

**Williamson County ESD # 7 Board Meeting Minutes
February 20, 2024**

President Keith Couch- present
Vice President Mark Bell- present
Secretary Darrel Warren- present
Assistant Treasurer James Shofner- present
Treasurer Laura Anderson - present

Also present at the meeting:

Fire Chief Ray Cummings
Operations Captain Brian Burkhart
Administrative Assistant Amy L Crane
FF Kunkel
FF Hamilton
Lt Perry
Dick Hanson
Lt Anguiano
Lt Fuqua
Keith Hickman

Agenda Item # 1- Call to Order.

President Keith Couch called the meeting to order at 6:00 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- Discussion and possible action on capital improvement projects- KAH Architecture & Interior Design.

Keith Hickman presented preliminary plans and estimated construction cost for Station 1 remodel and Station 2 concrete. He suggested the Board utilize a C.M.A.R. process and present it at the next meeting. Treasurer Laura Anderson made the motion to approve the recommendations by Mr. Hickman. Secretary Darrel Warren seconded the motion.

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

Agenda Item # 5- ESD # 7 Treasurer's Report.

Treasurer Laura Anderson presented the Treasurer's report for the month of January 2024.
Balance- \$ 3,925,629.59.

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

Association President Derek Rogers was not available to present the association monthly report.

Agenda Item # 8- Florence Volunteer Fire Department monthly report regarding emergency operations, apparatus, response times, call volume, training, management activities and membership.

Florence Volunteer Fire Department (FVFD) President Andre Marin was not available to present the FVFD monthly report.

Agenda Item # 9- Update from land acquisition committee.

Nolina property for the future site of Station No 3 is scheduled to close on or before February 29, 2024.

Agenda Item # 10- Update from planning committee-

No update from planning committee.

Agenda Item # 11- Update from apparatus committee-

No update from apparatus committee.

Agenda Item # 12- Review and approval of budget amendments.

No action was taken on approval of budget amendments. No amendments were presented to the Board.

Agenda Item # 13- Discussion and possible action on approving a Resolution establishing the third Tuesday of each month at 6:00 pm as the regular scheduled meeting.

Vice President Mark Bell made the motion to approve a Resolution establishing the third Tuesday of every month at 6:00 pm as the regularly scheduled meeting. Assistant Treasurer James Shofner seconded the motion.

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

Agenda Item # 14- Discussion and possible action on the Administrative Assistant job posting.

Vice President Mark Bell made the motion to approve the job posting as full-time instead of part-time transitioning to full-time within 6 months due to lack of responses. Treasurer Laura Anderson seconded the motion.

President Keith Couch- for
Vice President Mark Bell- for

Secretary Darrel Warren- for
Assistant Treasurer James Shofner- for
Treasurer Laura Anderson - for
Motion carried.

Agenda Item # 15- Reading and approval of the minutes from the meeting December 14, 2023.

Secretary Darrel Warren made the motion to approve the minutes from the meeting December 14, 2023, as presented. President Keith Couch seconded the motion.

President Keith Couch- for
Vice President Mark Bell- abstain
Secretary Darrel Warren- for
Assistant Treasurer James Shofner- abstain
Treasurer Laura Anderson - abstain
Motion failed.

Agenda Item # 16- Reading and approval of the minutes from the meeting January 16, 2024.

Treasurer Laura Anderson made the motion to approve the minutes from the meeting January 16, 2024, as presented. Vice President Mark Bell seconded the motion.

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

Agenda Item # 17- Discussion and possible action on aerial apparatus.

Vice President Mark Bell made the motion to approve the contract in the amount of \$2,314,746.01 with a lead time 32-34 months from Sutphen Fire Apparatus for an aerial apparatus. Secretary Darrel Warren seconded the motion.

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

Agenda Item # 18- Discussion and possible action on creating a fire investigation division.

Vice President Mark Bell made the motion to approve the request from Chief Cummings to create a fire investigation division. Treasurer Laura Anderson seconded the motion.

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

Agenda Item # 19 Discussion and possible action on Strategic Planning manual.

No action was taken on the Strategic Planning manual. Board requesting more time to review.

Agenda Item # 20- Review and approve payment of bills of the Williamson County ESD # 7.

Treasurer Laura Anderson made the motion to approve payment of bills of the Williamson County ESD No 7, as presented. Secretary Darrel Warren seconded the motion.

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

Agenda Item # 21- Set date, time, and location for the next meeting of the Williamson 2County ESD # 7.

The regular meeting is scheduled for March 19, 2024, at 6:00 pm.

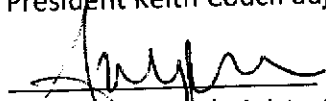
Agenda Item # 22- Discussion and possible action on purchasing an electric PO ppy fan in the amount of \$4,737.00.

Vice President Mark Bell made the motion on purchasing an electric PO ppy fan in the amount of \$4,737.00. Treasurer Laura Anderson seconded the motion.

President Keith Couch- for
Vice President Mark Bell- for
Secretary Darrel Warren- for
Assistant Treasurer James Shofner- for
Treasurer Laura Anderson – for
Motion carried.

Agenda Item # 23- Adjournment.

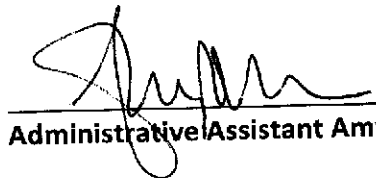
President Keith Couch adjourned the meeting at 7:35 pm.



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

Passed and approved by the Williamson County ESD # 7 Board this 19 day of March, 2024.

ATTEST:



Administrative Assistant Amy L. Crane


President Keith Couch