

KAUFMAN COUNTY EMERGENCY SERVICES DISTRICT #3
MINUTES FROM March 14, 2023

Present: Commissioners: David Wallace, Chuck Carpenter, Earl Bourland, and Jon Leigh
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 February 14, 2023 meeting minutes;** Kristie reported that item 5 from the February minutes should have included a motion, second and vote. This item will be placed on the April agenda to be considered and take action. Earl Bourland moved to approve the minutes with the exception for item 5 from the meeting on February 14, 2023. Jon Leigh seconded the motion. The motion passed unanimously.

5. **Video Conference with and presentation from HDL Companies about possible future sales tax collections;** Katie Biggers from HDL Companies joined the meeting by video conference. She explained HDL Companies assist 90 ESD's throughout the state with sales tax research and collection. If KCESD 3 chooses to hire their company, they will begin with providing a "Sales Tax Estimate Report" to determine if there is enough sales tax available to move forward. This report will estimate the amount of funds the ESD could collect during the first full year after an election. HDL will map KCESD 3 to determine available sales tax and areas that are already maxed out at 8.25 cents. They will look at physical businesses that collect sales tax and online business that delivers taxable products. The city of Poetry was discussed because they recently incorporated to collect 1.5 cents to use toward road improvements.

HDL Companies does not provide marketing for an election but will help determine if the costs of holding an election would help our ESD.

The cost for the research and report from HDL will range from \$1500 minimum to \$3000 maximum. The report will take about six weeks to complete. If the board approves the agreement, Kristie will scan and email and then they will begin.

If an election is held and approved, HDL Companies can be hired to provide ongoing sales tax collections. This is a service they are currently providing to 90 ESD's.

David thanked Katie and told her he would call her the next day.

David will contact Tandi Smith, with Kaufman County, to inquire about the cost of putting an election on the ballot. David estimates the total costs for everything involved may be as much as \$50,000.

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 and invoices;** Jon Leigh moved to approve payment of invoices and contract payments. The invoices include VISA \$1772.15 for Safe-D Conference hotel and meals, Kristie Jones \$850.00 for March clerical duties, and Texas Emergency Services Retirement System \$4,850.00 for Terrell VFD pension. The contract payments are \$72,250.00 Ables Springs VFD, \$38,000.00 College Mound VFD, \$100,000.00 each to Elmo VFD and Terrell VFD. 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 \$1,323,587.28, the ANB operating account had a balance of \$3,026.91, and TBT with a balance of \$2,827.89. The current total for all accounts is \$1,329,442.08. 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 February was provided to the Commissioners. Chuck Carpenter moved to approve the financial report. Earl Bourland 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 23 calls for the month of February. There were no missed calls. The calls included 1 Building Fire, 1 Outside Equipment Fire, 10 Medical Assist, 4 Motor Vehicle Accidents, 1 Public Assistance, 1 No Incident Found, 1 Authorized Controlled Burning, 1 Smoke Scare, 1 Unintentional Alarm, and 2 Special type incidents. Average response time was 8:05 minutes. Average number of personnel per incident was 5.2. The turn-out time for the month was an average of 2:02 minutes. They received mutual aid once and provided mutual aid twice. Training for February included 2 hours EMS training and 4 hours of Fire Training.

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 29 calls during February. 16 of the 29 were in ESD 3 and 13 calls occurred in ESD 1. The calls in ESD 3 consisted of 1 Natural vegetation Fire, 2 Brush Fires, 3 Grass Fires, 1 Outside Rubbish Fire, 4 Medical Assists, 3 EMS calls, 1 Motor Vehicle Accident, and 1 Dispatched and Cancelled. Average number of personnel per incident was 2.7. Average response time in ESD 3 area was 10:11 minutes. Average turn-out time was 4:25 minutes. The department currently has 25 firefighting members and 3 support services members. Training consisted of CareFlite CE.

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 54 calls for the month of February. The calls consisted of 1 Building Fire, 1 Brush Fire, 1 Grass Fire, 17 EMS, 10 Motor Vehicle Fires, 6 Arcing electrical equipment, 1 Vehicle Accident Cleanup, 1 Person in Distress, 1 Assist Police, 1 Public Service, 6 Dispatched and Cancelled, 2 Authorized Controlled Burnings, 1 Prescribed Fire, and 5 Other Incidents. They had no missed calls and provided mutual aid 2 times. Average response time was 7:35 minutes. Average turn-out time was 2:05 minutes. Average number of personnel per incident was 2.4. February training consisted of 7 hours fire training and 8 hours EMS CE with CareFlite

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 February, TVFD responded to 39 calls. 33 of the 39 occurred in ESD 3 and 6 in the City of Terrell. Average Turnout Time was 2:37, Average Response Time within TVFD's response area was 6:29 minutes, and Average number of personnel on each call was 4.7. There were no missed calls. They responded to 9 mutual aid requests and requested aid 1 time. The calls within ESD 3 consisted of 1 Building Fire, 1 Outside Rubbish Fire, 5 EMS, 9 Motor Vehicle Accidents, 1 Swift Water Rescue, 1 Gas Leak, 4 Arcing, 1 Dispatched and cancelled, 5 No Incident Found, 2 Authorized Burning, 1 Smoke Detector, and 2 Special Type Incidents. Training consisted of 2 hours basic fireground skills. Two members are in EMT school and two members will attend Texas A&M school in March. They currently have 25 members. Total time spent on calls was 32:26:16 (H:M:S).

Discussion/Action Items

11. **Discuss and take action on hiring HDL Companies to possibly assist with a future sales tax election, if necessary;** Chuck Carpenter moved to authorize President David Wallace to sign the agreement with HDL Companies to research our district to determine if an election would be beneficial. Earl Bourland seconded the motion. The motion passed unanimously. If a decision is made to proceed with a sales tax election, the ESD will schedule some workshops to determine what the money would be used for.
12. **Review Records Management Program and approve changes, if necessary;** This item was tabled until next month. David Wallace will speak to Commissioner Terry Barber about filling the vacant seat on the board.
13. **Discuss and take action on City of Terrell annexation, if necessary;** David Wallace shared a map of the area to be annexed from the city of Terrell website. It includes 7000 acres. Terrell stated the annexation plans in their 447 page outlook for the future prior to 2019. The annexation states the city must provide services no less than (not equal to) the area is currently receiving. Terry Van Sickle told the board the city of Terrell contributed \$36,000 plus paid for workers compensation for TVFD during FY 2021-22. This was 11.6% of TVFD budget. During that year, 12.32% of TVFD calls were in the city of Terrell.

David Wallace had a conversation with Terry Barber about mutual aid and interlocal agreements. Commissioner Barber suggested the ESD get clarification from our attorney about the legality of the city of Terrell contributing funds to the volunteer department. He believes there should be an interlocal agreement between the city of Terrell and the ESD.

David would like to ask John Carlton some questions about mutual aid, interlocal agreements and reimbursements for pre-planned events. Chuck Carpenter moved for David to contact John Carlton for his legal opinion. Earl Bourland seconded the motion. The motion passed unanimously.

14. **Discuss agenda items, time and date for next meeting** Agenda items for April 11, 2023 include commissioner to be added/removed from bank signature cards, reviewing records management program and discussion from attorney's opinion about mutual aid and interlocal agreements.

15. **Adjournment.** Jon Leigh moved to adjourn the meeting at 8:05 p.m. Chuck Carpenter seconded the motion. The motion carried unanimously.

By: Kristie Jones

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