

KAUFMAN COUNTY EMERGENCY SERVICES DISTRICT #3
MINUTES FROM January 14, 2025

Present: Commissioners: David Wallace, Chuck Carpenter, Billy Bourland, Denny Oats, and Tommy Brockway
Fire Departments: ASVFD, CMVFD, EVFD and TVFD
Guest: Jake Hug

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. **Approve and accept statements and oaths for appointed commissioners;** Chuck Carpenter, Denny Oats and Tommy Brockway were administered the Oath of Office by County Judge Jakie Allen in Kaufman. Chuck Carpenter moved to approve and accept their statements and oaths. BR Bourland seconded the motion. The motion passed unanimously.
5. **Action regarding election of officers for the Board;** Chuck Carpenter moved to nominate David Wallace to serve as President. Denny Oats seconded the motion. David was elected President unanimously. David Wallace moved to nominate BR Bourland as Vice-President. Tommy Brockway seconded the nomination. BR was elected Vice President unanimously. BR Bourland moved to nominate Chuck Carpenter as Treasurer. Denny Oats seconded the nomination. Chuck was elected Treasurer unanimously. Tommy Brockway moved to nominate Denny Oats as Assistant Treasurer. Chuck Carpenter seconded the nomination. Denny was elected Assistant Treasurer unanimously. Chuck Carpenter moved to nominate Tommy Brockway as Secretary. BR Bourland seconded the nomination. Tommy was elected Secretary unanimously.
6. **Review and consider approval of December 10, 2024 meeting minutes.** Chuck Carpenter moved to approve the minutes from the meeting on December 10, 2024. BR Bourland seconded the motion. The motion passed unanimously.

Reports

7. **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;** Chuck Carpenter moved to approve payments of bills and invoices including Carlton Law Firm \$290.50 (December legal fees), Anderson, Marx & Bohl \$1,200.00 (Terrell Compiled Financial Statement), Visa \$317.12 (GoDaddy annual fee), and Kristie Jones \$1,200.00 (clerk salary). Denny Oats seconded the motion. The motion passed unanimously.
 - (c) **Approval of monthly financial report;** A financial report was given stating the TBT operating account with a balance of \$16,002.26, the TBT tax account with a balance of \$599,463.47, the TBT Reserve account has \$582,441.70, and the TBT Sales Tax account has \$78,424.65. The current total for all accounts is \$1,276,332.08. 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 Listings from Texas Bank and Trust for December were provided to the Commissioners. Chuck Carpenter moved to approve the financial report. Tommy Brockway seconded the motion. The motion passed unanimously.

8. **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 20 calls for the month of December. There were no missed calls. The calls included 2 Fires, 17 EMS Calls, and 1 Hazardous Condition. Average response time was 7:14 minutes. Average number of personnel per incident was 6.2. The turn-out time for the month was an average of 2:16 minutes. The VFD received no mutual aid and provided no mutual aid. Training for December included 6 hours of Fire Training. They currently have 23 members with 2 in EMR school.

9. **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 50 calls during December. 29 of the 50 calls were in ESD 1 and 21 calls occurred in ESD 3. The calls in ESD 3 consisted of 1 Other Fire, 1 Building Fire, 6 Medical Assist, 5 EMS calls, 3 Motor Vehicle Accidents, 1 Unauthorized Burning, 2 Dispatched and cancelled, 1 Authorized Controlled Burning, and 1 Citizen Complaint. Average number of personnel per incident was 2.4. Average response time in ESD 3 area was 10:11 minutes. Average turn-out time was 2:51. They currently have 25 members with 3 in EMR school.

10. **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 77 calls for the month of December. The calls consisted of 3 Building Fires, 1 Passenger Vehicle Fire, 1 Natural Vegetation Fire, 1 Outside Rubbish Fire, 1 Trash Fire, 6 Medical Assists, 30 EMS calls, 20 Motor Vehicle Accidents, 1 Combustible, 1 Smoke Removal, 1 Assist Police, 1 Public Service, 6 Dispatched and Cancelled, 2 No Incident Found, 1 Authorized Controlled Burn, and 1 Smoke Detector. They had no missed calls, provided mutual aid 3 times, and requested mutual aid 3 times. Average response time was 7:52 minutes. Average turn-out time was 1:48 minutes. Average number of personnel per incident was 3.1. December training consisted of CPR certification and Wild Land 130/190 certification. They will host a joint training in March for Wild Land Skills. They have 2 members in EMR training and 1 in EMT class. Currently, they have 25 members.

11. **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 December, TVFD responded to 67 calls. 62 of the 67 were in ESD 3, 1 in the City of Forney, 4 in the City of Terrell. The 67 calls consisted of 1 Building Fire, 37 EMS calls, 10 Motor Vehicle Accidents, 1 Assist Invalid, 5 Dispatched and cancelled, 5 No Incident Found, 1 Alarm System 1 Hazardous Condition, and 1 Power Line Down. They had no missed calls. Average turn-out time was 2:15. Average response time was 11:15 and average number of personnel was 3.3. They responded to mutual aid 6 times and requested no mutual aid. They have 24 firefighting members with 2 in EMR class. Total time spent on calls was 44:22:09 (H:M:S).

Discussion/Action Items

12. **Approval of Compiled Financial Statements for Ables Springs VFD, College Mound VFD, Elmo VFD and Terrell VFD, take action as needed;** BR Bourland moved to approve the 2023-24 Compiled Financial Statements for Ables Springs, College Mound, Elmo, and Terrell. Tommy Brockway seconded the motion. The motion passed unanimously.

13. **Report from Jake Hug with GIS our Data;** Jake Hug presented a power point presentation with the data he has collected on the sales tax broken down into categories. Some of the businesses pay sales tax monthly, while others may pay quarterly or annually. The largest portion of sales tax the district received during October came from online retailers. If a physical business within our district closes that will affect our collections. A question was asked if the 1200 acre solar farm that is under construction would be taxable. Jake and others in attendance said yes, it should be. Jake repeated several times that October is usually not a month of high sales. Therefore, we should not use it to predict future amounts. He believes November and December will be higher and that there will be other months when the quarterly payers will be evident. He also provided a formula for predicting the possible amount the ESD would collect on 100 new homes built in a development, as long as the development remained part of the ESD. The departments

asked if they could have a copy of his power point to share with their board of directors. Jake will email it to Kristie and she will forward it.

14. **Discuss and consider obtaining/reviewing Treasurer's bond;** The Treasurer's bond is included with the ESD's insurance carrier VFIS of Texas. It is renewed each year with insurance policy.

15. **Discuss and consider updating the Disbursements and Signature Authorization;** All checks are required to have two signatures. If both the President and Vice President are unavailable to sign, then a check would require three signatures. Outgoing board members Jon Leigh and Ryan Hamilton will be removed. Denny Oats and Tommy Brockway will be added. Chuck Carpenter will bring the new signature cards to the February meeting.

16. **Discuss and consider training requirements and compliance status for each commissioner;** The new commissioners, David Wallace, and Chuck Carpenter will be attending the Safe-d Conference in February. They will attend required classes and all will complete necessary training hours.

17. **Discuss and consider reviewing and approving quarterly investment report for 4th quarter of previous year;** The 4th quarter investment earned \$9,492.60. Chuck Carpenter explained the bank has been very generous with the ESD and has allowed the ESD to keep the 3.5 percent we are currently earning, but the interest rate is always subject to change. BR Bourland moved to accept the report. Tommy Brockway seconded the motion. The motion passed unanimously.

18. **Discuss and consider publishing the notice of address of administrative office location;** This is required every January. Chuck Carpenter moved to have Kristie submit the information for publication in *The Terrell Tribune*. BR Bourland seconded the motion. The motion passed unanimously.

19. **Discuss agenda items, time and date for next meeting; and** The next meeting will be February 11, 2025 at 7 PM. Agenda will include signature cards for Texas Bank and Trust and updates from Safe-d Conference.

20. **Adjournment.** Tommy Brockway moved to adjourn at 7:48 PM. Denny Oats seconded the motion. The motion passed unanimously.

By: Kristie Jones

Kristie Jones, Administrative Assistant
Kaufman County Emergency Service Dist. #3