



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

Minutes of Regular Meeting held on Monday, February 21, 2022

Call to Order (Item 1)

The regular meeting and public hearing was called to order by President Dan Clark at 6:30 p.m. Board members present were Commissioner James Baker, Commissioner James Crabtree, Commissioner Kim Sanders, and Commissioner Chuck Walker. Also in attendance were Chief Anthony Lincoln, Fire Marshal Michael Dickens and Ms. Alma Jellison.

Pledges (Item 2)

Pledges were led by Commissioner Crabtree.

Citizen Comment (Item 3)

None.

Review and Approve Meeting Minutes for January 24, 2022 (Item 4)

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

Hear Treasurer's Report for October 2021 (Item 5)

Presentation made by Chief Lincoln.

Election of WCESD #4 (Item 6)

After a discussion, Commissioner Crabtree motioned to elect Dan Clark as president, James Baker as vice president, James Crabtree as secretary, Chuck Walker as treasurer, and Kim Sanders as assistant treasurer. Commissioner Walker seconded the motion and it was approved 5-0.



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Discussion and Possible Action Authorizing the Update of Entity Authorization Resolution and Associated Signature Cards for all Accounts with First Texas Bank (Item 7)

Commissioner Baker motioned to update the Corporate Authorization Resolution and Signature Cards with First Texas Bank with the seated board of commissioners and the elected officer positions as of the adjournment of the February 21, 2022 meeting as referenced in the minutes. Dan Clark – president, James Baker – vice president, James Crabtree – secretary, Chuck Walker – treasurer, Kim Sanders – assistant treasurer and removal of Keith Bright. Commissioner Crabtree seconded the motion and it was passed 5-0.

Discussion and Possible Action Authorizing the Update of Entity Authorization Resolution and Associated Signature Cards for all Accounts with R Bank (Item 8)

Commissioner Crabtree motioned to update the Corporate Authorization Resolution and Signature Cards with R Bank with the seated board of commissioners and the elected officer positions as of the adjournment of the February 21, 2022 meeting as referenced in the minutes. Dan Clark – president, James Baker – vice president, James Crabtree – secretary, Chuck Walker – treasurer, Kim Sanders – assistant treasurer and removal of Keith Bright. Commissioner Baker seconded the motion and it was passed 5-0.

Discussion and Take Action on Updating Annual Reports to Texas Comptroller Special Purpose District Financial and Tax Reporting Requirements; Updates to Website for SB 2 Compliance, and Texas Division of Emergency Management Reporting Requirements (Item 9)

No action taken. For notification purposes only.

Discussion and Possible Action on Developing a Process and Cost to Allow Williamson County EMS to House an Ambulance in Fire Station #2 (Item 10)

After a discussion, Commissioner Crabtree moved to notify WCEMS of WCESD No. 4's interest in allowing a joint use of Fire Station #2 with Williamson County compensating WCESD No. 4 with \$300,000 for use of the facility for EMS use and negotiate contracting to provide dispatch services to WCESD No. 4 for 10 years at no additional cost. Commissioner Walker seconded the motion and it was approved 5-0.



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Discussion and Possible Action on Changes and Updates to the Fire Code and Associated Fee Schedules (Item 11)

After a discussion, Commissioner Walker motioned to proceed with the process to adopt additional local amendments to the 2018 International Fire Code and update the fee schedule. Commissioner Baker seconded the motion and it was passed 5-0.

Discussion and Possible Action on Production Delays of Purchasing Apparatus, Vehicles Equipment, and Building Projects (Item 12)

After a discussion, Commissioner Walker motioned to proceed with the purchases necessary to keep WCESD No. 4 on track for future projects and to build in timelines to projects that may be affected by delays. Commissioner Baker seconded the motion and it was passed 5-0.

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 13)

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 14)

The report was given by Chief Lincoln. No action taken.

Announcements (Item 15)

The next regular meeting will be held at 6:30 p.m. on Monday, March 21, 2022.



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Adjourn (Item 16)

Commissioner Crabtree made a motion to adjourn. Commissioner Walker seconded the motion and it was approved 5-0. The meeting adjourned at 7:45 p.m.

Respectfully Submitted:

James Crabtree, Secretary

Approved:

Dan Clark, President