

# Williamson County ESD # 7 Board Meeting Minutes

## April 19, 2023

President Keith Couch- present  
Vice President Mark Bell- present (left at 7:07 pm)  
Secretary Darrel Warren- present  
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  
Derek Rogers  
Dakota Kunkel  
Luke Helmer

### **Agenda Item # 1- Call to Order.**

President Keith Couch 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 monthly Treasurer report for March 2023. The balance is \$3,371,599.72.

### **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.**

Derek Rogers stated the association is conducting a Pay Scale survey along with Benefit package to present to the Board. The Association is exploring Mental Health/Peer Support resources.

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

FVFD President Andrew Marin was not present to verbally present the monthly report.

### **Agenda Item # 8- Discussion and possible action on swearing in the following firefighters-**

#### **A. Luke Helmer**

#### **B. Dakota Kunkel**

No action was taken by the Board. Luke Helmer and Dakota Kunkel were sworn in for promotion/new hire.

**Agenda Item # 9- Discussion and possible action on a Memorandum of Understanding between U.S. Fish and Wildlife Service Balcones Canyonlands National Wildlife Refuge Marble Falls, Texas And Williamson County Fires Services Departments and Emergency Services Districts.**

Secretary Darrel Warren made the motion to approve the. Memorandum of Understanding between U.S. Fish and Wildlife Service Balcones Canyonlands National Wildlife Refuge Marble Falls, Texas and Williamson County Fires Services Departments and Emergency Services Districts. Vice President Mark Bell seconded the motion.

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

**Agenda Item # 10- Review and approve Quarterly Investment report for 1st quarter of this year.**

Treasurer Sandra Simpson made the motion to approve the. Quarterly Investment report for the 1<sup>st</sup> quarter of 2023. Secretary Darrel Warren seconded the motion.

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

**Agenda Item # 11- Discussion and possible action on the following purchases for approval-**

**A. FireFit task-based fitness \$3,750.00 plus shipping.**

Secretary Darrel Warren made the motion to approve the purchase of a FireFit task-based fitness \$3,750.00 plus shipping. Vice President Mark Bell seconded the motion.

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

**B. Setcon Rugged Solutions America LLC \$5,199.05.**

Vice President Mark Bell made the motion to approve the purchase of the Setcon Rugged Solutions America LLC \$5,199.05 for (4) headsets. Secretary Darrel Warren seconded the motion.

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

**Agenda Item # 12- Update from land acquisition committee.**

WC ESD No 7 Legal Counsel reviewing contract between Williamson County ESD No 7 and Johnson Development.

**Agenda Item # 13-Update from planning committee.**

No update from planning committee.

**Agenda Item # 14- Update from apparatus committee.**

No update from apparatus committee.

**Agenda Item # 15- Discussion and possible action on the financial audit for the fiscal year ending September 30, 2022- Medack & Oltmann.**

Treasurer Sandra Simpson made the motion to approve the financial audit for the fiscal year ending September 30, 2022- Medack & Oltmann. Secretary Darrel Warren seconded the motion.

President Keith Couch- for

Vice President Mark Bell- for

Secretary Darrel Warren- for

Treasurer Sandra Simpson- for

Assistant Treasurer Laura Anderson- for

Motion carried.

**Agenda Item # 16- Reading and approval of the minutes from the meeting, March 22, 2023.**

Treasurer Sandra Simpson made the motion to approve the minutes from the meeting, March 22, 2023, as presented. Assistant Treasurer Laura Anderson seconded the motion.

President Keith Couch- for

Vice President Mark Bell- absent

Secretary Darrel Warren- for

Treasurer Sandra Simpson- for

Assistant Treasurer Laura Anderson- for

Motion carried.

**Agenda # 17- Discussion and possible action on PayScale.**

Secretary Darrel Warren made the motion to table action on PayScale. Assistant Treasurer Laura Anderson seconded the motion.

President Keith Couch- for

Vice President Mark Bell- absent

Secretary Darrel Warren- for

Treasurer Sandra Simpson- abstain

Assistant Treasurer Laura Anderson- for

Motion carried.

**Agenda # 18- Review and approve payment of bills of the Williamson County ESD # 7.**

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


President Keith Couch- for

Vice President Mark Bell- absent

Secretary Darrel Warren- for  
Treasurer Sandra Simpson- for  
Assistant Treasurer Laura Anderson- for  
Motion carried.

**Agenda # 19- Set date, time, and location for the next meeting of the Williamson County ESD # 7.**  
The next regularly scheduled meeting will be held May 24, 2023, at 6:00 pm.

**Agenda # 20- Adjournment.**  
President Keith Couch adjourned the meeting at 7:50 pm.

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

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Passed and approved by the Williamson County ESD # 7 Board this 24 day of May,  
2023.

ATTEST:

  
Administrative Assistant Amy L. Crane

  
President Keith Couch