

BURNET COUNTY EMERGENCY SERVICES DISTRICT NO. 7

MINUTES

March 29, 2021

Notice is hereby given that a meeting of the Board of Commissioners of Burnet County Emergency Services District No. 7 will be held on **Monday, March 29, 2021, at 5:30 p.m.**, at the Burnet Community Center at 401 E. Jackson Street, Burnet, Texas 78611, for the following purposes.

Due to the state of emergency and/or local disaster caused by the COVID-19 pandemic, the Board of Commissioners of Burnet County Emergency Services District No. 7 may hold its meeting via telephone conference and/or videoconference because of the difficulty and risks of convening a quorum in one location. If initiated, the call will be broadcast at the meeting location and recorded as required by the Texas Open Meetings Act.

1. Call meeting to order; **by John Smallwood at 05:30. Members present John Smallwood, Clayton Smith and Roy Hallmark. Absent Brenda Goble and Randy Hartman.**
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. **No public comments.**

REPORTS

3. Receive monthly report from the Treasurer and consider: **John Smallwood wanted it noted in the minutes that there were unpaid bills in the amount of \$124,815.00. John Smallwood made a motion to approve both a&b in the agenda item #3. A second was added by Clayton Smith and the motion passed unanimously.**
 - (a) approval of payment of monthly bills and invoices;
 - (b) approval of monthly financial report; and
 - (c) current year budget amendments as necessary; **there were no current year budget amendments necessary.**
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; **the report was given by Chief 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; **the report was given by Jim Machan.**
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; **the report was given by Chief Ingram.**

DISCUSSION/ACTION ITEMS

7. Review and consider approval of the February 22, 2021, meeting minutes; **a motion was made by Clayton Smith to approve the February 22, 2021 meeting minutes. A second was added by John Smallwood and the motion passed unanimously.**
8. Review Records Management Program and make changes as appropriate; **this item was tabled.**
9. Review training requirements and compliance status for each commissioner; **no action was taken on this item.**
10. Discuss and consider District's fire code; **a report was given by County Commissioner Pct, 2 Damon Beierle regarding this matter. No action was taken.**
11. Discuss and consider service provider contracts, including contract renewals and amendments, including amending the Lampasas Volunteer Fire Department contract and City of Burnet Fire Department contract; **Clayton Smith made a motion to approve the contract as presented for Lampasas VFD and Burnet Co. ESD #7 and to go back and revisit the contracts between the Burnet VFD and the City of Burnet FD and Burnet Co. ESD #7. A second was added by John Smallwood. The motion passed unanimously.**
12. 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.**
13. 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; and **there were no comments.**
14. Discuss agenda, time, and date for next meeting. **The next meeting will be on 4/26/2021 at 05:30. The meeting will be held at 401 E. Jackson St. Burnet Texas.**

A packet containing all supportive documentation for this agenda is available for inspection at the offices of The Carlton Law Firm, P.L.L.C., 4301 Westbank Drive, Suite B-130, Austin, Texas 78746, between the hours of 9:00 a.m. and 5:00 p.m.

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

Burnet County Emergency Services District No. 7 is committed to compliance with the Americans with Disabilities Act. Reasonable modifications and equal access to communications will be provided upon request. Please call Roy Hallmark, Secretary for Burnet County Emergency Services District No. 7 at (512) 756-3359 for information. Hearing impaired or speech disabled persons equipped with telecommunication devices for the deaf may utilize the statewide Relay Texas Program by dialing 7-1-1 or 1-800-735-2988.

The Board may retire to Executive Session any time between the meeting's opening and adjournment for any purpose authorized by the Texas Open Meetings Act, including, but not limited to: consultation with legal counsel (Section 551.071 of the Texas Government Code); personnel matters (Section 551.074) and/or discussion of real estate acquisition (Section 551.072). Action, if any, will be taken in open session.