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

**November 18, 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 Hugo Ellison. 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 -** $46,170.26 was collected in October. The collection rate was 58%.
6. **Discussion of EMS Reports –** Total runs for October was 57. Of which 19 were in Jewett, 20 were in Marquez, 10 were in Normangee, 2 was in Flynn and 6 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 –** October reports were submitted by the following: Normangee has 8 runs, Jewett had 20 runs, Flynn had 7 runs and Marquez had 0 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 November. Jackie made the motion to approve. Seconded by Duane. All were in favor. Motion carried.
11. **Consideration, discussion and approval of payment of bills –** Bills submitted were Jewett EMS for $63,000 for November. Paula Sony for $600 for November. Thompson, Derrig & Craig for $6,850.00 for final billing, US Postmaster for $64.00 for box rental. Palmos, Russ & McCullough for $1,100.00 for Safe-D membership. Paula Sony for reimbursement of Quickbooks subscription and GoDaddy website fees of $1,252.30. Jackie made the motion to approve. Seconded by Billy. All were in favor. Motion carried.
12. **Consideration, discussion and approval of Budget Amendments –** Increase Postage $2.00 for box rental increase. Create expense for Dues & Subscriptions and post the budget at $2,352.30. Jackie made the motion to approve. Seconded by Billy. All were in favor. Motion Carried.
13. **Consideration, discussion and any action to plan for Sales Tax Election to be held by Northwest Leon County ESD #3 in 2025 –** Jimmie will try to have someone here at the next meeting to discuss going forward.
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 –** Normangee VFD Audit findings were submitted. Letters are on file.
15. **Consideration, discussion and any action regarding NW Leon County ESD #3 reports, publications, audits and filings. –** None.
16. **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. –** 7:39
17. **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. -**
18. **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. –** 8:05
19. **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
20. **Consideration, discussion and any action for establishment of date and time for the December regular monthly meeting –** December 16, 2024 at 7:30 pm.
21. **Discussion of agenda items for next meeting. –** Jimmie will get with Paula to add what is needed.
22. **Adjournment –** Jackie made the motion to adjourn at 8:06. 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