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

**March 17, 2025**

1. **Call to Order –** The meeting was called to order by Corby Watson at 6:37.
2. **Roll Call –** All the commissioners were present except Hugo Ellison and Shawn Noey. A quorum was present.
3. **Public Comment. Time allotted for person(s) to make comments about matters on the agenda, up to a maximum of 3 minutes, and must have the completed Public Participation Form turned into the Presiding Officer of the meeting of the NW Leon County ESD #3 before the beginning of the meeting of the NW Leon County ESD #3. –** None.
4. **Consideration, discussion and approval of “Consent Agenda” –** Jackie made the motion to approve the “Consent Agenda”. Seconded by Scott. All were in favor. Motion carried.
5. **Discussion regarding Collections of Jewett EMS, Inc billing -** $30,501.27 was collected in February. The collection rate was 54%.
6. **Discussion of EMS Reports –** Total runs for February was 51. Of which 12 were in Jewett, 11 were in Marquez, 13 were in Normangee, 1 was in Flynn and 14 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 –** February reports were submitted by the following: Normangee has 3 runs, Jewett had 7 runs, Flynn had 7 runs and Marquez had 5 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 March. Jackie made the motion to approve. Seconded by Scott. All were in favor. Motion carried.
11. **Consideration, discussion and approval of payment of bills –** Bills submitted were Jewett EMS for $63,000 for March. Paula Sony for $600 for March. Carlton Law Firm for $3,316.00. Touchstone District Services for $4,250.00. Jackie made the motion to approve. Seconded by Scott. All were in favor. Motion carried.
12. **Consideration, discussion and approval of Budget Amendments –** None.
13. **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 –** Jackie made the motion to request Engagement Letters from Thompson, Derrig & Craig to perform audits for Flynn VFD and Marquez VFD for the fiscal year of 2023. Seconded by Scott. All were in favor. Motion carried.
14. **Consideration, discussion and any action regarding NW Leon County ESD #3 reports, publications, audits and filings. –** None.
15. **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. –** None.
16. **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.
17. **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. –** None.
18. **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
19. **Consideration, discussion and any action to set meeting dates, meeting times and meeting locations for Northwest Leon County ESD #3 Board of Commissioners meetings –** The next meeting will by April 14th at 7:00 pm at the Flynn VFD Community Center.
20. **Discussion of agenda items for next meeting. –** Add line item for 4-drawer file cabinet and outdoor bulletin boards.
21. **Adjournment –** Jackie made the motion to adjourn at 6:58. Seconded by Scott. All were in favor. Motion carried.

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Hugo Ellison – President Corby Watson – Vice President

Jackie Moran – Treasurer Scott Furches – Asst Treasurer

Shawn Noey – Secretary