

KAUFMAN COUNTY EMERGENCY SERVICE DISTRICT #3  
MINUTES FROM July 12, 2022

**Present:** Commissioners: David Wallace, Chuck Carpenter, Chuck Shepard and Earl Bourland  
Absent: Eric Porter  
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 June 14, 2022 meeting minutes;** Chuck Carpenter moved to approve the minutes from the meeting on June 14, 2022. Earl Bourland seconded the motion. The motion passed unanimously.
5. **Hear from Treasurer Chuck Carpenter about banking procedures;** Chuck explained that he can only transfer \$3,000.00 per day from ANB to Texas Bank and Trust. Therefore, all the quarterly payments will still be written on the ANB Operating Account and the others (reimbursements, clerk salary, attorney invoices, etc.) will be from the Texas Bank and Trust account.
6. **Executive Session on Clerk compensation for 2023 budget;** The board entered into executive session at 7:05 p.m.
7. **Resume open meeting and take action on Clerk compensation;** Open session resumed at 7:10 p.m. Chuck Carpenter moved to set the Clerk compensation at \$850.00 per month with a Christmas bonus of \$500.00 for the 2022-2023 ESD budget. Earl Bourland seconded the motion. The motion passed unanimously.

**Reports**

8. **Receive monthly report from the Treasurer and consider:**
  - (a) **Approval of reimbursements;** Chuck Carpenter moved to reimburse Elmo VFD \$1,730.00 for purchase of training software. The motion was seconded by Earl Bourland. The motion passed unanimously.
  - (b) **Approval of payment of monthly bills, invoices, and contract payments;** Earl Bourland moved to approve payment of invoices. The invoices consisted of The Carlton Law Firm for legal fees in the amount of \$470.50 (remaining balance from invoice #7399) and \$645.50 (invoice #7779), US Post office for \$166.00 (annual PO box rental), Safe-D for \$1,100.00 for annual membership, and Kristie Jones \$700.00 for clerical duties. Chuck Shepard 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 \$679,242.07, the ANB operating account had a balance of \$7,838.91, and TBT with a balance of \$5,000.00. The current total for all accounts is \$692,080.98. 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. Earl Bourland seconded the motion. The motion passed unanimously.

9. **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 31 calls for the month of June. There were no missed calls. The calls included 1 Building Fire, 1 Trash Fire, 1 Off-road Vehicle Fire, 4 Grass Fires, 19 Medical Assist, 1 Motor Vehicle Accident, 1 Assist Police, 1 Unauthorized Burning, 1 Good Intent, and 1 Carbon Monoxide Detector. Average response time was 8:26 minutes. Average number of personnel per incident was 4.1. The turn-out time for the month was an average of 4:43 minutes. They received no mutual aid and provided mutual aid 4 times. Training for June included 2 hours EMS training and 6 hours of Fire Training.

10. **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 42 calls during June. 24 of the 42 were in ESD 3 and 18 calls occurred in ESD 1. The calls in ESD 3 consisted of 1 Trash Fire, 1 Off-road Vehicle Fire, 1 Forest Fire, 3 Grass Fires, 4 Medical Assist, 6 EMS, 2 Motor Vehicle Accidents, 2 Dispatched and Cancelled, and 4 Citizen Complaints. Average number of personnel per incident was 2.8. Average response time was 10:12 minutes. Average turn-out time was 2:48 minutes. They had one member graduate from the Fire Academy and pass their state test. The department currently has 25 firefighting members and 3 support services members.

11. **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 65 calls for the month of June. The calls consisted of 1 Building Fire, 2 Trash Fires, 1 Off-road Vehicle Fire, 1 Natural Vegetation Fire, 2 Brush Fires, 8 Grass Fires, 1 Explosion, 11 Medical Assist, 9 EMS calls, 12 Motor Vehicle Accidents, 1 Accident, 1 Vehicle Accident Clean-up, 1 Animal Problem, 4 Unauthorized Burnings, 2 Cover Assignment, 2 Dispatched and Cancelled, 2 No Incident Found, 2 Authorized Burnings, 1 False Alarm, 1 Bomb Scare, and 1 Smoke Detector. They had no missed calls and requested mutual aid 9 times. They gave mutual aid 2 times. Average response time was 8:25 minutes. Average turn-out time was 3:12 minutes. Average number of personnel per incident was 2.4. June training consisted of Apparatus and SOP, EMS Training, and Mayday/Rescue. They currently have a total of 19 members.

12. **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 June, TVFD responded to 33 calls. Of these, 20 occurred in ESD 3, 1 in Dallas County, 1 in ESD 1, 1 in ESD 7, and 10 in the City of Terrell. The calls included 1 Vehicle Fire, 1 Off-road Vehicle Fire, 2 Brush Fires, 7 Grass Fires, 5 Motor Vehicle Accidents, 2 Power Lines Down, 1 Arcing, 1 Animal Rescue, 1 Public Service, 3 Unauthorized Burning, 7 Dispatched and Cancelled, 1 No Incident Found, and 1 Alarm System. Average turnout time was 1:16. Average response time was 7:44 and average number of personnel per incident was 5.9. There were no missed calls. They responded to 19 mutual aid requests and requested mutual aid 1 time. Total time spent on calls was 32:12:01 (H:M:S). They have 24 firefighting members. All members received 2 hours of radio communications and Mayday balloon training.

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

13. **Discuss and take action on changes to the Agreement for Providing Fire Protection Services with service providers;**

**(a) Page 2, Section 1.01, G. 3 and 4;** Chuck Carpenter moved to accept the changes for Section 1.01, G 3 and 4. Earl Bourland seconded the motion. The motion passed unanimously.

**(b) Page 5, Section 3.03 A. 2 and 3;** Earl Bourland moved to accept the changes for Section 3.03, A. 2 and 3. Chuck Shepard seconded the motion. The motion passed unanimously.

**(c) Page 6, Section 3.03, C;** Chuck Carpenter moved to accept the change in Section 3.03 C. Earl Bourland seconded the motion. The motion passed unanimously.

**(d) Page 7, Section 4.01, A and 3;** Earl Bourland moved to accept the changes in Section 4.01 A and A. 3. Chuck Shepard seconded the motion. The motion passed unanimously.

**(e) Page 10, Section 6.01, C, and Section 6.02, D, E, and F;** Chuck Carpenter moved to accept the changes in Section 6.01, C and Section 6.02 D, E, and F. Earl Bourland seconded the motion. The motion passed unanimously.

**(f) Page 11, Section 7.02, C;** Earl Bourland moved to accept the change in Section 7.02, C. Chuck Carpenter seconded the motion. The motion passed unanimously.

14. **Discuss and consider District budget and potential tax rates;** The County should send the Certified Appraisal Totals by July 26. Chuck Carpenter said it should be about 1.1 million. Kristie will send the totals to the board and John Carlton as soon as we get them. John Carlton will work on them and we should be able to propose the tax rate at the August 9 meeting.

15. **Discuss VFD 2022-23 Budgets;** All the departments have submitted their budgets. Chuck Carpenter thinks the ESD should receive about \$100,000 more than this year. In the future, the only way to really increase funding is probably through sales tax. David Wallace asked the departments if they wanted the board to investigate what the ESD might could receive in sales tax. David thinks it will take at least two years before it would be eligible for election. The departments agreed they would like to find out more. Chuck Carpenter will include funds to investigate in the 2022-23 budget.

16. **Discuss agenda items, time and date for the next meeting;** The next meeting will be Tuesday, August 9, 2022 at 7:00 p.m. Agenda items will include suggestions for a new CPA, discuss District budget, hold vote on proposed tax rate, schedule public hearing/meeting to vote to adopt tax rate, and approve publication of Notice of Public Hearing/Public Meeting on Tax Increase/Tax Rate.

17. **Adjournment.** Chuck Shepard moved to adjourn the meeting at 7:45 p.m. Earl Bourland seconded the motion. The motion carried.

By: Kristie Jones

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