

KAUFMAN COUNTY EMERGENCY SERVICE DISTRICT #3
MINUTES FROM September 14, 2021

Present: Commissioners: Harvey Chitty, Chuck Shepard, David Wallace, Chuck Carpenter and Eric Porter
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 7:00 p.m.
2. **Public comment on items not on the Agenda** Harvey Chitty read the statement about public comment on items not on the Agenda.
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 August 10, 2021 meeting minutes.** Chuck Carpenter moved to approve the minutes from the meeting on August 10, 2021. Eric Porter seconded the motion. The motion passed unanimously.

Reports

5. **Receive monthly report from the Treasurer and consider:**
 - (a) **Approval of reimbursements.** Eric Porter moved to approve training reimbursements to College Mound VFD for \$3,454.99, Elmo VFD for \$1,488.02, and Terrell VFD for \$3,199.96. Chuck Carpenter seconded the motion. The motion passed unanimously. David Wallace moved to reimburse Kristie Jones for mileage during the 20-21 FY in the amount of \$574.56. Chuck Carpenter seconded the motion. The motion passed unanimously.
 - (b) **Approval of payment of monthly bills, invoices, and contracts.** Eric Porter moved to approve payment of invoices to The Carlton Law Firm for \$1,010.50 and \$1,870.00, Terrell Tribune for \$292.13, Kaufman County Appraisal District for \$2,291.14, Kristie Jones \$600.00 for clerical duties, and contract payments for Ables Springs VFD for \$25,000.00, College Mound VFD for \$50,000.00, Elmo VFD for \$50,000.00 and Terrell VFD for \$50,000.00. David Wallace 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 \$601,464.46 and the operating account had a balance of \$19,440.44. The current total for both accounts is \$620,904.90. 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 August was provided to the Commissioners. Chuck Carpenter moved to approve the financial report. Chuck Shepard 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 14 calls for the month of August. The calls included 1 Medical Assist, 8 EMS, 3 Motor Vehicle Accidents, 1 Dispatched and cancelled, and 1 Smoke Scare. Average response time was 8:34 minutes. Average number of personnel per incident was 4.2. The turn-out time for the month was an average of 3:10 minutes. Training for August included 2 hours of EMS training, and 4 hours of Firefighter Training. Ables Springs reported they missed 1 medical call because Ables Springs recently switched from Active 911 to Rover at the request of the Sheriff's office and they did not receive the page.

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 60 calls during August. 28 of the 60 were in ESD 3. The calls in ESD 3 consisted of 1 Building Fire, 15 EMS Calls, 8 Motor Vehicle Accidents, 1 Water rescue, and 3 Dispatched and Cancelled. Average number of personnel per incident was 2.8. Average response time was 12:30 minutes. Average turn-out time was 3:59 minutes.

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 50 calls for the month of August. The calls consisted of 1 Road Freight Fire, 1 Brush Fire, 1 Grass Fire, 21 EMS calls, 17 Motor Vehicle Accidents, 1 Power Line Down, 1 Public Service, 3 Dispatched and Cancelled, 1 Wrong Location, 2 No Incident Found, 1 Lock-out, 1 Public Service, 2 Assist Police, and 5 Dispatched and Cancelled. Average response time was 9:17 minutes. Average turn-out time was 5:42 minutes. Average number of personnel per incident was 2.6. They had 10 hours training.

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 36 calls for the month of August. 30 of 36 calls occurred in ESD 3, 1 occurred in ESD #1, and 5 in the City of Terrell. The calls included 2 Building Fires, 1 Brush Fires, 1 Outside Rubbish Fire, 2 EMS Calls, 14 Motor Vehicle Accidents, 1 Combustible Condition, 1 Service Call, 2 Unauthorized Burning, 8 Dispatched and Cancelled, 2 No Incident Found, and 2 Authorized Controlled Burning. Average Turnout Time was 4:35 minutes. Average Response Time was 11:22 minutes. Average number of personnel per incident was 4.5. Total time spent on calls was 25:00:31 (H:M:S). The department currently has 19 firefighting members and 1 support services member. Terrell VFD submitted their financial information for August.

Discussion/Action Items

10. **Take action regarding budget for fiscal year October 1, 2021 to September 30, 2022;** Eric Porter moved to adopt the 2021-2022 budget in the amount of \$986,961.00. The ESD expects to receive \$994,967.00 during FY 2021-2022. Chuck Shepard seconded the motion. The motion passed unanimously.

11. **Discuss and consider District's 2021 tax rate, adopt an Order Levying Taxes, authorize filing the Order with the Kaufman County Tax Assessor/Collector;** Chuck Shepard stated, "I move that the property tax rate be increased by the adoption of a tax rate of \$0.091937, which is effectively an 9.125 percent increase in the tax rate." David Wallace seconded the motion. Harvey Chitty called for a vote. Voting yes included Chuck Shepard, Chuck Carpenter, Eric Porter and David Wallace. The motion passed unanimously.

Chuck Carpenter moved to adopt an Order Levying Taxes. Chuck Shepard seconded the motion. The motion passed unanimously. Kristie Jones will file the Order with the Kaufman County Tax Assessor/Collector.

12. **Acknowledge and approve posting of statement regarding adopted tax rate to the home page of District website;** Eric Porter moved to have Kristie Jones post the statement provided by the office of John Carlton to the District website. Chuck Shepard seconded the motion. The motion passed unanimously.

13. **Approve and sign the VFD Agreement for Providing Emergency Services for 2021-22;** Chuck Carpenter moved to approve the Agreement for Providing Emergency Services. David Wallace seconded the motion. Discussion followed with a few questions about the Agreement. David Wallace asked if the ESD might want to change the Agreement next year to include an audit rather than a compiled financial statement for one department per year. Each department would be audited every four years. This is something the board is interested in doing. David Wallace and Chuck Shepard also pointed out that reports from each department are due to Kristie Jones by the 8th day of each month. Chuck Shepard also questioned the number of pages each department sends. He would like to see it condensed and include a year to date report so it could be compared easily. Eric Porter suggested the departments get together since they use the same program and submit the same reports each month. Harvey Chitty called for a vote on the motion. The motion passed unanimously.

The Agreement for Providing Emergency Services for 2021-22 was signed by each department.

15. **Discuss agenda items, time and date for the next meeting;** Agenda items for October 12, 2021 include a report on the Safe-D conference from Eric Porter.

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

By: Kristie Jones

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