

Burnet County Emergency Services District No. 5


Regular Meeting Minutes for September 18, 2019

Silver Creek Fire Hall and Community Center

101 CR 128 Burnet, Tx 78611

1. **Call to Order:** Vice President Skinner called the meeting to order at 7:11 P.M.
Commissioners present: Skinner, Manton, Smith, Price. ELBVFD liaison Nowell Maluski was also present.
2. **Citizen Comments:** No citizens were present.
3. **Reading and approval of Meeting Minutes from August meeting:** Motion to accept by Skinner, second by Smith, unanimous approval.
4. **Report from the Chair:** None.
5. **Treasurer's Report:** Mr. Manton provided the report dated August 22 - September 18, 2019.
Motion to approve by Skinner, second Price, unanimous approval.
6. **Report by Service Providers:** Mr. Maluski provided the attached reports. Mr. Maluski gave comments on ELBVFD training, insurance, and equipment expenditures.
 - a. **Chief's Calls Report:** The report dated August 2019 was provided by Mr. Maluski.
 - b. **ELBVFD Treasurer's Report.** The report was presented by Mr. Maluski.
7. **Discussion and Action Items:**
8. **Agenda items for October meeting:** None.
9. **Motion to adjourn:** Motion by Price, second Manton. Meeting was adjourned at 7:40 PM.

Respectfully submitted,
William A. Price, Secretary
Burnet County ESD #5


9/18/19

Burnet County Emergency Services District No. 5

Regular Meeting Minutes for October 16, 2019

Silver Creek Fire Hall and Community Center

101 CR 128 Burnet, Tx 78611

1. **Call to Order:** President Beneski called the meeting to order at 7:00 P.M. Commissioners present: Beneski, Skinner, Manton, Smith, Price. ELBVFD liaison Nowell Maluski was also present.
2. **Citizen Comments:** No citizens were present.
3. **Reading and approval of Meeting Minutes from September meeting:** Motion to accept by Smith second by Skinner, unanimous approval.
4. **Report from the Chair:** None.
5. **Treasurer's Report:** Mr. Manton provided the report dated September 19 - October 16, 2019. Motion to approve by Price second Skinner, unanimous approval.
6. **Report by Service Providers:** Mr. Maluski provided the attached reports.
 - a. **Chief's Calls Report:** The report dated September 2019 was provided by Mr. Maluski.
 - b. **ELBVFD Treasurer's Report.** The report was presented by Mr. Maluski.
7. **Discussion and Action Items:** Projected expenses from ELBVFD presented by Mr. Maluski. February 19th meeting will be pushed to February 26th due to SAFE-D conference date. Discussion on commissioner training.
8. **Agenda items for October meeting:** None
9. **Motion to adjourn:** Motion by Smith, second Manton. Meeting was adjourned at 7:40 PM.

Respectfully submitted,
William A. Price, Secretary
Burnet County ESD #5


11/22/19

Burnet County Emergency Services District No. 5

Regular Meeting Minutes for November 20, 2019

Silver Creek Fire Hall and Community Center

101 CR 128 Burnet, TX 78611

1. **Call to Order:** President Beneski called the meeting to order at 7:00 P.M. Commissioners present: Beneski, Skinner, Manton, Price. ELBVFD liaison Nowell Maluski was also present.
2. **Citizen Comments:** None.
3. **Reading and approval of Meeting Minutes from October meeting:** Motion to accept by Smith second by Skinner, unanimous approval.
4. **Report from the Chair:** None.
5. **Treasurer's Report:** Mr. Manton provided the report dated October 17 - November 20, 2019. Motion to approve by Price, second Skinner, unanimous approval.
6. **Report by Service Providers:** Mr. Maluski provided the attached reports.
 - a. **Chief's Calls Report:** The report dated October 2019 was provided by Mr. Maluski.
 - b. **ELBVFD Treasurer's Report.** The report was presented by Mr. Maluski.
7. **Discussion and Action Items:**
8. **Agenda items for December meeting:** None
9. **Motion to adjourn:** Motion by Manton, second Skinner. Meeting was adjourned at 7:18 PM.

Respectfully submitted,
William A. Price, Secretary
Burnet County ESD #5

WAP 12/18/19

Burnet County Emergency Services District No. 5

Regular Meeting Minutes for December 18, 2019

Silver Creek Fire Hall and Community Center

101 CR 128 Burnet, TX 78611

Smith

1. **Call to Order:** President Beneski called the meeting to order at 7:05 P.M. Commissioners present: Beneski, Manton, Price. ELBVFD liaison Nowell Maluski was also present.
2. **Citizen Comments:** None.
3. **Reading and approval of Meeting Minutes from November meeting:** Motion to accept by Manton second by Beneski, Smith abstained, Price, Beneski, and, Manton voted to approve.
4. **Report from the Chair:** President Beneski discussed his conversation with counsel regarding the order of an election
5. **Treasurer's Report:** Mr. Manton provided the report dated November 21-Dec.18, 2019. Motion to approve by Price, second Smith, unanimous approval.
6. **Report by Service Providers:** Mr. Maluski provided the attached reports.
 - a. **Chief's Calls Report:** The report dated November 2019 was provided by Mr. Maluski.
 - b. **ELBVFD Treasurer's Report.** The report was presented by Mr. Maluski.
7. **Discussion and Action Items:** Action regarding order for a Special Election regarding adoption of a Sales and Use Tax [Order No. 2019-12-18-01]. Motion to approve by Smith, second Price, unanimous approval
8. **Agenda items for February meeting:** None.
9. **Motion to adjourn:** Motion by Beneski, second Manton. Meeting was adjourned at 7:44 PM.

Respectfully submitted,
William A. Price, Secretary
Burnet County ESD #5

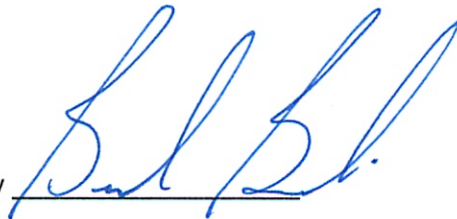
Wm Price
1/15/20

Burnet County Emergency Services District No. 5
Regular Meeting Minutes for January 15, 2020
Silver Creek Fire Hall and Community Center
101 CR 128, Burnet Texas 78611

Minutes are not available for this meeting.
Secretary W. Price did not provide meeting notes.

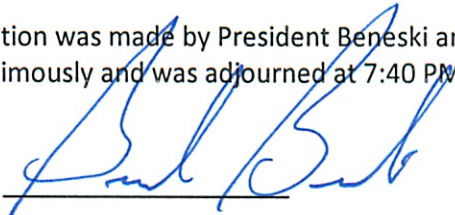
Respectfully Submitted,

~~William A Price, Secretary~~ Brad Beneski, President, by
Burnet County ESD No. 5

A handwritten signature in blue ink, appearing to read 'Brad Beneski', is written over a horizontal line.

Burnet County Emergency Services District No. 5
Regular Meeting Minutes for February 18, 2020
Silver Creek Fire Hall and Community Center
101 CR 128, Burnet Texas 78611

1. **Call to Order:** President Beneski called the meeting to order at 7:05 PM. Commissioners Present: Beneski, Skinner, Manton, Smith. Commissioner Price and ELBVFD liaison Nowell Maluski were not present.
2. **Citizen Comments:** None
3. **Reading and Approval of minutes:** December 18, 2019, meeting was approved at the end of the December 18, 2019 meeting. January 15, 2020 was not furnished by Secretary Price and will be on the agenda for approval at the March 18, 2020 scheduled meeting.
4. **Report of the President:** Commissioners reviewed the ESD Training required by each commissioner and some of the commissioners planned to attend the Safe-D Conference in Galveston, TX, February 20-22, 2020.
5. **Treasurer's Report:** Treasurer John Manton provided the reports dated January 16, 2020-February 18, 2020, the budget and expenses to date and his discussion notes, all attached. A motion was made by Commissioner Skinner, seconded by Commissioner Manton to approve the report. The motion was approved unanimously. Also, a motion was made to change the responsible party of the Safe Deposit Box to be Treasurer Manton. The name of the responsible party had not been changed since inception and that person is no longer on the ESD. A motion was made by Smith and Seconded by President Beneski to approve this change. The motion was approved unanimously.
6. **Chief Calls Report:** Mr. Maluski submitted the reports in advance to the treasurer for review as he was not in attendance.
7. **ELBVFD Treasurer's Report:** Mr. Maluski submitted the reports in advance to the treasurer for review.
8. **Discussion and Action Items:** The commissioners tabled a vote to discuss and approve the ESD 2019 Financial Audit presented at the January 15, 2020 meeting to have time to fully review it. A motion was made by President Beneski and seconded by Treasurer Manton to accept the report. The motion passed unanimously.
9. **Motion to Adjourn:** Motion was made by President Beneski and seconded by Treasurer Manton, approved unanimously and was adjourned at 7:40 PM.

Respectfully Submitted,
William A Price, Secretary, by 
Burnet County ESD No. 5

ESD#5 Meeting for March 18th, 2020

BB
4/8/2020

**The Meeting was not held due to Stay in Place
and Social Distancing guidance**

**This page is a placeholder where the
Meeting Minutes would normally be found**

Burnet County Emergency Services District No. 5
Special Meeting Minutes for April 8, 2020
Silver Creek Fire Hall and Community Center
101 CR 128 Burnet, Tx 78611

1. Call to Order: President Beneski called the meeting to order at 7:00 PM. Commissioners

Beneski, Manton, and Skinner present.

ELBVFD President Nowell Maluski was present.

2. Citizen Comments: None.

3. Reading and approval of Meeting Minutes from February & March 2020 meeting: Motion to Accept by Skinner, seconded by Manton. Unanimously approved.

4. Report from the Chair: None.

5. Treasurer's Report: Mr. Manton provided the financial reports from February and March 2020.

Motion to accept by Skinner, second by Beneski. Unanimously approved.

6. Report by Service Providers: Mr. Maluski reported on the activities of ELBVFD in the month of March 2020. Grant for boat upgrades was approved by LCRA.

a. Chief's Calls Report: Mr. Maluski summarized the attached report. There were 7 EMS calls, 3 vehicle accidents, 1 boat rescue, and 5 fires in March 2020. All gear in operational order.

b. ELBVFD Treasurer's Report: Mr. Maluski presented the report for March 2020.

7. Discussion and Action Items:

a)

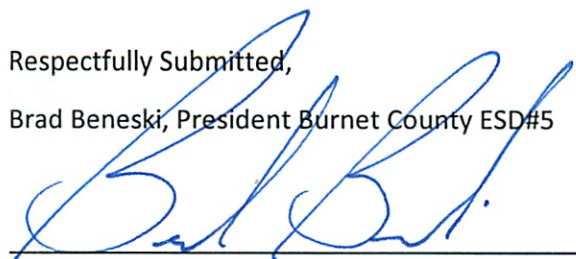
b)

c)

8. Motion to adjourn: Motion by Skinner, second Manton. Meeting adjourned at 7:23 PM.

Respectfully Submitted,

Brad Beneski, President Burnet County ESD#5



5/20/2020

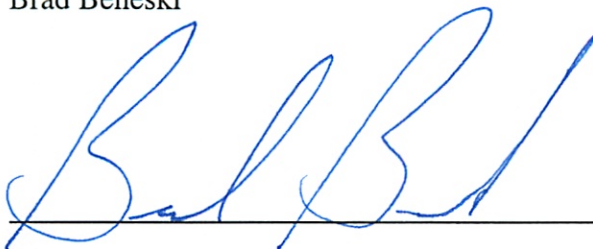
Burnet County Emergency Services District No. 5

Regular Meeting Minutes for May 20, 2020
Silver Creek Fire Hall and Community Center
101 CR 128 Burnet, Tx 78611

- 1. Call to Order:** President Beneski called the meeting to order at 7:00 PM. Commissioners present: Beneski, Manton, & Skinner. ELBVFD liaison Nowell Maluski was present.
- 2. Citizen Comments:** No comments.
- 3. Reading and approval of Meeting Minutes from April 18, 2020 meeting:** Motion to accept by Skinner, second by Manton, unanimously approved.
- 4. Report from the Chair:** The Board will request that County Commissioner Jim Luther appoint both Sara Ray and Nancy Fisher to the ESD No5 Board, as soon as it is convenient.
- 5. Treasurer's Report:** Mr. Manton provided the April 2020 report. Motion to accept by Beneski, second by Skinner, unanimously approved.
- 6. Report by Service Providers:**
 - a. **Chief's Calls Report:** ELBVFD April 2020 response report was presented.
 - b. **ELBVFD Treasurer's Report.** The treasurer's report for April 2020 was presented.
 - c. ELBVFD received the FLIR camera and the sponson for the boat has been ordered.
- 7. Discussion and Action Items:** Charity Taber attended the meeting to present the ELBVFD annual audit. The CPA firm found no material issues....another clean audit.
- 8. Agenda items for August meeting:** Agenda was discussed for the June 2020 meeting.
- 9. Motion to adjourn:** Motion by Skinner, second by Beneski. Meeting adjourned at 7:38 PM.

Respectfully submitted by:

Brad Beneski



6-17-2020

Burnet County Emergency Services District No. 5

Regular Meeting Minutes for June 17, 2020
Silver Creek Fire Hall and Community Center
101 CR 128 Burnet, Tx 78611

1. Call to Order: President Beneski called the meeting to order at 7:00 PM. Commissioners present: Beneski, Manton, & Skinner. ELBVFD liaison Nowell Maluski was present.

2. Citizen Comments: No comments from the public, but prospective Commissioner Sarah Ray was in attendance.

3. Reading and approval of Meeting Minutes from May 20, 2020 meeting: Motion to accept by Skinner, second by Manton, unanimously approved.

4. Report from the Chair: We are refilling the ESD Board seat previously held by Joyce Smith, with Sarah Ray. Sarah will be a great asset to the ESD, as she has a wealth of firefighting experience, she brings with her.

-William Price has not attended a meeting or contacted any Board Member regarding his absentness. No one on the Board has been able to reach William by phone or email since before January, and he has never fulfilled his obligation to required ESD Continuing Education. The Board needs to investigate replacing William Price on the ESD No.5 Board.

5. Treasurer's Report: Mr. Manton provided the May 2020 report. Motion to accept by Beneski, second by Skinner, unanimously approved.

6. Report by Service Providers:

- a. **Chief's Calls Report:** ELBVFD May 2020 response report was presented.
- b. **ELBVFD Treasurer's Report.** The treasurer's report for May 2020 was presented.

7. Discussion and Action Items:

-ELBVFD presented their final draft 2020-2021 Budget. A big change is that the brush trucks will not be retired with low miles, instead the trucks will be refitted with new pumps and firefighting equipment and redeployed on the existing chassis.

-Review ESD Draft 2020-2021 budget: Motion by Beneski to amend the ESD5 FY-2019-2020 budget to change the **NEW EQUIPMENT FUND** contribution from \$61,000 to \$41,000 and place the \$20,000 difference into the **INFRASTRUCTURE MAINTENANCE FUND** which is currently budgeted for \$947, thereby bringing the new amount to \$20,947.

Also, add an additional \$20,000 from unused Retained Revenue currently held in the Operating Funds account into the INFRASTRUCTURE MAINTENANCE FUND, bringing the final balance up to a total of \$40,947.



7/15/2020

The INFRASTRUCTURE MAINTENANCE FUND will then be used to fund needed equipment upgrades and replacements in ELBVFD, as determined by ELBVFD. These large purchase items will be tracked by Taber & Burnett and will fall under their guidance for deprecation rates and possible asset tags to be managed by ELBVFD. Motion seconded by Skinner. Unanimously approved.

8. Agenda items for August meeting: Agenda was discussed for the July 2020 meeting.

9. Motion to adjourn: Motion by Skinner, second by Beneski. Meeting adjourned at 7:56 PM.

Respectfully submitted by:

Brad Beneski

Burnet County Emergency Services District No. 5

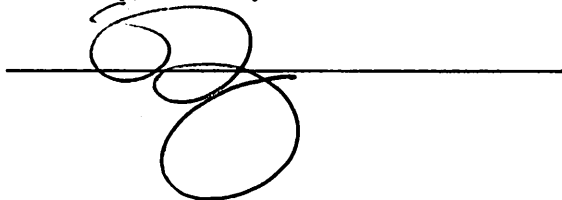
Silver Creek Fire Hall and Community Center

101 CR 128 Burnet, TX 78611

Regular Meeting Minutes for July 15th, 2020

- 1) **Call to Order:** The meeting was called to order at 7:03pm.
Officers present: Beneski, Manton, Ray. Commissioner Skinner was not present with an excused absence.
- 2) **Citizen Comments:** No comments from the citizens.
- 3) **Reading and approval of Meeting Minutes from June 17th, 2020 meeting:** Motion by Beneski to except. Second by Ray Motion passed unanimously.
- 4) **Report from the Chair:** Sarah Ray was sworn in as ESD #5 Commissioner by Judge Roxanna Nelson on July 9th, 2020.
- 5) **Treasurer's Report:** Mr. Manton presented the Treasurer's Report. Motion by Beneski to except. Second by Ray. Motion passed and filed for audit.
- 6) **Report by Service Providers in District territory:** Nowell Maluski was present and presented reports ... see *Report*.
Nowell received a check (\$28,639.00) for new extraction equipment that was presented in June 17th, 2020 meeting. Equipment has been received by the East Lake Buchanan Volunteer Fire Dept.
Chief's Calls Report... see *Chief's Report*
- 7) **Consider, discuss and take appropriate action on the following items:**
 - A. Review draft of ESD Budget 2020/2021 - on hold
 - B. Review and Approval VFD Budget 2020/2021 - on hold
 - C. Discuss ESD #5 Draft Budget 2020/2021 & Tax Rates: Motion to approve by: Beneski. Second by Manton. Motion passed.
 - Discussion on adding Sales Tax Rate change to the Ballot or wait until the spring. Brad Beneski will follow up with the county and present back to the board on findings.
- 8) **Adjourn:** 7:30pm Motion by Manton. Second by Ray. Motion passed.

Respectfully Submitted by:
Sarah Ray, Secretary ESD#5



Date: 8.19.2020

Burnet County Emergency Services District No. 5

Silver Creek Fire Hall and Community Center

101 CR 128 Burnet, TX 78611

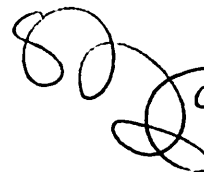
Regular Meeting Minutes for August 19th, 2020

- 1) **Call to Order:** The meeting was called to order at 7:02pm.
Officers present: Beneski, Manton, Skinner, Kowalik and Ray
- 2) **Citizen Comments:** No comments from the citizens.
- 3) **Reading and approval of Meeting Minutes from July 15th, 2020 meeting:** Motion by Manton to approve July 15th minutes. Second by Kowalik. Motion passed unanimously. Filed for audit.
- 4) **Report from the Chair:** Paul Kowalik was sworn in as ESD #5 Commissioner by Judge Roxanna Nelson on July 28th, 2020.
- 5) **Treasurer's Report:** Mr. Manton presented the Treasurer's Report. Motion by Beneski to except. Second by Ray. Motion passed and filed for audit.
- 6) **Report by Service Providers in District territory:** Nowell Maluski was present and presented reports ... see *Report*.

Chief's Calls Report... see *Chief's Report*

- 7) **Consider, discuss and take appropriate action on the following items:**
 - A. Reviewed ELB VFD Proposed Budget 2020/2021 - Motion to adopt 2020/2021 ELB VFD Budget by Beneski. Second by Skinner. Motion passed unanimously.
 - B. Reviewed ESD No. 5 Budget 2020/2021 - Motion to adopt 2020/2021 ESD No. 5 budget by Beneski. Second by Skinner. Motion passed unanimously.
 - C. Set Tax Rate to Support ESD No.5 Budget 2020-2021 - November ballot
 - D. Date set for Public Hearing - September 16th, 2020 at 7:00pm.
- 8) **Adjourn:** 7:46pm Motion by Manton. Second by Kowalik. Motion passed.

BURNET COUNTY EMERGENCY SERVICES DISTRICT NO. 5

 9/4/2020