

**KAUFMAN COUNTY EMERGENCY SERVICES DISTRICT #3
MINUTES FROM JUNE 13, 2023**

Present: Commissioners: David Wallace, Chuck Carpenter, Jon Leigh, and Earl Bourland
Absent: Taelor Brewer
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 May 9, 2023 meeting minutes.** Earl Bourland moved to approve the minutes from the meeting on May 9, 2023. Chuck Carpenter seconded the motion. The motion passed unanimously.
5. **Discuss ESD Bank Accounts and take action if necessary;** Chuck Carpenter explained the ESD will make more money from interest if the ESD moves the tax account from American National Bank to Texas Bank and Trust. Currently, the ESD is being paid .16% in interest in the tax account at ANB. ANB has offered 2.75% and TBT is offering 3.50% plus they will provide securities above the \$250,000 federal guarantee. Chuck Carpenter moved to proceed with moving the tax account to TBT and notifying the County of the new depository. The attorney will be asked to provide a resolution to enable this to happen. Earl Bourland seconded the motion. The motion passed unanimously.

Reports

6. **Receive monthly report from the Treasurer and consider:**
 - (a) **Approval of reimbursements;** There were no reimbursements this month.
 - (b) **Approval of payment of monthly bills, invoices, and contract payments; and** Jon Leigh moved to approve payments of invoices and contract payments. The invoices included Carlton Law Firm for \$387.50 (May legal fees) and \$1,847.75 (June legal fees), \$3,251.44 to the Kaufman Central Appraisal District (quarterly payment) and Kristie Jones \$850.00 for June clerical duties. The contract payments included Ables Springs VFD \$72,250.00, College Mound VFD \$38,000.00, Elmo VFD and Terrell VFD \$100,000.00 each. 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 \$1,130,509.88, the ANB operating account had a balance of \$3,026.91, and TBT with a balance of \$4,642.44. The current total for all accounts is \$1,138,179.23. 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 May 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 31 calls for the month of May. There were no missed calls. The calls included 1 Other Fire, 1 Trash Fire, 20 Medical Assist, 4 Motor Vehicle Accidents, 1 Public Service, 1 Unauthorized Burning, 1 Cover Assignment, 1 Dispatched and Cancelled, and 1 No Incident Found. Average

response time was 6:22 minutes. Average number of personnel per incident was 5.2. The turn-out time for the month was an average of 1:58 minutes. The VFD received mutual aid two times and provided mutual aid one time. Training for May included 2 hours of EMS training and 6 hours of Fire Training. The department has a new EMT giving them a total of 8.

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 51 calls during May. 31 of the 51 calls were in ESD 1 and 19 calls occurred in ESD 3. The calls in ESD 3 consisted of 2 Passenger Vehicle Fires, 1 Road Freight Fire, 1 Dumpster Fire, 3 Medical Assists, 6 EMS calls, 1 Motor Vehicle Accident, 1 Public Service, 2 Dispatched and Cancelled, 1 No Incident Found, and 1 Citizen Complaint. Average number of personnel per incident was 3.2. Average response time in ESD 3 area was 9:26 minutes. Average turn-out time was 3:05 minutes. The department currently has 25 firefighting members and 3 support services members. Two members are enrolled in EMT school.

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 58 calls for the month of May. The calls consisted of 2 Building Fires, 3 Passenger Vehicle Fires, 1 Grass Fire, 34 EMS calls, 12 Motor Vehicle Fires, 1 Gas Leak, 4 Dispatched and Cancelled, and 1 False Alarm. They had no missed calls, provided mutual aid 5 times, and requested mutual aid 3 times. Average response time was 7:40 minutes. Average turn-out time was 2:39 minutes. Average number of personnel per incident was 2.5. May training consisted of SOPs, EMS, FF1 Objectives, and Apparatus familiarization. David Wallace asked if they had resources to help their firefighters after the 2 back to back fatalities they experienced this month. Brandon said Kaufman County Sheriff Beavers was providing help as well as EAP offered through Frisco Fire Department.

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 May, TVFD responded to 31 calls. 25 of the 31 occurred in ESD 3 and 6 in the City of Terrell. Average Turnout Time was 1:22, Average Response Time within TVFD's response area was 6:57 minutes, and Average number of personnel on each call was 5.1. There were no missed calls. They responded to 9 mutual aid requests and requested aid 2 times. The calls within ESD 3 consisted of 1 Building Fire, 6 EMS, 9 Motor Vehicle Accidents, 1 Chemical Hazard, 2 Unauthorized Burning, 3 No Incident Found, 2 Authorized Controlled Burning, and 1 Special Type Incident. All members received training on fireground communications and requesting mutual aid using a staged residential structure fire scenario with victims trapped inside. Three firefighters attended the East Texas Interagency Wildland Academy. Two of the firefighters earned S130/S190 Wildland Firefighter certifications, while the third completed the S290 Intermediate Wildland Fire Behavior Course. One firefighter completed the Federation of Fire Chaplains and one firefighter began Fire Inspector 1 and 2 training. They currently have 21 members. Total time spent on calls was 30:15:54 (H:M:S).

Discussion/Action Items

11. **Review, discuss and take action on Addendum to Agreement for Providing Emergency Service.** The addendum will be reviewed further. David has discussed the addendum with the fire chiefs and would like to hammer out a few details before it is included with the 2023-24 Agreement to Provide Emergency Services. Chuck Carpenter moved to discuss and review the addendum during a workshop. Earl Bourland seconded the motion. The motion passed unanimously.

12. **Discuss and take action on letter from the city of Terrell.** Jon Leigh moved to have David and Chuck meet with the Terrell City Manager as they requested. Earl Bourland seconded the motion. The motion passed unanimously.

13. **Discuss and take action on proposal to enter into an interlocal agreement with the City of Terrell.** Earl Bourland moved for David and a second board member to attend a Terrell City Council meeting to speak about an interlocal agreement between the city of Terrell and Kaufman County Emergency Services District 3. Jon Leigh seconded the motion. The motion passed unanimously.

14. **Discuss potential sales tax election, take action if needed.** The departments were provided with the report from HdL last month. The report did not include an estimate of sales tax that could be received from online sales and streaming. Jon Leigh stated without the number for internet sales it makes it difficult to sell it to the public that they are already paying this much in sales tax and the ESD just wants to collect it rather than sending it to the state. David said it would be at least a year before they would know if ad valorem taxes can be reduced because of the amount collected in sales tax. If the ESD decides to move forward, everyone would need to come together with a sales pitch. David asked the departments to discuss the possibility of sales tax (possibly appoint a committee composed from each department), come up with a plan, and then convince the board how it would help the ESD. This item will remain on the agenda.

15. **Volunteer Fire Departments 2023-24 Budgets.** All four departments submitted their 2023-24 budget requests.

16. **Review and consider adoption of Resolution Confirming Review of Rules for Public Participation at Open Meetings.** This item was not addressed. Secretary Taelor Brewer was not in attendance and his signature is required on the resolution.

17. **Discuss and consider adoption of the tax and budget planning calendar for 2023, authorization of publication and payment of required notices for tax rate setting process and take any related action.** Jon Leigh moved to adopt the tax and budget planning calendar for 2023, authorization of publication and payment of required notices for tax rate setting process. Earl Bourland seconded the motion. The motion passed unanimously.

18. **Conduct annual review of investment policy and investment strategies and adopt resolution.** This item was not addressed. Secretary Taelor Brewer was not in attendance and his signature is required on the resolution.

19. **Set date and time for contract and budget workshop.** The ESD will have a workshop to discuss VFD budgets, the Addendum, and any changes to the Agreement for Providing Emergency Services on Thursday, June 29 at 6 PM.

20. **Discuss agenda items, time and date for next meeting.** Agenda items for July 11, 2023 include service agreement addendum, VFD budgets, potential sales tax election, Secretary and Assistant Treasurer election, resolutions, and budget discussion.

21. **Adjournment.** Earl Bourland moved to adjourn the meeting at 8:11 p.m. Chuck Carpenter seconded the motion. The motion carried unanimously.

By: Kristie Jones

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