

KAUFMAN COUNTY EMERGENCY SERVICES DISTRICT #3  
MINUTES FROM DECEMBER 12, 2023

**Present:** Commissioners: David Wallace, Jon Leigh, Chuck Carpenter, Earl Bourland and Ryan Hamilton  
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. David Wallace thanked Earl Bourland for his service on the Board the past two years. Earl Bourland is moving to Seymore, TX. Replacing Earl Bourland will be his son B.R. Bourland.
2. **Public comment on items not on the Agenda.** David Wallace read the statement about public comment on items not on the agenda. Brandon Porter (by phone) let the Commissioners know one of his engines would be participating in the Kaufman County Shop with Cops event on Thursday, December 14, 2023. The other departments said they would be participating also.
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 November 14, 2023 meeting minutes.** Earl Bourland moved to approve the minutes from the meeting on November 14, 2023. Jon Leigh seconded the motion. The motion passed unanimously.

**Reports**

5. **Receive monthly report from the Treasurer and consider:**
  - (a) **Approval of reimbursements;** There was one reimbursement to Ables Springs VFD for \$1,200.00. They had already paid Anderson, Marx & Bohl, P.C. for their compiled financial report. Jon Leigh moved to reimburse Ables Springs VFD. Ryan Hamilton seconded the motion. The motion passed unanimously.
  - (b) **Approval of payment of monthly bills, invoices, and contract payments;** Chuck Carpenter moved to approve payments of bills and invoices. The invoices included The Carlton Law Firm for \$1,320.50 (legal fees), Anderson, Marx & Bohl, PC \$1,500.00 (EVFD Compiled Financial Statement), and Kristie Jones \$1,000.00 for December clerical duties. Earl Bourland seconded the motion. The motion passed unanimously.  
  
Contract payments will be considered later in the meeting.
  - (c) **Approval of monthly financial report;** A financial report was given stating the TBT operating account with a balance of \$4,500.00, and the TBT tax account with a balance of \$651,714.44 (earning \$1,796.40 in interest during November). The current total for both accounts is \$656,214.44. The American National Bank accounts have been closed with the money deposited into the TBT tax account. 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 American National Bank and Texas Bank and Trust for November were provided to the Commissioners. Jon Leigh moved to approve the financial report. Ryan Hamilton 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 17 calls for the month of November. There were no missed calls. The calls included 2 Building Fires, 1 Brush Fire, 1 Explosion (no fire), 9 Medical Assist, 2 Motor Vehicle Accidents, 1 No Incident Found, and 1 Detector activation. Average response time was 5:24 minutes. Average number of personnel per incident was 5.6. The turn-out time for the month was an average of 2:16 minutes. The VFD did not receive mutual aid and provided mutual aid 2 times. Training for November included 2 hours EMS Training and 4 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 40 calls during November. 19 of the 40 calls were in ESD 1 and 21 calls occurred in ESD 3. The calls consisted of 2 Building Fires, 2 Grass Fires, 5 Medical Assists, 7 EMS calls, 2 Motor Vehicle Accident, 1 Carbon Monoxide, 1 Vehicle Accident Cleanup, 17 Dispatched and Cancelled, 1 Smoke Detector, and 2 Citizen Complaints. Average number of personnel per incident was 2.3. Average response time in ESD 3 area was 10:41 minutes. Average turn-out time was 2:54. Training consisted of training on new AED's that have been ordered. They currently have 4 members in EMR 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 50 calls for the month of November. The calls consisted of 2 Building Fires, 1 Mobile Home Fire, 1 Motor Home Fire, 1 Passenger Vehicle Fire, 1 Natural Vegetation Fire, 1 Brush Fire, 2 Grass Fires, 1 Outside Rubbish Fire, 8 Medical Assists, 17 EMS calls, 7 Motor Vehicle Accidents, 1 Gas Leak, 3 Dispatched and Cancelled, 2 No Incident Found, 1 Authorized Burning, and 1 Smoke Scare. They had no missed calls, provided mutual aid 2 times, and requested mutual aid 2 times. Average response time was 9:04 minutes. Average turn-out time was 3:09 minutes. Average number of personnel per incident was 3. November training consisted of SOP's, apparatus familiarization, EMS training, and live fire training. One firefighter just graduated from fire school.

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 November, TVFD responded to 28 calls. All 28 were in ESD 3. The calls in ESD 3 consisted of 3 Building Fires, 1 Passenger Vehicle Fire, 8 EMS calls, 9 Motor Vehicle Accidents, 1 Unauthorized Burning, 1 Cover Assignment, 1 No Incident Found, 2 Authorized Burning, and 2 Dispatched and cancelled. They had no missed calls. Average turn-out time was 2:00. Average response time was 9:47 and average number of personnel was 4.5. They responded to mutual aid 4 times and requested mutual aid 3 times. All members received in-service training on new Engine 2 and review of new EMS bags on apparatus in preparation for upcoming Forst Responder services. They have 24 firefighting members. Total time spent on calls was 40:03:51 (H:M:S).

#### **Discussion/Action Items**

10. **Approval of Kaufman County ESD 3 FY 2022-23 Audit.** Chuck Carpenter moved to approve the 2022-23 KCESD 3 Audit. Earl Bourland seconded the motion. The motion passed unanimously. David Wallace will take a copy to Steve Howie for him to present to the County Commissioners.

11. **Compiled Financial Statement for Elmo VFD and report from Misty Culpepper, take action as needed.** Chuck Carpenter asked a question about payments to Elmo VFD, because he didn't see the same amount. It was explained that Elmo received a payment for a joint training they set up for the departments. Chuck Carpenter moved to approve the 2022-23 Compiled Financial Statement for EVFD. Jon Leigh seconded the motion. The motion passed unanimously. David Wallace asked Terry Van Sickle about Terrell's financial information for Misty Culpepper. Terry Van Sickle said he would have it all to her on Wednesday, December 13, 2023.

12. **Discuss and take action as needed on Agreement for Providing Emergency Services for Terrell Volunteer Fire Department.** Terry Van Sickle reported they had 3 things to correct before they could be FRO certified. Apparently, their application was misplaced, and they had to submit another one. The cost had increased from \$65.00 to \$75.00 during the process and they had to pay an additional \$10. The third item is an agreement that must be signed by the CareFlite Medical Director Dr. Simonson. Once the agreement is signed, someone will come in person or do a google meet to make sure everything is prepared.

The Agreement cannot be signed because the FRO is not complete and that is a requirement of the Agreement. David Wallace asked the Board what they thought about Terrell VFD's funding in light of the Agreement for Providing Emergency Services not being signed? Chuck Carpenter and Earl Bourland both said payment should be withheld until the Agreement could be signed. Jon Leigh asked about a partial payment. David Wallace pointed out that TVFD

has been working towards their FRO for two years. Jon Leigh said his concern is for the public Terrell VFD serves and what happens if they don't have funds. Chuck Carpenter wondered if this was something that should be discussed with John Carlton. David Wallace said he could ask if last year's Agreement could be extended. If it can, an apology should be issued to the other three departments who have complied with all requirements. David Wallace then asked Terry Van Sickle about Terrell's finances if the payment was withheld. Terry Van Sickle answered it would be tight, but they could do it. Brandon Porter (by phone) stated his Board has expressed they would be upset if the Agreement with Terrell was extended. Josh Phillips (by phone) asked what the point of a new contract is if we keep working under the old contract.

David Wallace has heard rumors that the KCESD 3 Board wants to shut down Terrell VFD and said that is not true at all! David Wallace said he is not biased towards any department, especially towards Terrell, where he was a volunteer in the past. Terry Van Sickle said he had heard the same rumors but does not know where they are coming from.

David Wallace asked Terry Van Sickle about establishing the board of directors for TVFD. Terry said they are working on that and will have it in place by the 90 days after signing the Agreement deadline.

Chuck Carpenter moved to withhold funding until everything is squared away and the 2023-24 Agreement is signed. Earl Bourland seconded the motion. Voting for the motion was Chuck Carpenter, Earl Bourland and Ryan Hamilton. Voting against the motion was Jon Leigh. The motion passed.

David Wallace called for a motion for the contract payments to the other three departments. Earl Bourland moved to pay Ables Springs VFD \$83,087.50, College Mound VFD \$43,700.00, and Elmo VFD \$115,000.00. This is the first payment for the 2023-24 Agreement. Ryan Hamilton seconded the motion. The motion passed unanimously.

13. **Discuss response areas and City of Terrell map, take action if needed.** The new development on both sides of FM 148 south of I-20 has declared self-annexation and will be in the Terrell city limits.

14. **VFD's submit year end reports.** Elmo VFD has submitted their reports. Josh Phillips emailed his report during the meeting.

15. **Fire Station update and ESD mapping information, take action if needed.** Todd Watson with Hunt Properties talked positively about the possibility of three acres being sold for a fire station. The property is in a MUD district currently but is not active. This property would depend on getting water and sewer from Terrell. Mr. Watson said he had been with Hunt Properties for 19 years and this property was still at the same point of development it was 19 years ago.

16. **Report from meeting with City of Terrell, take action if needed.** David Wallace reported the meeting had still not happened. Mike Sims emailed someone about setting the appointment as soon as possible. That is the last thing David has been told.

17. **Discuss and consider submitting required annual report to the Division of Emergency Management.** This report was completed before the item was added to the agenda.

18. **Discuss and take action as needed on progress of sales tax election for May 2024.** Jon Leigh moved to call for an election for Sales Taxes on May 4, 2024. Ryan Hamilton seconded the motion. The motion passed unanimously.

19. **Authorize President to make an agreement with company to help with sales tax election.** David Wallace met with David Williams, Vice President of KCESD 4, about their sales tax election. Mr. Williams turned over the certifying of the addresses to a lawyer. David Wallace wants to be able to make an agreement as soon as possible with a company to verify the addresses because we are running out of time. Earl Bourland moved to authorize the President of the Board of Commissioners for Kaufman County Emergency Service District 3 to make an agreement with a company that can certify the addresses for an election. Chuck Carpenter seconded the motion. The motion passed unanimously. David Wallace will talk to the Kaufman County elections office and find out about getting the addresses. If needed he will get on the January agenda for the County Commissioners Court. Kristie Jones will contact John Carlton about recommendations for the property address verification.

20. **Discuss agenda items, time and date for next meeting**. The agenda for January 9, 2024 will include Board signatures for TVFD 2023-24 Agreement, sales tax election, ESD mapping information, and any action needed after meeting with city of Terrell.

Peter Esposito thanked everyone for their attendance at the Ables Springs auction and stated the ASVFD Board wanted to let the ESD Board handle the contract with TVFD and they would stay out of it. Josh Phillips (by phone) personally thanked Earl Bourland for his two years of service and wished him the best.

21. **Adjournment**. Earl Bourland moved to adjourn at 8:01 PM. Jon Leigh seconded the motion. The motion passed unanimously.

By: Kristie Jones

**Kristie Jones**, Clerk  
Kaufman County Emergency Service Dist. #3