

MINUTES OF SPECIAL MEETING OF
BOARD OF COMMISSIONERS BURNET COUNTY ESD NO. 9

January 16, 2019

1. Commissioner Bruett called the meeting of the Board of Commissioners of Burnet County ESD No. 9 (BCESD9) to order at 6:01 p.m. Commissioners Hollingsworth, Steele, and Bindseil were present, and a quorum was declared.

Also, in attendance were Donna Wall, Gary Wall, Patsy Lester (EMS Chief, Spicewood VFD-EMS, Inc), Matt Maas, Billy Ludwig, Joe Ribble, Lark Camacho (Chief Spicewood VFD), Dennis Levlon, and David Bailey.

2. Public Comments – None
3. Commissioner Bruett gave an up-date on her meeting with the SVFD regarding their asset management plan; how the budget works and the priorities of the asset management plan.
4. Commissioner Bruett and Billy Ludwig discussed the importance of hiring a Fire Marshall in anticipation of future development and water availability strategies.
5. Dennis Levlon provided information about the importance of regular maintenance for the longevity of the SVFD vehicles. He also went through the draft of the SVFD asset management plan.
6. Commissioner Hollingsworth asked David Bailey for his initial overview of the SVFD asset management plan. David had a few suggestions and felt as though everything was off to a good reasonable start. He agreed to contract with the BCESD9 in assisting the SVFD in finalizing the plan.
7. Commissioner Bruett made the motion that the Finance Committee and the SVFD finalize the asset management plan, with the assistance of 2 hours of David Bailey's consulting time, prior to the next regularly scheduled BCESD9 meeting. The motion was seconded by Commissioner Hollingsworth and passed by unanimous vote of the board.
8. Commissioner Bruett suggested that moving forward, the SVFD meet with the Finance Committee prior to bringing forth capital requests to board meetings. She noted putting a

formal policy in place for future capital requests be an agenda item for the next BCESD9 meeting.

9. Dennis Levlon proposed capital request for a one thousand gallon poly tank skid unit replacement for #5654. He stressed the importance of having this vehicle to be able to access areas of a brush fire that we currently would not be able to access without the truck, along with the additional water surplus supply this unit would provide.
10. Commissioner Bruett noted that Charity needed to be informed about the trade so that she would know how to properly notate it in the financials as a surplus item for audit purposes.
11. Commissioner Hollingsworth noted that Charity needed to be informed about the possible re-titling of #5654 given the substantial injection of funds from BCESD9.
12. Commissioner Hollingsworth asked David Bailey his thoughts about the capital request; he noted that the documentation surrounding the need for this vehicle could be tightened up. Given this request exhausts 100% of the annual budget, Commissioner Hollingsworth requested that David Bailey partner with the SVFD to build and populate a template for this request; this template will be used going forward for additional capital requests.
13. Commissioner Hollingsworth made the motion to approve the \$35,000 capital request provided that David Bailey assists the SVFD in assembling a file that notates that this a wise purchase for BCESD9 and the SVFD given that this purchase will exhaust the entire annual capital request budget. The motion was seconded by Commissioner Steele and passed by unanimous vote of the board.
14. Commissioner Bruett requested that an agenda item be added for the next regularly schedule BCESD9 meeting to review the process for capital equipment retirement and purchase, along with the documentation required for that.
15. There being no further business, President Bruett moved to adjourn at 7:15 pm, was seconded by Commissioner Bindseil and unanimously approved.

By: _____

~~Renee Hollingsworth, Secretary~~

Johnnie Bindseil Vice President

Approved: _____

Karen Bruett, President