

KAUFMAN COUNTY EMERGENCY SERVICE DISTRICT #3
MINUTES FROM July 13, 2021

Present: Commissioners: Chuck Shepard, David Wallace, and Chuck Carpenter
Absent: Harvey Chitty and Eric Porter
Fire Departments: ASVFD, CMVFD, EVFD and TVFD

1. **Call meeting to order.** Vice President Chuck Shepard 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.** Chuck Shepard reminded those in attendance about public comment on items not on the Agenda.
3. **Public comment on Agenda items.** Chuck Shepard reminded those in attendance about public comments on Agenda items.

Administrative

4. **Review and consider approval of the June 8, 2021 and July 6, 2021, meeting minutes.** David Wallace moved to approve the minutes from the meeting on June 8 and July 6, 2021. Chuck Carpenter seconded the motion. The motion passed unanimously.

Reports

5. **Receive month report from the Treasurer and consider:**
 - (a) **Approval of reimbursements.** David Wallace moved to approve a reimbursement for \$43.84 to Kristie Jones for the purchase of phone minutes for the ESD cell phone. Chuck Carpenter seconded the motion. The motion passed unanimously.
 - (b) **Approval of payment of monthly bills, and invoices.** Chuck Carpenter moved to approve payment of invoices to The Carlton Law Firm for \$595.00 and \$484.00, Kristie Jones \$600.00 for clerical duties, \$1,475.00 to Safe-D for the conference in September, \$1,100.00 to Safe-D for annual membership dues and \$134.00 for the ESD Post Office Box yearly fee. David Wallace seconded the motion. The motion passed unanimously.
 - (c) **Approval of monthly financial report.** A financial report was given stating the tax account had a balance of \$579,887.23 and the operating account had a balance of \$24,906.28. The current total for both accounts is \$604,793.51. 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 June was provided to the Commissioners. Chuck Carpenter moved to approve the financial report. David Wallace 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 16 calls for the month of June. The calls included 12 Medical Assists, 1 Public Service, 1 Unauthorized Burning, 1

Dispatched & Cancelled, and 1 Authorized Controlled Burning. Average response time was 9:01 minutes. Average number of personnel per incident was 3.4. The turn-out time for the month was an average of 4:50 minutes. Training for June included 2 hours of EMS training and 8 hours Special Operations 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 38 calls during June. 27 of the 38 were in ESD 3. The calls in ESD 3 consisted of 1 Road Freight Fire, 1 Grass Fire, 15 EMS Calls, 7 Motor Vehicle Accidents, 1 Search for person on land, 1 Dispatched and Cancelled, and 1 Smoke Detector Activation. Average number of personnel per incident was 3.2. Average response time was 13:41 minutes. Average turn-out time was 4:13 minutes. Training included 8 hours Haz-mat 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 68 calls for the month of June. The calls consisted of 2 Medical Assist, 25 EMS calls, 20 Motor Vehicle Accidents, 3 Trash Fire, 9 Dispatched and Cancelled, 2 No Incident Found, 1 False Alarm, 1 Alarm Activation, 2 Road Freight Fire, 1 Power line Down, and 2 Vehicle Fires. Average response time was 10:38 minutes. Average turn-out time was 6:11 minutes. Average number of personnel per incident was 2.9. They had 2 hours Fire training and 8 hours Haz-mat training.

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.**

Terrell VFD responded to 27 calls for the month of June. 22 of 27 calls occurred in ESD 3 and 5 in the City of Terrell. The calls included 3 Building Fires, 1 Mobile Property, 1 Passenger Vehicle Fire, 2 Grass Fires, 1 Outside Rubbish Fire, 11 Motor Vehicle Accidents, 1 Gas Leak, 1 Power line down, 4 Dispatched and Cancelled, 1 No Incident Found, and 1 Smoke Detector Activation. Average Turnout Time was 4:21 minutes. Average Response Time was 11:11 minutes. Average number of personnel per incident was 4.0. Total time spent on calls was 20:23:04 (H:M:S). Training consisted of 8 hours Haz-mat training and Hot Air Balloon Safety and Rescue. Two members are currently in the Careflite ECA course. Terrell VFD also submitted their financial information for June.

Discussion/Action Items

10. **Discuss and answer questions about the Agreement for Providing Fire Protection Services with service providers;** Kristie Jones provided the email and phone number of John Carlton to all the fire departments to submit their suggestions. There has been no communication about the Agreement for Providing Fire Protection Services as of this meeting, but Kristie will contact his office to make sure we have it before the August meeting. No action was taken. This item will remain on the agenda.

11. **Discuss and consider District budget and potential tax rates;** The board decided at the Special Meeting on July 6, 2021 to keep the VFD budgets within \$1,000,000.00. They plan to set the tax rate at the no-new-revenue rate once that amount is provided by the county. No action was taken.

12. **Discuss VFD 2021-22 Budgets;** The board has all of the VFD proposed budgets and are working to allocate the funds accordingly. No action was taken. This item will remain on the agenda.

13. **Discuss future strategic planning**; Ables Springs VFD, Elmo VFD, and Terrell VFD turned in their 3-5 year plans for replacing fire department equipment. The board will consider this as they allocate funds. There was discussion about a future fire training facility in the area. Terry Van Sickle is going to research the cost during the next few months and report to the board. If this is something the ESD wants to pursue in the future, a grant writer would need to be hired. Currently, the closest facility is in Mabank. No action was taken. This item will remain on the agenda.

14. **Hear from Peter Esposito concerning professional service fees**; Peter Esposito explained that Ables Springs VFD submitted an invoice from their attorney to be paid by the ESD. He was told after submission that it was not in the budget. Chuck Carpenter explained that the ESD budget does not have funds allocated for this type of reimbursement. Peter said he thought since Harvey Chitty suggested the VFD's have their attorneys review the Agreement for Providing Fire Protection Services that funds to pay the attorneys might be available. Peter said he would let their attorney know immediately to stop work on the Agreement and ASVFD would pay his invoice. No action was taken.

15. **Discuss agenda items, time and date for the next meeting**; Agenda items for August 10, 2021 include Review of Agreement for Fire Protection Services, VFD 2021-22 Budget amounts, 2021-22 ESD budget, establishing proposed tax rate, authorizing publication of notice in the *Terrell Tribune*, acknowledging and approve posting of tax rate notice on the ESD website.

16. **Adjournment**. Chuck Carpenter moved to adjourn at 7:35 p.m. David Wallace seconded the motion. The motion carried.

By: Kristie Jones

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