



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

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## Minutes of Regular Meeting held on Monday, January 23, 2023

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

The meeting was called to order by President Dan Clark at 6:32 p.m. Board members present were Commissioner Jason Shaw, Commissioner Kim Sanders, and Commissioner Chuck Walker. Commissioner James Crabtree was absent. Also in attendance were Chief Anthony Lincoln, Fire Marshal Dickens, and Ms. Alma Jellison.

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

Pledges were led by Commissioner Sanders.

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

None

### **Review and Approve Meeting Minutes for November 28, 2022 (Item 4)**

Commissioner Sanders moved to approve the meeting minutes from November 28, 2022. Commissioner Shaw second the motion and they were approved 4-0.

### **Hear Treasurer's Report and Take Appropriate Action for the Updated Report for the 2022/2023 Budget Year (Item 5)**

Chief Lincoln presented the treasurer's report for the fiscal year. No action taken.

### **Discuss and Possible Action on Quarterly Investment Report for the First Quarter of the 2022/2023 Budget Year (Item 6)**

Alma Jellison presented the Quarterly Investment Report for the first quarter of the 2022/2023 budget year. Commissioner Sanders moved to approve the Quarterly Investment Report for the first quarter of the 2022/2023 budget year. Commissioner Walker second the motion and it was approved 4-0.

### **Publish Notice of Address of Administration Office Location (Item 7)**

Alma Jellison will have the Address of Administration Office Location published in the Williamson County Sun News Paper.



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## **Discussion and Possible Action Authorizing the Update of Entity Authorization Resolution and Associated Signature Cards for all Account with Frontier Bank of Texas (Item 8)**

Commissioner Walker motion to update the Entity Authorization Resolution and associated signature cards for all accounts with Frontier Bank of Texas with the seated Board of Commissioners and the elected officer positions as of the adjournment of the January 4, 2023 meeting as referenced in the meeting minutes. Commissioner Sanders second the motion and it was approved 4-0.

Dan Clark – President  
Add – Jason Shaw – Vice President  
James Crabtree – Secretary  
Chuck Walker – Treasurer  
Kim Sanders – Assistant Treasurer  
Removal – James Baker

## **Discussion and Possible Action Authorizing the Update of Entity Authorization Resolution and Associated Signature Cards for all Account with R Bank (Item 9)**

Commissioner Walker motion to update the Entity Authorization Resolution and associated signature cards for all accounts with R Bank with the seated Board of Commissioners and the elected officer positions as of the adjournment of the January 4, 2023 meeting as referenced in the meeting minutes. Commissioner Sanders second the motion and it was approved 4-0.

Dan Clark – President  
Add – Jason Shaw – Vice President  
James Crabtree – Secretary  
Chuck Walker – Treasurer  
Kim Sanders – Assistant Treasurer  
Removal – James Baker

## **Review Training Requirements and Compliance Status for each Commissioner (Item 10)**

SAFE-D 2023 Conference February 3-5, 2023 attending will be Commissioner Clark and Commissioner Shaw.



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## **Discussion and Possible Action on Appointment of a Replacement Committee Member for Station 3 Project (Item 11)**

Discussion of the Removal of Commissioner Baker and Add Commissioner Walker.

## **Discussion and Possible Action on Adopting 2021 International Fire Code (Item 12)**

Commissioner Walker moved to approve the Order Adopting the 2021 International Fire Code, all attached Code Change Amendments and a fee schedule. Commissioner Shaw second the motion and it was approved 4-0.

## **Discussion and Possible Action on Resolution Issuing Purchase Orders to Secure Future Pricing and Extended Delivery on an Additional Pumper and Ladder Tower (Item 13)**

Commissioner Walker moved to Approve the Resolution issuing Purchase Orders to secure future pricing and extended delivery on an additional Pumper and Ladder Tower. Purchase order to be issued to Pierce manufacturing for one (1) Pumper, Purchase Price of \$988,805.54 and One (1) Ladder Tower, Purchase Price \$2,005,089.11 estimated including a down payment of \$400,000.00 in October 2023. Commissioner Sanders second the motion and it was approved 4-0.

## **Discussion and Possible Action on Resolution Regarding Cooperative Efforts Related to Funding Emergency Services and Economic Development (Item 14)**

Commissioner Sanders moved to Approve the Resolution Regarding Cooperative Efforts Related to Funding Emergency Services and Economic Development. Commissioner Shaw second the motion and it was approved 4-0.

## **Discussion and Possible Action on Purchasing of Property, Status of Design, Architectural and Engineering Work, Architectural and Engineering Consultants, and Construction on Fire Stations #3 and #4 and Associated Funding (Item 15)**

Update given by Chief Lincoln. No action taken.

## **Receive Monthly Report from the Fire Chief Regarding Emergency Operations, Response Times, Call Volume, Training, Management Activities, and Personnel and Consider Taking Related Action (Item 16)**

Update given by Chief Lincoln. No action taken.



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## **Announcements (Item 17)**

The next public hearing and special meeting will be held at 6:30 p.m. on Monday, February 27, 2023.

## **Adjourn (Item 18)**

Commissioner Walker made a motion to adjourn. Commissioner Sanders second the motion and it was approved 4-0. The meeting adjourned at 7:51 p.m.

Respectfully Submitted:

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Jason Shaw, Vice President

Approved:

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Dan Clark, President