



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

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## Minutes of Regular Meeting and Public Hearing Held on Monday, August 24, 2020

### **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 James Baker, Commissioner Keith Bright, Commissioner James Crabtree and Commissioner Chuck Walker. Also in attendance were Chief Anthony Lincoln and Ms. Alma Jellison.

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

Commissioner Walker led the pledges of allegiance to the United States and Texas flags.

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

None.

### **Open Public Hearing (Item 4)**

President Clark opened the public hearing on the proposed tax rate at 6:34 p.m.

### **Close Public Hearing (Item 5)**

No members of the public were present for the hearing. President Clark closed the public hearing at 6:35 p.m.

### **Review and Approve Minutes for July 17, 2020 and August 3, 2020 (Item 6)**

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

### **Hear Treasurer's Report for May and June 2020 (Item 7)**

The treasurer's reports for May and June 2020 were given by Chief Lincoln. Revenue from property and sales taxes continues to rise above forecasted projections.



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## **Discussion and Possible Action to Adopt Budget for the Fiscal Year from October 1, 2020 to September 30, 2021 (Item 8)**

Chief Lincoln presented the proposed budget for the next fiscal year. The board entered into executive session at 7:19 p.m. and ended executive session at 7:30 p.m. The regular meeting resumed at 7:30 p.m. Commissioner Bright motioned to approve the budget and to add a raise for Chief Lincoln, which was not previously included. Commissioner Walker seconded the motion and it was approved 5-0.

## **Discussion and Possible Action on the District's 2020 Tax Rate, Adopt an Order Levying Taxes, and Authorizing Filing Order with the Williamson County Tax Assessor Collector (Item 9)**

After a discussion, Commissioner Bright motioned that the property tax rate be increased by the adoption of a tax rate of \$0.093295, which is effectively a 0.387% increase in the tax rate. This tax rate will raise more taxes for maintenance and operations on a \$100,000 home by approximately \$2.70. Commissioner Crabtree seconded the motion and it was passed 4-0 with Commissioner Baker abstaining.

## **Acknowledge and Approve Posting of Statement Regarding Adopted Tax Rate to Home Page of District Website (Item 10)**

Commissioner Crabtree motioned to place the statement regarding the adopted tax rate to the home page of the district website. Commissioner Bright seconded and it was passed 5-0.

## **Discussion and Possible Action Authorizing the Update of Corporate Authorization Resolution and associated signature cards for all accounts with First Texas Bank. Discussion and Possible Action Authorizing Chief Lincoln and Ms. Jellison information access to all association accounts with First Texas Bank (Item 11)**

Commissioner Crabtree 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 January 20, 2020 meeting as referenced in the minutes; Dan Clark -president, James Baker - vice president, James Crabtree - secretary, Keith Bright - treasurer, removal of Jeffrey Roemer, assistant treasurer, add Chuck Walker, assistant treasurer. Including the authorization allowing Ms. Alma Jellison and Chief Anthony Lincoln information access to all associated accounts with First Texas Bank. Commissioner Bright seconded and it was passed 5-0.

## **Discussion and Possible Action Authorizing Resolution of Lodge, Association or Other Similar Organization Contract and Associated Signature Cards for all Accounts with Vera Bank. Discussion and Possible Action Authorizing Chief Lincoln and Ms. Jellison information access to all association accounts with Vera Bank (Item 12)**



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Commissioner Crabtree motioned to update the resolution of lodge, association or other similar organization contract and associated signature cards for all accounts with Vera Bank with the seated board of commissioners and the elected officer positions as of the adjournment of the January 20, 2020 meeting as referenced in the minutes; Dan Clark -president, James Baker - vice president, James Crabtree - secretary, Keith Bright - treasurer, removal of Jeffrey Roemer, assistant treasurer, add Chuck Walker, assistant treasurer. Including the authorization allowing Ms. Alma Jellison and Chief Anthony Lincoln information access to all associated accounts with Vera Bank. Commissioner Bright seconded and it was passed 5-0.

### **Discussion and Possible Action Authorizing Staff to Obtain ESD Debit Cards for Certain Staff Members (Item 13)**

Commissioner Crabtree motioned to authorize First Texas Bank to issue a debit card to Fire Marshall Michael Dickens. Commissioner Bright seconded and it was approved 5-0.

### **Discussion and Possible Action to Adopt a Resolution Establishing Records Management Program, Appointing Records Management Officer and Appointing Public Information Coordinator (Item 14)**

Commissioner Bright motioned to approve a resolution establishing records management program, appointing Ms. Alma Jellison as records management officer and public information coordinator. Commissioner Crabtree seconded the motion and it was approved 5-0.

### **Discussion and Possible Action on Status of Design, Architectural and Engineering Work, Architectural and Engineering Consultants and Construction on Fire Station #3. (Item 15)**

No action taken.

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

The report was given by Chief Lincoln.

### **Announcements (Item 17)**

The next board meeting will be held at 6:30 p.m. on Monday, September 21, 2020.



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## **Adjournment (Item 18)**

Commissioner Crabtree made a motion to adjourn. Commissioner Bright seconded and the motion was passed 5-0. The meeting was adjourned at 8:05 p.m.

Respectfully Submitted:

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James Crabtree, Secretary

Approved:

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Dan Clark, President