

BURNET COUNTY EMERGENCY SERVICES DISTRICT NO. 7

MINUTES

January 23, 2023

A regular meeting of the Board of Commissioners of Burnet County Emergency Services District No. 7 was held on **Monday, January 23, 2023, at 5:30 p.m.**, at the Burnet Community Center at 401 E. Jackson Street, Burnet, Texas 78611, for the following purposes:

1. Call meeting to order: Meeting was called to order by John Smallwood at 05:30 p.m. Present were: John Smallwood, Brenda Goble, Roy Hallmark, and Randy Hartman. Absent Clayton Smith.
2. Public Comment on Agenda Items: there were no comments.

ADMINISTRATIVE

3. Approve and accept statements and oaths of office for reappointed commissioners: Commissioners Roy Hallmark and Brenda Goble were sworn in for another two year term by Burnet Co. Commissioner Pct. 2 Damon Beierle. Clayton Smith is also due for recertification but was not present at the meeting.
4. Action regarding election of officers for Board: a motion was made by Roy Hallmark to have the commissioners retain the same offices they are currently serving in. A second was added by John Smallwood and the motion passed unanimously.
5. Action regarding renewing Treasurer's bond: Treasurer Brenda Goble reported that this had been taken care of in October.

REPORTS

6. Receive monthly report from the Treasurer and consider:
 - (a) approval of payment of monthly bills and invoices:
a motion was made by John Smallwood to approve the payment of monthly bills and invoices and to approve the monthly financial report, a second was added by Roy Hallmark and the motion passed unanimously.
 - (c) approval of quarterly investment report for 4th quarter of 2022: approval of quarterly investment report for 4th quarter of 2022 was tabled until the next meeting.
 - (d) current year budget amendments as necessary: there were no current year budget amendments necessary.
7. Receive monthly report from Burnet Volunteer Fire Department regarding financial matters, training, management activities, membership, and emergency operations and out of station times (including breakdown by apparatus) and call volume for fire/rescue calls and for EMS calls: a report was given by Chief Daniels.
8. Receive monthly report from Lampasas Volunteer Fire Department regarding financial matters, training, management activities, membership, and emergency operations and out

of station times (including breakdown by apparatus) and call volume for fire/rescue calls and for EMS calls: **a report was given by Tim Wienrick.**

9. Receive monthly report from the City of Burnet Fire Department regarding financial matters, training, management activities and personnel, membership, and emergency operations and out of station times (including breakdown by apparatus) and call volume for fire/rescue calls and for EMS calls: **a report was given by Curtis Murphy.**

DISCUSSION/ACTION ITEMS

10. Review and consider approval of the December 19, 2022, regular meeting minutes: **a motion was made by John Smallwood to approve the December 19, 2022, regular meeting minutes, a second was added by Brenda Goble and the motion passed unanimously.**
11. Approve publication of notice of administrative office location: **a motion was made by Roy Hallmark to approve the publication of notice of administrative office location, a second was added by John Smallwood and the motion passed unanimously.**
12. Review training requirements and compliance status for each commissioner: **no action was taken on this item.**
13. Discuss and consider submitting required annual report to the Division of Emergency Management: **Roy Hallmark submitted this report at the end of December 2022.**
14. Discuss and consider submitting annual Special Purpose District Report to the Texas Comptroller: **Treasurer Brenda Goble will submit this report.**
15. Discuss and consider terms for agreement for District to assist City of Burnet with funding to replace Fire Engine 3: **a motion was made by Roy Hallmark to accept the terms and agreement for the District to assist the City of Burnet with funding to replace Fire Engine 3, a second was added by John Smallwood and the motion passed unanimously.**
16. Discuss and consider updates from Subcommittee on District's fire code: **a report was given on this item by Randy Hartman. No action was taken.**
17. Receive status report on strategic planning issues, discuss short-term and long-term goals for the District, and consider taking any necessary action: **no action was taken on this item.**
18. Public Comment: **there were no public comments.**
19. Discuss agenda, time, and date for next meeting: **the next meeting of the Board of Commissioners of Burnet Emergency Services District No. 7 will be held on Monday, February 27th, 2023 at 05:30 p.m., at the Burnet Community Center at 401 E. Jackson Street, Burnet, Texas 78611.**

/s/ Roy Hallmark

Roy Hallmark, Secretary for Burnet County
Emergency Services District No. 7

February 27, 2023