

BURNET COUNTY EMERGENCY SERVICES DISTRICT NO. 7

MINUTES

March 24, 2025

Notice is hereby given that a regular meeting of the Board of Commissioners of Burnet County Emergency Services District No. 7 was held on **Monday, March 24, 2025, 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 5:30 p.m. Present were Commissioners John Smallwood, Clayton Smith, Brenda Goble, and Roy Hallmark. Commissioner Barbara Postel was absent. Also present were Casey Daniels of the Burnet Volunteer Fire Department, Tim Weinrick of the Lampasas Volunteer Fire Department, and Mark Ingram and Curtis Murphy of the City of Burnet Fire Department.**
2. Public Comment on Agenda Items: **None.**

REPORTS

3. Receive monthly report from the Treasurer and consider: **Brenda Goble presented the monthly Treasurer's Report.**
 - (a) approval of payment of monthly bills and invoices:
 - (b) approval of monthly financial report:
John Smallwood moved to approval sub-items (a) and (b). Clayton Smith seconded, and the motion passed unanimously.
 - (c) current year budget amendments as necessary;
John Smallwood moved to amend the budget to authorize the transfer of \$300 from CPA fees and \$231 from insurance expense to attorney fees. Roy Hallmark seconded, and the motion passed unanimously.
4. 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: **Report presented by Casey Daniels.**
5. 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: **Report presented by Tim Weinrick.**
6. 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: **Report presented by Curtis Murphy.**

DISCUSSION/ACTION ITEMS

7. Review and consider approval of the February 24, 2025, regular meeting minutes: **Brenda Goble moved to approve the regular meeting minutes. John Smallwood seconded, and the motion passed unanimously.**
8. Review Records Management Program and make changes as appropriate: **Roy Hallmark moved to approve and adopt the Resolution Confirming Review of District Records Management Program, Brenda Goble seconded, and the motion passed unanimously.**
9. Discuss and consider action regarding proposing candidates for appointment to an Appeals Board for the District's Fire Code enforcement and working with the Burnet Fire Chief to achieve same; **Brief discussion was held. No action taken.**
10. Discuss and consider Resolution Amending Authorized Representatives for District Bank Accounts: **John Smallwood moved to approve and adopt the Resolution, Clayton Smith seconded, and the motion passed unanimously.**
Brenda Goble stated that the bank also wants to receive meeting minutes that specifically identify the authorized representatives for District Bank Accounts, and discussion followed. John Smallwood moved to (1) remove Randy Hartman as an authorized signer for the District's Bank Accounts, (2) replace him with Commissioner Barbara Postel, and (3) acknowledge that John Smallwood, Clayton Smith, and Brenda Goble have signatory authority for the District's Bank Accounts. Clayton Smith seconded, and the motion passed unanimously.
11. 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 taken.**
12. Public Comment: **None.**
13. Discuss agenda, time, and date for next meeting. **The Board's next regular meeting is scheduled for 5:30 p.m., on Monday, April 28, 2025, at the Burnet Community Center.**

/s/ Roy Hallmark

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

Approved April 28, 2025.