

**KAUFMAN COUNTY EMERGENCY SERVICE DISTRICT #3**  
**MINUTES FROM February 14, 2023**

**Present:** Commissioners: David Wallace, Chuck Carpenter, Earl Bourland, and Jon Leigh  
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 7:01 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 January 10, 2023 meeting minutes;** Chuck Carpenter moved to approve the minutes from the meeting on January 10, 2023. Earl Bourland seconded the motion. The motion passed unanimously.
5. **Review and consider approval of updated Bank Signature Card, including adding new Commissioners and removal of retired Commissioners;** Eric Porter and Chuck Shepard will be removed from the bank signature cards because they are retired from the Board of Commissioners. Jon Leigh and Taelor Brewer will be added to the signature cards as new commissioners.

**Reports**

6. **Receive monthly report from the Treasurer and consider:**
  - (a) **Approval of reimbursements;** Earl Bourland moved to reimburse Jon Leigh \$278.38 for mileage driven to the SAFE-D Conference. Chuck Carpenter seconded the motion. The motion passed unanimously.
  - (b) **Approval of payment of monthly bills and invoices;** Jon Leigh moved to approve payment of invoices to the Carlton Law Firm \$280.00 for legal fees, Kaufman Central Appraisal District \$3,251.44 for quarterly payment, VFIS of Texas \$1,226.00 for yearly insurance premium, Terrell Tribune \$14.25 for legal notice, and Kristie Jones \$1,300.00 for February clerical duties and SAFE-D attendance. Earl Bourland seconded the motion. The motion passed unanimously.
  - (c) **Approval of monthly financial report;** A financial report was given stating the ANB tax account had a balance of \$1,054,994.56, the ANB operating account had a balance of \$3,026.91, and TBT with a balance of \$3,177.76. The current total for all accounts is \$1,062,084.23. 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 Listing from American National Bank for January was provided to the Commissioners. Chuck Carpenter moved to approve the financial report. Jon Leigh seconded the motion. The motion passed unanimously.
7. **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 22 calls for the month of January. There were no missed calls. The calls included 1 Other Fire, 1 Passenger Vehicle Fire, 15 Medical Assist, 2 Motor Vehicle Accidents, 2 Authorized Controlled Burnings, and 1 Special type incident. Average response time was 6:57 minutes. Average number of personnel per incident was 6. The turn-out time for the month was an average of 1:53 minutes.

They received mutual aid once and provided no mutual aid. Training for January included 2 hours EMS training and 4 hours of Fire Training. Three firefighters are in EMT school (2 with CareFlite and 1 at Trinity Valley).

8. **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 December. 27 of the 48 were in ESD 3 and 21 calls occurred in ESD 1. The calls in ESD 3 consisted of 1 Building Fire, 3 Grass Fires, 8 Medical Assists, 8 EMS calls, 1 Motor Vehicle Accident, 1 Chemical Spill, 1 Public Service, 2 Dispatched and Cancelled, 1 Authorized Controlled Burning, and 1 Smoke Scare. Average number of personnel per incident was 3.1. Average response time in ESD 3 area was 12:02 minutes. Average turn-out time was 3:51 minutes. The department currently has 25 firefighting members and 3 support services members. Three members are enrolled in EMT School at Trinity Valley and 1 with CareFlite.

David Wallace asked Josh if their report was broken down by the number of firefighters on EMS and fire calls. Josh explained the Personnel Count per Incident for Data Range report provides the details for the number of people on apparatus and not on apparatus per incident

9. **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 69 calls for the month of January. The calls consisted of 1 Building Fire, 1 Brush Fire, 3 Grass Fires, 1 Outside Rubbish Fire, 31 EMS, 21 Motor Vehicle Fires, 1 Public Service, 8 Dispatched and Cancelled, 1 Smoke Scare, and 1 False Alarm. They had no missed calls, provided mutual aid 2 times, and requested mutual aid 3 times. Average response time was 8:27 minutes. Average turn-out time was 2:58 minutes. Average number of personnel per incident was 3. January training consisted of SOP's, SCAB trailer/FF1 objectives (completed with College Mound VFD), Hose Rolling and Driver training. They currently have 20 members.

Ables Springs VFD and Terrell VFD covered stations during the joint training. Elmo VFD and College Mound VFD will return the favor when ASVFD and TVFD have a combined training.

10. **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 January, TVFD responded to 61 calls. 41 of the 61 occurred in ESD 3, 1 in ESD 1, 1 in ESD 6, 3 in ESD 7, and 14 in the City of Terrell. Average Turnout Time was 0:48 seconds, Average Response Time within TVFD's response area was 6:36 minutes, and Average number of personnel on each call was 7.6. There were no missed calls. They responded to 20 mutual aid requests and requested aid 4 times. The calls within ESD 3 consisted of 1 Building Fire, 1 Passenger Vehicle Fire, 1 Brush Fire, 2 Grass Fires, 4 EMS, 20 Motor Vehicle Accidents, 1 Overheated Motor, 1 Assist Police, 1 Assist Invalid, 1 Unauthorized Burning, 1 Dispatched and cancelled, 3 No Incident Found, and 1 Authorized Burning. They currently have 25 members. Total time spent on calls was 44:48:17 (H:M:S).

David Wallace asked about the status of EMS service. Terry said they should have in complete by September (new contract). They hope to close on the land purchase by the end of March. David shared information obtained at SAFE-D conference about laws that must be followed when building or remodeling a station. He directed Terry to Government Code chapter 2269. Terrell must follow these rules due to using tax payer funds when remodeling their station.

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

11. **Report about SAFE-D Conference from David Wallace and Jon Leigh;** Kristie Jones shared information she learned about changes that needed to be made to the website. She has completed most of them.

David shared information about a legislative bill that would change commissioners from being appointed to elected if the county's population is over 250,000.

David also shared information about sales tax collection. Sales tax (8.25) is already collected on all internet activity including cell phones, steaming and purchases. These funds are the surplus Texas currently has. If the ESD collects sales tax most of it would come from these purchases. The first step would be to have a presentation from HDL, a company that can be hired to tell the ESD board what potential sales tax is available. They are willing to meet with us by video conference in March to explain their services. Brandon Porter will reach out to HDL to make sure a video conference can be held at their station. If not, the March meeting will be moved to Ables Springs and they will host the video conference. After that conference, a decision can be made about hiring them and going forward. David explained that if a decision was made to go forward and have an election the ESD would need a plan to present to the voters about the use of the funds. The board and the departments will all need to agree on a use for the funds. All aspects of having an election will be examined before moving forward including costs of hiring multiple companies to help and the cost to maintain if the election passes.

David told about SAFE-D recommending using Emergency Services District instead of ESD because people did not know what ESD stood for. David will check with the Kaufman County Tax Office to see if it is possible to change ESD on tax statements to say Emergency Services District.

12. **Discuss and take action on the Texas Comptroller Special Purpose District Financial and Tax Reporting Requirement;** Kristie stated this report has been completed and filed. Chuck Carpenter asked what information is included. It includes commissioner names, population figures, the ESD tax rate, No New Revenue rate, and Voter Approval Rate.

13. **Discuss agenda items, time and date for next meeting; and** Agenda items for March 14, 2023 include a video conference with HDL and discussion about sales tax.

14. **Adjournment.** Earl Bourland moved to adjourn the meeting at 8:15 p.m. Jon Leigh seconded the motion. The motion carried unanimously.

By: Kristie Jones

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