**Minutes of Regular Monthly Meeting**

**Emergency Service District #3**

**Date: March 17, 2025**

T. McCullough called the meeting to order at 7:00 PM. A quorum was established with four commissioners (T. McCullough, Johnny Mitcham, Jennifer Miller, and Betty Zimmerman) present. Shady Grove VFD Chief Jonathan Phillips, White Tail Ridge VFD Chief Robert Hoffman and guest Kassie Bierman were present.

Guests: Kassie Bierman

Invocation: T. McCullough delivered the invocation.

Pledges to the Flags: T. McCullough led the pledges to the flags.

Public Comments: None

Discussion and Approval of the minutes of the February meeting. T. McCullough moved the February minutes to be approved as written; J. Mitcham seconded the motion, and it passed unanimously.

Monthly Financial Report for ESD#3. J. Miller presented the financial report. As of January 31, 2025, the balance in the operating account was $26,998.88. The reserve account balance was $18,207.50. Tax collections for February were $9,241.43; tax collections for January were $4,153.31. J. Miller will be updating the format of the monthly financial report.

B. Zimmerman moved the $192 PO Box fee be paid; T. McCullough seconded the motion, and it passed unanimously.

Equipment Needs and TFS Grants. None.

Discussion and action regarding Commissioner Vacancy. K. Bierman is pursuing the position.

Discussion and action regarding Changes to the Budget. None.

Report on the progress of work on the new SG VFD Fire House. J. Phillips reported that site preparation is in progress.

Discussion and action regarding insurance alternatives. J. Miller reported that the TML Insurance invoice is $5,240.06, which reflects a significant increase over last year. J. Miller will contact VFIS, an alternative insurance provider the Fire Chiefs said other fire department have recently selected.

Discussion and action regarding White Tail Ridge Meeting building repairs. J. Phillips presented an estimate of the cost to repair the WTR meeting building. He estimates the total cost to be $20,000, including $12,000 to repair the external structure, including insulation. B. Zimmerman moved that up to $12,000 be paid to repair the external structure. J. Miller seconded the motion, and it passed. J. Phillips submitted an invoice for $10,000 to procure materials and pay labor. An invoice for an additional $2,000 will be submitted upon completion of the external structure repairs.

Discussion and action regarding the Consolidated Financial Report. J. Miller delivered the report to the Commissioner’s office.

Fire Department Reports

White Tail Ridge VFD:

* R. Hoffman reported 2 callouts.
  + 2/8/25 – Auto accident at intersection of Hwy 190 and FM 256 S.
  + 2025 –
* R. Hoffman presented expenses totaling $449.46.

B. Zimmerman moved that the expenses for the WTR VFD be reimbursed, T. McCullough seconded the motion, and it passed unanimously.

Shady Grove VFD:

* J. Phillips reported 1 callout.
  + 2/8/25 – Auto accident at intersection of Hwy 190 and FM 256 S.
* J. Phillips presented expenses totaling $287.66.

B. Zimmerman moved that the expenses for the SG VFD be reimbursed, T. McCullough seconded the motion, and it passed unanimously.

B. Zimmerman moved the meeting adjourn; T. McCullough seconded the motion, and it passed unanimously. The meeting adjourned at 7:41 PM.

Minutes prepared and submitted for approval by: Betty Zimmerman, Secretary ESD#3