

KAUFMAN COUNTY EMERGENCY SERVICES DISTRICT #3

MINUTES FROM March 11, 2025

Present: Commissioners: David Wallace, Billy Bourland, Chuck Carpenter, Denny Oats, and Tommy Brockway
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. Laura Allen, Shadow Lakes resident, was in attendance and asked about the future of a fire station in Shadow Lakes. She and her husband were told land was available for a station when they moved to Shadow Lakes 10 years ago. They had been with Nationwide Insurance for 20 years but they would no longer insure them due to the distance to the Elmo station. They would love to have a station in Shadow Lakes so the residents would be safer and the cost of insurance would decrease. David Wallace said he just found out he was supposed to be invited to attend the last Shadow Lakes HOA meeting, but he was not. He said he will come, if invited, to the next meeting.
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 February 11, 2025 meeting minutes.** BR Bourland moved to approve the minutes from the meeting on February 11, 2025. Denny Oats seconded the motion. The motion passed unanimously.

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, invoices, and contract payments;** Denny Oats moved to approve payments of bills, invoices, and contract payments including Visa \$2,187.40 (hotel and meals – Safe-d Conference), Kristie Jones \$1,200.00 (clerk salary), Ables Springs VFD \$90,587.50 (2nd contract payment), College Mound VFD 47,450.00 (2nd contract payment), Elmo VFD \$122,500.00 (2nd contract payment), and Terrell VFD \$99,500.00 (2nd contract payment). BR Bourland 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 February were provided to the Commissioners. Chuck Carpenter moved to approve the financial report. Tommy Brockway seconded the motion. The motion passed unanimously.

The information from the monthly Volunteer Fire Department reports was compiled from the submitted reports.

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 26 calls for the month of February. There were no missed calls. The calls included 5 Fires and 21 EMS Calls. Average response time was 6:12 minutes. Average number of personnel per incident 4.27. The turn-out time for the month was an average of 2:22 minutes. The VFD received no mutual aid and provided mutual aid three times. Training for February 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 45 calls during February. 25 of the 45 calls were in ESD 1 and 20 calls occurred in ESD 3. The calls in ESD 3 consisted of 1 Passenger Fire, 1 Grass Fire, 5 Medical Assist, 8 EMS calls, 1 Motor Vehicle Accident, 1 Smoke Removal, 1 Dispatched and cancelled, 1 Smoke Scare, and 1 Citizen Complaint. Average number of personnel per incident was 2.5. Average response time in ESD 3 area was 9:07 minutes. Average turn-out time was 2:13. They currently have 25 members with 3 in EMT school.

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 56 calls for the month of February. The calls consisted of 1 Fire, 1 Building Fire, 1 Natural Vegetation Fire, 1 Brush Fire, 2 Grass Fires, 1 Crop Fire, 2 Medical Assists, 28 EMS calls, 14 Motor Vehicle Accidents, 2 Lock-out, and 3 Public Service. They had no missed calls, provided mutual aid 2 times, and requested mutual aid 2 times. Average response time was 7:08 minutes. Average turn-out time was 1:18 minutes. Average number of personnel per incident was 3.5. They completed Wild Line training. The Wild Land training is being rescheduled.

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 February, TVFD responded to 70 calls. 63 of the 70 were in ESD 3, 1 in the City of Forney, and 6 in the City of Terrell. The 63 calls consisted of 1 Camper fire, 1 Natural Vegetation fire, 38 EMS calls, 12 Motor Vehicle Accidents, 1 Hazardous condition, 1 Overheated motor, 1 Attempted burning, 1 Public Service, 1 Assist Police, 1 Public Service, 1 Assist Invalid, 2 Dispatched and cancelled, 1 No Incident Found, and 1 False Alarm. They had no missed calls. Average turn-out time was 2:27. Average response time was 11:30 and average number of personnel was 3.2. They responded to mutual aid 8 times and requested mutual aid 1 time. They have 24 firefighting members. Total time spent on calls was 56:47:03 (H:M:S).

Executive session; phone call with John Carlton (District Counsel); David told those in attendance that the board would move into another room and he had no idea how long the phone call would take. Therefore, they could leave if they wanted, he would not require them to stay until the meeting resumed. The executive session to receive advice from the District's Attorney regarding the District's Service Provider contracts and the retirement programs funded under these contracts began at 7:15 PM.

Resume open session; The meeting resumed at 8:30 PM. No action was taken during the executive session.

Discussion/Action Items

10. **Discuss and consider review of the Records Management Program and make changes as appropriate;** The Records Management Officer was changed to Tommy Brockway. Mr. Brockway signed the Declaration of Compliance and Designation of Local Government Records Management Officer. Kristie will mail these to the Texas State Library.

11. **Discuss and take action on appointing a committee to consider future ESD construction;** David Wallace appointed Charlie Oldaker, Randy Brumbelow, Denny Oats and Chuck Carpenter to serve as a committee to look at renovations for the Elmo station. They will work to come up with a plan to expand the station and include an ESD office. The committee will report on their ideas and estimated costs. They will not be implementing or overseeing the construction.

12. **Discuss ESD shirts and jackets, take action if necessary;** Tommy Brockway moved to have David order shirts and jackets for the board members and reimburse David the initial cost of the samples. BR Bourland seconded the motion. The motion passed unanimously.

13. **Discuss time to schedule a workshop;** David will email the board about a date after he receives information from the attorney.

14. **Discuss agenda items, time and date for next meeting; and** The next meeting will be April 8, 2025 at 7 PM. Agenda items will be added as necessary.

15. **Adjournment.** Tommy Brockway moved to adjourn at 8:49 PM. Denny Oats seconded the motion. The motion passed unanimously.

By: Kristie Jones

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