

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

December 13, 2018

1. President Zinn called the meeting of the Board of Commissioners of Burnet County ESD No. 9 (BCESD9) to order at 6:02 p.m. Commissioners Bindseil, Steele, Bruett and Hollingsworth were present, and a quorum was declared.

Also, in attendance were Bruce Mills, Joe Don Dockery (Burnet County Commissioner Pct #4) Johnny Campbell (Executive Director Marble Falls Area EMS), Debra Bindseil, Kevin Naumann (Operations Manager Marble Falls Area EMS), Donna Wall, Joe Ribble, Gary Wall, M. Logan, Logan Consulting, Patsy Lester (EMS Chief, Spicewood VFD-EMS, Inc), Matt Maas, Billy Ludwig, Jamie Ludwig, Lark Comacho (Chief Spicewood VFD), Dennis Levlon, Kelly Kelso (Administrator SFVD), Donna Herring (Bookkeeper SFVD)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 President Zinn.
4. President Zinn presented a summary of the open meeting notice as given, and no objections were noted.
5. Public Comments – Kevin Naumann thanked outgoing President Zinn for his services to Burnet County ESD #9 and presented him with an appreciation plaque. Commissioner Bruett also thanked President Zinn for his service to the ESD and for his assistance in bringing the new EMS service to the community. Commissioner Dockery echoed the sentiments adding his efforts are much appreciated throughout the county. Patsy Lester thanked him on behalf of the Spicewood Volunteer Fire Department (SVFD) and finally, President Zinn stated his appreciation for all the kind comments and announced that there was a \$10,000.00-dollar donation match to the SVFD with Barton Creek Lakeside providing a little over \$3000.00 and presented those checks to Patsy Lester. All in all, a wonderful achievement that he thanked the entire community for including Travis County as several checks came from them. Commissioner Dockery made the comment that there is a new city in the county – Double Horn, incorporated as a city and is in the ESD boundaries. More information as it becomes available.

6. Commissioner Bruett made the motion to accept the minutes from the Regular Meeting November 8, 2018 and was seconded by Commissioner Bindseil. The motion passed by unanimous vote.

7. Monthly Operational Reports –

a. SVFD

- i. Lark Comacho reviewed the combined fire and EMS reports for the SVFD during the month of November. There were 16 Tone Outs for the month of November with an average time to respond at 8.35 minutes. 10 calls were for Medical assistance with 7.28 minutes average time to respond and 6 calls were for Fire with 8.28 minutes average time to respond.
- ii. Donna Herring reviewed the financial report noting a net loss for November at \$29,018.49 and cash in all accounts \$68,996.47. Balance in Capital account: Information unavailable. Policy and Procedures are still ongoing with set up and adherence. It is expected to have a vote to adopt by the January 2019 meeting.

b. MFAEMS - Kevin Naumann from Marble Falls Area EMS reported that there was a total of 13 calls for November with 7 being transported. He stated it was a fairly slow month.

8. Treasure's Report

- a. Financial Review was given, and no questions were asked. November Income \$87,699.62 and Expenses \$43,721.65 with a net surplus of \$43,977.97. Total Cash in all accounts \$474,016.73 Ms. Logan stated that as per the November minutes, all transfers of surplus funds will occur in December.
- b. The pending disbursements were reviewed with Commissioner Bruett moving approval, seconded by Commissioner Bindseil. The motion passed by unanimous vote. Pending paid: Corix Utilities \$89.10 by auto draft, PEC \$192.53 by auto draft, Logan Consulting \$1,200.00, Donna Herring \$300.00 Dec 15, Donna Herring \$300.00 Dec 30, Burns Anderson \$3,407.97 and Marble Falls Area EMS \$39,666.67 mailed late December for a January 2, 2019 arrival.
- c. Review and action on written capital requests per board policy F-4 – None

9. Review Performance of Sales Tax Assurance - Commissioner Bruett stated that the ESD was ahead of budget on sales tax revenue. Ms. Logan further stated that no invoice for commission has been generated for services. She further stated that there are less than 10 companies that were not sending in sales tax out of several thousand. ESD#9 signed a 6-month contract and Ms. Logan doesn't think, professionally, that the ESD extend the contract. President Zinn stated a letter should be drafted asking for further information from Sales Tax

Assurance and Commissioner Bruett offered to author with the assistance of Ms. Logan. It was decided to handle this after the holiday break.

10. Review of Bid for SVFD kitchen remodel – Commissioner Steele did an informal audit on the SFVD kitchen remodel. He provided a basic scope of work to give to the SFVD for their files stating the work completed looks good and was completed within the scope as provided.

11. Discussion and possible action on special meeting to discuss further capital available this year – President Zinn stated that all capital has been allocated for the year, at this time. However, after the transfers that will occur later in December, there will be funds that can be utilized. Further discussion to continue after the holiday break, once the transfers have occurred.

12. Updates on Audit for BCESD9 and SVFD – Ms. Logan stated that all information required by the CPA has been delivered except the November finances and November meeting minutes which will be signed at the end of the December meeting. She will deliver both to the CPA on Friday December 14, 2018. SVFD stated that all documents have been provided to the CPA at this time.

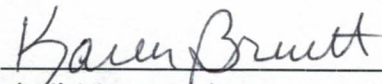
13. Standing Committee Reports –

a. Budget/Finance/Administrative Committee - None

b. Strategic Planning Committee – President Zinn introduced Bruce Mills as the new commissioner taking his vacant seat as of 1 January. Mr. Mills lives in Barton Creek Lakeside and brings a wealth of experience to the board. Commissioner Bruett asked about the Operations Manager position for the SVFD and Patsy Lester stated that the department didn't want an Ops Manager at this time and Billy Ludwig confirmed they wanted a chance to get settled with the new board and way of doing things before adding another new position and situation. President Zinn made the recommendation to set a meeting to discuss further and was accepted by all concerned. Date and time to be determined.

13. There being no further business, President Zinn moved to adjourn at 7:36 pm, was seconded by Commissioner Bruett and unanimously approved.

By: 
Renee Hollingsworth, Secretary

Approved: 
~~Johnnie Bindseil, Vice President~~
~~Karen Bruett~~ President