



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

Minutes of Regular Meeting Held on Monday, November 23, 2020

Call to Order (Item 1)

The on-line meeting was called to order by President Dan Clark at 6:30 p.m. Board members present were Commissioner James Baker, Commissioner James Crabtree, and Commissioner Chuck Walker. Also in attendance were Chief Anthony Lincoln, Fire Marshal Michael Dickens, and Ms. Alma Jellison. Commissioner Keith Bright arrived at 6:43 p.m.

Pledges (Item 2)

Omitted.

Citizen Comment (Item 3)

None.

Review and Approve Meeting Minutes for October 19, 2020 (Item 4)

Commissioner Baker motioned to approve the minutes. Commissioner Walker seconded the motion and it was passed 4-0 with Commissioner Bright absent.

Hear Treasurer's Report for October 2020 (Item 5)

The treasurer's report for October 2020 was given by Chief Lincoln. Revenue from property and sales taxes continues to rise above forecasted projections.

Investment Report for Third and Fourth Quarters of the 2019/2020 Budget Year (Item 6)

Report given by Ms. Alma Jellison. Commissioner Baker motioned to approve the quarterly investment report given for the third and fourth quarters of the 2019/2020 budget year. Commissioner Crabtree seconded the motion. It was passed 4-0 with Commissioner Bright absent.

Discussion and Review of Required Training Hours for Commissioners (Item 7)

Discussion held.



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Discussion and Consideration of Attendance at the Texas State Association of Fire and Emergency Districts (SAFE-D) to be held February 18-20, 2021 in Fort Worth, Texas (Item 8)

Discussion held. President Clark and Commissioner Baker plan to attend the conference, as does Ms. Jellison.

Discussion and Possible Action Authorizing a Master Services Agreement for IT Services (Item 9)

Presentation made by Chief Lincoln. Discussion held. Commissioner Bright motioned to approve a master services agreement with Darybtek, LLC to provide information technology services for WCESD #4 with provisions to automatically renew for no more than two additional one-year terms expiring September 3-th of each contract period. Commissioner Baker seconded the motion and it was passed 5-0.

Discussion and Possible Action on End of Fiscal Year 2019/2020 Budget Amendments (Item 10)

Commissioner Bright motioned to approve budget transfers and revenue allocations as requested including the following:

Appropriate \$400,000 into Acct #10-4850 Funding Reserves. Move to Acct # 10-5528 Special Projects Quint 1 the amount of \$400,000.

Appropriate \$26,000 into Acct # 10-4910 Encumbered Funds from 2018-2019 Budget. Move to Acct #10-5201 Contractual Services Administrative Services the amount of \$26,000.

Appropriate \$19,265.77 into Acct #10-4910 Encumbered Funds from 2018-2019 Budget. Move to Acct #20-5384 PPE Bunker Gear PPE New the amount of \$19,265.77. Move \$3,500 from Acct #10-5243 Water Sewer to Acct #20-5384 PPE Bunker Gear PPE New the amount of \$3,500.

Appropriate \$6,090.25 into Acct #10-4910 Encumbered Funds from 2018-2019 Budget. Move to Acct #20-5391 Special Operations Personnel Equipment the amount of \$6,090.25. Move \$6,200 from Acct #10-5300 Annual Physicals to Acct #20-5391 Special Operations Personnel Equipment the amount of \$6,200.

Move \$3,200 from Acct #10-5410 Bldg. Special Services to Acct #20-5354 Fire Equipment Loose the amount of \$3,300.

Commissioner Baker seconded the motion and it was passed 5-0.



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Discussion and Possible Action Authorizing Radio Purchases with Motorola (Item 11)

A discussion was held. Commissioner Bright moved to approve the purchase of Motorola Mobile and Portable Radios for the amount of \$177,190.48 only upon the ESD first receiving in writing the guarantee of Williamson County that the ESD will be reimbursed in full. Commissioner Crabtree seconded the motion and it was passed 5-0.

Discussion and Possible Action on Adopting the 2018 International Fire Code (Item 12)

A discussion was held. Commissioner Bright moved to proceed with the process to adopt the 2018 International Fire Code and all attached code change proposals. Commissioner Walker seconded the motion and it was passed 5-0.

Discussion and Consider Approval of an Order Adopting and Implementing the Use of Electronic Voting Systems in Addition to Paper Ballots in District Elections; Discuss and Consider Approval of Resolution Authorizing Secretary's Appointment of Agent to Perform Duties during Election Period; Any other matters in connection with the District's May 1, 2021 Sales Tax Election (Item 13)

After a lengthy discussion on the pros and cons of raising the sales tax, Commissioner Bright moved to approve the order and authorization for the May 1, 2021 election. Commissioner Baker seconded the motion and it was passed 3-2 with Commissioner Crabtree and Commissioner Walker voting against.

Discussion and Possible Action on Status of Design, Architectural and Engineering Work, etc. on Fire Station #3 (Item 14)

No action taken.

Monthly Fire Chief's Report (Item 15)

The report was given by Chief Lincoln.

Announcements (Item 16)

The next meeting will be held at 6:30 p.m. on Thursday, December 17, 2020.

Adjourn (Item 17)

Commissioner Crabtree made a motion to adjourn. Commissioner Bright seconded the motion and it was approved 5-0. The meeting adjourned at 7:42 p.m.



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Respectfully Submitted:

James Crabtree, Secretary

Approved:

Dan Clark, President