

Burnet County ESD #3 Meeting Minutes
Thursday, March 12, 2020, Starting at 2:00 PM
Granite Shoals Fire Department, 8410 West RR 1431, Granite Shoals, TX

1. *Call to Order:* President Steve Tatom called the meeting to order at 2:00 p.m.
2. *Pledge of Allegiance to the flag of the United States of America*
3. *Pledge of Allegiance to the Texas State Flag:* “Honor the Texas flag; I pledge allegiance to thee, Texas, one state under God, one and indivisible.” Pledges to the flags were recited.
4. *Statement regarding the presence of a Quorum of Commissioners:* Mr. Tatom stated that all five of the commissioners were present. In attendance were Mr. Jerry Schappe, Ms. Terri Enloe, Mr. Bucky Brady and Ms. Joanne Hanifan.
5. *Recognition of Guests:* Mr. Tatom recognized the presence of Chief Austin Stanphill of the Granite Shoals Fire Department.
6. *Ask for Citizen’s comment and input. No action, including discussion or deliberation, will be undertaken at this time:* No comments were made.
7. *Discussion with Pct. 1 County Commissioner Jim Luther:* County Comm. Luther did not attend.
8. *Discussion and/or action on the Monthly Contract Report:*
 - a. *Chief Austin Stanphill, Granite Shoals Fire Department*
 - i. *Monthly Report:* Chief Stanphill went over the January and February reports. Four of the call in Highland Haven were false alarms and they are working to correct that. Chief Stanphill noted that several of their new members were taking NIMS training and he recommended it to the board as way to learn about the reporting requirements. The FD lost some sections of hose due to testing failure. Chief Stanphill noted that the entire county fire departments had applied for a grant to purchase radios. The radios cost about \$6500 each and they want to purchase 100.
 - ii. The Department held their awards dinner. Chief Stanphill received the McQuaide Leadership award named for former chief who died in the line of duty. The award is given to the person displaying leadership in the department not just officers. Chief Stanphill noted that GraniteFest was still being held.
9. *Reading and Acceptance of the Minutes of the January meeting:* The minutes for the last meeting were read. Mr. Schappe moved and Ms. Enloe seconded the motion to accept the minutes as read. Motion carried.
10. *Reading and Acceptance of Treasurer’s Report:* Mr. Brady went over the monthly report.
 - a. *See Monthly Report for Current Accounts Status:* We received a check from BCAD for our share of the unspent budget. Mr. Brady will deposit the check in the Security State Bank and that will increase the total to over \$107,000.
 - b. *Pending Bills:* Mr. Brady will pay Ken Campbell as he now has the supporting documentation. The quarterly payments due to BCAD and the City of Granite Shoals have previously been approved and now the checks need to signed and delivered on April 1.
 - c. *Reimbursements/ Banking Matters/ Other Money Related Items:* Three reimbursement requests were submitted from the attendees at the SAFE-D Conference in Galveston; Ms. Enloe for \$686.29, Ms. Hanifan for \$865.33 and Mr. Brady for \$970.10. Mr. Tatom moved that the reimbursements be made, with Mr. Schappe seconding the motion. Motion carried. Mr. Brady said he had not yet looked at TEXPOOL as a potential place for our funds so that we can earn interest. He did talk with Security State Bank and they suggested laddering a series of CDs. Mr. Brady proposed moving \$63,000 from First Capital Bank to add to the funds at Security State Bank and create 4 CDs of \$40,000 each, laddered so that one CD comes due every 3 months. The interest rate on the CDs would vary due to the different time frame for each CD. Ms. Enloe moved and Ms.

Hanifan seconded the motion that Mr. Brady transfer \$63000 in funds form First Capital Bank to Security State Bank and then create and ladder 4 CDs of \$40,000 each. Motion carried. Mr. Schappe asked what is TEXPOOL and other than saying it was a way of investing government funds to earn interest, no one could really provide much information. Mr. Schappe also asked why we had 3 bank accounts and the response was to keep our total in any one bank below in the insurance max. Mr. Schappe also noted that in previous experience he had had that the existence of the CDs may be forgotten over time. Mr. Brady responded that that was unlikely as the Treasurer would be looking at the total financial statement frequently.

11. Discussion and/or action on Budget for FY 2020:

- a. *Additions or changes in the budget:* Mr. Tatom is waiting for Mr. Campbell to get back to him with what we need to change.
 - i. Ms. Hanifan requested that the District purchase a new computer as the current one is at least 7 years old, still uses Microsoft 7, is slow and heavy. Mr. Tatom directed Ms. Hanifan to provide the Board with suggestions at the next meeting.
- b. *WEB site: New Requirements from SB2:* Mr. Tatom will work with Chief Stanphill regarding the Departments current web site.

12. Discussion and/or action on the Existing Contracts:

- a. *City of Granite Shoals for time period FY 2019 to FY 2023:* See above
- b. *Tabor & Burnett:* No discussion.

13. Discussion and/or action on communications from Legal Counsel: See above.

14. Discussion and/or action regarding ESD concerns on LCRA and Lake LBJ: Mr. Tatom noted that the lake is now been refilled.

15. Discussion and/or action on training for Commissioners:

- a. *SAFE-D Conference Update:* Mr. Brady, Ms. Enloe, and Ms. Hanifan tried to explain the new process for rate setting with includes a *de minimums* calculation. No one was successful. Because of the time changes in the process we need to have a preliminary budget in June. The new figures for the contract with Granite Shoals need to be added in. Many questions on this process have been sent to the Attorney General for clarification.

16. Discussion and/or action on public interaction by Commissioners: No interaction.

17. Discussion and/or action on incoming mail: Ms. Hanifan explained the new process of including a listing of the mail on the meeting agenda.

- a. BCAD
 - i. Tax Collections 2/1 to 2/15 of \$13,675.73
 - ii. Tax Collections 2/16 to 2/29 of \$1,879.51
 - iii. Request for information regarding any annexation/de-annexation of property in the District
 - iv. Check for \$291.49 as our share of the budget excess
- b. Banks
 - i. BancorpSouth: Statement ending 2/29/2020. Balance of \$196,829.02
 - ii. Security State Bank & Trust: Statement ending 2/29/2020. Balance of \$110,469.01

18. Internal Items and Establish tasks for next meeting:

- a. Mr. Brady will work the CDs
- b. Mr. Brady will begin to prepare the FY 2021 budget
- c. Ms. Hanifan will gather information on a new computer.

19. Discussion and/or action on establishing time, date and location of next meeting:

- a. The next meeting will be on April 9, 2020 starting at 2:00 p.m.

20. Close meeting: Mr. Tatom adjourned the meeting at 3:02 p.m.