

KAUFMAN COUNTY EMERGENCY SERVICE DISTRICT #3
MINUTES FROM March 10, 2020

Present: Commissioners: Harvey Chitty, Mark Smith, Tricia Smith, and David Wallace
Fire Departments: ASVFD, CMVFD, EVFD and TVFD
Guest: County Commissioner Terry Barber

1. **Call meeting to order.** President Harvey Chitty declared a quorum was present and called the meeting to order at 7:00 p.m. He welcomed Precinct 3 County Commissioner Terry Barber. Mr. Barber expressed his appreciation to everyone for his recent re-election.

Administrative

2. **Review and consider approval of the February 11, 2020, meeting minutes.** Mark Smith moved to approve the minutes from the meeting on February 11, 2020. Tricia Smith seconded the motion. The motion passed unanimously.

Reports

3. **Receive month report from the Treasurer and consider:**
 - (a) **Approval of reimbursements.** Tricia Smith moved to approve the payment of the reimbursements to David Wallace and Harvey Chitty for the Safe-D Conference, Ables Springs VFD for training, and Kristie Jones for the GoDaddy email. Mark Smith seconded the motion. The motion passes unanimously.
 - (b) **Approval of payment of monthly bills invoices and contract payments.** Mark Smith moved to approve payment to Kaufman County Appraisal District for quarterly payment, Kristie Jones for clerical duties, and contract payments to Ables Springs VFD, College Mound VFD, Elmo VFD, and Terrell VFD. Tricia 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 \$703,073.32 and the operating account had a balance of \$2,018.70. The current total for both accounts is \$705,092.02. 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. Mark Smith moved to approve the financial report. David Wallace seconded the motion. The motion passed unanimously.
4. **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 14 calls for the month of February. The calls included 1 Passenger Vehicle Fire, 1 Brush Fire, 1 Grass Fire, 4 Medical Assists, 2 Motor Vehicle Accidents, 4 Unauthorized Burnings, and 1 Cover Assignment. Average Response Time was 12.79 minutes.
5. **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 17 calls during February. They did not provide an incident report.

6. **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 46 calls for the month of February. The calls consisted of 1 Structure Fire, 1 Passenger Vehicle Fire, 1 Road Freight Fire, 1 Grass Fire, 19 EMS calls, 15 Motor Vehicle Accidents, 1 Lock-out, 1 Unauthorized Burning, 3 Dispatched and cancelled, 2 No Incident Found, and 1 Alarm system malfunction. Average Response Time was 10.12 minutes.
7. **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 35 calls for the month of February. The calls included 5 Building Fires, 1 Trash Fire, 12 Motor Vehicle Accidents, 1 Electrical Short, 2 Smoke Odor Removal, 3 Public Service, 2 Unauthorized Burnings, 2 Fill-in, 5 Dispatched and Cancelled, 1 Authorized Burning, and 1 Alarm Malfunction. Average Response Time was 10 minutes.
8. **Report from the attorney about the Volunteer Fire Department Proposal for paid contractors.** Kristie Jones reported that the proposal was emailed to the attorney on February 12. At this time there has been no response from the attorney. As soon as there is a response that will be forwarded to the commissioners and the fire departments.
9. **Report from Harvey Chitty and David Wallace about the Safe-D Conference.** David Wallace explained about stipends that pay to volunteers. There are grants from the State Fire Marshal to help with recruitment. He is aware that everyone across the state is having trouble getting volunteers. There are 325 ESD's in Texas with 100 of them collecting sales tax. Harvey Chitty said he knows a gentleman that will help with getting a sale tax proposition passed, should the ESD decide they wanted to pursue this.

Discussion/Action Items

10. **Discuss and consider approval of Fire Department proposals for paid contractors.** Terry Van Sickle stated the departments are ready today to put 1 paid contractor in each station for 8 hours 5 days a week. He realizes it would be safer with 2, but they need to start somewhere and having 1 person already at the station to drive an engine to the scene will help. The commissioners really want to hear what the attorney says about the proposal first. Peter Esposito said the Ables Springs board would like to meet with the ESD Commissioners once the proposal is back from the attorney.

11. **Discuss and consider creating a policy regarding public comment.** Kristie Jones emailed the attorney on January 15, 2020 and explained the ESD wanted to adopt a resolution for the rules the board would follow regarding public participation at our meetings. Kristie asked the attorney to provide a sample resolution the ESD might use for discussion purposes. The following is the response from the attorney, John Carlton: *We will provide our memo and a recommended policy for the Board to adopt related to Public Participation at board meetings for the next agenda.*

Because the attorney has still not provided this information this item will remain on the agenda for April.

12. **Discuss inviting our attorney or his representative to attend our meeting on May 12, 2020.** The board would like for John Carlton to attend our meeting to discuss how much the tax rate can be increased and explain about a type of contract that rolls over and doesn't have to be signed each year. Kristie Jones will let John Carlton know we would like him to attend.

The commissioners would like the departments to email their budget proposals for 2020-21 to Kristie Jones by May 1, 2020. She will send them to the attorney so he could see them before the May 12 meeting.

13. **Discuss agenda, time and date for next meeting.** Agenda items for April: Proposal for Contract Staffing and Adoption of Policy Regarding Public Comment and Participation in Board Meetings.

Tricia Smith moved to adjourn at 7:46 p.m. Mark Smith seconded the motion. The motion carried.

By: Kristie Jones

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