**Minutes of Meeting**

**Emergency Service District #3**

**Date: July 18, 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. No guests.

J. Miller gave the invocation. J. Miller led the pledges to the flags.

Public Comments: None.

Discussion and Approval of minutes of the March 2022 Meeting

J. Miller moved the June minutes be modified; Y. Goss seconded the motion and it passed unanimously.

Monthly Financial Report for ESD#3

Y. Goss presented the financial report. As of June 30, 2022, the balance in the operating account was $22,689.11. The reserve account balance was $15,707.50 for a combined total of $38,396.61.

Y. Goss reported that $24,721.38, which is 94% of the projected taxes, has been collected. Y. Goss will inquire the status of the Evergreen property protest, which could provide an additional $4000.

Equipment Needs

R. Hoffman and J. Phillips were requested to project equipment needs and Grant requests for the next 18 months.

* $ 3,000 for 10 replacement radios @ $300 each
* $ 600 for a truck radio
* $ 10,000 for Cascade air system (maximum estimated cost)
* $ 20,000 for replacement bunker gear
* $ 2,400 for 6 tires for WTR @ $400 each
* $ 4,000 for 8 batteries (4 for WTR; 4 for SG) @ $500 each
* $ 4,000 for service and maintenance ($2,000 for WTR; $2,000 for SG)

The WTR Fire Chief has applied for a TFS Grant to cover 90% of the cost of a new Brush Truck. WTR will cover the remaining 10% with the sale of their 2003 Ford F350 Brush Truck.

The VFD Chiefs will pursue a Grant covering 90% of the replacement bunker gear cost.

ESD-3 Commissioner Opening

The position remains open.

Discussion and action regarding Upcoming Fire Season

During the April 2022 ESD-3 meeting, the need for a reliable and readily accessible fuel supply for the VFDs’ vehicles was discussed. It was noted that Gardner Oil in Woodville has a backup generator to pump clear diesel and gas during a prolonged power outage.

As follow-up to the April meeting discussion, Y. Goss has created an account at First National Bank that will be used exclusively to pay Gardner Oil. Y. Goss has requested an account with Gardner Oil, but it has not yet been approved. J. Phillips will follow-up with Charlie Branch at Gardner Oil.

Training for Commissioners

All Commissioners are required to receive Open Meeting Act Training and Public Information Act Training.

Additionally, ESD Commissioners are required to maintain 6 hours of continuing education within each 2-year period. Options available include the SAFE-D Annual Conference and online courses. The estimated cost for compliance is $2,100.

* $ 600 for one Commissioner to attend the SAFE-D Annual Conference.
* $1,500 for the other three Commissioners to complete online courses @ ~ $75 each

We will request the Tyler County Emergency Coordinator arrange for SAFE-D to teach a local, in-person class for Commissioners in all ESD districts. He did this in 2018 at a cost of $25 per Commissioner.

Fire Department Reports

White Tail Ridge VFD:

* R. Hoffman reported one callout with Shady Grove VFD.
* R. Hoffman presented expenses totaling $877.78, including $139.41 for hose and fittings and $350 to repair the hood latch -- for the 2003 Ford F350 Brush Truck. J. Miller moved that the expenses be reimbursed by ESD-3; B. Zimmerman seconded the motion and it carried unanimously.

Shady Grove VFD:

* J. Phillips reported 6 callouts.
	+ June 23, 25 (6:30 pm), 25 (9:00 pm) and 26 – Wildfire - Loggers burning debris off Hwy 256.
	+ June 16 – Wildfire – Worker burning 40 straw piles off Willie Hayes Road.
	+ July 3 – Other - Standby at Church in the Country fireworks display.
* J. Phillips presented invoices totaling $389.05, including $103.98 for refrigerant for the 2014 Ford F350 Small Green Brush Truck. J. Miller moved that the expenses be reimbursed by ESD-3; B. Zimmerman seconded the motion and it carried unanimously.

B. Zimmerman made a motion to adjourn the meeting; J. Miller seconded the motion and it passed unanimously. The meeting adjourned at 8:06 PM.

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