



**Bell County Emergency Services District No. 1  
Board of Commissioners  
Regular Session Meeting Minutes  
Thursday, March 17, 2022**

1. Establish quorum/Call to Order/Pledges/Invocation

With a quorum present, a regular session meeting of Bell County ESD No. 1 was called to order by Don Engleking at 1:00 p.m. on Thursday, March 17, 2022.

Donald Engleking	Present
Alan Dillon	Absent
Donald Hogue	Present
David Matthews	Present
Ashley Voss-Liebig	Present

2. Public Comment- None

3. Approve the minutes of the January 20, 2022 Regular Session.

Motion: Approve minutes

Result: Adopted (unanimous)

Mover: Donald Hogue

Seconder: David Mathews

Ayes: Don Engleking, Ashley Voss-Liebig, David Matthews, Donald Hogue

Absent: Alan Dillon

**Presentation/Action Agenda**

4. Receive monthly report from the Salado Fire Chief regarding emergency operations, response times, call volume and management activities and discuss and consider related matters.

Members of the Board heard from: Chief Jim Franz

See attached Report

RESULT: Discussion held with no action taken

5. Discuss and consider action on Treasurer report and outstanding bill obligations.

Members of the Board heard from David Mathews

Bank statement provided

Motion: To renew membership with SAFE-D

Result: Adopted (unanimous)

Mover: David Mathews

Seconder: Don Engleking

Ayes: Don Engleking, David Matthews, Donald Hogue, Ashley Voss-Liebig

Absent: Alan Dillon

Motion: Accept treasurer report with clarification on reporting at next meeting.

Result: Adopted (unanimous)

Mover: Donald Hogue

Secunder: Don Engleking

Ayes: Don Engleking, David Matthews, Donald Hogue, Ashley Voss-Liebig

Absent: Alan Dillon

Motion: Amend motion to include payment of \$1,525 to SVFD for board conference fees.

Result: Adopted (unanimous)

Mover: Donald Hogue

Secunder: Don Engleking

Ayes: Don Engleking, David Matthews, Donald Hogue, Ashley Voss-Liebig

Absent: Alan Dillon

6. Discuss and consider Action on Reimbursement of expenses and per-diem.

Motion: Reimburse actual expenses up to \$350 per day with receipts not to include mileage.

Result: Adopted (unanimous)

Mover: Don Engleking

Secunder: David Mathews

Ayes: Don Engleking, David Matthews, Donald Hogue, Ashley Voss-Liebig

Absent: Alan Dillon

Motion: ESD to reimburse mileage at the federal reimbursement rate.

Result: Adopted (unanimous)

Mover: Donald Hogue

Secunder: Donald Engleking

Ayes: Don Engleking, David Matthews, Donald Hogue, Ashley Voss-Liebig

Absent: Alan Dillon

7. Discuss and consider action for the monthly submission of expenditures and budget.

Motion: SVFD will submit monthly expenditures and budget.

Result: Adopted (unanimous)

Mover: Donald Engleking

Secunder: David Mathews

Ayes: Don Engleking, David Matthews, Donald Hogue, Ashley Voss-Liebig

Absent: Alan Dillon

8. Discuss and consider action on Annual Audit requirements

Motion: Hire Margarite Nixon CPA to conduct required audit.

Result: Adopted (unanimous)

Mover: David Mathews

Secunder: Don Engleking

Ayes: Don Engleking, David Matthews, Donald Hogue, Ashley Voss-Liebig

Absent: Alan Dillon

9. Discuss and consider action on Collateral Agreement.

Motion: Table until next meeting and take agreement back to bank

Result: Motion failed for lack of second

Mover: Donald Engleking

Secunder: None

Motion: Give the President and Treasurer the authority to sign the Collateral Agreement should the depository not accept attorney changes.

Result: Adopted (unanimous)

Mover: David Mathews

Seconder: Ashley Voss-Liebig

Ayes: Don Engleking, David Matthews, Donald Hogue, Ashley Voss-Liebig

Absent: Alan Dillon

10. Discuss and consider action on long range planning committee.

Motion: Establish a long-range planning committee consisting of Commissioner Donald Hogue as Chairman, Commissioner Ashley Liebig, Fire Chief Jim Franz, a Board Member from SVFD and a community representative.

Result: Adopted (unanimous)

Mover: Don Engleking

Seconder: David Mathews

Ayes: Don Engleking, David Matthews, Donald Hogue, Ashley Voss-Liebig

Absent: Alan Dillon

11. Discuss and consider action on writing investment policy.

Motion: Table until next month.

Result: Adopted (unanimous)

Mover: David Mathews

Seconder: Donald Engleking

Ayes: Don Engleking, David Matthews, Donald Hogue, Ashley Voss-Liebig

Absent: Alan Dillon

12. Discuss and consider bookkeeping services.

Motion: Retain Jennifer Westbrook for bookkeeping services at \$75/per hour.

Result: Adopted (unanimous)

Mover: David Mathews

Seconder: Ashley Voss-liebig

Ayes: Don Engleking, David Matthews, Donald Hogue, Ashley Voss-Liebig

Absent: Alan Dillon

13. Discuss and consider next meeting date and future agenda items.

Next meeting date April 21, 2022 at 1:00pm.

Motion: Motion to adjourn.

Result: Adopted (unanimous)

Mover: Ashley Voss-Liebig

Seconder: Donald Hogue

Ayes: Don Engleking, David Matthews, Donald Hogue, Ashley Voss-Liebig

Absent: Alan Dillon

**ADJOURNED at 2:26 p.m**

Approved by the Board of Commissioners:

April 21, 2022

Date of Approval

