



Williamson County

Emergency Services District No. 4

Liberty Hill Fire Department

Minutes of Regular Meeting held on Monday, December 04, 2023

1. Call to Order

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

2. Pledges

Pledges were led by Commissioner Shaw.

3. Citizen Comment

None.

4. Review and approve meeting minutes for October 23, 2023.

Commissioner Van Meeteren moved for approval. Commissioner Shaw seconded the motion, and it was approved 4-0.

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. Discussion and possible action authorizing our annual audit be completed by a Certified Public Accountant including the approval of an Engagement Letter outlining those services.

Report given by Chief Lincoln. The board requested additional proposals from at least one and preferably two firms. No action taken.

7. Discussion and possible action on end of fiscal year 2022/2023 budget amendments.

Proposed amendments and report were given by Chief Lincoln. Commissioner Shaw moved for approval. Commissioner Walker seconded the motion, and it was approved 4-0.

8. Discuss and consider submitting the required annual report to the Division of Emergency Management.

Report given by Chief Lincoln. No action taken.



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9. 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.

President Clark announced the public meeting was closed at 7:08 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 7:09 p.m. Report was given by Chief Lincoln and discussion followed. No action was taken during the executive session and was closed at 7:25 p.m. The Board reconvened in open session at 7:26 p.m.

10. 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.

11. 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.

12. Announcements. Set the next meeting date.

Next meeting is January 29, 2024, at 6:30 pm.

13. Adjourn

Commissioner Walker moved to adjourn the meeting. Commissioner Shaw seconded the motion, and it was approved 4-0. The meeting was adjourned at 7:28 p.m.

Respectfully Submitted: _____
Carrie Van Meeteren, Secretary

Approved: _____
Dan Clark, President