

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

December 12, 2019

1. Commissioner Bruett called the meeting of the Board of Commissioners of Burnet County ESD No. 9 (BCESD9) to order at 6:20. pm. Commissioners Steele, Bindseil, Mills and Hollingsworth were present, and a quorum was declared.

Also, in attendance were Kevin Naumann (Operations Manager Marble Falls Area EMS), M Logan, Logan Consulting, Lark Camacho (Chief Spicewood VFD), Kelly Kelso (Administrator SFVD), David Bailey, Donna Wall, Sam Stacks (Fire Code Official) Patsy Lester (EMS Chief SVFD), Hector Valdez, Debbie Bindseil, Allen Mynk, Byron Zinn and Carol Gallagher (Bookkeeper SVFD)

2. Pledges to the flags of the United States and the State of Texas were recited.
3. An invocation was given by Commissioner Hollingsworth.
4. Public Comments – None
5. Recognition – Johnnie Bindseil Service to the Board - Commissioner Bruett thanked Johnnie Bindseil for his many years of dedicated service to the entire Spicewood community and especially Burnet County ESD #9.
6. Introduction – Allen Mynk - Commissioner Bruett also introduced Allen Mynk as the potential new board member filling the spot vacated by the retiring Commissioner Bindseil. The nomination will go before the county commissioners at their next meeting.
7. Approval of prior meeting minutes and resolutions, if any – Commissioner Hollingsworth made the motion to accept the minutes from the Regular Meeting November 14, 2019 and was seconded by Commissioner Steele. The motion passed with Commissioners Bindseil and Mills abstaining. The motion passed.
8. Monthly Operational Reports – a. MFAEMS - Kevin Naumann from Marble Falls Area EMS reported that there was a total of 21 calls for November with 13 being transported. He stated it was a pretty normal month.

b. SVFD - Lark Camacho reviewed the combined fire and EMS reports for the SVFD during the month of November. There were 27 Tone Outs for the month of November. 20 calls were for Medical assistance with 9 minutes average time to respond and 7 calls were for Fire with 13 minutes average time to respond.

c. Fire Marshal Report – Sam Stacks provided the following: Completed 1 plan review; attended 5 local meetings, visited 3 construction sites and took 5 hours of training.

d. Carol Gallagher reviewed financial report noting a net gain for November at \$26,021.28 and cash in all accounts \$145,590.76. She further stated that on December 3rd she transferred \$90k into the TexPool account and that will be reflective on the December Balance Sheet.

9. Treasurers Report

- a. Financial Review was given, and no questions were asked. November Income \$92,462.48 and Expenses \$51,857.79 with a net surplus of \$40,604.69. Total Cash in all accounts \$562,658.42. A motion to accept the financial reports was made by Commissioner Bruett and seconded by Commissioner Mills. The motion passed by unanimous vote.
- b. The pending disbursements were reviewed with Commissioner Bruett moving approval, seconded by Commissioner Mills. The motion passed by unanimous vote. Pending paid: Corix Utilities \$101.03 by auto draft, PEC \$197.48 by auto draft, Logan Consulting \$1,350.00, Carol Gallagher \$1,175.00, Lark Camacho \$2,100.00, Sam Stacks \$3,125.00, Burnet CAD \$2,665.66, SAFE-D \$1,100.00, Professional Civic Services \$1,200.00, Marble Falls Electric \$135.00, Printworks \$202.00, Burns Anderson \$1,943.00, and Marble Falls Area EMS \$41,250.00 mailed late December for a January 02, 2020 arrival.
- c. Review and action on written capital requests per board policy F-4 – Sam Stacks requested 2 Knox Box Keysecure Devices for a total not to exceed \$2,200.00. Commissioner Bruett made the motion to approve the request and was seconded by Commissioner Mills. The motion passed by unanimous vote.

10. Standing Committee Reports –

- a. Budget and Finance Committee – None
- b. Strategic Planning Committee – None

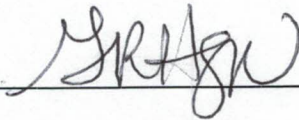
11. Consulting Project #4 – Website Rebuild – Commissioner Bruett made the motion to accept the Project #4 from Professional Civic Services and was seconded by Commissioner Mills. The motion passed by unanimous vote.

12. ESD Website Management – David Bailey stated that he is working with Logan Consulting on updating the ESD website. The ESD website is up and running. Ms. Logan stated she will get Mr. Bailey the

needed info to post by the January 1st deadline. Mr. Bailey further stated that he separated the ESD website from Spicewood VFD. The two are now stand alone and billed separately.

13. Operations & Fire Marshall Admin Support/Revised Job Description & Reporting Structure – Chief Camacho requested that the contracts for Administrative Support and Logistics Manager be reviewed and possibly amended for clarity among job descriptions. It was decided that two board members from the ESD and two from the SVFD board would come together and review the contracts with the attorney giving a final review if changes are made. It was also decided the SVFD would review their by-laws to ensure compliance to avoid confusion over job descriptions. Findings to be submitted at the January 2020 meeting.
14. Update on Sales Tax Collection Notice – Ms. Logan stated that there is a new line item on the collection of Sales Tax called Single Local Tax Rate (SLT) with new collections starting in October with December deposits. The ESD might see a small uptick in collections moving forward.
15. SAFE-D 2020 Conference & Logistics – Ms. Logan stated that Moody Gardens is sold out but there are other area hotels that can provide rooms. Each commissioner needs to register as soon as possible to take advantage of the early discount. The date of the conference is February 20-22, 2020. There is also a 3-hour webcast on December 14th via SAFE-D if anyone needs hours for their current term.
16. Adjourn - There being no further business Commissioner Bruett adjourned at 7:30 p.m.

By: _____



Approved: _____

