

Burnet County ESD #3 Agenda
Thursday, October 14, 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 2:02 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."* 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 and a quorum existed to conduct district business. Present were Mr. Tatom, Ms. Pam McGregor, Mr. Bucky Brady, and Ms. Joanne Hanifan.
5. *Recognition of Guests:* Mr. Tatom acknowledged 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:* Comm. Luther did not attend.
8. *Discussion and/or action on the Monthly Contract Report: (Tatom)*
 - a. *Chief Austin Stanphill, Granite Shoals Fire Department*
 - i. *Monthly Report for September:* Chief Stanphill noted that the burn ban had been lifted for Burnet County. Chief Stanphill then went over the September report. He noted that they were having some issues with several of the part-time paid firefighters have reached their maximum allowable hours. Chief Stanphill is working with the City to deal with the situation.
 - ii. Chief Stanphill announced that the ISO rating has been changed to a 3/3y from the previous 4/9. He noted that with some home owner insurance companies this change could result in a reduction in costs of insurance. A letter regarding the ISO rating will be on the web site. A 3y rating is used for buildings that are within 5 miles of the fire station, and within 1000 ft. of a credible water source. Chief Stanphill noted that the increased staffing levels, water supply and the dispatch center were factors in the change in rating. Areas noted for future improvement were training – with COVID19 most training facilities were not in operation, and the lack of a ladder truck – the need for a truck has been stated for future budget consideration. The City and GSFDF will have a public announcement regarding the rating change. The new boat required repairs on the steering box and to have the impellor replaced. There were 3 lake rescues in September
 - iii. The boat has been placed out near RR 1431 for a **Fill the Boat** campaign for Christmas. Donated items will be given to local churches. The campaign will continue until mid-December.
 - iv. Mr. Tatom requested that Chief Stanphill prepare a close out budget report for Fiscal Year 2021 for the next meeting and provide more information on the Fire Department budget for Fiscal Year 2022. Mr. Tatom would like more information on how the City is using low interest loans to fund some items in the budget.
9. *Reading and Acceptance of the Minutes of the September 2021 meeting:* The minutes from September were read and Ms. McGregor noted a spelling error in her name. With that correction, Mr. Brady moved the minutes be accepted as read, Mr. Tatom seconded the motion. Motion carried.
10. *Reading and Acceptance of Treasurer's Report:*

- a. *See Monthly Reports for Account Status:* Mr. Brady presented the monthly report for September and a year-end report for FY 2021. Mr. Brady noted that there was enough money in the operating account to cover the large bills that will be due in January and so money will not have to be transferred from the reserve accounts.
- b. *Pending Bills:* We received bills from Mr. Campbell for \$180.00 and Ms. Griffin for \$50.00. Our membership in SAFE-D is also due for \$275.00. Ms. Hanifan moved and Ms. McGregor seconded the motion to pay the outstanding bill and accept the treasurer's report. Motion carried
- c. *Reimbursements/ Banking Matters/ Other Money Related Items:* Nothing to report.

11. *Discussion and/or action on Budget for Fiscal Year 2022:*

- a. *Answering Service-* Ms. Hanifan reported that due to problems with registering the credit card she has not been able to complete establishing the answering service. She reported that when she called for assistance the company had the wrong zip code for Marble Falls and thus the card could not be registered. Ms. Hanifan suggested that Mr. Tatom deal directly with the bank to resolve this issue.
- b. *Budget for phone-* It was noted that there was not a line item in the budget for license costs of phones used by the firefighters and any changes as proposed by the County may have to be addressed. Mr. Tatom suggested that this issue can be dealt with when we have a better idea of the costs and that he felt that there is enough in the budget to cover these costs without a formal amendment to the budget.
- c. *Marble Falls Dispatch presentation:* Ms. Stacy Marberry from the Marble Falls Dispatch Center and Chief Glenn Hansen from Marble Falls Police Department explained how the current dispatch center worked and the benefits that would ensue by having the ESD #3 included. Currently the Dispatch Center covers the City of Granite Shoals and the EMS service. Burnet County Dispatch will tone out the Fire Department and the Marble Falls Dispatch Center may also do so for EMS for an incident in the ESD area. Chief Stanphill noted that the two systems utilized different tactical channels and the Burnet County system does not have CAD capabilities. Currently the system works but there are issues with communication via the two systems. Should there be a large-scale incident the dual systems can cause confusion and delays in adequate response. Ms. Marberry noted that 90% of all calls come from mobile phones and with the gps capabilities the calls are routed to the nearest dispatch center. Chief Stanphill noted that having all the calls going through one center improves record keeping and after-action reporting. Ms. McGregor asked about the impacts on Burnet County Dispatch should we switch to Marble Falls. Mr. Tatom responded that there may be some political issues but that is not really known at this time. Chief Stanphill noted that most dispatch centers are switching to a CAD based system, currently Burnet County is not planning to do so and runs an older generation system. He also noted that utilizing a CAD system is a factor in ISO ratings. Ms. Marberry went over the training protocols for the Dispatch Center noting that all operators are trained and periodically retained in the protocols for all types of situations. The operators are not only trained to respond to the call for assistance but also to remain in contact with the caller and render such assistance as they can given the situation of the call. The procedures at the dispatch center have received national recognition. Discussion then moved to how the service is billed. The bill for the ESD #3 would be invoiced based on a call volume basis. Currently not all of their clients are on this billing system but they are moving in that direction. At this time the Marble Falls Dispatch Center dispatches calls for City of Granite Shoals Police and Fire, Marble Falls, Spicewood, Marble Falls EMS, Marble Falls VFD, Horseshoe Bay Police and Fire, and Cottonwood Police and Fire. Mr. Brady noted that based on the amount quoted of \$5395.50 and an estimated 300 calls per year that works out to about \$18.00 per call. The

bill would be sent quarterly and Mr. Tatom noted that it should be invoiced directly to the ESD #3. The next step will be to sign the service agreement. Mr. Tatom moved that ESD #3 consider switching to the Marble Falls Dispatch Center, Mr. Brady seconded the motion. Motion carried.

12. *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- Awaiting letter from Ms. Tabor with information requests.
13. *Discussion and/or action on communications from Legal Counsel:* Mr. Tatom dealt with Mr. Campbell with sending the tax rate notice to BCAD.
14. *Discussion and/or action regarding ESD concerns on LCRA and Lake LBJ:* None
15. *Discussion and/or action on training for Commissioners:* It was noted that the conference will be at the Kalahari Resort in Round Rock in February.
16. *Discussion and/or action on public interaction by Commissioners:* Mr. Tatom reported that he spoke at his POA meeting.
17. *Discussion and/or action on incoming mail:* Ms. Hanifan reported on the mail received to date. All of it was transferred to Mr. Brady for any needed action.
 - a. BCAD
 - i. Tax Collection Activity for 9/16 to 9/30 for \$108.42
 - b. Bills
 - i. Burns Anderson Jury & Brenner, L.L.P.
 1. Bill from Mr. Campbell for \$180.00
 - ii. Bill from Tami Griffin for \$50.00
 - c. Banks
 - i. Security State Bank & Trust
 1. Monthly Statement for September – Balance of \$10,760.50
 2. Certificate of Deposit Renewal Notice on 9/18/21, current balance of \$40,361.28, maturity balance of \$40,376.71; new maturity of 9/18/2022
 3. Certificate of Deposit Renewal Notice, Automatic renewal of CD on 9/18/21 at .3000% for 12 months, New Balance of \$40,376.71
 - ii. BancorpSouth
 1. Monthly Statement for September – Balance of \$72,418.11
18. *Internal Items and Establish tasks for next meeting:*
 - a. Chief Stanphill give an end of year look for the Fire Department at FY 2021 and go over the FY22 Fire Department budget.
 - b. Mr. Brady has a on meeting date on December 9.
19. *Discussion and/or action on establishing time, date and location of next meeting:*
 - a. The next meeting will be on November 11, 2021 starting at 2:00 p.m.
20. *Close meeting:* Mr. Tatom adjourned the meeting at 3:16 p.m.

Joanne Hanifan, Secretary ESD #3