

KAUFMAN COUNTY EMERGENCY SERVICES DISTRICT #3
MINUTES FROM June 10, 2025

Present: Commissioners: David Wallace, Billy Bourland, Chuck Carpenter, and Tommy Brockway
Absent : Denny Oats
Fire Departments: ASVFD, CMVFD, EVFD and TVFD

1. **Call meeting to order.** David Wallace declared a quorum was present and called the meeting to order at 7:00 p.m.
2. **Public comment on items not on the Agenda.** David Wallace read the statement about public comment on items not on the agenda. No public comment was presented.
3. **Public comment on Agenda items.** David Wallace read the statement about public comments on agenda items. No public comment was presented.

Administrative

4. **Review and consider approval of May 13, 2025 meeting minutes.** Approval of the minutes will take place at the July 8, 2025 after an additional comment is added that was previously left out.

Reports

5. **Receive monthly report from the Treasurer and consider:**
 - (a) **Approval of reimbursements;** There were no reimbursements this month.
 - (b) **Approval of payment of monthly bills and invoices;** BR Bourland moved to approve payments of the bills, invoices and contract payments including Ables Springs VFD \$90,587.50 (3rd payment), College Mound VFD \$47,450.00 (3rd payment), Elmo VFD \$122,500.00 (3rd payment), Terrell VFD \$99,500.00 (3rd payment), KCAD \$4,170.96 (quarter payment), Carlton Law Firm \$2,401.00 (legal fees – 2 invoices), Visa \$78.00 (ink) and Kristie Jones \$1,200.00 (clerk salary). Chuck Carpenter seconded the motion. The motion passed unanimously.
 - (c) **Approval of monthly financial report;** The financial report was emailed to the Commissioners before the meeting. During the meeting the Commissioners were provided with copies of the bank statements. Kristie Jones provided a breakdown of the current budget and the amounts paid year to date for each item. The Pledge Security Listings from Texas Bank and Trust for May were provided to the Commissioners. Chuck Carpenter moved to approve the financial report. Tommy Brockway seconded the motion. The motion passed unanimously.
6. **Receive monthly report from Ables Springs Volunteer Fire Department regarding financial matters, training, management activities, membership, emergency operations and out of station times, and call volume for fire/rescue calls and for EMS calls.** Ables Springs VFD reported 29 calls for the month of May. There were no missed calls. The calls included 2 Fires, 26 EMS Calls, and 1 Other type call. Average response time was 6:36 minutes. Average number of personnel per incident 4.10. The turn-out time for the month was an average of 1:45 minutes. The VFD received no mutual aid and did not provide mutual aid. Training for May included 6 hours of Fire Training.
7. **Receive monthly report from College Mound Volunteer Fire Department regarding financial matters, training, management activities, membership, emergency operations and out of station times, and call volume for fire/rescue calls and for EMS calls.** College Mound VFD responded to 48 calls during May. 22 of the 38 calls were in ESD 1 and 26 calls occurred in ESD 3. The calls in ESD 3 consisted of 1 Transport Vehicle Fire, 10 Medical Assist, 4 EMS calls, 4 Motor Vehicle Accidents, 4 Dispatched and cancelled, 1 False Alarm, and 2 Citizen Complaints. Average number of personnel per incident was 2.6. Average response time in ESD 3 area was 7:31 minutes. Average turn-out time was 1:34. They currently have 25 members with 2 in EMT school. This month they had EMS CE Training.

8. **Receive monthly report from Elmo Volunteer Fire Department regarding financial matters, training, management activities, membership, emergency operations and out of station times, and call volume for fire/rescue calls and for EMS calls.** Elmo VFD reported 67 calls for the month of May. The calls consisted of 1 Building Fire, 1 Passenger Vehicle Fire, 1 Wildland Fire, 29 EMS calls, 18 Motor Vehicle Accidents, 2 Overheated motors, 1 Arcing, 1 Smoke Removal, 2 Public Service, 2 Unauthorized Burnings, 6 Dispatched and cancelled, 2 False Alarms, and 1 Citizen Complaint. They had no missed calls, provided mutual aid 3 times, and requested mutual aid 1 time. Average response time was 8:43 minutes. Average turn-out time was 1:46 minutes. Average number of personnel per incident was 3.3. This month training included reading smoke and performing on scene size up and fireground 360. The Wild Land training is being rescheduled but the date is unknown. They currently have 25 members with 2 in paramedic school. They will be picking up Brush 3 on Thursday, June 12.

9. **Receive monthly report from Terrell Volunteer Fire Department regarding financial matters, training, management activities, membership, emergency operations and out of station times, and call volume for fire/rescue calls and for EMS calls.** During May, TVFD responded to 69 calls. All 69 were in ESD 3. The calls consisted of 1 Building Fire, 1 Trash Fire, 1 Outside Rubbish Fire, 39 EMS calls, 7 Motor Vehicle Accidents, 2 Power line down, 2 Attempted Burnings, 1 Public Service Assistance, 2 Public Service, 2 Assist Invalid, 4 Dispatched and cancelled, 4 No Incident Found, 1 Authorized Controlled Burning, and 2 False alarms. They had no missed calls. Average turn-out time was 2:20. Average response time was 10:26 and average number of personnel was 3.1. They requested mutual aid 3 times. They have 29 firefighting members. Total time spent on calls was 39:04:51 (H:M:S). The brush truck they ordered three years ago has been picked up. They are working on the financing.

Discussion/Action Items

10. **Discuss and consider adopting the tax and budget planning calendar for 2025 and authorize payment for tax process publications;** Chuck Carpenter moved to adopt the purple route and authorize payment for tax publications. The purple route is applicable if the District plans to adopt a tax rate that exceeds the voter-approval rate but does not exceed the de minimis rate and requires the District to adopt its budget and tax rate by August 25th, and no election is required. BR Bourland seconded the motion. The motion passed unanimously.

11. **Discuss and consider status of District website, accessibility, and posting requirements and take any related action;** The website is up to date and all notices will be posted according to requirements.

12. **Discuss and take action on Resolution Confirming Review of Public Participation at Open Meetings;** Chuck Carpenter moved to keep the public participation in open meetings the same. BR Bourland seconded the motion. The motion passed unanimously.

13. **Discuss guidelines for construction of fire station buildings;** Everyone has been provided with the guidelines. BR Bourland believes the best route for the department to take is requesting sealed bids. That way they can set the criteria they want and take the best applicant not the cheapest. Randy Brumelow said Steve Angel is willing to act as General Contractor. Randy explained he has received information from Kemp VFD and the 3 bid procedures they followed in constructing their new station. Chuck Carpenter asked if another lot beside the 1.25 acres was going to need to be purchased to make sure there was enough room. After discussion, it was determined they will have 17 feet on each side of the building and feel that is enough. Currently, the station is planned to have 3 bays, with 2 being drive through. It will be able to hold 1 large piece of equipment and 4 small or 2 large and 3 small. Randy will look into getting a set of plans where all interested parties can be bid on the same specifications. The station has a 911 address and will follow the guidelines about using minority owned businesses in the building process.

14. **Discuss and consider the addition to the Elmo VFD Station, take action as necessary;** Randy is moving forward and understands he must follow the same bidding procedures as with new construction. The only difference is he is not required to have plans drawn by an architect or an engineer. They will have plans that allow all bidders to see and bid on the same specifications.

15. **Submission of Volunteer Fire Department budget requests for 2025-26;** All the departments submitted their budgets. The July meeting will include a workshop to discuss the budgets.

16. **Discuss agenda items, time and date for next meeting; and** The next regular meeting will be July 8, 2025 at 7 PM. The meeting will include a fire department budget workshop within the regular meeting and another look at the Texas Emergency Retirement System with Terrell VFD.

17. **Adjournment.** Tommy Brockway moved to adjourn at 7:51 PM. BR Bourland seconded the motion. The motion passed unanimously.

By: Kristie Jones

Kristie Jones, Administrative Assistant
Kaufman County Emergency Service Dist. #3