**Minutes of Regular Monthly Meeting**

**Emergency Service District #3**

**Date: May 20, 2024**

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

Guests: Carol Oborn and Clyde Hicks

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 April meeting

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

Monthly Financial Report for ESD#3.

A. Cook presented the financial report. As of April 30, 2024, the balance in the operating account was $46,338.95. The balance of the Gardner account was $1,575.00. The reserve account balance was $18,207.50 for a combined total of $66,121.45. J. Phillips reported that he purchased batteries from the Gardner account for $541.00.

Equipment Needs and TFS Grants.

J. Phillips reported that he has located a 1995 Freightliner Tanker Pumper with a 1000-gallon tank to replace the 1993 Ford 2000-gallon tanker truck owned by ESD-3. The 1995 Freightliner is currently with the Mt Pleasant of Caulmet, Pennsylvania Fire Department. The cost is $18,000 plus approximately $3,300 for shipping to Texarkana, where the SG VFD will take possession. J. Phillips has arranged for a 4-year loan for the SG VFD with First State Bank of Jasper – Woodville Branch. Eight payments of $2,650 each will be made every 6 months, beginning November 2024.

J. Phillips stated that his goal is to improve the quality of the VFD’s vehicles, not to increase the number of vehicles. Once the 1995 Freightliner is fully operational, the 1993 Ford can be sold, and the funds could be applied to the loan. Once the loan is closed, title for the 1995 Freightliner will be transferred to ESD-3. If Texas A&M Forest Service awards the tanker-pumper grant J. Phillips submitted in March 2024, the 1995 Freightliner could then be sold and replaced by the Texas A&M tanker-pumper. (Grants typically take years and there is no guarantee of being awarded the grant.)

T. McCullough moved that ESD-3 assume responsibility for the loan payments, that the title for the truck be transferred to ESD-3 once the loan is closed and that the 1993 Ford be sold once the 1995 Freightliner is operational, with proceeds from the sale payable directly to ESD-3. B. Zimmerman seconded the motion and it passed unanimously.

J. Phillips stated that the portable dump tank that was being pursued for the 1993 Ford may be needed for the 1995 Freightliner.

J. Phillips reported that SG VFD was awarded a $15,000 Texas A&M Forest Service grant for a replacement Jaws-of-Life. They should arrive this week.

R. Hoffman presented cost estimates to replace rotted fire hoses. Twelve 1 ½” fire hoses will cost $1,559 – eight for WTR and four for SG. Four 2 ½” fire hoses will cost $831.80. A male-female reducer fitting set will cost $126.65 and a splitter fitting set will cost $294.95. R. Hoffman reported that he needs ten hand-held flashlights for a total of $1,810.00 and $1,050 ($350.00 per truck) for miscellaneous tools. J. Miller moved that R. Hoffman be authorized to spend up to $6,000.00 to cover all the items he listed; T. McCullough seconded the motion and it passed unanimously.

A. Cook inquired about WTR VFD’s on-site water availability during events that make the roads to and from White Tail Ridge impassable. R. Hoffman stated that when the power is out, the community is also without water because the water supply company does not have generator backup. During these events, the VDF has only the water in the tanker trucks for fire response. R. Hoffman shared that he would like to have an elevated high-capacity water tank from which water could be drawn by gravity.

Discussion and action regarding Annexation.

T. McCullough reported that she contacted lawyer Kate Leverett. Kate said she will not send a bill for her presentation to ESD-3 last year and that she will be available if ESD-3 pursues annexation.

B. Zimmerman presented a preliminary timeline for the May 2025 election process.

J. Phillips noted that he will prepare documentation explaining the need for annexation. In the September timeframe, he will begin soliciting 50+ signatures from resident landowners in the area proposed for annexation.

Discussion and action regarding Commissioner Vacancy.

T. McCullough reported that she provided Carol Oborn’s name to the County Commissioner’s Office. J. Phillps shared that the Commissioner’s Office asked him about the recommendation, and he provided positive feedback.

Discussion and action regarding any changes to the budget. None

Discussion and action regarding Sales Tax Elections.

ESD-3 will defer pursuing a Sales Tax.

Discussion and action regarding Consolidated Financial Statement.

B. Zimmerman reported that the Treasurer needs to provide a Consolidated Financial Statement to the County Commissioner’s Office in June. The report should reflect the 2023 end-of-year balance. A copy of the 2024 budget is due at the same time. The County Commissioner’s office will forward the Consolidated Financial Statement and the Budget to the County Auditor’s Office (Jackie Skinner) and to the County Emergency Manager’s Office.

Fire Department Reports

White Tail Ridge VFD:

* R. Hoffman reported 3 callouts.
  + 4/29/2024 – Life Assist CR 2130
  + 5/15/2024 – Car fatality, Hwy 190 W.
  + 5/17/2024 – Request by Sheriff’s office to check WTR roads after heavy rains.
* R. Hoffman presented expenses totaling $415.70, including $167.53 for a battery for the Humvee Brush Truck.

Shady Grove VFD:

* J. Phillips reported one callout.
  + 5/15/2024 – Car fatality, Hwy 190 W. Used Jaws-of-Life. SG VFD presented a $1600 invoice to the insurance company of truck at fault to cover truck and tool time and materials such as degreasers used at the scene.
* J. Phillips presented expenses totaling $1,565.17, including $43.29 for a fuel pump plus $400.00 labor on the 1993 Ford tanker truck. Also included were expenses to provide Internet at the SG VFD Fire Station. The cost is $447.28 for refurbished Starlink equipment plus $120.00 for the first month’s service. For the first year, the fee will be $94.00 per month.

B. Zimmerman moved that the expenses for both the WTR VFD and the SG VFD be reimbursed. J. Miller seconded the motion and it passed unanimously.

J. Miller moved that the meeting adjourn; A. Cook seconded the motion and it passed unanimously. The meeting adjourned at 8:10 PM.

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