

BURNET COUNTY EMERGENCY SERVICES DISTRICT NO. 7

MINUTES

July 26, 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, July 26, 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; **called to order by John Smallwood at 05:30. Present were John Smallwood, Clayton Smith, Brenda Goble and Roy Hallmark. Absent 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. **There were no public comments.**

REPORTS

3. Receive monthly report from the Treasurer and consider:
 - (a) approval of payment of monthly bills and invoices; **a motion was made by Roy Hallmark to approve the payment of monthly bills and invoices, a second was added by Clayton Smith and the motion passed unanimously.**
 - (b) approval of monthly financial report; **a motion was made by John Smallwood 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 2nd quarter; and **a motion was made by John Smallwood to approve the quarterly investment report for 2nd quarter with a second being added by Clayton Smith and the motion passed unanimously.**
 - (d) current year budget amendments as necessary; **a motion was made by John Smallwood to approve the current year budget amendments as presented in the monthly financial statement, a second was added by Roy Hallmark 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; **a 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; **no report was received from LVFD.**
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; **a report was given by Curtis Murphy.**

DISCUSSION/ACTION ITEMS

7. Review and consider approval of the June 28, 2021 meeting minutes; **a motion was made by Brenda Goble to approve the June 28th, 2021 meeting minutes, a second was added by John Smallwood and the motion passed unanimously.**
8. Discuss and consider engaging Taber & Burnett, P.C. as auditor for Fiscal Year 2021 audit; **a motion was made by Roy Hallmark to engage the firm of Taber & Burnett, P.C. as auditor for Fiscal Year 2021 with a second added by John Smallwood the motion then passed unanimously.**
9. Discuss and consider action to add ESD Commissioner's cell phone to Active 9-1-1 for Burnet Volunteer Fire Department call notifications in District's service area; **a motion was made by Brenda Goble to approve adding ESD Commissioner's cell phone to Active 9-1-1 for Burnet Volunteer Fire Department call notifications in District's service area, a second was added by Clayton Smith and the motion passed unanimously.**
10. Discuss and consider District's fire code; **no action was taken on this item.**
11. Discuss and consider service provider contracts, including contract renewals and amendments, including the City of Burnet Fire Department contract and amending the Burnet Volunteer Fire Department contract; **no action was taken on this item.**
12. Receive status report on strategic planning issues, discuss short-term and long-term goals for the District, and consider taking any necessary action; **an issue arose during discussion on long and short terms goals involving the BVFD's desire to hire two employees. A motion was made by Brenda Goble to authorize Roy Hallmark to explore the legal issues involved, a second was added by John Smallwood and the motion passed unanimously.**
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 public comments.**

14. Discuss agenda, time, and date for next meeting. **The next meeting will be held on August 23, 2021 at the Burnet Community Center at 401 E. Jackson Street, Burnet, Texas 78611. Meeting time will be at 05:30.**

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.