**Northwest Leon Count Emergency Services District #3**

**August 19, 2024**

1. **Call to Order –** The meeting was called to order by Ryan O’Neal at 7:47.
2. **Roll Call –** All the commissioners were present except Hugo Ellison. A quorum was present.
3. **Consideration, discussion and approval of “Consent Agenda” –** Billy made the motion to approve the “Consent Agenda”. Seconded by Duane. All were in favor. Motion carried.
4. **Consideration, discussion and approval of a budget for 2024 – 2025 for NW Leon County ESD #3 –** Jackie made the motion to approve the budget for $1,396,150.00 as discussed in the Budget meeting. Seconded by Billy. All were in favor. Motion carried.
5. **Discussion regarding Collections of Jewett EMS, Inc billing -** $25,282.05 was collected in July. The collection rate was 26%.
6. **Discussion of EMS Reports –** Total runs for June was 63. Of which 16 were in Jewett, 18 were in Marquez, 10 were in Normangee, 1 was in Flynn and 18 were Mutual Aid.
7. **Consideration, discussion and approval of matters regarding 911 areas and dispatching in Leon County including expenditures regarding dispatching –** None.
8. **Discussion of Fire Department Reports –** July reports were submitted by the following: Normangee has 6 runs, Jewett had 15 runs, Flynn had 6 runs.
9. **Consideration, discussion and any pre-approval regarding purchases by Volunteer Fire Departments and/or Jewett EMS –** None.
10. **Consideration, discussion and approval of Fire Department requests pursuant to contract –** Flynn, Marquez, Normangee and Jewett submitted requests for $3,000 monthly contract payments for August. Jewett submitted requests for $20,805.57 for purchases pre-approved last month using their Special Request funds. Jackie made the motion to approve. Seconded by Duane. All were in favor. Motion carried.
11. **Consideration, discussion and approval of payment of bills –** Bills submitted were Jewett EMS for $58,000 for August. Paula Sony for $600 for August. Palmos, Russ and McCullough for $1,968.75 for attorney fees. Ingram, Wallis & Co for audit fees of $6,350. Thompson, Derrig & Craig for audit fees of $9,500. Billy made the motion to approve. Seconded by Jackie. All were in favor. Motion carried.
12. **Consideration, discussion and approval of Budget Amendments –** Budget amendments need to be made to increase Legal by $537.50 and Audit by $2,950.00. Jackie made the motion to approve. Seconded by Billy. All were in favor. Motion carried.
13. **Consideration, discussion and any action to plan for Sales Tax Election to be held by Northwest Leon County ESD #3 in 2025 –** None.
14. **Consideration, discussion and approval of any updates regarding the services of services of Auditor/Accountant in conducting Financial Review/Audit of volunteer fire department(s) including receipts/documentation for expenditures and documentation for deposits –** Thompson, Derrig & Craig submitted their reports regarding Jewett VFD.
15. **Consideration, discussion and any action regarding financial accounts of the NW Leon County ESD #3 –** Billy made the motion to open a CD with $750,000 with the local financial institution that offers the highest interest rate with a 9 month or less commitment. Furthermore, the balance of NW Leon County’s funds that are not being deposited into the CD shall be moved to a Money Market account with the highest offered interest rate. Jackie Moran has authorization to initiate the opening and closing of any financial accounts to fulfill these actions. All funds must be backed by bonds to be deposited into a financial institution. Seconded by Duane. All were in favor. Motion carried.
16. **Consideration, discussion and approval of Audit for NW Leon County ESD #3 for fiscal year ended 09/30/2023 –** Jackie made the motion to accept it as presented and submit it to the Commissioners Court. Seconded by Billy. All were in favor. Motion carried.
17. **Consideration, discussion and any action regarding the Municipal Site Program provided by AirMed and presented to the Leon County Commissioners Court –** After much discussion, Jackie made the motion oppose the program and not participate in it. Seconded by Duane. All were in agreement. Motion carried.
18. **Consideration, discussion and approval of Budgets for Jewett EMS, Inc. and the Volunteer Fire Departments for 2025 –** None.
19. **Consideration, discussion and approval of Resolution #240919, to set the proposed tax rate for the tax year 2024 – 2025 –** Jackie made the motion to approve. Seconded by Billy. All were in favor. Motion carried.
20. **Consideration, discussion and approval of Contracts for emergency medical services and services by fire departments, including contracts with Jewett EMS, Inc. and Volunteer Fire Departments, including terms of contracts and any amendments and modifications, including performance, reporting, accounting and audit requirements –** None.
21. **Announcement that closed meeting (executive session) will be held pursuant to Section 551.071 of the Texas Government Code for consultation with attorney and announcement of time and date. –** 8:11
22. **Closed meeting (executive session) pursuant to Section 551.071 of the Texas Government Code – Consultation with Attorney – Discussion with attorney regarding a matter in which the duty of the attorney to the governmental body under the Texas Disciplinary Rules of Professional Conduct of the State Bar of Texas conflicts with Texas Government Code Section 551 Open Meetings Act; to wit; consideration and discussion and any action regarding matters regarding financial, performance, training, equipment, operations, compliance, personnel reports, contracts and contract terms of Volunteer Fire Departments and Emergency Medical Service in Northwest Leon County ESD #3 and any other item on agenda. -** None
23. **Announcement of time and date closed meeting (executive session) for the matter ends and reconvenes in open session to take any action of any matters regarding financial, performance, training, equipment, operations, compliance, personnel reports, contracts and contract terms of Volunteer Fire Departments and Emergency Medical Service in Northwest Leon County ESD #3 and any other item on agenda. –** 8:27
24. **Consideration and discussion of any matters regarding financial, performance, training, equipment, operations, compliance, personnel reports, contracts and contract terms of Volunteer Fire Departments and Emergency Medical Service in Northwest Leon County ESD #3 and any other item on agenda. -** None
25. **Discussion of agenda items for next meeting –** None.
26. **Adjournment –** Jackie made the motion to adjourn at 8:45. Seconded by Billy. All were in favor. Motion carried.

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Hugo Ellison – President Ryan O’Neal – Vice President

Jackie Moran – Treasurer Billy Evans – Asst Treasurer

Duane Henry - Commissioner