**Minutes of Meeting**

**Emergency Service District #3**

**Date: March 21, 2022**

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

B. Zimmerman gave the invocation and J. Miller led the pledges to the flags.

Public Comments

None.

Discussion and Approval of minutes of the February 2022 Meeting

J. Miller moved that the February minutes be approved as written; Y. Goss seconded the motion and the motion passed unanimously.

Discussion and Action regarding monthly financial report for ESD#3

Y. Goss presented the financial report. As of February 28, 2022, the balance in the operating account was $23,639.34. The reserve account balance was $15,707.50 for a combined total of $39,346.84.

Y. Goss reported that $12,050.69, which is 46% of the expected tax revenue, has been received.

Y. Goss reported that the Operating Account includes a $10,868 balance carried over from December 31, 2021. She suggested that if we view recent vehicle repair expenses ($3975 for the Shady Grove VFD 2014 Ford F550 “Little Green” Brush Truck and $2346 for the White Tail Ridge 2003 Ford F350 Brush Truck) as being applied to the $10,868, then approximately $4300 of the $10,868 remain in the Operating Account.

R. Hoffman presented ESD-3 with a $500 check from the White Tail Ridge VFD as reimbursement for the 2003 Ford F350 Brush Truck (with 4-wheel drive, a skid unit and a water tank) that was acquired from Dam B VFD in 2021. The White Trail Ridge VFD conducted fund raisers toward the purchase of a brush truck and voted to apply the funds to this brush truck. [Per ESD-3 minutes dated October 18, 2021, when the Texas A&M Forest Service Brush Truck Grant is eventually awarded, the 2003 Ford will be used as a trade-in against the 10% (estimated $12,000 of $120,000) cost of the new Brush Truck.]

Y. Goss presented a $166 bill for the PO Box; this is $32 higher than last year’s bill. The cost of the PO Box goes up every year, but we do not know what the cost will be during the annual budget process.

Equipment Needs

R. Hoffman reported that the White Tail Ridge VFD has the title to the 2003 Ford F350 Brush Truck. [This truck was previously reported as a 2004 model, but the title lists it as a 2003.] Now that the front-end repairs have been completed, the truck will be inspected within the next four days. R. Hoffman will bring bids, estimated to be about $450, for new reflective decals that designate White Tail Ridge VFD and ESD-3. The estimated cost for a light bar to replace the one removed prior to purchase is $400-$500. Tools such as flashlights, axes, a Halligan, traffic signs, etc. need to be acquired. The truck will be added to the Texas Municipal League Intergovernmental Risk Pool (TMLIRP) casualty insurance policy. The VIN number is 1FDWX37P33EC83023; the estimated market value is $35,000.

J. Phillips reported that he had no significant equipment needs. He may need a new carbonator (estimated $20) for the pump on the 2014 Ford F550 “Little Green” Brush Truck.

Discussion and action regarding ESD-3 Commissioner Opening

The position remains open.

Fire Department Reports

White Tail Ridge VFD:

* R. Hoffman reported no callouts.
* R. Hoffman presented expenses totaling $6029.09, including $4390.00 to Resurrection Automotive for the 2003 Ford F350 Brush Truck front-end repairs, $406.90 for the 2017 Kenworth Large Brush Truck performance (DEF sensor), $350 to Robert Smith to reprogram the computer on the 2017 Kenworth Large Brush Truck, and $375 to Texas A&M Forest Service for liability insurance. Other expenses were for fuel, windshield wipers, a door keypad, keys, First Net, and stipend. B. Zimmerman moved that the expenses be reimbursed by ESD-3; T. McCullough seconded the motion and it carried unanimously.

Shady Grove VFD:

* J. Phillips reported two callouts.
  + Mar 10 – Structure fire at Roy O Martin OSB Mill in Corrigan.
  + Mar 17 – Wildfire on Hwy 190 W, one mile past 256 N.
* J. Phillips presented invoices totaling $431.15 for fuel, First Net, and stipend. B. Zimmerman moved the funds be reimbursed by ESD-3; J. Miller seconded the motion and it carried unanimously.
* J. Phillips reported that while Robert Smith was repairing the brakes on the 1993 Ford 2000-gallon Tanker/Pumper, Robert noticed rust damage from a long-term leak. J. Phillips stated that the damage can be repaired by welding a new channel (estimated $150) and a flat stock (estimated $60). Phillips has access to welders to install the new parts. The brake repairs are scheduled to be completed Friday, March 24, 2022.
* J. Phillips reported that the high-speed jet carburetors will need to be replaced in the 2014 Ford F550 “Little Green” Brush Truck.
* J. Phillips reported that the 2005 International 5000-gallon Tanker acquired in 2020 from the Texas A&M Forest Service Firefighter Property (FFP) Program will now pump water and is usable; it needs appropriate decals, etc.
* J. Phillips shared that the Shady Grove VFD will have a booth on both Western and Dogwood weekends. Profits will be applied to the Shady Grove VFD Firehouse Building Fund. He is exploring grant options for the building. Brookshire Brothers is donating two gift baskets, each with a $100 gift card, for a fundraising raffle.
* J. Phillips stated that if we have a dry summer with numerous wildfires, reimbursement requests for truck maintenance and fuel costs should be expected.
* J. Phillips reported that since the fire departments moved their repeater from the tower on Hwy 190-E to the Woodville water tower, communications are interrupted by “dead zones”. The fire departments had moved the repeater because of high leasing costs. Currently, only the FBI and Com Communications have repeaters on the tower. J. Phillips is exploring possibilities that would allow the fire departments to move back to the tower with a new arrangement that would reduce the cost.

B. Zimmerman made a motion to adjourn the meeting; J. Miller seconded the motion and it passed unanimously. The meeting adjourned at 8:30 PM.

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