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

**April 14, 2025**

1. **Call to Order –** The meeting was called to order by Hugo Ellison at 7:09.
2. **Roll Call –** All the commissioners were present except Jackie Moran. 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” –** Shawn 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 -** $23,778.10 was collected in March. The collection rate was 29%.
6. **Discussion of EMS Reports –** Total runs for March was 71. Of which 23 were in Jewett, 17 were in Marquez, 12 were in Normangee, 0 was in Flynn and 19 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 –** March reports were submitted by the following: Normangee has 11 runs, Jewett had 20 runs, Flynn had 6 runs and Marquez had 11 runs.
9. **Consideration, discussion and any pre-approval regarding purchases by Volunteer Fire Departments and/or Jewett EMS –** Normangee submitted a request for $5,890.00 for tires and wheels and asking Special Request Funds to be used. Jewett submitted a request for $6,628.82 to repair station door. They will be using their own funds for this. Scott made the motion to approve. Seconded by Shawn. All were in favor. Motion carried.
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 April. Corby 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 April. Paula Sony for $600 for April. Palmos, Russ & McCullough submitted an invoice for $4,125.00 for two months. Carlton Law Firm for $3,253.88. Touchstone District Services for $4,789.45. Corby made the motion to approve. Seconded by Hugo. All were in favor. Motion carried.
12. **Consideration, discussion and approval of Budget Amendments –** Scott made the motion to increase the Budget for Legal Services by $2,813.50 to cover current year-to-date expenses. Seconded by Shawn. All were in favor. Motion carried.
13. **Consideration, discussion and approval of the purchase of a 4-Drawer Locking File Cabinet for permanent storage and two (2) Outdoor Locking Bulletin Boards for Postings and Hardware for Mounting –** Shawn made to motion to approve the purchase. Seconded by Corby. All were in favor. Motion carried.
14. **Consideration, discussion and any approval of financial assistance, if any, for use of Volunteer Fire Department facility for meetings and storage of records –** None.
15. **Consideration and discussion regarding any report from Touchstone District Services –** Printed hand-outs/flyers regarding ESD’s and Election Summary Q & A’s were available for each fire department to distribute in the community.
16. **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.
17. **Consideration, discussion and any action regarding NW Leon County ESD #3 reports, publications, audits and filings. –** None.
18. **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.
19. **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.
20. **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.
21. **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
22. **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 May 19th at 7:00 pm at the Flynn VFD Community Center.
23. **Discussion of agenda items for next meeting. –**
24. **Adjournment –** Corby made the motion to adjourn at 7:41. Seconded by Hugo. 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