**Minutes of Regular Monthly Meeting**

**Emergency Service District #3**

**Date: November 18, 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 and White Tail Ridge VFD Chief Robert Hoffman were present.

Guests: None

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 October meeting.

J. Miller moved the October minutes to be approved as written; T. McCullough seconded the motion, and it passed unanimously.

Monthly Financial Report for ESD#3.

T. McCullough presented the financial report. As of October 31, 2024, the balance in the operating account was $27,913.07. The balance of the Gardner account was $1,478.36. The reserve account balance was $18,207.50 for a combined total of $47,598.93. T. McCullough stated that the $37.76 deposit in September was from the Tyler County Tax Assessor for ad valorem taxes. T. McCullough presented a $85.50 bill from the Booster for the tax rate posting. B. Zimmerman moved the bill be paid, T. McCullough seconded the motion, and it passed unanimously. B. Zimmerman moved that the Financial Reports be corrected as follows:

**May 31, 2024**

Operating Account - Actual

* Emergency Fund = $1500
* Total Expenditures = $22,923.53
* Collections Less Expenditures = $27,121.08

Operating Account

* Net Transactions 2024 = $25,413.08
* Reconciled Balance 5/31/2024 = $41,968.18

**June 30, 2024**

Operating Account - Actual

* Emergency Fund = $1500
* Total Expenditures = $26,152.76
* Collections Less Expenditures = $24,701.42

Operating Account

* Net Transactions 2024 = $24,661.58
* Reconciled Balance 1/31/2024 = $41,216.69

**September 30, 2024**

Operating Account

* Net Transactions 2024 = $19,114.50
* Reconciled Balance 1/31/2024 = $35,669.61

J. Mitcham seconded the motion, and it passed unanimously.

Equipment Needs and TFS Grants. R. Hoffman stated that WTR has closed and will be resubmitting their grant requests. J. Phillips reported that he has about four grant requests with Texas A&M Forest Service. R. Hoffman and J. Phillips discussed the need to submit grant requests for washers and dryers for the bunker gear. J. Phillips submitted a $5,472.00 bid to modify the WTR fire station. B. Zimmerman moved that the bid be approved with the ability for J. Phillips to add costs for unexpected expenses and that $4,000.00 be paid in advance. J. Mitcham seconded the motion, and it passed unanimously.

Discussion and action regarding Commissioner Vacancy. J. Mitchum reported that he was appointed and sworn in as ESD#3 Commissioner. J. Phillips reported that he is in conversation with individuals with bookkeeping experience to fill the remaining open position. B. Zimmerman moved that J. Miller be appointed as acting treasurer, J. Micham seconded the motion, and it passed unanimously. Election of officers will be held in January 2025.

Discussion and action regarding any Changes to the Budget. None.

Fire Department Reports

White Tail Ridge VFD:

* R. Hoffman reported 1 callout.
  + 11/17/2024 – Structure fire – 140 PR 6128, fire contained to kitchen.
* R. Hoffman presented expenses totaling $243.71.

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

Shady Grove VFD:

* J. Phillips reported 1 callout.
  + 11/17/2024 – Structure fire – 140 PR 6128, fire contained to kitchen.
* J. Phillips presented expenses totaling $407.60.
* J. Phillips transferred the payment booklet for the 1995 Freightliner Tanker Pumper loan to the Treasurer. The payment will be $2652.41. There will be a total of 8 payments due every 6 months through 2028.

B. Zimmerman moved that the expenses for the SG VFD be reimbursed and that the first loan payment for the 1995 Freightliner Tanker Pumper be issued. J. Miller seconded the motion, and it passed unanimously.

B. Zimmerman moved the meeting to adjourn; T. McCullough seconded the motion, and it passed unanimously. The meeting adjourned at 7:45 PM.

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