

**Williamson County ESD # 7 Board Meeting Minutes
April 30, 2024**

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

Also present at the meeting:
Fire Chief Ray Cummings
Operations Captain Brian Burkhart
Administrative Assistant Amy L Crane
Administrative Assistant Felicia Longoria
Lt L Helmer
FF J Anderson
Lt D Rogers

Agenda Item # 1- Call to Order.

President Keith Couch called the meeting to order at 6:02 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 letter of engagement of the Mullen Firm PLLC for employment related matters.

Vice President Mark Bell made the motion to approve the letter of engagement of the Mullen Firm PLLC for employment related matters pertaining to the employee handbook and SOP's.

Assistant Treasurer James Shofner seconded the motion.

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

Agenda Item # 5- Discussion and possible action on a resolution to participate in Texas CLASS investment program.

Vice President Mark Bell made the motion to approve the resolution to participate in Texas CLASS investment program. Assistant Treasurer James Shofner seconded the motion.

President Keith Couch- for
Vice President Mark Bell- for

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

Agenda Item # 6- Discussion and possible action on capital improvements projects for Station 1 and Station 2.

No action was taken on capital improvements projects for Station #1 and Station #2.

Agenda Item # 7- Discussion and possible action on authorizing Keith Hickman, project manager, to prepare RFQ for selection of a Construction Manager-at-Risk for additions and renovations for Fire Station #1.

Vice President Mark Bell made the motion to authorizing Keith Hickman, project manager to prepare RFQ for selection of a Construction Manager-at-Risk for additions and renovations for Fire Station #1.

Assistant Treasurer James Shofner seconded the motion.

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

Agenda Item # 8- Discussion and possible action on purchase of temporary living quarters.

Vice President Mark Bell made the motion to purchase temporary living quarters from Palm Harbor Homes for a single-wide mobile home in the amount of \$49,950.00 to accommodate personnel for the remodel at Station #1. Assistant Treasurer James Shofner seconded the motion.

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

Agenda Item # 9- Review and approve payment of bills of the Williamson County ESD # 7.

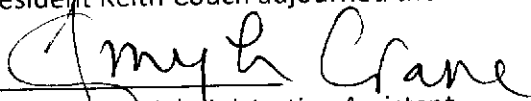
Vice President Mark Bell made the motion to approve payment of bills of the Williamson County ESD No. 7, as presented. Assistant Treasurer James Shofner seconded the motion.

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

Agenda Item # 10- Set date, time, and location for the next meeting of the Williamson County ESD # 7.
The regular meeting is scheduled for May 21, 2024, at 6:00 pm.

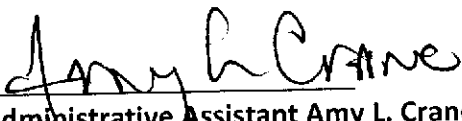
Agenda Item # 11 - Adjournment.

President Keith Couch adjourned the meeting at 6:26 pm.


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

Passed and approved by the Williamson County ESD # 7 Board this 21 day of May, 2024.

ATTEST:


Administrative Assistant Amy L. Crane


President Keith Couch