

Williamson County ESD # 7 Board Meeting Minutes
August 6, 2024

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

Also present at the meeting:
Administrative Assistant Amy L Crane
Administrative Assistant Felicia Longoria
Lt Perry
Legal Counsel Kelli Carlton
Members of staff and members of the public

Agenda Item # 1- Call to Order.

President Keith Couch called the meeting to order at 6:01 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.

Lt. Perry commended the Commissioners for the consideration of adopting a Driver position and a new pay scale.

Agenda Item # 4- Discussion and possible action on the investigation of complaints against Lieutenant R. Anguiano.

Lt. R. Anguiano was not present. The subcommittee appointed by the Board reported it both conducted and completed its investigation of the complaints. The Board entered into executive session under Texas Government Code Sections 551.071 (consult with counsel) and 551.074 (personnel matters) at 8:36 pm. The Board returned to open session at 8:54 pm. No action was taken in executive session. No action in open session.

Agenda Item # 5- Discussion and possible action on the appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of Lieutenant R. Anguiano.

Treasurer Laura Anderson made the motion to terminate Lt. R. Anguiano's employment based on the findings from the subcommittee's investigation, effective immediately. Secretary Darrel Warren seconded the motion.
President Keith Couch- for
Vice President Mark Bell- for
Secretary Darrel Warren- for
Assistant Treasurer James Shofner- absent
Treasurer Laura Anderson – for
Motion carried.

Agenda Item # 6- Discussion and possible action on clarification of payment of accrued vacation time upon termination of or resignation from employment.

Treasurer Laura Anderson made the motion that vacation time will only be paid out with proper notification of resignation as required in the Employee Handbook. Vice President Mark Bell seconded the motion.

President Keith Couch- for

Vice President Mark Bell- for

Secretary Darrel Warren- for

Assistant Treasurer James Shofner- absent

Treasurer Laura Anderson - for

Motion carried.

Agenda Item # 7- Discussion and possible action on request from A. Burkhart for payment of vacation time after resignation of employment.

Secretary Darrel Warren made the motion to approve the request from A. Burkhart for payment of vacation time after resignation of employment. Vice President Mark Bell seconded the motion.

President Keith Couch- for

Vice President Mark Bell- for

Secretary Darrel Warren- for

Assistant Treasurer James Shofner- absent

Treasurer Laura Anderson - for

Motion carried.

Agenda Item # 8- Discussion and possible action on signing an Agreement to Provide Management Services and Solicit Candidates for Fire Chief.

Treasurer Laura Anderson made the motion approving the interlocal agreement with Travis County ESD No. 1 for 90 days providing command staff at 40 hours a week for \$20,000 a month. Secretary Darrel Warren seconded the motion.

President Keith Couch- for

Vice President Mark Bell- for

Secretary Darrel Warren- for

Assistant Treasurer James Shofner- absent

Treasurer Laura Anderson - for

Motion carried.

Agenda Item # 9- Discussion and possible action on re-evaluation of Certification pay-out timetable.

Vice President Mark Bell made the motion to remove the waiting period in section 5 C of the certification policy, effective August 6, 2024, with no back pay to date of policy adoption. Secretary Darrel Warren seconded the motion.

President Keith Couch- for

Vice President Mark Bell- for

Secretary Darrel Warren- for

Assistant Treasurer James Shofner- absent

Treasurer Laura Anderson - for

Motion carried.

Agenda Item # 10- Discussion and possible action on updating PayScale.

Vice President Mark Bell made the motion to adopt the new pay scale based on the employee's anniversary/promotion date effective October 1, 2024. Treasurer Laura Anderson seconded the motion.

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

Agenda Item # 11- Discussion and possible action on entering interlocal agreement with Travis County ESD #1.

This item was duplicative of Item 8, above. Agenda item 8 addressed the interlocal agreement. No additional action taken.

Agenda Item # 12- Discussion and action on a RESOLUTION OF WILLIAMSON COUNTY EMERGENCY SERVICES DISTRICT NO. 7 AUTHORIZING SALE OF SURPLUS PROPERTY.

No action was taken.

Agenda Item # 13- Discussion and possible action on capital improvements projects for Station 1 and Station 2, including obtaining necessary permits.

Secretary Darrel Warren made the motion approving the proposal from Whitaker Plumbing to install waterlines to the temporary housing at 301 South Patterson Ave- Station 1. Treasurer Laura Anderson seconded the motion.

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

Agenda Item # 14- Conduct budget workshop and consider taking action regarding 2024-25 budget.

The Board discussed the draft budget at length. Vice President Mark Bell made the motion to approve the final draft of the budget as amended for the 2024-2025 fiscal year budget, including approving a resolution for same. Treasurer Laura Anderson seconded the motion.

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

Agenda Item # 15- Discuss and consider taking action regarding 2024 tax rate, including:

- a. establishing proposed tax rate.
- b. taking record vote and scheduling public hearing;
- c. authorizing expense and publication of "Notice of Public Hearing on Tax Increase" in the newspaper; and
- d. acknowledging and approving posting of "Notice About 2024 Tax Rates" and "Notice of Public Hearing on Tax Increase" to home page of District website.

The Board discussed the tax rate calculations. Secretary Darrel Warren made the motion to propose a 2024 tax rate of \$0.10000 per \$100.00, set the public hearing date for August 20, 2024, at 6:00 pm, and to publish

the notices as required in the newspaper and on the District's website. Treasurer Laura Anderson seconded the motion.

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

Agenda Item # 16- 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- absent
Treasurer Laura Anderson - for
Motion carried.

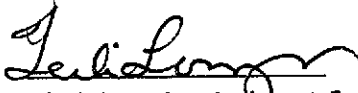
Agenda Item # 17- General counsel report including, but not limited to, tax matters, pending contract issues, open records requests, and other legal issues, if any, and take action as needed.

Kelli Carlton participated in the agenda items above. No additional General Counsel report was provided by Ms. Carlton.

Agenda Item # 18- Set date, time, and location for the next meeting of the Williamson County ESD # 7.
The regular meeting is scheduled for August 20, 2024, at 6:00 pm.

Agenda Item # 19- Adjournment.

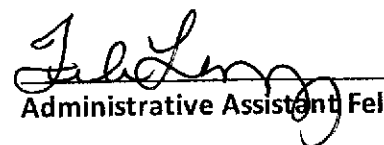
President Keith Couch adjourned the meeting at 8:58 pm.



Administrative Assistant Felicia Longoria
Williamson County ESD # 7

Passed and approved by the Williamson County ESD # 7 Board this 20 day of August 2024.

ATTEST:



Administrative Assistant Felicia Longoria



President Keith Couch