



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

Minutes of Regular Meeting held on Monday, October 23, 2023

1. Call to Order

The meeting was called to order by President Dan Clark at 6:30 p.m. Board members present were Commissioner Carrie Van Meeteren, Commissioner Kim Sanders, and Commissioner Chuck Walker and Commissioner Jason Shaw. Also in attendance were Chief Anthony Lincoln and Ms. Alma Jellison.

2. Pledges

Pledges were led by Commissioner Sanders.

3. Citizen Comment

None.

4. Review and approve meeting minutes for September 18, 2023 and Special Meeting on October 10, 2023.

Commissioner Shaw moved for approval. Commissioner Walker seconded the motion, and it was approved 5-0.

5. Hear Treasurer's Report and take appropriate action for the updated report for the 2022/2023 Budget Year Taxes.

Report given by Chief Lincoln. No action taken.

6. Presentation and discussion by HdL Companies Sales Tax Consulting Services.

Presentation was given by Amy Flanigan, Client Services Manager at HdL Companies. President Clark announced the public meeting was closed at 6:49 pm and the Board would enter executive session under Section 551.087 of the Texas Government Code. President Clark announced the executive session was convened at 6:50 p.m. Presentation by Amy Flanigan continued, and discussion followed. No action was taken during the executive session and was closed at 7:18 p.m. The Board reconvened in open session at 7:19 p.m.

7. Discussion and possible action on quarterly investment report for the fourth quarter of the 2022/2023 budget year.

Report was given by Alma Jellison. Commissioner Walker moved for approval. Commissioner Sanders seconded the motion, and it was approved 5-0.



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

8. Consider engagement of an auditor to perform Fiscal Year 2023 audit.

Chief Lincoln proposed the idea to the Board for consideration. No action taken.

9. Discuss required training hours for Commissioners.

Alma Jellison reviewed training hour requirements. No action required.

10. Consider attendance at Texas State Association of Fire and Emergency Services District (SAFE-D) Annual Conference in 1st Quarter of next year.

Ms. Jellison proposed attendance at the annual SAFE-D Conference to fulfill training requirements. The conference will be held February 22-24, 2024. No action taken.

11. Discussion and possible action on an Interlocal Agreement for the Allocation of Sales Tax Revenue between Williamson County Emergency Services District No. 4 and the City of Liberty Hill, Texas.

Chief Lincoln presented the Interlocal Agreement. Commissioner Walker moved to approve the agreement. Commissioner Sanders seconded the motion, and it was approved 5-0.

12. Discussion and possible action on finalizing the purchasing of a Pierce Pumper and Ladder Tower with financing provided through PNC Ban, National Association.

Chief Lincoln presented the financing information and details. Commissioner Sanders moved to approve the purchase. Commissioner Shaw seconded the motion, and it was approved 5-0.

13. 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, any future fire station sites and associated funding.

Report given by Chief Lincoln. No action taken.

14. Receive monthly report from the Fire Chief regarding emergency operations, response times, call volume, training, management activities, and personnel and consider taking related action.

Report of emergency operations, response times, call volume, training, management activities, and personnel was given by Chief Lincoln. No action taken.

15. Announcements

Next meeting is December 4, 2023, at 6:30 pm.



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

16. Adjourn

Commissioner Walker moved to adjourn the meeting. Commissioner Shaw seconded the motion, and it was approved 5-0. The meeting was adjourned at 8:05 p.m.

Respectfully Submitted: _____
Carrie Van Meeteren, Secretary

Approved: _____
Dan Clark, President