**Minutes of Regular Monthly Meeting**

**Emergency Service District #3**

**Date: February 20, 2023**

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

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

Public Comments: None

Discussion and Approval of minutes of the January 2023 Meetings

Y. Goss moved the January minutes be approved as written; T. McCullough seconded the motion and it passed unanimously.

Monthly Financial Report for ESD#3

Y. Goss presented the financial report. As of January 31, 2023, the balance in the operating account was $20,849.76. The reserve account balance was $15,707.50 for a combined total of $38,132.26.

B. Zimmerman moved that the Treasurer be authorized to pay Texas Municipal League (TML) annually rather than quarterly, as voted last month, to obtain a 2% discount.

The importance of maintaining at least the equivalent of six months expenditures in the reserve account was discussed.

Equipment Needs and TFS Grants

Shady Grove (SG) Fire Chief J. Phillips reported that he is still looking for equipment for use by both VFDs: (1) a Cascade system to fill the air bottles and (2) vests/signs with led lights for use on highway incidents. He is waiting for the ten Kenwood NX-1200AVK2 analog handheld radios ordered last year. He reported that the total cost of two P25 radios that can transmit and receive both digital and analog signals is $3938.86 – which includes the required FCC license, software program and cable. B. Zimmerman moved that ESD-3 cover the approximate $4000 cost of the two P25 radios. T. McCullough seconded the motion and it passed unanimously. The purchase order number for the two radios is 2-20-23Digital.

White Tail Ridge Fire (WTR) Chief R. Hoffman reported that he is awaiting delivery of the Texas A & M Forest Service (TFS) DOD Humvee with a skid unit and reiterated that he will be returning to TFS the soon-to-be decommissioned 2.5 Ton Brush Truck. He added that modifications are being planned for the fire station; TFS requires that vehicles be parked inside.

Discussion and action regarding Training:

B. Zimmerman contacted Ken Jobe who will, in turn, contact Billy Ted Smith to request that SAFE-D provide in-county training for all Tyler County ESD Commissioners.

Discussion and action regarding Current Insurance Policy:

Y. Goss will contact Eagle Insurance at their Woodville Office for cost comparison purposes.

Discussion of duties of each officer:

It was noted that SAFE-D’s Handbook includes an Assistant Treasurer position and that it is the responsibility of the President to develop the agenda.

Election of Officers:

The following slate of officers was elected by acclimation.

President – J. Miller Treasurer – Y. Goss

Vice President – T. McCullough Assistant Treasurer – A. Cook

Secretary – B. Zimmerman

Y. Goss moved that the signature authority for ESD-3’s accounts at First National Bank be updated to include all current ESD-3 Officers (Jennifer Miller, Tamberly McCullough, Minnie “Betty” Zimmerman, Yvonne Goss and Andrew Cook). B. Zimmerman seconded the motion and it passed unanimously.

Fire Department Reports

White Tail Ridge VFD:

* R. Hoffman reported no callouts.
* R. Hoffman presented expenses totaling $629.68, including $250 for a leaf blower, and $232 for two sets of fittings to be installed on the 2012 Kenworth 2000-gallon Tanker/Pumper and the 2017 Kenworth Large Brush Truck. The fittings will enable firefighters to hook up hoses to backs, rather than tops, of the trucks. B. Zimmerman moved that the expenses be reimbursed by ESD-3; T. McCullough seconded the motion and it passed unanimously.

Shady Grove VFD:

* J. Phillips reported one callout.
	+ Feb 15 – Auto Accident – Hwy 190 W – Traffic Control on blind hill
* J. Phillips presented invoices totaling $120.49. B. Zimmerman moved that the expenses be reimbursed by ESD-3; 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 8:02 PM.

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