**Minutes of Regular Monthly Meeting**

**Emergency Service District #3**

**Date: February 17, 2024**

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 minutes of the January meeting. J. Miller moved the January minutes to be approved as written; T. McCullough 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 $31,244.25. The balance of the Gardner account was $1,056.79. The reserve account balance was $17,985.25 for a combined total of $50,286.29. B. Zimmerman moved the expenses paid since the last meeting be approved, T. McCullough seconded the motion, and it passed unanimously.

Equipment Needs and TFS Grants. R. Hoffman and J. Phillips reported that they each have an individual who needs large-sized bunker gear. This gear will be outside the scope of the pending grant requests.

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

Discussion and action regarding any Changes to the Budget. B. Zimmerman moved that, per her conversation with Chief Appraiser David Luther, the Budget be amended to reflect that the expected tax revenue for the year be reduced to $44,200 and that the $267 Website line item be included in the Office Expenses line item. J. Miller seconded the motion, and it passed unanimously.

Report on the status of work on the White Tail Ridge Fire House. J. Phillips has completed lowering the floor of the station so that the truck can drive inside. Researching deed, he reported that the White Tail Ridge VFD owns the fire station, the meeting building and the lots on which they reside. He will prepare an estimate of the cost to repair the meeting building. Using a tank for water pressure was discussed.

Report on the progress of work on the new SG VFD Fire House. J. Phillips reported that the land on FM 256 N has been cleared. A citizen has volunteered to level the ground in preparation for a concrete pad. J. Phillips will submit a request for a free Mueller Building. Applications are accepted between May 1 and June 1. If awarded a building, a $40,000 concrete pad must be poured by September. In the meantime, J. Phillips plans to acquire electricity and a water line to the site. Per ESD-3’s January 2024 approval to cover the cost of two shipping containers for training at a cost not to exceed $3000, J. Phillips plans to acquire a Conex container for $800 from one of the volunteer firefighters. He will configure the container for storage and a toilet for use during training.

Fire Department Reports

White Tail Ridge VFD:

* R. Hoffman reported 3 callouts.
	+ 2/7/25 – Pasture fire CR 2225, beside Shady Grove Church.
	+ 2/12/25 – Electrical fire in refrigerator – 349 PR 6114, WTR.
	+ 2/14/25 – Smoke Alarm malfunction – 5445 FM 256 N.
* R. Hoffman presented expenses totaling $1,567.42, including $1,467.46 to replace the emission system on 2017 Kenworth Large Brush Truck.

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

Shady Grove VFD:

* J. Phillips reported 3 callouts.
	+ 1/24/25 – Pasture fire – PR 1096.
	+ 2/7/25 – Pasture fire – CR 2225, beside Shady Grove Church.
	+ 2/14/25 – Smoke Alarm malfunction – 5445 FM 256n
* J. Phillips presented expenses totaling $847.44, including $319.98 for a new battery for the 2010 Ford F550 Rescue Truck and $29.22 for an air filter for the 2014 Ford F550 Brush 1 (Small Green Brush Truck).

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

T. McCullough moved the meeting to adjourn; B. Zimmerman seconded the motion, and it passed unanimously. The meeting adjourned at 7:52 PM.

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