

Burnet County ESD #3 Meeting Minutes
Thursday, April 8, 2021, 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. President Tatom then recognized Mr. Jerry Schappe who has retired from the District Board with a plaque honoring his service. Mrs. Doris Schappe was also present. Pictures were taken and there was a brief time for informal interaction.
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." The pledges to the flags were recited.
4. *Statement regarding the presence of a Quorum of Commissioners:* Mr. Tatom stated that there were four commissioners present therefore a quorum existed to conduct District business. Present were Mr. Tatom, Ms. Terri Enloe, Mr. Bucky Brady and Ms. Joanne Hanifan. Ms. Enloe announce her intention of resigning from the Board within the next month as she will be moving to Oklahoma shortly. Ms. Enloe will send an official notice to County Commissioner Luther soon.
5. *Recognition of Jerry Schappe's service to the ESD:* See above.
6. *Recognition of Guests:* In attendance were Assistant Chief Tim Campbell of the Granite Shoals Fire Department and Pct. 1 County Commissioner Jim Luther.
7. *Ask for Citizen's comment and input. No action, including discussion or deliberation, will be undertaken at this time:* No comments were offered.
8. *Discussion with Pct. 1 County Commissioner Jim Luther:* Comm. Luther stated that the County will begin working on next year's budget. He noted that the County was in good shape. They anticipated receiving money from FEMA as a result of the disaster declaration for the February freeze. There were a lot of road projects ongoing and still pending. Significant work has been done on CR 108 in the north part of the county and on CR 120. The crews are still fixing damage caused by the storm from the freezing of the material under the asphalt. Comm. Luther said that they learned a lot from their experiences during and after the storm. They will be looking into equipment that can be used by all the precincts. They lost one truck during the storm in a traffic accident. Comm. Luther noted that homes in the County are selling fast with many new home being built. There have been 157 new 911 addresses since the beginning of the year. Ms. Hanifan asked about large commercial projects or interest. Comm. Luther responded that the cities would be the first to hear about any interest from big box stores. He also noted that there was a lot of interest in the commercial areas along Hwy. 29 between Burnet and Bastrop. He commented that the growth in Austin is having an impact on Burnet County. Comm. Luther noted that the County Courts have reopened to in-person hearings. The Courts are utilizing the old middle school to allow for social distancing. He noted that other organizations are also using the former school site. Comm. Luther informed us that Ms. Leach would not be able to fill the fifth position on the ESD board. He also asked for a resignation letter from Ms. Enloe. He would be looking at several persons who have expressed an interest in serving on the Board.
9. *Discussion and/or action on the Monthly Contract Report:*
 - a. *Chief Austin Stanphill, Granite Shoals Fire Department*
 - i. *Monthly Report for March 2021:* Assistance Chief Campbell stated that there was no report for the previous month. Chief Stanphill was at the A&M Fire Chief conference for the week. Assist.Chief Campbell reported that the chili and BBQ cookoff was a successful event. He noted that there would be a special fire training truck at the station this weekend to train a Firefighter 1 class and then on Sunday to train whomever comes from other stations in the area. Most of the special training is contained within the trailer.
10. *Reading and Acceptance of the Minutes of the March 11, 2021 meeting:* Ms. Enloe moved and Mr. Brady seconded the motion that the minutes be accepted as read. Motion carried.
11. *Reading and Acceptance of Treasurer's Report:*
 - a. *See Monthly Reports for Account Status:* Mr. Brady went over the account totals from the monthly report. He noted that the interest rate for last CD renewal was for .04%.
 - b. *Pending Bills:* We received only one bill. Ms. Tami Griffin sent in a bill for \$25.00 for March.

- c. *Reimbursements/ Banking Matters/ Other Money Related Items:*
 - i. *Monthly Bills/ Credit Card:* Mr. Tatom is working on the application for a commercial credit card from Security State Bank and Trust. He will submit the form with a current financial report and the summary from the previous year's audit report. The cards will have a \$1000.00 limit. The Board reviewed Financial Policies 1, 4 and 5. Four and five are new policies. Number 1 needed to be updated. Financial Policy No. 1 was changed to allow any two Board members to sign District checks. Policy No.4 sets out the perimeters of the use of the District credit card. Policy No. 5 establishes a policy to pay bills when the bill falls due prior to the next monthly meeting or when a monthly meeting is not held. Ms. Enloe moved and Mr. Tatom seconded the approval of the change to Financial Policy 1 and the new Financial Policy No. 4. Ms. Enloe moved and Mr. Brady second the motion to approve Financial Policy No. 5. Motion carried. Copies of these approved policies are attached to these minutes.
 - ii. Mr. Bucky Brady submitted a request for reimbursement for the purchase of office supplies at Office Depot, renewal of McAffie Virus protection, and stamps for a total of 364.03. Ms. Enloe moved and Mr. Tatom seconded the approval of the reimbursement. Motion carried.

12. *Discussion and/or action on Budget for Fiscal Year 2021:* Mr. Brady had nothing to report.
 a. *Answering Service:* Ms. Hanifan will continue to work setting up an answering service. She is waiting for the credit card issuance.

13. *Discussion and/or action on the Existing Contracts:* Nothing to report.

- a. *City of Granite Shoals for time period FY 2019 to FY 2023*
- b. *Tabor & Burnett*

14. *Discussion and/or action on communications from Legal Counsel:* Mr. Tatom talked with Mr. Campbell regarding the credit card. Mr. Campbell advised no guarantee by private person and the credit card debt is part of m & o costs and is not debt costs.

15. *Discussion and/or action regarding ESD concerns on LCRA and Lake LBJ:* Noting to report.

16. *Discussion and/or action on training for Commissioners:* Not certain where the upcoming conference will be. No information in the last SAFE-D newsletter.

17. *Discussion and/or action on public interaction by Commissioners:* Nothing to report.

18. *Discussion and/or action on incoming mail:* Ms. Hanifan noted that the mail had been passed along to Mr. Brady. Mr. Brady and Ms. Hanifan noted that the second Notice from BCAD was not important as the information has been submitted and the notice is a timing artifact.

- a. BCAD
 - i. Tax Collections 3/1/2021 to 3/15/2021 \$2392.18
 - ii. Annexation/De-annexation Request, Second Notice
- b. Banks

- i. BancorpSouth
 - 1. Monthly Statement for 2/28/2021, Balance of \$178,825.87
 - 2. Monthly Statement for 3/31/2021, Balance of \$185,243.63
- ii. Security State Bank Trust
 - 1. Monthly Statement for 3/31/2021, Balance of \$10,760.50
 - 2. CD Renewal Notice, Balance \$40,554.28

19. *Internal Items and Establish tasks for next meeting:*

- a. Mr. Tatom will follow up on the credit card.
- b. Ms. Hanifan will continue working on the answering service.
- c. Ms. Hanifan will look into the failure to comply notice we received from the State.

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

- a. The next meeting will be on May 13, 2021 starting at 2:00 p.m.

21. *Close meeting:* Mr. Tatom adjourned the meeting at 3:26 p.m.

Joanne Hanifan, Secretary ESD #3