

Williamson County ESD # 7 Board Meeting Minutes

June 15, 2022

President Keith Couch- absent
Vice President Mark Bell- present
Secretary– vacant
Treasurer Sandra Simpson- present
Assistant Treasurer Laura Anderson- present

Also present at the meeting:
Fire Chief Ray Cummings
Operation Captain Brian Burkhart
Administrative Assistant Amy L Crane
FVFD Andrew Marin
Dick Hanson

Agenda Item # 1- Call to Order.

Vice President Mark Bell called the meeting to order at 6:03 pm.

Agenda Item # 2 - Public Comment on items not on the Posted Agenda.

No Public comment.

Agenda Item # 3- Public Comment on items on Posted Agenda.

No Public comment.

Agenda Item # 4- ESD # 7 Treasurer's Report.

Treasurer Sandra Simpson presented the Treasurer's report for the month of May 2022.
Balance- \$ 1,933,882.17.

Agenda Item # 5- Fire Chief/Administrator monthly report regarding emergency operations, apparatus, response times, call volume, training, management activities and membership.

Fire Chief Ray Cummings presented the monthly report.

Agenda Item # 6- Williamson County ESD 7 Professional Firefighter's Association report.

The association nominated Derek Rogers as the President and Kyle Setterlund as the Treasurer.

Agenda Item # 7- Florence Volunteer Fire Department monthly report regarding emergency operations, apparatus, response times, call volume, training, management activities and membership.

No report.

Agenda Item # 8- Discussion and possible action on contract between Heritage broadband and the ESD for free internet services in exchange for using the radio tower.

No action was taken on Heritage Broadband. Contract under review by legal Counsel.

Agenda Item # 9- Discussion and possible action on a RESOLUTION OF THE COMMISSIONERS OF THE WILLIAMSON COUNTY ESD NO 7, WILLIAMSON COUNTY, TEXAS, TO ESTABLISH ONE REGULAR BOARD MEETING THIRD WEDNESDAY AT 6:00 PM PER MONTH FOR THE WILLIAMSON COUNTY ESD NO 7.

Treasurer Sandra Simpson made the motion to approve a RESOLUTION OF THE COMMISSIONERS OF THE WILLIAMSON COUNTY ESD NO 7, WILLIAMSON COUNTY, TEXAS, TO ESTABLISH ONE REGULAR BOARD MEETING THIRD WEDNESDAY AT 6:00 PM PER MONTH FOR THE WILLIAMSON COUNTY ESD NO 7. Assistant Treasurer Laura Anderson seconded the motion.

President Keith Couch- absent

Vice President Mark Bell- for

Secretary- vacant

Treasurer Sandra Simpson- for

Assistant Treasurer Laura Anderson- for

Motion carried.

Agenda Item # 10- Discussion and possible action on 1st budget draft for 2022-2023.

Board reviewed 1st draft for 2022-2023 budget. No action was taken.

Agenda Item # 11- Discussion and possible action on adopting an ORDER ESTABLISHING RECORDS MANAGEMENT PROGRAM, APPOINTING RECORDS MANAGEMENT OFFICER, AND APPOINTING PUBLIC INFORMATION COORDINATOR.

Assistant Treasurer Laura Anderson made the motion to adopt an Order establishing Records Management Program, appointing Amy L Crane as the Records Management Officer and appointing Carlton Law Firm as the Public Information Officer. Treasurer Sandra Simpson seconded the motion.

President Keith Couch- absent

Vice President Mark Bell- for

Secretary- vacant

Treasurer Sandra Simpson- for

Assistant Treasurer Laura Anderson- for

Motion carried.

Agenda Item # 12- Update from land acquisition committee.

Assistant Treasurer Laura Anderson stated a potential site for a station on the Benton Tract in Georgetown.

Agenda Item # 13-Update from planning committee.

No update from planning committee.

Agenda Item # 14- Discuss and consider adoption of the tax and budget planning calendar for 2022, and take any related action.

No action was taken on adoption of the tax and budget planning calendar for 2022.

Agenda Item # 15- Discussion and possible action on budget amendments for 2021-2022.

Treasurer Sandra Simpson made the motion to approve the budget amendments for 2021-2022, as presented.

Assistant Treasurer Laura Anderson seconded the motion.

President Keith Couch- absent
Vice President Mark Bell- for
Secretary- vacant
Treasurer Sandra Simpson- for
Assistant Treasurer Laura Anderson- for
Motion carried.

Agenda Item # 16- Discussion and possible action on Williamson County ESD No 7 Strategic Plan.
No action was taken on the Williamson County ESD No 7 Strategic Plan.

Agenda Item # 17- Reading and approval of the minutes from the meeting, May 19, 2022.

Treasurer Sandra Simpson made the motion to approve the minutes from the meeting, May 19, 2022, as presented. Assistant Treasurer Laura Anderson seconded the motion.

President Keith Couch- absent
Vice President Mark Bell- for
Secretary- vacant
Treasurer Sandra Simpson- for
Assistant Treasurer Laura Anderson- for
Motion carried.

Agenda Item # 18- Discussion and possible action on drafts of policies and procedures regarding the following-

- a.) purchasing
- b.) credit card policy
- c.) Employee Handbook update

No action was taken on the draft of policies and procedures regarding the purchasing, credit card policy, and Employee handbook.

Agenda # 19- Personnel Matters. Adjourn into executive session under Sec. 551.074 (a) (I) and /or (2) of the Texas Government Code, for discussion of Personnel Matters-Annual Performance Review Chief Ray Cummings.

The Board did not adjourn into executive session.

Agenda # 20- Open session concerning the consideration of the Annual Performance Review Chief Ray Cummings pursuant to Section 551.074 (b) of the Texas Government Code, and take action, if any, concerning such matters, and any and all other matters related thereto.

No action was taken.

Agenda # 21- Review and approve payment of bills of the Williamson County ESD # 7.

Assistant Treasurer Laura Anderson made the motion to approve payment of bills of the Williamson County ESD No 7, as presented. Treasurer Sandra Simpson seconded the motion.

President Keith Couch- absent
Vice President Mark Bell- for
Secretary- vacant
Treasurer Sandra Simpson- for
Assistant Treasurer Laura Anderson- for
Motion carried.

Agenda # 22- Set date, time, and location for the next meeting of the Williamson County ESD # 7.

The regular meeting is scheduled for July 20, 2022, at 6:00 pm.

Agenda # 23- Adjournment.

Vice President Mark Bell adjourned the meeting at 8:18 pm.



Amy L. Crane-Administrative Assistant
Williamson County ESD # 7

Passed and approved by the Williamson County ESD # 7 Board this 20 day of July,
2022.

ATTEST:


President Keith Couch
Administrative Assistant Amy L. Crane