



**BURNET COUNTY EMERGENCY SERVICES DISTRICT #8
SERVING BRIGGS/OAKALLA AREAS
REGULAR MEETING MINUTES FOR JANUARY 23, 2023**

The following agenda items were discussed, considered and action taken as appropriate:

AGENDA Minutes:

- 1. Call to order and establish a quorum-** The Meeting was called to order by Commissioner Shamard at 6:45pm with a quorum of Commissioner Shamard, Keith & Ewart was present. Commissioner Price was absent
- 2. Pledge of Allegiance and Invocation-** The Pledge of Allegiance was said by all and the invocation was given by Station #1 Captain Travis Akin.
- 3. Recognition of Citizens and Elected Officials-** Chair recognized Burnet County Commissioner Damon Bierel who said hello and thanked us all for our time and effort.
- 4. Citizen Comments on items not on the agenda:** Individual members of the public may address the Board for a maximum of three minutes per person on items not on the current agenda for a collective total of 15 minutes. No formal action, discussion, deliberation, or comment by the board will be made for items not on the current agenda. - No Citizen Comments that were not on the Agenda.
- 5. Citizen Comments on agenda Items:** Individual members of the public may address the Board for a maximum of three minutes per person, per item. Individuals may address the Board once per item. If a translator is required, the speaker and the translator are allotted six minutes per agenda item to address the board.- No Citizen Comments on the Agenda.
- 6. Election of Burnet County Emergency Service District Officers-** Commissioner Shamard tabled this item due to the absence of Commissioner Price. It will be put back on the agenda for next month's meeting.

7. Review posted minutes for additions or corrections and approve minutes from the December Regular Meeting that was rescheduled to January 4, 2023. -Motion made to accept the minutes of the December Regular meeting that was moved to January 4th by Commissioner Ewart, seconded by Commissioner Keith. Motion Passed.

8. Review posted treasurer's report for any questions and approval from the month of December 2022.-

Commissioner Ewart commented that the sales tax receipts are above his expectations. Discussion included the thought that the closing of the 183 Beer Barn would lower our sales tax receipts in the coming months. This is the report.

1. Our December property tax deposits totaled \$106,176.73.

2. The sales tax deposit was \$22,061.80.

3. As of January 23, 2023, our BCAD property tax deposits for this month have been \$79,638.29.

4. Our January sales tax check was \$21,576.32.

5. Our bank balance as of 12/31/2022 was \$327,432.54. Our bank balance on January 23rd is \$303,692.15.

6. Our contingency account balance as of 12/31/2022 is \$101,697.05.

7. The past 12 months have produced \$277,919.92 in sales tax revenue for an average of \$23,159.33 per month. We have budgeted for \$250,000.00 in sales taxes in our 2022-23 budget or \$20,833 per month. We are probably facing a recession, but we have deposited \$71,228.81 (\$23,742.93 per month) from sales taxes in the first quarter. We only need \$19863.46 per month from sales taxes to meet our budget projection for the year. This means that we could have a nearly 14% decline in revenues and still meet our budget. My opinion is that our financial position for the 2022-23 budget is very strong, even in the face of serious recession.

Motion was made by Commissioner Keith to accept the financial report as given, second by Commissioner Shamard. Motion passed.

9. Consider and take appropriate action on the following item:

A. Approve payment of regular bills- No bills this month to pay.

10. Consider and take appropriate action on the following item:

A. NBCFR Financial Reports

B. NBCFR Financial Management & Reporting- The Northeast Burnet County Volunteer Fire Department advised the board that the newly hired CPA is way behind on completing their Quick Books files. The department provided a Cadence Bank Statement dated 12/31/2022 showing a checking account balance of \$217,973.01. Commissioner Shamard requested that the "books" be brought up to date as soon as possible as requested at our last board meeting, and provide reports showing 2022 year end results and year to date data.

- C. NBCFR Performance Measures- Assistant Chief Clayton Potter reviewed the Activity report for December 2022 and mentioned that they had less calls but some were more severe.

11. Fire Chief's Report. Chief Freitag III was absent from tonight's meeting as he was on shift at this full time job. Assistant Chief Potter incorporated his comments on this item into item #12 below.

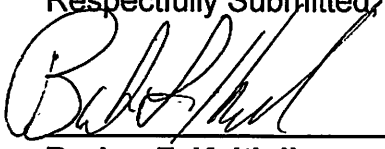
12. Consider and take appropriate action on the following items if needed:

- A. Computer Aided Dispatch (CAD)- Assistant Chief Potter explained that the addition of our ESD to the County CAD will require an IT upgrade and the Burnet County Commissioner's court should be addressing this cost for the upgrade shortly. There is no timeline as to when this upgrade will occur. Commissioner Bierel advised he would look into it on our behalf
- B. Watson Water storage tank- Tank is on order and should be installed in 90 days. The pump will be supplied by the department.
- C. NBCFR Station- Front driveway pad has been graded and packed to increase the distance from the doors to 80 ft. The contractor is also preparing 20,000 square feet on the north side for parking. County Commissioner Bierel advised that the county might have some extra money to place a 2 inch hot melt cap on this grading of which Commissioner Keith suggested that we get a quote for the contractor to complete the 20ft wide ring road on the South side and around the back with another 40ft from the back door connecting the North side concrete drive. Commissioner Keith then asked County Commissioner Bierel to find a way to place this 2 inch hot melt on all the newly graded and packed surfaces so we can complete the drive and parking area. Commissioner Bierel agreed to work with Assistant Chief Potter on this matter this week. Assistant Chief Potter advised that PEC Electric will be ready for final inspection of our 2nd 200 Amp service as soon as the trench in that area is filled in, which we understand will be done shortly. Assistant Chief Potter advised that the current pump on the rain water collection tanks at Stations #2 will be placed on the tanks at the Briggs Community Center and a new pump will be ordered for Station #2. Once all the tanks and pumps are in service the department will contact ISO and request a re audit with the intention of reducing our ISO rating and saving tax payers money on their insurance premiums.

13. Next Meeting will be located at Northeast Burnet County Fire Rescue (NBCFR) Station #2, located at 2285 US 183 Bertram, TX 78605, at 6:45 PM on Monday, February 27, 2023.

14. Adjourn- motion was made by Commissioner Keith to adjourn, seconded by commissioner Ewart. Motion passes. Meeting adjourned at 7:53pm

Respectfully Submitted,

A handwritten signature in black ink, appearing to read "Barker F. Keith II". The signature is written in a cursive style with a large initial "B".

Barker F. Keith II
Vice President
Burnet County ESD #8