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

**December 16, 2024**

1. **Call to Order –** The meeting was called to order by Ryan O’Neal at 7:30.
2. **Roll Call –** All the commissioners were present except Duane Henry. 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 Billy. All were in favor. Motion carried.
5. **Discussion regarding Collections of Jewett EMS, Inc billing -** $52,869.95 was collected in November. The collection rate was 51%.
6. **Discussion of EMS Reports –** Total runs for November was 70. Of which 26 were in Jewett, 18 were in Marquez, 13 were in Normangee, 2 was in Flynn and 11 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 –** November reports were submitted by the following: Normangee has 15 runs, Jewett had 14 runs, Flynn had 16 runs and Marquez had 9 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 December. Jackie made the motion to approve. Seconded by Billy. All were in favor. Motion carried.
11. **Consideration, discussion and approval of payment of bills –** Bills submitted were Jewett EMS for $63,000 for December. Paula Sony for $600 for December. Palmos, Russ & McCullough for $9,657.25 for Aug 19 through December 15, 2024. Concord Community Center for $1,200.00 for rent. Jackie made the motion to approve. Seconded by Billy. All were in favor. Motion carried.
12. **Consideration, discussion and approval of Budget Amendments –** None.
13. **Consideration, discussion and any action to plan for and carry out Sales Tax Election to be held by Northwest Leon County ESD #3 in 2025, including presentation by a representative of Touchstone District Services and consideration, discussion and any action regarding a contract with Touchstone District Services to provide services to Northwest Leon County ESD #3 –** 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 –** None.
15. **Consideration, discussion and approval of filing annual report with Texas Division of Emergency Management before January 1, 2025 –** Jackie made the motion for Paula to file the report. Seconded by Hugo. All were in favor. Motion carried.
16. **Consideration, discussion and approval for publication in newspaper in January, in eight-point type, in legal notice section, the street address and/or post office box of Northwest Leon County ESD #3 –** Jackie made the motion for Paula to post the street address for the meetings and the post office box for mail in the Normangee Star. Seconded by Hugo. All were in favor. Motion carried.
17. **Consideration, discussion and any action regarding NW Leon County ESD #3 reports, publications, audits and filings. –** None.
18. **Consideration, discussion and any action for submission of director nominations for Northwest Leon County ESD #3 to the Commissioners Court of Leon County –** Jackie made the motion to submit the following names to Commissioners Court for appointment by Commissioners Court: To represent the community of Marquez, Ryan O’Neal. To represent the community of Jewett, Billy Evans. To represent the community of Normangee, Ronnie Meadors and Scott Furches. Seconded by Hugo. All were in favor. Motion carried.
19. **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. –**
20. **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. -**
21. **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. –**
22. **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
23. **Discussion of agenda items for next meeting. –**
24. **Adjournment –** Jackie made the motion to adjourn at 7:45. 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