

## BURNET COUNTY EMERGENCY SERVICES DISTRICT NO. 7

### MINUTES

November 23, 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, November 23, 2020, 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; **meeting was called to order by John Smallwood at 05:45. Present John Smallwood, Clayton Smith and Randy Hartman. Absent Brenda Goble and 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. **No comments.**

### REPORTS

3. Receive monthly report from the Treasurer and consider: **motion by John Smallwood to approve both a&b. 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) current year budget amendments as necessary; and **no amendments at this time.**
  - (d) approval of quarterly investment report for third quarter; **motion made by John Smallwood with a second added by Clayton Smith to approve the quarterly investment report for the third quarter. 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 October 26, 2020, meeting minutes; **motion by John Smallwood to approve the October 26, 2020 minutes with a second added by Clayton Smith, motion passed unanimously.**
- 8. Discuss and consider Commissioners’ terms of office expiring at year end; **item tabled.**
- 9. Consider attendance at Texas State Association of Fire and Emergency Services District (SAFE-D) Annual Conference in 1<sup>st</sup> Quarter of next year; **item tabled.**
- 10. Discuss and consider District’s fire code; **item tabled.**
- 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; **no action taken.**
- 12. Receive status report on strategic planning issues, discuss short-term and long-term goals for the District, and consider taking any necessary action; **Chief Daniels made a report on progress being made about the addition of a sub-station at Black Buck Ridge. No action taken.**
- 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 **no comments.**
- 14. Discuss agenda, time, and date for next meeting. **Next meeting is scheduled for 12/28/2020 at 401 E. Jackson Street, Burnet Texas at 05:30. Meeting adjourned at 06:45.**

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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/ Randy Hartman  
 Randy Hartman, Assistant Secretary/Treasurer,  
 Burnet County 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.