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

**January 20, 2025**

1. **Call to Order –** The meeting was called to order by Hugo Ellison at 7:38.
2. **Roll Call –** All the commissioners were present. A quorum was present.
3. **Consideration, discussion and approval of Officers for the Board of Commissioners of NW Leon County ESD #3 –** Jackie made the motion to approve Hugo Ellison, Scott Furches, Shawn Noey, Corby Watson and Jackie Moran to serve as Commissioners for NW Leon County ESD #3. Seconded by Hugo. All were in favor. Motion carried.
4. **Election of Officers for the Board of Commissioners of NW Leon County ESD #3 –** Jackie made the motion to approve Hugo Ellison as President, Corby Watson as Vice President, Shawn Noey as Secretary, Jackie Moran as Treasurer and Scott Furches as Asst. Treasurer. Seconded by Hugo. All were in favor. Motion carried.
5. **Consideration, discussion and any action to change the authorized signers for the bank accounts controlled by NW Leon Co ESD #3 –** Jackie made to motion to remove Ryan O’Neal, Billy Evans and Duane Henry as signers and add Corby Watson, Scott Furches and Shawn Noey as signers on all the accounts controlled by NW Leon Co ESD #3. Seconded by Scott. All were in favor. Motion carried.
6. **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. –** Brandon Kizer has requested copies of the ESD #3 Bank Statements. Paula will bring copies next month.
7. **Consideration, discussion and approval of “Consent Agenda” –** Jackie made the motion to approve the “Consent Agenda”. Seconded by Corby. All were in favor. Motion carried.
8. **Discussion regarding Collections of Jewett EMS, Inc billing -** $35,425.57 was collected in December. The collection rate was 45%.
9. **Discussion of EMS Reports –** Total runs for December was 65. Of which 18 were in Jewett, 17 were in Marquez, 9 were in Normangee, 0 was in Flynn and 21 were Mutual Aid.
10. **Consideration, discussion and approval of matters regarding 911 areas and dispatching in Leon County including expenditures regarding dispatching –** Jeremy of Jewett VFD reported that the county is installing several new towers. No Knowledge of the actual time frame for installation but that they would all be digital. And the county would be purchasing the radios for the Fire Departments.
11. **Discussion of Fire Department Reports –** December reports were submitted by the following: Normangee has 6 runs, Jewett had 10 runs, Flynn had 6 runs and Marquez had 5 runs.
12. **Consideration, discussion and any pre-approval regarding purchases by Volunteer Fire Departments and/or Jewett EMS –** Flynn VFD is getting quotes and has requested approval to spend up to $15,000.00 of the Special Requests funds for Bunker Gear, 2 SCBA’s and a Thermal Imaging Camera. Corby made the motion to approve. Seconded by Shawn. All were in favor. Motion carried.
13. **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 January. Jackie made the motion to approve. Seconded by Scott. All were in favor. Motion carried.
14. **Consideration, discussion and approval of payment of bills –** Bills submitted were Jewett EMS for $63,000 for January. Paula Sony for $600 for January. Palmos, Russ & McCullough for $1,312.50. Leon County Appraisal District for 1st Qtr 2025 for $868.82. Safe-D for $1,200.00 for Commissioners Training. Jackie made the motion to approve with the stipulation that Paula will reach out to the Appraisal District to find out if that amount is correct or not. Seconded by Shawn. All were in favor. Motion carried.
15. **Consideration, discussion and approval of Budget Amendments –** Add Training as a line item under Administration and add $1,200.00 as the budget amount. Motion was made by Jackie. Seconded by Corby. All were in favor. Motion carried.
16. **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 –** Presentation was made by Justin Waggoner of Touchstone District Services offering communication services and community support. Jackie made the motion to approve entering into an agreement with Touchstone District Services and an agreement with The Carlton Law Firm to act as special counsel to assist with the 2025 Sales Tax Election. Seconded by Scott. All were in favor. Motion carried.
17. **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.
18. **Consideration, discussion and any action regarding NW Leon County ESD #3 reports, publications, audits and filings. –** None.
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. –** None.
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. –** None.
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. –** None.
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. **Consideration, discussion and any action to set meeting dates, meeting times and meeting locations for Northwest Leon County ESD #3 Board of Commissioners meetings –** Jackie made the motion to move the meetings to the Flynn VFD Community Center Building on a regular basis with possibly meeting periodically at the other VFD’s in the future. The February meeting will be on February 12th at 6:30 pm. Seconded by Corby. All were in favor. Motion carried.
24. **Discussion of agenda items for next meeting. –**
25. **Adjournment –** Jackie made the motion to adjourn at 9:03. 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