

# JACKSON COUNTY EMERGENCY SERVICES DISTRICT NO. 2

## Meeting September 12, 2023 at 7:00pm @ Carancahua Community Volunteer Fire Department Building

### Minutes

Meeting called to order at 7:00pm. Commissioners Jamie Stuhrenberg, Cindy Kruppa, Roxana Crain, and Bryan Churan were present; two fire personnel, C Brooks and D Brooks. One citizen, Markus Sandy.

Recognition of Citizens Comments  
None

Motion made by Cindy Kruppa, seconded by Bryan Churan to approve 8-8-23 minutes as read. Motion carried.

Fire Chief Report

- See Attached Hard Copy

Fire Dept. Activities

- See Attached Hard Copy

Acknowledgment of Gary Brady's resignation as commissioner and treasurer of JCESD#2. Debi Loff has agreed to continue financials for a month or so until we find a replacement Treasurer and bookkeeper. All office keys, file cabinet keys, 1 JCESD#2 credit card, 1 JCESD#2 checkbook, 1 safe deposit box key, bank account log in information, CD from Jackson County Appraisal District, 2 Post office box keys to box #149 were given to Jamie Stuhrenberg.

Motion made by Jamie Stuhrenberg, seconded by Roxana Crain to removed Gary Brady from all JCESD#2 business including bank signature cards and add Cindy Kruppa. Motion carried. Jamie Stuhrenberg, Roxana Crain, and Cindy Kruppa will be new signers on any and all JCESD#2 bank accounts at Prosperity Bank.

Board divided up other treasurer responsibilities until a replacement for the position is found. Motion was made by Cindy Kruppa, seconded by Jamie Stuhrenberg to give safe deposit box key and post office box key to Bryan Churan until position replacement is found. Motion carried.

Jamie Stuhrenberg read the treasurers report made by Debi Loff. August balance in the checking account of \$65,451.85, contingency fund \$130,792.51, and in capital expenditures fund \$411,783.86. Motion made by Cindy Kruppa, seconded by Bryan Churan to accept the treasurers report. Motion carried.

Motion made by Cindy Kruppa seconded by Bryan Churan to approve payment of bills. Motion carried.

- CCVFD is requesting \$10,510.28. Due to discrepancy, JCESD#2 Paid \$4,488.77
- Paid \$392.07 to Jackson County Central Appraisal District- 4<sup>th</sup> Qtr allocation
- Paid \$54.45 to Jackson County Herald tribune for notice
- Paid \$1,279.00 to VFIS of Texas for property and casualty insurance renewal

After public hearing on tax rate with no public comments a motion made by Cindy Kruppa, seconded by Roxana Crain to adopt a tax rate of \$0.02930 per \$100/value for 2023-2024. Motion carried.

Lele Golf course false alarm issues have discontinued; therefore, the board will take no action on this matter but will revisit if issue arises in the future.

Board discussed updating of website and monthly maintenance. A motion was made by Cindy Kruppa, seconded by Bryan Churan to accept proposal of Markus Sandy as is, to update and maintain the JCESD#2 website on a monthly basis. Motion carried.

Discussions to contract a bookkeeper were tabled until next month so more research can be done to find the right person for the contract.

Discussions were made and written to commit JCESD#2 funds for future intentions. Motion was made by Bryan Churan, seconded by Cindy Kruppa to adopt this resolution of commitment of funds. Motion Carried.

Solicit new agenda items for next board meeting- 10-10-23

- Tabled bookkeeper discussions
- The purchase of office supplies

Cindy Kruppa made a motion to adjourn, seconded by Roxana Crain. Motion carried.

Meeting adjourned 8:21pm.



Roxana Crain, Secretary  
September 14, 2023