



MINUTES OF OPEN MEETING OF
BOARD OF COMMISSIONERS BURNET COUNTY ESD NO. 9
July 9, 2020

1. Commissioner Mills called the meeting of the Board of Commissioners of Burnet County ESD No. 9 (BCESD9) to order at 6:15 pm. Commissioners Steele and Mynk were present and Commissioners Hollingsworth and Bruett joined via Zoom and a quorum was declared.

Joining via Zoom: Carol Gallagher, Bookkeeper Spicewood VFD

Also, in attendance were Michelle Schwake (Captain, Marble Falls Area EMS), M Logan, Logan Consulting, Lark Camacho, Sam Stacks (Spicewood Fire Marshal), David Bailey (Spicewood Fire Chief), Don Conley, Hector Valdez, Curtis Raetz, Kelly Kelso (Administrator SVFD), and Joe Don Dockery (Commissioner Burnet County Pct 4).

2. Pledges to the flags of the United States and the State of Texas were recited.
3. An invocation was given by Commissioner Mynk.
4. Public Comments – None
5. Approval of prior meeting minutes – Commissioner Hollingsworth made the motion to accept the minutes from the Regular Meeting June 11, 2020 and was seconded by Commissioner Mynk. The motion passed unanimously.
6. Approval of Resolutions – (if any) – None
7. Discuss and Consider Action on Interlocal Agreement between Burnet County and Burnet County ESD #9 dated 23 June 2020 – Commissioner Mills made the motion to accept the Interlocal Agreement and was seconded by Commissioner Steele. The motion passed unanimously.
8. Discuss and Consider Action on adding General Ledger Line Item for Transition Expenses - Commissioner Mynk made the motion to add the line item and was seconded by Commissioner Mills. The motion passed unanimously.

9. Discuss and Consider Action on Logan Consulting Additional Hours for Transition – Commissioner Bruett made the motion to pay Logan Consulting for hours accrued during Transition and was seconded by Commissioner Mills. The motion passed unanimously.

10. Monthly Operational Reports –

a. MFAEMS - Captain Schwake from Marble Falls Area EMS reported that there was a total of 18 calls for June with 13 being transported.

b. District Administrator – discussion and possible action on: Transition Items, Department Operations and Facilities Management – David Bailey presented his report (attached). Commissioner Bruett made the motion to accept the concrete bid from Will Brust not to exceed \$8,000.00 and was seconded by Commissioner Mills. The motion passed unanimously. Commissioner Mills made the motion to allow David Bailey to research and assign a fair market value to the 1994 GMC Tender, 1987 Tender and the donated golf cart with the intention of selling as surplus and was seconded by Commissioner Bruett. The motion passed unanimously. Fire Marshall, Sam Stacks presented his report (attached).

c. Carol Gallagher reviewed the June financial report noting a net loss at \$8,837.99 and cash in all accounts \$142,420.63.

11. Treasurers Report

a. Financial Review was given, and no questions were asked. June Income \$42,610.39 and Expenses \$67,551.91 with a net loss of \$24,941.52. Total Cash in all accounts \$779,159.01. A motion to accept the financial reports was made by Commissioner Mills and seconded by Commissioner Mynk. The motion passed unanimously.

b. The paid July disbursements were reviewed with Commissioner Bruett moving approval, seconded by Commissioner Mills. The motion passed unanimously. July paid: Corix Utilities \$99.01 by auto draft, PEC \$257.00 by auto draft, Logan Consulting \$1,785.00, Carol Gallagher \$1,012.50, Lark Camacho \$2,100.00, Sam Stacks \$3,125.00, Kelly Kelso \$3,000.00, Burns & Jury \$3,836.20, Professional Civic Services \$4,000.00, and Marble Falls Area EMS \$41,250.00 mailed late June for a July 1, 2020 arrival. Commissioner Hollingsworth made the motion to make a \$500.00 donation to the Spicewood Community Center as a thank you for the use of the facilities as a meeting place and was seconded by Commissioner Bruett. The motion passed unanimously.

c. Review and action on written capital requests per board policy F-4 – None

12. Standing Committee Reports –

a. Budget and Finance Committee – **SCHEDULE:** July 16, 2020 Meeting with CPA/Logan on prelim GL transition; July 25th final number from BCAD on ad valorem; Week of Aug 3rd set date for draft budget workshop FY21; Aug 13th propose FY 21 budget; Aug 13th propose FY21 tax rate; Aug 17th review posting notices and dates to publisher.

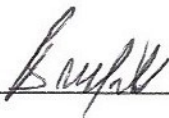
b. Strategic Planning Committee – None

13. Other Business - a. Establish date for Executive Session to discuss renewal and staffing needs – Thursday, August 6 2020 at 6:00 pm. Place TBD

b. Discuss and Consider Action on Adopting Burnet County office closure schedule – Commissioner Mills made the motion to adopt the county closure schedule and was seconded by Commissioner Mynk. The motion passed unanimously.

14. Executive Session – None

15. Adjourn - There being no further business Commissioner Mills adjourned at 7:34 pm.

Attest:  _____

Approved:  _____



June 30th, 2020

Monthly Report to the
Burnet County ESD 9 Commissioners

From:

David Bailey, District Administrator, Acting Fire Chief
Spicewood Fire Rescue

Summary for June		Next 45 days																
RESPONSE / OPERATIONS																		
Total Calls: 25																		
13 Calls were for Medical Assist. - Ave. response time of 12 min. - 2 or more responders on 11 of the 13 calls (85%)	12 Calls were Fire / Rescue - Ave. response time of 11 min. 2 or more responders on 11 of the 12 calls (100%)																	
Highest member's participation rate for June = 18/25 or 72% 2 nd highest member's participation rate for June = 16/25 or 64% Ave. member's participation rate June = 19% (<i>see backup 1</i>)																		
PERSONNEL Development / RECRUITMENT																		
<ul style="list-style-type: none"> 14 active members (-1) +90% complete w On-Boarding members. Started testing / verification of new material. 	<ul style="list-style-type: none"> Continue Recruiting Begin driver approval process for Brush Trucks and Rescue unit. 																	
TRAINING offerings																		
6/2 Medical w MFAEMS 6/6 PPE sizing 6/9 Policies I 6/16 Fire Hose I	6/23 Fire Hose II 6/27 Driving, Pumping Tenders 6/30 Policies and Comm Scenarios (averaged 60% attendance)	Can we sustain twice weekly offerings?																
FACILITIES																		
<ul style="list-style-type: none"> Water Pump for Hydrant and Tank repair. (new starter) Parking lot sidewalk- vendor selection. (<i>see backup 2</i>) 	<input checked="" type="checkbox"/>	Schedule concrete and then asphalt.																
APPARATUS																		
<ul style="list-style-type: none"> Rescue Squad 91 = 5 calls Brush Truck 91 = 9 calls Brush Truck 92 = 2 calls Engine 91 = 7 calls Command 91 = 2 calls POV = 17 calls 	June Consumption = 198 gallons <table border="1"> <caption>monthly fuel consumption</caption> <thead> <tr> <th>Month</th> <th>Consumption (gallons)</th> </tr> </thead> <tbody> <tr> <td>Dec</td> <td>30</td> </tr> <tr> <td>Jan</td> <td>162</td> </tr> <tr> <td>Feb</td> <td>117</td> </tr> <tr> <td>Mar</td> <td>53</td> </tr> <tr> <td>Apr</td> <td>88</td> </tr> <tr> <td>May</td> <td>129</td> </tr> <tr> <td>June</td> <td>198</td> </tr> </tbody> </table>	Month	Consumption (gallons)	Dec	30	Jan	162	Feb	117	Mar	53	Apr	88	May	129	June	198	<ul style="list-style-type: none"> -Registrations when the DMV opens up -Decals and radio for new Tender 91. <p>1) Surplus Tankers (<i>see backup 3</i>) 2) Golf cart? Value and Disposal?</p>
Month	Consumption (gallons)																	
Dec	30																	
Jan	162																	
Feb	117																	
Mar	53																	
Apr	88																	
May	129																	
June	198																	

TRANSITION ITEMS- completed	Pending
<ul style="list-style-type: none"> ✓ Consolidation of Insurance Policies ✓ Consolidation of checking accounts ✓ Registered as a Community 1st Responder Org. ✓ 2 Newspaper articles. ✓ Presentation to BC Emergency Services Association. ✓ Notification of Dispatchers, new policy. ✓ Seven new Operational Policies in Place ✓ Fire Hall Property deed transferred and Bill of Sale of all assets. 	<ul style="list-style-type: none"> 1) Apparatus Title transfers. 2) Consolidated Budget prep. 3) Budget Forecast 4) Exploration of becoming a Commission-regulated fire department. (TCFP)

June 2020 Contributions													
	member	member	member	member	member	member	member	member	member	member	member	member	
	1	2	3	4	5	6	7	8	9	10	11	12	
	member	member	member	member	member	member	member	member	member	member	member	member	
Spicewood Fire Rescue	6/2	6/5	6/2	6/2	6/2	6/2	6/16	6/2	6/5				
	6/5	6/5	6/7	6/2	6/2	6/5		6/2	6/14				
	6/5	6/6	6/8	6/5	6/14	6/6		6/5	6/16				
	6/7	6/7	6/8	6/24		6/16		6/5					
	6/9	6/8	6/9	6/29		6/28		6/6					
	6/10	6/8	6/9			6/29		6/8					
	6/12	6/9	6/10					6/8					
	6/29	6/12	6/5					6/9					
		6/12						6/9					
		6/13						6/12					
		6/14						6/13					
		6/15						6/14					
		6/26						6/14					
		6/26						6/16					
		6/28						6/24					
		6/29						6/26					
								6/28					
								6/29					
Training-250 pts													
EMS Ambulance/BLS Review	6/2		6/2	6/2	6/2	6/2	6/2	6/2		6/2			
SCBA/PPE	6/6	6/6		6/6	6/6	6/6	6/6	6/6	6/6	6/6			
Policies	6/9		6/9		6/9		6/9	6/9	6/9	6/9			
Hose & Couplings	6/16		6/16		6/16	6/16	6/16	6/16	6/16	6/16	6/16	6/16	
Hose Lay Out & Use	6/23	6/23	6/23	6/23	6/23	6/23	6/23	6/23	6/23	6/23	6/23	6/23	
Driving Skills & Drafting		6/27	6/27	6/27	6/27	6/27	6/27	6/27	6/27	6/27	6/27	6/27	
Policies & Video Scenarios	6/30	6/30	6/30		6/30	6/30	6/30	6/30	6/30	6/30	6/30	6/30	
Community Outreach-100 pts per hr													
Spicewood Elementary Graduation	6/6-3 hrs		6/3-5 hrs										
Public Relations / beach patrol	6/6 3 hrs				6/13-3 hrs	20-Jun	6/13-3 hrs			20-Jun			
Fire Hall Coverage- 4 hr min	6/6	6/7											
TOTAL POINTS	3100	2850	2800	1250	2100	2700	1650	3550	1050	1550	500	500	1000

	MONTHLY REPORT FOR June 2020
To:	Burnet County ESD 9 Commissioners
From:	Sam Stacks Fire Marshal Burnet County ESD 9

Inspections

Annual Inspections: 1 Foster Home inspection

Re-inspections: 4 all passed with no issues

Plan Review

Completed plan reviews: 3 – Firework displays in Spicewood

Meetings

POA/HOA Meetings: 0

Pre-Development Meetings: 2 – Krause Springs and Ridge Harbor fireworks events

Professional Meetings: 4 – Burnet County Commissioners Court, Marble Falls Fire Rescue Fire Marshal, Lark & Chief Bailey

Site Visits

Construction Sites: 2 – Spicewood Business Park, no change

Training

Training Hours: 14 hours – 2 hours with Spicewood Fire Rescue and 12 hours of professional development

Public Relation Events

2 – ~~Attended Spicewood Elementary graduation, birthday party toured the fire station~~

Beach Patrol

Updates

Burn permits – 9 using the online registration

Knox Box – First Knox Gate Control installed at Lake Oaks Estates

