

## BURNET COUNTY EMERGENCY SERVICES DISTRICT NO. 7

### MINUTES

September 28, 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, September 28, 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, Randy Hartman and Brenda Goble. Absent Roy Hallmark.**
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. **None.**

### REPORTS

3. Receive monthly report from the Treasurer and consider: **John Smallwood made the motion to approve a&b of this item. A second was added by Clayton Smith. Included in this item was a donation by Ryan Rowney of \$250.00 and was divided equally between the responding departments, Burnet Volunteer Fire Department and the City of Burnet Fire Department. 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; **Motion by John Smallwood to adopt the budget amendment as shown in the financial transaction report. Amounts of \$513.85 from Contingency, \$1026.42 from Training, \$500.49 from Tax Appraisal District, \$74.27 from Office Supplies for a total of \$2115.03 to be moved to Attorney Fees. Second added by Clayton Smith 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 presented by Curtis Murphy.**

### **DISCUSSION/ACTION ITEMS**

7. Review and consider approval of the August 24, 2020, meeting minutes; **motion by John Smallwood to approve the minutes with a second added by Clayton Smith motion passed unanimously.**
8. Discuss and consider District's fire code; **motion by Brenda Goble to table this item with a second added by Randy Hartman motion passed unanimously.**
9. 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; **old contracts to be found by Roy Hallmark. Motion by John Smallwood to table this item with a second by Clayton Smith motion passed unanimously.**
10. 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.**
11. 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 **no comment were made.**
12. Discuss agenda, time, and date for next meeting. **Next meeting Oct. 26, 2020 at 05:30 at 805 S. Water St. Burnet Texas.**

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**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/ Brenda Goble  
Brenda Goble, Treasurer, Emergency Services  
District No. 7

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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.