissioner Elliott called the meeting to order at 5:30 P.M. after establishing a quorum consisting of Commissioners Gibson, Robertson, Kissel and Armstrong; along with Julie Enriquez, Chief Barker and Jim Barker.
2. Commissioners recognized the passing of Charles H Ellis Jr before meeting began.
3. No citizens were present.
4. Commissioner Armstrong moved to approve minutes from previously held Regular Meeting, Commissioner Kissel seconded and all voting unanimously to accept with a change to Action Item #6 b to state "Robertson moved to approve, Commissioner Armstrong seconded and all voting unanimously to approve purchase of grass truck at no more than \$215,000 total *and to be informed of delivery date*, subject to reception of bid in the ESDs name and any increases need approval."
5. Commissioner Gibson read Treasurer's Report – Nothing new to report. The transfer to the Bank & Trust emergency reserve account to make it over \$200,000 was completed and increased the interest earned.
6. Action Items:
 - a. Review of Accounts Payable Items – Julie presented check detail and checks to be signed by the Commissioners; Commissioner Gibson moved to approve, Commissioner Armstrong seconded and all voting unanimously to accept check detail as presented.
 - b. Grass Truck Bid – Order acknowledgement received on 12/08/2018 with a total of \$206,733.00. Chief Barker doesn't expect any increases. Commissioner Robertson moved to approve bid, Kissel seconded and all voting unanimously to approve reviewed bid in alliance with previous approvals.
 - c. 2017/2018 Fiscal Year Audit – Commissioners reviewed the Rules to the format of the Audit and Report from ESD to Brazos County provided by the Brazos County Auditor on 11/26/2018; Commissioner Gibson moved; Commissioner Armstrong seconded and all voting unanimously to approve the Engagement letter with Thompson, Derrig & Craig P.C. for 2017/2018 audit, to get bids after 09/30/2020, and to request a different set of eyes in future bid.
 - d. Annual Renewal of SBCFD Agreement – Commissioners reviewed the SBCFD agreement and no changes have been found from previous approval.
 - e. Commissioner's Term Expiration – No status – awaiting response from Commissioner Aldrich.
 - f. Group Life Policy Insurance Renewal – Commissioner Gibson motioned; Armstrong seconded and all voting unanimously to renew our current proposal pending Scott's investigation – Julie to hold off sending check to 3 days before due date.
 - g. AD&D Policy Insurance Renewal - Commissioner Gibson motioned; Armstrong seconded and all voting unanimously to renew our current proposal pending Scott's investigation – Julie to hold off sending check to 3 days before due date.
7. Miscellaneous Items:
 - a. Julie presented the Budget Surplus/Deficit report for December 2018 along with the Budget Comparison of % used to date from October 2018 to December 2018.

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- b. ESCI Consultants Report – Julie provided report from Mike Montgomery stating that they are making good progress – no issues. They plan on having 75% to 80% draft report completed before the February meeting and final report complete in March.
 - c. Julie advised last invoice received for radio purchases – Ken advised all set on their end – completed.
8. Fire Chief's Report provided by Chet Barker – 2018 numbers are 624 service calls (50% medical); lower than last year by about 100. ISO review is coming.

There being no other business, Commissioner Elliott adjourned meeting at 6:23 P.M.

Respectfully Submitted



Taylor Gibson, Secretary