



# Williamson County Emergency Service District No. 4 Liberty Hill Fire Department

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## Minutes of Regular Meeting Held on Monday, January 20, 2020

### **Call to Order (Item 1)**

The meeting was called to order by President Dan Clark at 6:30 p.m. Board members present were Commissioner James Baker, Commissioner Keith Bright, Commissioner James Crabtree and Commissioner Chuck Walker. Also in attendance were Chief Anthony Lincoln, Fire Marshal Keeling Neves, and Ms. Alma Jellison.

### **Pledges (Item 2)**

Commissioner Baker led the pledges of allegiance to the United States and Texas flags.

### **Citizen Comment (Item 3)**

None.

### **Review and Approve Minutes from November 18, 2019 Meeting (Item 4)**

Commissioner Baker motioned to approve the minutes. Commissioner Bright seconded the motion and it was passed 5-0.

### **Hear Treasurer's Report (Item 5)**

Tabled until next meeting.

### **Acknowledge the Action of the Williamson County Commissioners Court Reappointing Keith Bright and Appointing Chuck Walker as Board Commissioners (Item 6)**

So done.

### **Acknowledge Outgoing Commissioner Jeff Roemer for His Service to the Community (Item 7)**

So done. Board will present a thank you plaque to Mr. Roemer at a later date.



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## **Election of Officers (Item 8)**

Commissioner Crabtree motioned to approve President Dan Clark as board president, Commissioner James Baker as board vice-president, Commissioner Keith Bright as board treasurer, Commissioner James Crabtree as board secretary, and Commissioner Chuck Walker as board assistant treasurer. Commissioner Bright seconded the motion and it was passed 5-0.

## **Approve Publication of Annual Notice of Address of Administrative Office (Item 9)**

Commissioner Bright motioned to publish the annual notice of address for the ESD administrative office. Commissioner Crabtree seconded the motion and it was passed 5-0.

## **Discussion and Possible Action on Quarterly Investment Report for the First Quarter of the 2019/2020 Budget Year (Item 10)**

The report was given by Ms. Jellison. Commissioner Bright motioned to approve the quarterly investment report given January 20, 2020 for the first quarter of the 2019/2020 budget year. Commissioner Baker seconded the motion and it was passed 5-0.

## **Discussion and Possible Action Authorizing the Purchase of a Staff Vehicle through Caldwell Country and CAP Fleet Upfitters, LLC for the Fire Marshal (Item 11)**

After discussion, Commissioner Bright moved to approve the purchase of a Fire Marshal Vehicle through Caldwell Country and CAP Fleet Upfitters, including associated equipment, for the amount of \$62,756.50. Commissioner Baker seconded the motion and it was passed 5-0.

## **Discussion and Possible Action Authorizing the Financing of a Squad/Brush Truck and a Vehicle for the Fire Marshal through Government Capital Corporation, Including a Resolution (Item 12)**

After discussion, Commissioner Bright motioned to approve the financing of a squad/brush truck and a vehicle for the fire marshal through Government Capital Corporation for a period of five annual payments with an interest rate of 3.284% with an annual payment of \$56,959.62. Commissioner Crabtree seconded the motion and it was passed 5-0.

## **Discussion and Possible Action on Status of Design, Architectural, and Engineering Work, Architectural and Engineering Consultants, and Construction on Fire Station #3. (Item 13)**

No action taken.



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## **Discussion and Possible Action on Status of Design, Architectural, and Engineering Work, Architectural and Engineering Consultants, and Construction on Fire Station #2. (Item 14)**

Chief Lincoln stated that some punch list items are still being worked. No action taken.

## **Receive the Monthly Chief's Report (Item 15)**

Chief Lincoln gave the monthly report regarding emergency operations, response times, call volume, training, management activities, and personnel. No related actions taken.

## **Announcements (Item 16)**

The next regular meeting will be held at 6:30 p.m. on Monday, February 17, 2020.

## **Adjournment (Item 17)**

Commissioner Crabtree made a motion to adjourn. Commissioner Bright seconded and the motion was passed 5-0. The meeting was adjourned at 7:40 p.m.

Respectfully Submitted:

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James Crabtree, Secretary

Approved:

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Dan Clark, President