**Minutes of Regular Monthly Meeting**

**Emergency Service District #3**

**Date: March 18, 2024**

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

Guests: Carol Oborn

Invocation: T. McCullough delivered the invocation.

Pledges to the Flags: T. McCullough gave the invocation and led the pledges to the flags.

Public Comments: None.

Discussion and Approval of minutes of the February meeting

Y.Goss moved the February minutes be approved as written, B. Zimmerman seconded the motion and it passed unanimously.

Monthly Financial Report for ESD#3

Y. Goss presented the financial report. As of February 29, 2024, the balance in the operating account was $21,360.75. The balance of the Gardner account was $1,420.50. The reserve account balance was $18,207.50 for a combined total of $40,988.75.

Y. Goss reported that the first bill she received this year from TML insurance was a delinquent notice. B. Zimmerman moved that the $4506.04 invoice be paid; T. McCullough seconded the motion and it passed unanimously.

Equipment Needs and TFS Grants:

R. Hoffman and J. Phillips reported that new hoses are needed to replace those damaged by dry rot. R. Hoffman is obtaining a quote while both fire chiefs determine how many hoses each VFD needs.

J. Phillips reported that the portable storage tank on the 1993 Ford 2000-gallon Tanker Truck is rotten and needs to be replaced.

Discussion and action regarding Annexation – Deferred to next month.

Discussion and action regarding T. McCullough Report on the SAFE-D Conference.

T. McCullough reported that she found the conference very beneficial. Per the information presented, T. McCullough suggested we have a standing agenda item for changes to the budget, establish rules for Public Comments, pursue annexation prior to considering a sales tax, and send someone to the conference next year. Per discussion about the reports that ESDs must provide Commissioners, Y. Goss will provide copies of the 2021 and 2022 Compiled Financial Audits to B. Zimmerman for inclusion on the ESD-3 website. Y. Goss will prepare the 2023 Compiled Financial Statement, which is due on June 1. The conference presentations can be accessed at <https://www.safe-d.org/2024-conference-presentations/>.

Discussion and action regarding Y. Goss’s Resignation

Y. Goss announced that she submitted her resignation to the County Commissioners, effective March 31, 2024. She will transfer all treasury documents and procedures to A. Cook. Y. Goss will remain available to assist A. Cook, as needed. She will need to be replaced as the ESD-3 contact for TML insurance, Post Office, Tax Appraisal Office, Tax Collector Office, Treasurer Bond company, Commissioners Court, and First State Bank Livingston. T. McCullough accepted the key to the P O Box. A. Cook will become the contact for all other entities on the list. Per the Treasurer Bond, A. Cook will change the name of the insured from Y. Goss to his name. A. Cook will accept retention of the Treasurer’s historical records.

Fire Department Reports

The White Tail Ridge and Shady Grove VFDs conducted a joint pumper operations training session on February 24. The training proved valuable for the structure fire that occurred on February 29.

White Tail Ridge VFD:

* R. Hoffman reported one callout. The callout incident reports for November, December and February will be submitted next month.
	+ 2/29 – Structure Fire – PR 12 White Tail Ridge – Old house being torn down
* R. Hoffman presented expenses totaling $579.39, including $350.00 to repair a bay door damaged by two young boys attempting to break into the Fire Station. T. McCullough moved that the expenses be reimbursed. B. Zimmerman seconded the motion and it passed unanimously.

Shady Grove VFD:

* J. Phillips reported three new callouts.
	+ 2/20 – Wildfire – CR 2080 – Debris burn pile escaped into woods
	+ 2/29 – Structure Fire – PR 12 White Tail Ridge – Old house being torn down
	+ 3/6 – Wildfire – FM 256 N - Debris burn pile escaped into woods
* J. Phillips presented expenses totaling $368.01, including $92.63 for a DVD player used for training. B. Zimmerman moved that the expenses be reimbursed. T. McCullough seconded the motion and it passed unanimously.

J. Miller moved the meeting adjourn; T. McCullough seconded the motion and it passed unanimously. The meeting adjourned at 8:05 PM.

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