

Burnet County ESD #3 Meeting Minutes
Thursday, February 10, 2022 Starting at 2:00 p.m.
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." The pledges to the flags were recited.
4. *Statement regarding the presence of a Quorum of Commissioners:* Mr. Tatom stated that the presence of four commissioners represented a quorum and as such we could conduct District business. Present were Mr. Tatom, Ms. Pam McGregor, Mr. Bucky Brady and Ms. Joanne Hanifan.
5. *Recognition of Guests:* Present were County Commissioner Jim Luther and Fire Chief Tim Campbell.
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:* Mr. Luther noted that another subdivision was going in the northern part of the County. It's about 1600 acres with 254 lots. Mr. Luther noted that there is a lot of interest in these new developments as more people work from home and there is always growth around the lakes. Phase 2 on the Big Creek development has been approved. Mr. Luther updated us about the road situation. A spreader was purchased to spread salt on the roads. It is easy to operated from a pick up. Mr. Luther noted that Park Road 4 had to be temporarily closed due to the conditions of the road. The Old Jail House will soon be opened as a historical building and the new location of the tourism office. Mr. Luther reported that permits applications were up but he noted that school enrollment was down. The issue with the Burnet Dispatch system is being rectified. Ms. Hanifan asked about disposal of hazardous materials and other items and having collections more than one time a year. Mr. Luther responded that he had just requested funds for a grant to have a BOPATE collection event in early Spring. He noted that the collection in October cost the County over \$87,000 for proper disposal of all the items collected. Mr. Luther noted that he hoped to start the preliminary work on the new connection between RR 960 and CR 120 soon.
8. *Discussion and/or action on the Monthly Contract Report:*
 - a. *Chief Tim Campbell, Granite Shoals Fire Department*
 - i. *Monthly Report:* Chief Campbell reported that January was a busy month. There were several structure fires, and 8 mutual aid calls. Overall, there were 126 calls with 66 being EMS calls, and 60 being fire related calls. The dispatch problem was a switch of tone capability between future and current tones, with the current one being moved to the future slot.
9. *Reading and Acceptance of the Minutes of the January 2022 meeting:* The minutes from the January 13, 2022 were read. Mr. Brady moved and Ms. McGregor seconded the motion to approve the minutes as read. Motion passed.
10. *Reading and Acceptance of Treasurer's Report:*
 - a. *See Monthly Reports for Account Status:* Mr. Brady went over the treasurer's report.
 - b. *Pending Bills:* There were three bills this month, \$50.00 from Ms. Tami Griffin, a bill from Mr. Ken Campbell for \$20.20 and a credit card bill for \$885.00. The credit card bill was for the registration for the SAFE-D Conference and was due on February 5. Per existing policy Mr. Brady paid the bill in consultation with Mr. Tatom and Ms. Hanifan.
 - c. *Reimbursements/ Banking Matters/ Other Money Related Items:* Ms. McGregor moved and Ms. Hanifan seconded a motion to allow the treasurer to pay any credit card bills that came due between monthly meetings if the charges were for an approved budget item. Motion passed. BCAD submitted the annual letter regarding annexation and de-annexation and after some discussion it was agreed that there had not been any in the preceding year. Mr. Brady will sign and return the letter to BCAD. Mr. Brady noted that BCAD was keeping the extra budget funds for approved new building needs. We received a 1099-Int form from Security State Bank. No action required. Mr. Brady needs to renew the anti-virus program for his computer prior to next meeting. He also will be ordering new checks, needed for the operating account and to update the address on the other checking accounts. Ms. Hanifan moved to accept the treasurer's

report, approve the payment of the two bills, and the payment of the credit card bill. Ms. McGregor seconded the motion. Motion carried.

11. Discussion and/or action on Budget for Fiscal Year 2022: (Tatom, Brady)

- a. *Dispatch proposed contract:* Mr. Tatom had sent the proposed contract to Mr. Campbell for review. There were some minor legal changes. Mr. Tatom will contact Marble Falls Dispatch in regards to the changes and to discuss the dates and thus the cost of the contract. The contract was written from the beginning of the fiscal year and we are already 5 months into the year. Mr. Tatom will try to get the contract to start from March 1, 2022. Mr. Brady made a motion that Mr. Tatom do as indicate and Ms. McGregor seconded the motion. Motion carried.
- b. *Answering Service/Credit Card:* Ms. Hanifan is working on getting things switched to the credit card.

12. Discussion and/or action on the Existing Contracts: (Brady, Tatom)

- a. *City of Granite Shoals for time period FY 2019 to FY 2023:* Chief Campbell reported that the City had approved the purchase of two units this year, one being the command unit. He is asking the District for assistance in purchasing the needed radio units for each vehicle. Mr. Tatom replied that he was uncertain about the implications of our purchasing the radios and how that impacted the title of the vehicle. Mr. Tatom suggested that Chief Campbell work with Mr. Russel, the City's financial manager, and Mr. Looney to see how it could work.
- b. *Tabor & Burnett:* Mr. Brady reported that the audit had been delivered to the required parities.

13. Discussion and/or action on communications from Legal Counsel: Mr. Tatom reported that he had talked with Mr. Campbell regarding the contract. Mr. Campbell questioned why we were entering a separate contract and not going through the city. We will look into that issue when the contract is up for renewal.

14. Discussion and/or action regarding ESD concerns on LCRA and Lake LBJ: The City is working with using copper screens to guard the intake valves from the zebra mussels. The mussels are throughout the lake.

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

- a. *Approval to attend the SAFE-D Conference February 18-19*
- b. *Approval for hotel expenditures associated with attendance:* Mr. Tatom moved and Mr. Brady seconded the motion to approve the commissioners' attendance at the SAFE-D Conference and the associated costs of such attendance. Motion carried.

16. Discussion and/or action on public interaction by Commissioners: None to report.

17. Discussion and/or action on incoming mail: Ms. Hanifan briefly went over the received mail of which most all of it was passed on to Mr. Brady for his purposes.

a. BCAD

- i. Tax Collection Activity for 1/1 to 1/15 for \$31,480.63
- ii. Tax Collection Activity for 1/16 to 1/31 for \$53,256.04 and \$14.52
- iii. Annexation or de-annexation request letter, response required
- iv. BCAD Board of Directors meeting announcement to amend the budget to retain the excess funds (\$381,076.90) from the 2021 budget for the Land and Building Reserve Fund.

b. Bills

- i. Bill from Tami Griffin for January for \$50.00
- ii. USPS Annual Box Rental receipt for \$166.00
- iii. Bill from Burns Anderson Jury & Brenner, L.L.P. for \$20.20 for audit letter
- iv. Bill from Security State Bank credit card center for \$885.00

c. Banks

- i. Security State Bank & Trust
 1. IRS 1099-Int form for interest earned on the 4 CDs

d. VIFS: Winter Newsletter

18. Internal Items and Establish tasks for next meeting:

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

- a. The next meeting will be on March 10, 2022 starting at 2:00 p.m.

20. Close meeting: Mr. Tatom adjourned the meeting at 3:16 p.m.

Joanne Hanifan, Secretary ESD #3