



Williamson County

Emergency Services District No. 4

Liberty Hill Fire Department

Minutes of Regular Meeting held on Monday, February 19, 2024

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 Jason Shaw, and Commissioner Kim Sanders. 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 January 29, 2024.

Commissioner Sanders moved for approval. Commissioner Clark seconded the motion, and it was approved 4-0.

5. Hear Treasurer's Report and take appropriate action for the updated report for the 2023/2024 Budget Year Taxes.

No report given.

6. Acknowledge the action of the Williamson County Commissioners Court reappointing Chuck Walker and Kim Sanders as Board Commissioners.

Commissioner Shaw moved to approve and accept statements and oaths of office for appointed Commissioners Walker and Sanders. Commissioner Van Meeteren seconded the motion, and it was approved 4-0.

7. Election of WCESD No.4 Board Officers.

Commissioner Sanders moved to approve the election of WCESD No. 4 Board Officers with no change in currently held positions. Commissioner Shaw seconded the motion, and it was approved 4-0. Offices held are:

- President: Mr. Dan Clark
- Vice President: Mr. Jason Shaw
- Secretary: Ms. Carrie Van Meeteren
- Treasurer: Mr. Charles Walker
- Assistant Treasurer: Ms. Kim Sanders



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8. Update on pricing for construction on Fire Station #3 and identifying a date and time for a Groundbreaking ceremony for this facility.

Report given by Chief Lincoln. Commissioner Sanders moved to approve the update on pricing and set the groundbreaking ceremony on March 7, 2024, at 2 p.m. Commissioner Van Meeteren seconded the motion, and it was approved 4-0.

9. Update on Insurance Services Office Inc. review and Public Protection Classification Results for the City of Liberty Hill and WCESD No.4.

Report given by Chief Lincoln. No action taken.

10. Discussion and possible action on purchasing real property to be utilized as Fire Administration Facility.

Report given by Chief Lincoln. Commissioner Shaw moved to authorize President Dan Clark the ability to submit offers and initiate preliminary documents and associated funding for a site for a future Fire Administration Facility. Commissioner Van Meeteren seconded the motion, and it was approved 3-0-1 with Commissioner Sanders abstaining.

Commissioner Shaw left the meeting after item 10.

11. Discussion and possible action on Texas Comptroller Special Purpose District Financial and Tax Reporting Requirement.

Report given by Chief Lincoln. Commissioner Sanders moved to approve The Carlton Law Firm to file the report for the Texas Comptroller Special Purpose District Financial and Tax Reporting Requirement. Commissioner Van Meeteren seconded the motion, and it was approved 3-0.

12. Discussion and possible action on an Interlocal Agreement for the Allocation of Sales Tax Revenue between WCESD No.4 and the City of Liberty Hill.

Report given by Chief Lincoln. No action taken.

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.



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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. Set the next meeting date.

Next meeting is March 25, 2024, at 6:30 pm.

16. Adjourn

Commissioner Sanders moved to adjourn the meeting. Commissioner Clark seconded the motion, and it was approved 3-0. The meeting was adjourned at 7:37 p.m.

Respectfully Submitted: _____
Carrie Van Meeteren, Secretary

Approved: _____
Dan Clark, President