

## **BURNET COUNTY EMERGENCY SERVICES DISTRICT NO. 7**

### **MINUTES**

January 24, 2022

Notice is hereby given that a meeting of the Board of Commissioners of Burnet County Emergency Services District No. 7 was held on **Monday, January 24, 2022, 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; **and the meeting was called to order by, John Smallwood at 05:42. Members present John Smallwood, Clayton Smith, Brenda Goble, Randy Hartman and Roy Hallmark. Members absent none.**
2. Public Comment on Agenda Items: Individual members of the public may address the Board for a maximum of three minutes per person per agenda item. Individuals may address the Board once per item. Members of the public may collectively address the Board for a total of thirty minutes per item on the agenda. Members of the public will speak on an agenda item after comments on the item are called for by the presiding officer, but before Board discussion and consideration of the item. **There were no public comments.**

### **ADMINISTRATIVE**

3. Presentation of and discussion regarding acceptance of September 30, 2021, audit from Taber & Burnett, P.C.; **a motion was made by Roy Hallmark to accept the audit from Taber and Burnett, P.C., a second was added by Randy Hartman and the motion passed unanimously.**
4. Approve and accept statements and oaths of office for reappointed commissioners; **Commissioners John Smallwood and Randy Hartman accepted the statements and oaths of office as administered by Burnet Co. Commissioner Pt.2, Damon Beierle.**
5. Action regarding election of officers for Board; **a motion was made by Roy Hallmark with a second being added by Randy Hartman to have the officers retain their current positions. The motion passed unanimously.**

### **REPORTS**

6. Receive monthly report from the Treasurer and consider: **the report was presented by Treasurer Brenda Goble, a motion was made by John Smallwood to approve the payment of monthly bills and invoices and for approval of the monthly financial report. Clayton Smith added a second and the motion passed unanimously.**
  - (a) approval of payment of monthly bills and invoices;
  - (b) approval of monthly financial report;
  - (c) approval of quarterly investment report for 4<sup>th</sup> quarter of previous year; **John Smallwood moved to approve the quarterly investment report for 4<sup>th</sup> quarter of**

previous year. A second was added by Clayton Smith and the motion passed unanimously.

- (d) current year budget amendments as necessary; there were no current year budget amendments.
- 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; the monthly report was presented by Chief Casey Daniels of the Burnet Volunteer Fire Department.
- 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; there was no one in attendance from Lampasas Volunteer Fire Department.
- 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; there was no one in attendance from the City of Burnet Fire Department.

#### DISCUSSION/ACTION ITEMS

- 10. Review and consider approval of the December 20, 2021, regular meeting minutes; a motion was made by John Smallwood with a second being added by Randy Hartman to approve of the minutes of the December 20, 2021 regular meeting and the motion passed unanimously.
- 11. Discuss and consider approval of an order disannexing property annexed by the City of Burnet; a motion was made by Brenda Goble to approve of an order disannexing property annexed by the City of Burnet. A second was then added by Roy Hallmark and the motion passed unanimously.
- 12. Approve publishing annual notice of address of administrative office location; Brenda Goble made a motion to approve publishing annual notice of address of administrative office location, a second was added by John Smallwood and the motion passed unanimously.
- 13. Review training requirements and compliance status for each Commissioner; all Commissioners will be attending the training conference in Round Rock Texas this month.
- 14. Review and consider status report on Fleet Collision of Burnet Volunteer Fire Department rescue truck; a report was given on this item by Burnet Volunteer Fire Department Chief Casey Daniels.
- 15. Discuss and consider District's fire code; no action was taken on this item.

16. Receive status report on strategic planning issues, discuss short-term and long-term goals for the District, and consider taking any necessary action; **a discussion was held in regards to the need for support facilities in north western Burnet Co. and no action was taken.**
17. Public Comment: Individual members of the public may address the Board for a maximum of three (3) minutes regarding general topics that are not on the current agenda. Members of the public may collectively address the Board for a total of thirty minutes on items not on the current agenda. In accordance with the Texas Open Meetings Act, any response to a public comment that is made on an item that is not on the published final agenda will be limited to a statement of factual information or a statement of existing policy given in response to the public comment. Any deliberation or decision by the Board must be limited to a proposal to place the subject on a future agenda; **there were no public comments.**
18. Discuss agenda, time, and date for next meeting. **The next meeting of the Burnet Co. ESD#7 will be held on Feb. 28<sup>th</sup>. 2022 time 05:30 with the location being 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 28, 2022