**Minutes of Regular Monthly Meeting**

**Emergency Service District #3**

**Date: July 17, 2023**

J. Miller called the meeting to order at 7:00 PM. A quorum was established with four commissioners (Andrew Cook, Yvonne Goss, Jennifer Miller and Betty Zimmerman) present. Shady Grove VFD Chief Jonathan Phillips and White Tail Ridge VFD Chief Robert Hoffman were present. Tamberly McCullough was not present.

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

Public Comments: None

Discussion and Approval of minutes of the June 2023 Meetings

J. Miller moved the June minutes be approved as written, A. Cook seconded the motion and it passed unanimously.

Monthly Financial Report for ESD#3

Y. Goss presented the financial report. As of June 30, 2023, the balance in the operating account was $32,276.57. The balance of the Gardner account was $1,286.48. The reserve account balance was $15,707.50 for a combined total of $49,270.55.

Y. Goss expressed the need for ESD3 to pursue long-term financial planning. She further recommended that ESD3 consider acquisition of a laptop for bookkeeping, rather than keeping ESD3’s records on her personal computer.

Equipment Needs and TFS Grants

J. Phillips stated that he had no equipment needs at this time. He has acquired an eDispatch system.

R. Hoffman stated that he needs an ice maker and/or a refrigerator-freezer at the White Tail Ridge Fire Station.

Discussion and action regarding Training:

B. Zimmerman reported that there was no new information regarding the Commissioner Trailing planned for the 3rd quarter.

Discussion and action regarding Insurance Policy:

Y. Goss continues to gather data for Insurance provider options.

Discussion and action regarding the Budget:

Y. Goss reported that she has not yet received the tax revenue estimates 2024.

Fire Department Reports-

White Tail Ridge VFD:

* R. Hoffman reported no callouts.
* R. Hoffman presented expenses totaling $541.36, which included $147.50 for a badge and uniform epaulets. B. Zimmerman moved that $289.46 (excluding FirstNet expenses until paperwork complete) be reimbursed, J. Miller seconded the motion and it carried unanimously.

Shady Grove VFD:

* J. Phillips reported one callout.
  + 7/8/23 – Wildfire – FM 256 N of Shiloh Baptist Church.
* J. Phillips presented invoices totaling $224.27 which included $40.79 for a seat cushion and $62.85 for a headlight switch – both for the 2010 Ford F550 Rescue Truck. B. Zimmerman moved that the expenses be reimbursed, J. Miller seconded the motion and it carried unanimously.
* J. Phillips presented an invoice for new hand-held radios: 9 Kenwood NX 1200 AVK-2 radios @ $399 each; 2 Kenwood TX 5220 VHF radios @ $1100 each, a $125 cable, $104 software and 2 yellow cases @ $41 each. B. Zimmerman moved that the total cost $6102.00 be paid by ESD3 ; A. Cook seconded the motion and it carried unanimously.

J. Miller moved the meeting adjourn; B. Zimmerman seconded the motion and it passed unanimously. The meeting adjourned at 7:56 PM.

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