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

**January 22, 2024**

1. **Call to Order –** The meeting was called to order by Ryan O’Neal at 7:35.
2. **Roll Call –** All the commissioners were present except Hugo Ellison. A quorum was present.
3. **Consideration, discussion and approval of nominations of Officers for the Board of Commissioners of Leon County ESD #3 –** Duane made the motion to approve. Seconded by Billy. All were in favor. Motion carried.
4. **Election of Officers for the Board of Commissioners of Leon County ESD #3 –** Jackie made the motion to approve all officers to their currently held positions. Seconded by Duane. All were in favor. Motion carried.
5. **Consideration, discussion and approval of “Consent Agenda” –** Billy made the motion to approve the “Consent Agenda” as presented. Seconded by Jackie. All were in favor. Motion carried.
6. **Discussion regarding Collections of Jewett EMS, Inc billing -** $22,650.52 was collected in November. The collection rate was 66%. $25,970.70 was collected in December. The collection rate was 24%.
7. **Discussion of EMS Reports –** Total runs for November was 66. Of which 24 were in Jewett, 10 were in Marquez, 11were in Normangee, 3 were in Flynn and 18 were Mutual Aid. Total runs for December were 57. Of which 14 were in Jewett, 14 were in Marquez, 11 were in Normangee, 0 were in Flynn and 18 were Mutual Aid.
8. **Consideration, discussion and approval of matters regarding 911 areas and dispatching in Leon County including expenditures regarding dispatching –** None.
9. **Discussion of Fire Department Reports –** November and December reports were submitted by the following: Normangee has 11 runs in November and 7 runs in December, Jewett had 10 runs in November and 16 runs in December, Flynn had 5 runs in November and 7 runs in December.
10. **Consideration, discussion and any pre-approval regarding purchases by Volunteer Fire Departments and/or Jewett EMS –** Normangee requested the $30,000.00 from their Current Year Special Request funds to add an additional bay to the existing building. Flynn requested $9,026.30 from their Prior Year Special Request Funds to complete the interior of their building. Billy made the motion to approve. Seconded by Duane. All were in favor. Motion carried.
11. **Consideration, discussion and approval of Fire Department requests pursuant to contract –** Flynn, Jewett, Marquez and Normangee submitted requests for $3,000 monthly contract payments for January. Flynn requested $18,539.24 from their Prior-Year Special Request Funds to pay for the construction on their building. It had already been pre-approved. Jackie made the motion to approve. Seconded by Billy. All were in favor. Motion carried.
12. **Consideration, discussion and approval of payment of bills –** Bills submitted were Jewett EMS for $58,000 for January. Paula Sony for $600 for January. Palmos, Russ and McCullough for $656.25 for attorney fees. LC Appraisal District for $6,246.00 for 1st Quarter payment. Thompson, Derrig & Craig submitted an interim invoice for $5,200 for VFD audits. Leon Co Tax Assessor/Collector for $6,752.40 for Tax Collection fees. Jackie made the motion to approve. Seconded by Billy. All were in favor. Motion carried.
13. **Consideration, discussion and approval of Budget Amendments –** Increase the budget for Postage by $2.00 to reflect the increase in box rental. Jackie made the motion to approve. Seconded by Billy. All were in favor. Motion carried.
14. **Consideration, discussion and approval of any updates regarding the services of Thompson, Derrig & Craig to conduct a Financial Review to include measures up to a Full Financial Audit of the VFD’s in NW Leon Co ESD #3 per their contractual obligation –** Jewett VFD’s review for 2022 is proceeding and should be about done. Normangee VFD’s review for 2022 is unable to be done due to various reasons. Jackie made the motion to change the scope of the review for Normangee VFD to 2023. Seconded by Billy. All were in favor. Motion carried.
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.**
17. **Announcement of time and date closed meeting (executive session) for the matter ends and reconvenes in open session –** None.
18. **Discussion of agenda items for next meeting -** None.
19. **Adjournment –** Billy made the motion to adjourn at 8:13. Seconded by Duane. 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