

BURNET COUNTY EMERGENCY SERVICES DISTRICT NO. 7

MINUTES

July 27, 2020

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 27, 2020, at 5:30 p.m.**, at the Hamilton Creek Manor at 805 S. Water 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. Present 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. **No comments.**

REPORTS

3. Receive monthly report from the Treasurer and consider:
 - (a) approval of payment of monthly bills and invoices; **John Smallwood moved to approve both a&b with a second added by Clayton Smith. Motion passed unanimously.**
 - (b) approval of monthly financial report;
 - (c) current year budget amendments as necessary; and **there were no amendments.**
 - (d) review and approve quarterly investment report; **John Smallwood moved to approve the quarterly investment report with a second added by Roy Hallmark. 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 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; **report presented 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; **report given by Curtis Murphy.**

DISCUSSION/ACTION ITEMS

7. Review and consider approval of the June 29, 2020, meeting minutes, and the revised June 1, 2020 meeting minutes; **Brenda Goble moved to approve both the June 29, 2020 meeting minutes as well as the revised June 1, 2020 meeting minutes. A second was added by John Smallwood. Motion passed unanimously.**
8. Discuss and consider engaging Taber & Burnett, P.C. as auditor for Fiscal Year 2020 audit; **Clayton Smith made the motion to retain Taber & Burnett, P.C. as auditor for Fiscal Year 2020 audit. John Smallwood added a second and the motion passed unanimously.**
9. Discuss and consider adoption of the tax and budget planning calendar for 2020 and take any related action; **Roy Hallmark made the motion to adopt the tax and budget planning calendar for 2020 with Brenda Goble providing a second. Motion passed unanimously.**
10. Discuss and consider status of Hoover Valley Volunteer Fire Department and service area; **no action was taken on this item.**
11. Discuss and consider District's fire code; **Roy Hallmark made the motion to create a subcommittee comprised of Clayton Smith and Randy Hartman to start the process for Burnet County ESD # 7 to create the office of the Fire Marshal. Brenda Goble added a second and the motion passed unanimously.**
12. Discuss and consider service provider contracts, including contract renewals and amendments, and including amending the Burnet Volunteer Fire Department contract; **discussion was held but no action was taken on this item.**
13. Receive status report on strategic planning issues, discuss short-term and long-term goals for the District, and consider taking any necessary action; **John Smallwood requested additional information on the fire reports. No action taken.**
14. 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 **Burnet Co. Commissioner Pct.2 Damon Beierle gave a report on possible water sources that might be available to fire departments in the county in the future. No other comments.**

- 15. Discuss agenda, time, and date for next meeting. **Next regular meeting will be held on August 24th, 2020 at 05:30 at 805 S. Water St., Burnet Texas. A special tax meeting will be held on August 10, 2020 at 05:30 at 805 S. Water 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.