

Williamson County ESD # 7 Board Meeting Minutes
October 15, 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:
Interim Chief Patrick Shipp
Administrative Assistant Amy L Crane
Administrative Assistant Felicia Longoria
LT D. Rogers
LT L. Helmer
LT. C. Perry
FF DPO Pendleton
Dick Hanson
LT M. Priest
FF DPO Anderson
FF K. Kohring
Patty Couch
Horizon Bank Representatives Rodney Morales and Ashton Koontz

Agenda Item # 1- Call to Order.

President Keith Couch called the meeting to order at 6:15 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 Laura Anderson stated a Treasurer's report was not available this month. September 2024 close-outs are not complete. The Florence Chamber of Commerce will be hosting their monthly meeting October 22, 2024, luncheon and the ESD will be the monthly presenter.

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

Interim Chief Shipp presented the monthly call report for the district. Applications for Fire Chief will be due no later than November 8, 2024. Interim Chief Shipp will narrow the selection process to 6 candidates for the Board to review. 5 positions have been filled: DPO B. Prescher, FF A. Ornelas, FF A. Monteon, FF J. Dimmig, and FF K. Kohring. The Board requested a list of qualifications for a captain's position.

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

Association President Derek Rogers requested that the association be considered in the selection process for a Fire Chief. The association presented a policy and procedure draft regarding employee grievances for board review. The association voiced their concerns with the possibility of the district opening the captain's position to the public instead of internally. The Board stated a decision has not been finalized on the selection process for the (3) Captain positions. Contributed to the Florence PTA.

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 available for the FVFD monthly report.

Agenda Item # 8- Update from land acquisition committee.

No update from the land acquisition committee.

Agenda Item # 9- Update from planning committee.

No update from the planning committee.

Agenda Item # 10- Update from apparatus committee.

No update from apparatus committee.

Agenda Item # 11- Review and approval of budget amendments.

No budget amendments were presented for approval. No action taken.

Agenda Item # 12- Reading and approval of the minutes from the meeting September 10, 2024.

Vice President Mark Bell made the motion to approve the minutes from the meeting September 10, 2024, as presented. 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 # 13- Discussion and possible action on awarding Request for Proposals "RFP" for banking depository services.

Treasurer Laura Anderson made the motion to award the RFP for banking depository services to Horizon Bank. All Board members are authorized signatories for Horizon Bank. Proposals were received from Vera Bank and Horizon Bank. 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 # 14- Discussion and possible action on a RESOLUTION OF THE BOARD OF COMMISSIONERS OF WILLIAMSON COUNTY EMERGENCY SERVICES DISTRICT NO. 7 authorizing disposal of surplus or salvage property.

Vice President Mark Bell made the motion to approve a RESOLUTION OF THE BOARD OF COMMISSIONERS OF WILLIAMSON COUNTY EMERGENCY SERVICES DISTRICT NO. 7 authorizing disposal of surplus or salvage property. 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 # 15- Discussion and possible action on M.O.U. between Williamson County ESD No. 7 and The Texas A& M Engineering Extension Service, The Sponsoring Agency of Texas A&M Task Force 1 including attachments A-C.

Secretary Darrel Warren made the motion to approve the M.O.U. between Williamson County ESD No. 7 and The Texas A& M Engineering Extension Service, The Sponsoring Agency of Texas A&M Task Force 1 including attachments A-C.

Lt. Christopher Walker is a member of Task Force 1. 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 # 16- Review and approve quarterly investment report for 3rd quarter of year.

Secretary Darrel Warren made the motion to approve the 3rd quarter investment report, 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 an agreement for an employee contribution only 457 plan retirement.

Vice President Mark Bell made the motion to approve Williamson County ESD No 7 employees contribute to a 457-retirement plan with Nationwide. This retirement plan is 100% employee contribution. Secretary Darrel Warren seconded the motion.

President Keith Couch- for

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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 an estimate from T-Shirtin' in the amount of \$2,554.00 for duty shirts.

Secretary Darrel Warren made the motion to approve an estimate from T-Shirtin' in the amount of \$2,554.00 for duty shirts. 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 clarification on Chapter 775 of the Texas Health & Safety Code on expenditures for Emergency Service Districts.

No discussion or action was taken on clarification on Chapter 775 of the Texas Health & Safety Code on expenditures for Emergency Service Districts.

Agenda Item # 20- Discuss required training hours for Commissioners.

No action was taken on training hours for Commissioners.

Agenda Item # 21- Discuss and consider attendance at Texas State Association of Fire and Emergency Services District (SAFE-D) Annual Conference in February 2025 at the Kalahari Resort in Round Rock, Texas.

No action was taken on attending the Texas State Association of Fire and Emergency Services District (SAFE-D) Annual Conference in February 2025 at the Kalahari Resort in Round Rock, Texas. The Board and Administration intend on attending the SAFE-D conference as soon as the registration opens.

Agenda Item # 22- Discussion and possible action on Station 1 and 2 improvements.

Vice President Mark Bell made the motion to approve the following proposals for Station No 1 and 2 improvement-

BBB Steel- Station No 2- Patio, Rock Ledge, and Porch- \$16,875.00

Generac-p Station No 2- Generator- \$39,169.25

RSI- Station No 1& 2- Phone system- \$3,103.16

Whitaker Plumbing- Station No 2- Water Softener- \$3,600.00

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 # 23- Discussion and possible action on approving the final PayScale to include administration.

No action was taken on approving the final PayScale to include administration.

Agenda Item # 24- Discussion and possible action on purchasing various equipment for apparatus.

Secretary Darrel Warren made the motion to approve the purchase of various equipment for apparatus not to exceed **\$8,000.00**. 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 # 25- Discussion and possible action on UBEO quote for copier lease.

Treasurer Laura Anderson made the motion to approve a lease agreement for a copier not to exceed \$500.00 a month. The Board requested more quotes and not to exceed \$500.00 a month. 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 # 26- Presentation from PHI Care regarding air ambulance membership benefit for employees-

Nathan Martin. No action was taken on membership benefits for air ambulances. The membership is for citizens who live within the district and utilize PHI Care for air ambulances. The district would need to provide the number and address for each member to be covered. PHI Care cannot guarantee if their air ambulance would be utilized as is based on the 911 system calling out the helicopter. The annual membership cost for each household could be up to \$65.00 per year.

Agenda Item # 27- Review and approve payment of bills of the Williamson County ESD # 7.

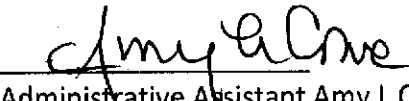
Treasurer Laura Anderson made the motion to approve payment of bills of the Williamson County ESD No 7, as presented. Secretary Darrel Warren seconded the motion.

President Keith Couch- for
Vice President Mark Bell- for
Secretary Darrel Warren- for
Assistant Treasurer James Shofner- for

Treasurer Laura Anderson - for
Motion carried.

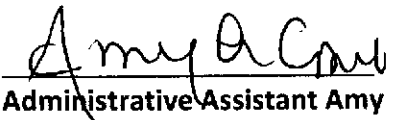
Agenda Item # 28- Set date, time, and location for the next meeting of the Williamson County ESD # 7.
The next regular meeting is scheduled for November 12, 2024, at 6:00 pm.

Agenda Item # 29- Adjournment.
President Keith Couch adjourned the meeting at 8:30 pm.


Administrative Assistant Amy L Crane
Williamson County ESD # 7

Passed and approved by the Williamson County ESD # 7 Board this 15 day of November, 2024.

ATTEST:


Administrative Assistant Amy L Crane


President Keith Couch