

KAUFMAN COUNTY EMERGENCY SERVICE DISTRICT #3  
MINUTES FROM June 9, 2020

**Present:** Commissioners: Harvey Chitty, Mark Smith, Chuck Carpenter, David Wallace and Tricia Smith  
Fire Departments: ASVFD, CMVFD, EVFD and TVFD

1. **Call meeting to order.** President Harvey Chitty 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.** Harvey Chitty read the statement about public speaking in our meeting. No one was present that wanted to address the Board.
3. **Public comment on Agenda items.** Harvey Chitty read the statement about public comments on Agenda items.

**Administrative**

4. **Review and consider approval of the May 12, 2020, meeting minutes.** Mark Smith moved to approve the minutes from the meeting on May 12, 2020. Tricia Smith seconded the motion. The motion passed unanimously.

**Reports**

5. **Receive month report from the Treasurer and consider:**
  - (a) **Approval of reimbursements.** There was a discussion about the methods the departments are using to reimburse contract labor. Harvey Chitty said he did not believe using the \$2600 reimbursement money for a stipend was what the Board intended when they agreed to the amendment to the Service Provider Contract. The intent was to decrease response time by having someone at the station to respond to calls. Harvey questioned the legal aspects of paying a volunteer.

David Wallace said he remembers Pete Esposito saying Ables Springs was going to use the money as a stipend. He thought the Board agreed to that. He said Terrell has been giving a stipend since the 1980's. In order to receive their stipend you had to respond to 60% of the monthly calls. He said he thought the way Ables Springs had set theirs up left room for abuse but he didn't see anything wrong with using the money as a stipend for retention.

Harvey Chitty said he remembers Pete Esposito saying Ables Springs wanted to use the money for stipends but the Board did not respond yes or no. He reminded everyone this additional funding was a 4 month trial.

Chuck Carpenter said he thinks the amendment needs to be changed to allow for a stipend or Ables Springs needs to live with the agreement the other 3 departments are using. He asked that the question be sent to the attorney.

Mark Smith stated that the County really wants response time down and people to show up when paged. The 3 departments that are paying someone to stay at the station from 8-5 during the week have already decreased their response time by 2 minutes each. He too would like the attorney's

opinion on paying a stipend and the possibility of changing the amendment to use ½ the money for contract labor and ½ towards stipends.

Mark Smith moved to approve the payment of the reimbursements to Ables Springs VFD for their stipend in the amount of \$2,600.00, College Mound VFD for contract labor in the amount of \$2,275.00 and training for \$444.05, Elmo VFD for contract labor in the amount of \$1,200.00 and training for \$1,900.00, and Terrell VFD for contract labor in the amount of \$1,200.00. David Wallace seconded the motion. The motion passed unanimously.

Harvey Chitty told the departments they must submit all requests for reimbursement the Thursday before the scheduled meeting or they would not be paid that month. This will allow time to transfer the necessary funds to the operating account.

(b) **Approval of payment of monthly bills, invoices and contract payments.** Chuck Carpenter moved to approve payments to The Carlton Law Firm for \$1,859.25, Kaufman County Appraisal District for \$2,250.91, Kristie Jones \$600.00 for clerical duties, Ables Springs VFD, Elmo VFD and Terrell VFD contract payments for \$34,000.00 each, and College Mound VFD contract payment for \$17,000.00. Mark Smith 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 \$638,783.49 and the operating account had a balance of \$3,659.60. The current total for both accounts is \$642,443.09. 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 May was provided to the commissioners. Chuck Carpenter moved to approve the financial report. Mark Smith 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 May. They did not provide an incident report.

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 May. The calls included 2 Fires, 1 Building Fire, 16 EMS, 6 Motor Vehicle Accidents, 1 Service Call, 3 Unauthorized Burning, 3 Dispatched and cancelled, 5 Authorized Controlled Burning, and 1 Alarm System. Average Response time was 14.54 minutes. Their response time in March was 15.36 and for April it was 18.14.

College Mound turned in their financial reports for March, April, and May.

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 70 calls for the month of May. The calls consisted of 2 Building Fires, 1 Cooking Fire, 1 Passenger Vehicle Fire, 2 Natural Vegetation Fires, 2 Brush Fires, 1 Grass Fire, 22 EMS calls, 13 Motor Vehicle Accidents, 1 Power Line Down, 1 Lock-out, 1 Water Problem, 2 Public Service Assistance, 1 Cover Assignment, 2 Unauthorized Burnings, 7 Dispatched and cancelled, 5 No Incident Found, and 1 Smoke Detector. Average Response Time was 8.40 minutes. During the month of April their response time was 9.29 minutes

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 38 calls for the month of May. The calls included 1 Building Fire, 2 Vehicle Fires, 1 Brush Fire, 1 Grass Fire, 3 Outside Trash Fires, 1 EMS Assists, 10 Motor Vehicle Accidents, 1 Power Line Down, 1 Accident Potential, 1 Animal Problem, 4 Public Service, 1 Assist Invalid, 1 Fill-in, 4 Dispatched and Cancelled, 2 No Incident Found, 3 Authorized Burning, and 1 Alarm Malfunction. Average Response Time was 10 minutes. Their response time was 10 minutes in March and 9 minutes in April.

Terrell VFD also submitted their May financials.

### Discussion/Action Items

10. **Discuss and consider the First Amendment to Agreement for Providing Fire Protection Services that allows the Volunteer Fire Departments to submit reimbursement for additional paid personnel.** The question was asked if the new amendment needed to be changed to include stipends. Chuck Carpenter said he wanted to ask the attorney if the funds could be split 50/50 or if we could even pay a stipend.

Terry Van Sickle (College Mound) said he believes a reasonable stipend can be paid. Reasonable meaning paying per mile or a small amount (\$5.00 or \$10.00) per call. He doesn't believe unreasonable amounts where the volunteer appears to be "paid" are allowed.

Kristie will ask the attorney if it is legal to pay 3 departments one way and 1 department a different way. She will inquire to make sure it is legal to pay a stipend, limits to stipends, and if the money can be split 50/50.

David Wallace referred to a class he attended at the Safe-D conference where stipends were discussed as a method used for retention and recruitment.

David Wallace moved to approve the amendment written by John Carlton for the next three months that allows for the VFD to submit reimbursement for additional personnel. Chuck Carpenter seconded the motion. During discussion, Mark Smith said he is not comfortable letting Ables Springs slide by for the next three months. Ables Springs will be reimbursed for the stipends this month but unless the attorney says it is okay, they will not be reimbursed next month unless they have followed the amendment as written. The motion passed unanimously.

11. **Discuss and consider a Resolution adopting Investment Policy, Strategies, Guidelines, and Management Practices.** This item was tabled until the July meeting. Chuck Carpenter will take the Investment Policy to American National Bank and discuss it with them.

12. **Discuss and consider whether a November election will be necessary (for example, for sales tax, annexation, tax rates, bonds, etc.).** Kristie distributed a Tax Planning Calendar 2020 to the Board. This calendar was prepared by the attorney. If the Board votes to propose a tax rate that exceeds the greater of the voter-approval rate (rollback rate), the District is required to call an election to allow voters to accept or reject the proposed tax rate in November 2020. If the proposed tax rate exceeds the no-new-revenue tax rate (effective rate) but does not exceed the voter-approval rate (rollback rate) then the District is required to hold public meetings. If the proposed tax rate does not exceed the no-new-revenue rate (effective rate) or the voter-approval rate (rollback rate) the District will need to publish the Notice of Meeting to Vote on Tax Rate and schedule the meeting before September 30 to adopt the District's tax rate and submit adopted tax rate to Kaufman County Tax Office.

At this time the board does not want to increase the tax rate. We should receive a projection of our tax funds from Kaufman County by the middle of July. This item will remain on the agenda.

13. **Discuss VFD 2020-21 Budgets.** The board has received copies of all the proposed 2020-21 budgets. They will review them and this item will be discussed at the July meeting. Harvey stated the Board may consider giving more funds to the departments with the greater call volume and not continue to split them equally.

14. **Discuss ESD 2020-21 Budget.** The board will look at funds received during 2019-20. This item will be discussed at the July meeting. Hopefully, the board will have received a proposed tax amount we will collect from Kaufman County during the 2020-21 fiscal year.

15. **Discuss agenda items, time and date for the next meeting.** Agenda items for July include review of VFD 2020-21 budgets, review of ESD 2020-21 budget, discussion of proposed 2020 tax rate, and the adoption of an Investment Policy for the ESD that is required by law.

16. **Adjournment** Tricia Smith moved to adjourn at 8:03 p.m. David Wallace seconded the motion. The motion carried.

By: Kristie Jones

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