

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

March 14, 2019

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

Also, in attendance were Kevin Naumann (Operations Manager Marble Falls Area EMS), M. Logan, Logan Consulting, Phyllis Burnett (Taber & Burnett CPA), Matt Maas, Lark Camacho (Chief Spicewood VFD), Kelly Kelso (Administrator SFVD), Donna Herring (Former Bookkeeper SFVD) Carol Gallagher (New Bookkeeper SFVD) Donna Wall, Denis Levlon and David Bailey.

2. Pledges to the flags of the United States and the State of Texas were recited.
3. An invocation was given by Commissioner Hollingsworth.
4. Public Comments – None
5. 2018 Financial Audit Presentation of Spicewood VFD, Phyllis Burnett – Ms. Burnett presented the 2018 audit report as unmodified and clean. She stated there were no discrepancies or problems to report.
6. SVFD Bookkeeper Transition – Carol Gallagher Introduction – President Bruett thanked Ms. Herring for her service and wished her well in her new endeavors. She then introduced Ms. Gallagher as the new bookkeeper for SVFD. She was welcomed by all attending.
7. Approval of prior meeting minutes and resolutions, if any – Commissioner Steele made the motion to accept the minutes from the Regular Meeting February 21, 2019 with the noted correction of “the generator and propane tank have been purchased” and was seconded by Commissioner Bindseil. The motion passed with Commissioner Hollingsworth abstaining.
8. Taxpayer Request for Refund – Commissioner Bindseil made the motion to deny the refund request and was seconded by President Bruett. The motion passed by unanimous vote of the board. Ms. Logan stated she would draft and send the letter of denial to the taxpayer via Certified Return Requested postal service.

## 9. Monthly Operational Reports –

### a. SVFD

- i. Lark Camacho reviewed the combined fire and EMS reports for the SVFD during the month of January. There were 31 Tone Outs for the month of February. 26 calls were for Medical assistance with 11.0 minutes average time to respond and 5 calls were for Fire with 9.25 minutes average time to respond. President Bruett inquired about the house/camper fire and Chief Camacho replied that the home was saved but the camper was lost.
- ii. Donna Herring reviewed the financial report noting a net loss for February at \$29,299.46 and cash in all accounts \$78,686.81. Policy and Procedures are still ongoing with set up and adherence.

b. MFAEMS - Kevin Naumann from Marble Falls Area EMS reported that there was a total of 28 calls for February with 20 being transported. He stated it was a very busy month.

## 10. Treasurers Report

- a. Financial Review was given, and no questions were asked. February Income \$108,383.24 and Expenses \$47,666.87 with a net surplus of \$60,716.37. Total Cash in all accounts \$783,835.21. A motion to accept the financial reports was made by Commissioner Hollingsworth and seconded by Commissioner Steele. The motion passed by unanimous vote.
- b. The pending disbursements were reviewed with Commissioner Hollingsworth moving approval, seconded by Commissioner Steele. The motion passed by unanimous vote. Pending paid: Corix Utilities \$91.40 by auto draft, PEC \$202.13 by auto draft, Logan Consulting \$1,200.00, Donna Herring \$600.00, Burns Anderson \$20.00, Randy Steele \$654.58, Johnnie Bindseil \$950.58, Donna Herring \$744.77, Tabor & Burnett \$2,000.00, AMI-Fire \$35,207.00, Burnet CAD \$2,394.05, Sales Tax Assurance \$2,500.00, Carol Gallagher \$600.00 and Marble Falls Area EMS \$39,666.67 mailed late March for an April 1, 2019 arrival. A motion was made by President Bruett to cut a check for \$600.00 to Carol Gallagher and was seconded by Commissioner Steele. The motion passed by unanimous vote. A motion was made by Commissioner Mills to accept Sales Tax Assurance contract for FY2019 for reporting only by submitting check number 1468 for \$2,500.00 and was seconded by Commissioner Hollingsworth. The motion passed by unanimous vote.
- c. Review and action on written capital requests per board policy F-4 – None presented.



11. Standing Committee Reports –

a. Budget/Finance/Administrative Committee –

i. VFD asset management plan (Other Equipment)– To be determined

ii. Review Process for Retiring & Acquiring Assets – To be determined

b. Strategic Planning Committee –

i. Communications – None

ii. Fire Code Update – A task force is being formed with members of the ESD board, Spicewood VFD and local citizens. A workshop date and time to be determined.

11. There being no further business, President Bruett adjourned at 7:00 p.m.

By: \_\_\_\_\_

Renee Hollingsworth, Secretary

Approved: \_\_\_\_\_

Karen Bruett, President