

Limestone County Emergency Services District #2
Meeting Minutes – January 17, 2024

A quorum was present and Paul Loeffler called the meeting to order at 7:03 p.m. Commissioners present included: Paul Loeffler, Doug Potts, John Beall and Charity Breidenbach. WLLVFD members in attendance included: Robert Moore, Adam Collett, J. Griffin, Kelly Witten, Cathy Rayburn, Ernie Solis and Sherry Solis. No citizen visitors present

Citizens' Comments: None.

Election of Officers: Agenda item was moved to beginning of meeting. Paul Loeffler explained the nomination and election procedure according to Robert's Rules. Paul Loeffler self-nominated for President, there were no other nominations for president. Paul elected President by acclamation. Doug Potts self-nominated for Vice-President, there were no other nominations for vice-president. Doug elected Vice-President by acclamation.

Charity Breidenbach self-nominated for Secretary, there were no other nominations for secretary. Charity elected Secretary by acclamation. Paul Loeffler nominated John Beall to continue as Treasurer, there were no other nominations for treasurer. John Beall elected Treasurer by acclamation.

Mindy Warren elected as Assistant Treasurer by acclamation

Reading and approval of the minutes: Doug made a motion to approve the minutes as presented. The motion was seconded by John and approved unanimously. A question was raised by WLLVFD as to whether Charlie Eastburn had a set of keys to the Fire Station(s) that would need to be turned in - ESD2 board will recover any keys from Charlie if they were ever issued.

Treasurer's report: The annual audit is wrapping up. The checking account balance at the end of December was \$47,349.71. The Apparatus Savings Account was \$177,243.62. The Reserve Account was \$60,061.67 and the Other Savings Account was \$20,020.77. Tax levies for the December were \$18,777.74 and the Sales Tax Revenue was \$8,402.13. Expenses for the month were \$6,664.67. WLLVFD was reimbursed \$8,709.86 for contractual obligations.

John will engage the bank to put in place paperwork that would require the bank to pledge collateral to secure any ESD#2 cash accounts in excess of the FDIC insured limit of \$250,000.

Service Provider's report: During the month there were 15 calls for response. Three calls for fires, 8 medical response calls, 1 service calls, 1 good intent call, and 2 false alarm / false call.

WLLVFD Training: A two-hour training session covering After Incident Review were completed by a total of 11 members during the month.

New engine purchase up-date: There is no new news to report.

Tower construction: Tower construction has been delayed due to weather impacting ability to pour the concrete foundation. Repeater equipment has not been ordered yet because vendor is out of town and unable to process order.

Apparatus report: Brindlee Mountain has listed Apparatus 2508 for sale at \$35,000 on their website. The 1994 Chevy truck vehicle (2502) is scheduled to be sold. Apparatus 2507 (Woodland Truck) has a problem with the transfer case, scheduled to be repaired. Apparatus 2505's transmission is not functioning, potential buyer from December has backed out – continuing to seek buyer. Tender 2500 suffered a brake failure in route to call and couldn't make the call. Tender 2500 was repaired and is back in service – spare parts for cause of brake failure will be ordered to have “on the shelf”. All other apparatuses are operational.

Resolution: Paul Loeffler presented a resolution to recognize Charlie Eastburn for his service and contributions to the ESD2. Paul made a motion to accept the resolution, John seconded. Unanimously approved. The ~~resolution~~commendation is provided as an attachment.

Moment to Mourn: Cathy Rayburn informed the board that one of the VFD firefighter son's remains had been found after he went missing over a year ago. A sympathy card was presented and circulated for those present to express their support and sympathy.

WLLVFD Treasurer's report: The department presented a budget modification request to move \$10,000 from the Stipends, Responder (5108)

item and redistribute \$3,000 into Apparatus Repair (5106), \$5,000 into Uniforms (5119), & \$2,000 into PPE (5120). As this will require a modification of the ESD budget and was not on this meeting's agenda no action was taken, item will be put on the February agenda. No new grants have been awarded.

ESD Legal Representation: John Beall presented a representation agreement from Coveler & Peeler and made a motion to engage the firm for legal services, and formally accept the agreement. Paul seconded. Discussion ensued concerning financials of agreement – there is no retainer fees or binding time commitments. All fees are charged by job/ hour. Have been working with them on ESD investment policy. This is primarily a formal declaration. Vote was called, motion was unanimously approved.

WLLVFD Strategic Plan: Chief Moore reviewed/discussed items pertaining to the facilities portion of the strategic plan as follows:

Station 1: The stairway to access the loft is almost complete thanks to efforts of WLLVFD personnel. Concrete pad 40' x 52' on front of station is estimated at ~\$22,000. The desire would be to install the same on the back of the station at the same cost.

Station 2: Concrete pad 40' x 40' x 8" on front of station estimated at ~\$16,900 (6" thick would be ~\$15,100). Install septic system for station \$6000. Restore office wall and build out full bathroom facility – cost estimate TBD. Mini-split for office/bathroom area ~\$1800. Gas forced air furnace for bay area \$5000. Paul suggested to investigate cost to replace entire building as it is a "pole barn" construction and may be at the end of its life span. He further recommended that an engineering firm evaluate the structural integrity of the building.

Station 3: Concrete interior of both buildings estimated at ~\$8500 / building. Doug suggested investigate removal of both buildings and construction of single structure versus upgrade of existing facility.

Incident Briefing on LCR 793 Fire: WLLVFD were the first fire responders on scene and Chief Moore assumed role of Incident Commander. Fire response from Groesbeck arrived for mutual aid support. Limestone County Sheriff's deputy and LMC ambulance crew were also on scene. Chief Moore explained specifics about the fire call for property located on LCR 793. Doug Potts shared concerns brought to him by Groesbeck Assistant Chief Catlin Samuels concerning this call and his general opinions on WLLVFD. Discussion ensued concerning motivations for Groesbeck's

his comments. The on-scene incident commander must use their experience and training to direct the response activities based on their best judgement, which appears to be the case in this instance.

Follow-on points were made in relating to this discussion and the Strategic Plan. These were:

- 1) WLLVFD provided the ESD with a copy of the Service Agreement between WLLVFD and Limestone County, Tx for reference concerning mutual aid clause.
- 2) Chief expressed desire to send firefighters for training to achieve Firefighter 1 certification. He would like ESD to cover expense; Chief to provide cost estimate to ESD for consideration.
- 3) VFD needs more EMR/EMT certified responder personnel.
- 4) VFD needs a succession candidate for Emergency Vehicle Technician. This will likely include sending one candidate for training. Cost estimate to be provided to ESD
- 5) VFD would like to move towards all electric tools versus hydraulic or gas powered.
- 6) VFD is pursuing acquisition of two SCBA units for subsequent personnel training/certification and for use.
- 7) VFD is moving forward to purchase new wildland/dual use gear with previously awarded grant
- 8) Ladders and firehoses need to be tested and certified

Adjournment: Doug motioned to adjourn. John seconded. Motion passed unanimously. Meeting adjourned at 9:07pm

Approved: _____

Retirement of Commissioner Charles Eastburn

WHEREAS, Commissioner Charles Eastburn has served as a member of the Board of Commissioners of the Limestone County Emergency Services District No. 2 (ESD-2) from 2014 through 2023, a full decade;

WHEREAS, he completed his last term of service on the Board of Directors effectively retiring December 31, 2023;

WHEREAS, Charlie has been an invaluable member of this Board serving in various leadership capacities, including Treasurer and Secretary for most of his tenure;

WHEREAS, as a newly appointed Commissioner, he was an integral contributor and a calming presence during the initial negotiations of the service provider contract with the West Lake Limestone Volunteer Fire Department (WLLVFD), the contract that defines our working relationship offering professional fire, rescue and emergency medical services in the district;

WHEREAS, during his tenure, he worked with and supported three ESD-2 Presidents, six WLLVFD Fire Chiefs (along with numerous WLLVFD Presidents,) and was instrumental in promoting principled ESD and VFD leadership;

WHEREAS, over his 10-year career with the ESD-2, he has distinguished himself with his depth of knowledge, institutional memory, and his professional expertise which have been invaluable to insuring well-functioning management in both the ESD-2 and WLLVFD;

WHEREAS, Charlie has personally insured the enhancement of cooperative relationships, and professionally assured fiscally responsible operations within our collective emergency services organizations;

THEREFORE, BE IT RESOLVED, that the Limestone County Emergency Services District No.2 Board of Commissioners hereby expresses its gratitude to our good friend and colleague, Charlie Eastburn, for his lengthy and dedicated service, for his sound business advice and valued counsel, for his innumerable contributions, and for all that he has done to mentor the many Commissioners who learned from him; and

FURTHER RESOLVED, that the ESD-2 and WLLVFD wish him continued success in all his endeavors and expresses our hope for his continued health, happiness and prosperity;

FURTHER RESOLVED, that a copy of this resolution be presented to Charlie as a token of our respect and friendship.

ENTERED INTO THE RECORD: January 16, 2024