

**MINUTES OF THE REGULAR SESSION OF
ORANGE COUNTY EMERGENCY SERVICES DISTRICT #2
MARCH 24, 2025**

1. CALL TO ORDER – The regularly scheduled meeting of the Orange County Emergency Services District #2 was called to order at 6:00 p.m.
2. ESTABLISHMENT OF QUORUM – Quorum present, Commissioners LeBlanc, Childers, Barnes and Arnold.
3. PUBLIC COMMENTS – The following guests were in attendance: Justin Waggoner from Touchstone District Services; Chief Bodin; Asst. Chief Taylor; FF N. Fowler; and Becky M. Buffington, District Administrator.
4. APPROVAL OF MINUTES FROM PREVIOUS MEETING(S) – The minutes from the February 18, 2025, regular session were presented. Motion made by Commissioner Childers, seconded by Commissioner Barnes, to accept the minutes.

All voted AYE. Motion carried.

5. PRESENTATION AND APPROVAL OF DISTRICT ADMINISTRATOR'S FINANCIAL REPORT – The financial report for February 2025 was presented. A copy was provided to each Commissioner (copy attached). After review, motion made by Commissioner Barnes, seconded by Commissioner Arnold, to accept the report and approve payment of all bills and expenditures as set out therein.

All voted AYE. Motion carried.

6. NEW BUSINESS

*Note - due to Mr. Waggoner being able to attend the meeting, President LeBlanc altered the order of items.

A. Discussion and possible action regarding possible sales tax election - appointing committee members and discuss retaining Touchstone District Services to assist in public relations, etc. – The Board recognized Justin Waggoner with Touchstone and allowed him to explain what Touchstone would be able to provide the District. Mr. Waggoner stated they could provide communications (texts, social media campaigns, handouts, etc.), as well as meetings with key persons within the District to enable the District to better prepare for a sales tax election by getting the word out, “feeling out” the community, etc. He recommended the District form a committee to work on the election, have the attorney prepare necessary documents and that Touchstone would draft a retainer proposal. He stated the commissioners serving on the committee would need to have authority to make decisions as needed “on the fly” if necessary.

After discussion, motion made by Commissioner Arnold to appoint Commissioners Barnes and LeBlanc, as well as Chief Bodin and Ms. Buffington to the committee. Motion seconded by Commissioner Barnes.

All voted AYE. Motion carried.

B. Discussion and possible action regarding per diem firefighter pay rates – Chief Bodin stated that after investigating other surrounding Districts, he found that several were paying slightly higher rates to their day crews. Therefore, he proposed that the per diem rates be increased by \$0.50/hr. starting with the next pay period. After discussion, motion made by Commissioner Arnold, seconded by Commissioner Barnes, to increase the per diem pay rates, starting next pay period, by \$0.50/hr.

All voted AYE. Motion carried.

C. Discussion and possible action regarding sponsoring volunteers to Orange County Fire Academy – Chief Bodin stated that a TCFP certified school starting June 2, 2025 was going to be held. ESD 3 sponsoring and Kilgore College running it. It would be hybrid online classroom and hands-on training. Attendees completing would be certified which would help with ISO rating. He stated 7 persons were interested and cost would be \$1800/person. Currently, policy is to have people pay their own way and then the District will reimburse 50% now and 50% in 2 years. Due to the hefty up front costs of this class, he recommended the District sponsor attendees but put a contract in place to ensure people attending serve at least 2 years after attending. Ms. Buffington stated she would work on the contract. After discussion, motion made by Commissioner Barnes, seconded by Commissioner Childers to approve 7 attendees provided they sign a contract stating 2 years service due after class completion and attendee must pass class to TCFP standard with one year to retest if necessary, if failure, all funds must be reimbursed.

All voted AYE. Motion carried.

D. Discussion and possible action regarding possible automatic aid agreement for Entergy facility – Chief Bodin had been approached by the City of Port Arthur to request that we enter into a possible automatic aid agreement for the Entergy facility due to the new traffic issues with the bridge construction entering into Bridge City. He suggested to the Board that we might enter into an agreement providing we were reimbursed standard FEMA rates. After discussion, motion made by Commissioner Barnes, seconded by Commissioner Childers, to authorize Chief Bodin to respond to the City of Port Arthur with a yes provided standard FEMA reimbursement rates apply.

All voted AYE. Motion carried.

7. COMMUNICATIONS FROM CHIEF, DISTRICT ADMINISTRATOR, ETC. – Chief Bodin stated ISO report finished regarding the City but more questions for the District area. He thinks a 5 or 4 for City and District 5's will stay 5's and outside areas may come up from 9 to 7. Future improvement needs include training, certifications, inspections.

Commissioner Barnes commented on the status of cleanup at Station 2 (bay area and outside).

8. ADJOURNMENT – There being no further business, the meeting was adjourned at 7:05 p.m.

Prepared by:



Becky M. Buffington, District Administrator

CASH FLOW REPORT

January 31 - February 28, 2025

TexasClass Investment

Balance as of 01/31/2025			\$2353632.72
Income:	interest	8626.77	
	xfer from 1 st Fin. Reserve	369379.00	
Total Income:			+378005.77
Expense:			N/A
Balance as of 02/28/2025			\$2731638.49

TexPool Investment

Balance as of 01/31/2025			\$86375.57
Income:	interest	948.74	
	xfer from 1 st Fin. Reserve	369379.00	
Total Income:			+370327.74
Expense:			N/A
Balance as of 02/28/2025			\$456703.31

Petty Cash

Balance as of 01/31/2025			\$752.64
Income:			N/A
Expense:	SAFE-D reimb. to attendee	109.90	
	postage	10.85	
	N. Davis rehab.	23.00	-143.75
Balance as of 02/28/2025			\$552.39

Wellspring CU Savings

No Income or Expenses (non-interest bearing) - Current Balance			\$20.00
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Wellspring CU Money Management (interest rate 0.75%)

Balance as of 01/31/2025			\$14377.03
Income:	interest		+7.70
Expense:	xfers to Wspring checking		-2000.00
Balance as of 02/28/2025			\$112384.73

Wellspring CU Checking (non-interest bearing)

Balance as of 01/31/2025			\$898.26
Income:	xfers from Wspring M/M		+2000.00
Expense:			

Check #	Date	Payee	Amount
5158	2/5/25	GLEN CHILDERS	380.80
5159	2/5/25	SCOTT BARNES	380.80
5200	2/6/25	WESLEY ARNOLD	380.80
5157	2/11/25	TEXAS SOUTHERN PLUMBING, LLC	375.00
5160	2/23/25	TEXAS SOUTHERN PLUMBING, LLC	275.00
ACH	2/25/25	DSHS	70.00

			-1862.40
Balance as of 02/28/2025			\$1035.86

1st Financial Special Projects (interest rate 0.25%)

Balance as of 01/31/2025	\$4930.48
Income: interest	+0.95
Expenses:	N/A
Balance as of 02/28/2025	\$4931.43

1st Financial Reserve (interest rate 0.10%)

Balance as of 01/31/2025	\$6794.41
Income: interest (5.58); xfer from Prim. Hold (2 @369379.00)	+738763.58
Expenses: xfer to TexPool & Texas Class (369379.00 ea)	-738758.00
Balance as of 02/28/2025	\$6799.99

1st Financial Bank Holding (interest rate 0.10%)

Balance as of 01/31/2025	\$889998.31
Income:	

Date	Line Description	Amount
2/03/25	TAX A/C	64838.55
2/07/25	TAX A/C	213356.98
2/14/25	TAX A/C	451576.40
2/21/25	TAX A/C	53603.00
2/28/25	TAX A/C	12793.66
2/28/25	FIRST FINANCIAL BANK - interest	69.28

Total Income: +796238.20

Expenses:

Check #	Date	Payee	Amount
TF	2/12/25	1ST FIN - GEN OP	59,000.00
TF	2/13/25	1ST FIN - RESERVE	369,379.00
TF	2/14/25	1ST FIN - RESERVE	369,379.00
TF	2/21/25	FIRST FINANCIAL BANK (aerial note)	120,434.55
TF	2/26/25	1ST FIN - GEN OP	34,000.00

Total Expenses: -952192.55

Balance as of 02/28/2025 \$734043.96

1st Financial General Operating (interest rate 0.10%)

Balance as of 01/31/2025	\$1369.35
Income:	

Date	Line Description	Amount
2/10/25	JCESD1; JCESD4; FARMER'S INS	618.40
2/12/25	1ST FIN - PRIM HOLD	59,000.00
2/26/25	1ST FIN - PRIM HOLD	34,000.00
2/28/25	FIRST FINANCIAL BANK	1.24

Total Income: +93619.64

Expenses:

Check #	Date	Payee	Amount
6112	2/12/25	ORANGEFIELD WATER SUPPLY CORP.	63.82
6113	2/12/25	CITY OF BRIDGE CITY	100.90
ACH	2/12/25	ENTERGY	268.91
6114	2/12/25	HEALTH CLAIMS PLUS	176.22
6115	2/12/25	ORANGE OILFIELD SUPPLY	89.61

6116	2/12/25	CITIBANK	261.51
6117	2/12/25	CLARK CHEMICALS, INC.	96.65
6118	2/12/25	BEAUMONT FREIGHTLINER & WESTERN STAR	3,585.87
ACH	2/12/25	CANON FINANCIAL SERVICES, INC	166.00
6119	2/12/25	ALLIED BREATHING AIR	460.94
ACH	2/12/25	O'REILLY AUTO PARTS	382.01
ACH	2/12/25	CENTERPOINT ENERGY	205.07
6120	2/12/25	COASTAL WELDING SUPPLY, INC.	411.95
6121	2/12/25	CC CREATIONS	817.08
ACH	2/12/25	WEX BANK	3,326.72
ACH	2/12/25	CITIBUSINESS CARD	16,009.80
ACH	2/12/25	ALISSA R. ARMSTRONG	1,803.12
ACH	2/12/25	BECKY M. BUFFINGTON	1,473.61
ACH	2/12/25	BRANDIE E. EICKER	555.96
ACH	2/12/25	BRANDON P. HOFFPAUIR	166.23
ACH	2/12/25	BRIAN J. VELEZ	174.54
ACH	2/12/25	CHANCE M. CHATAGNIER	1,924.59
ACH	2/12/25	CHRISTOPHER N. HARVEY	416.73
ACH	2/12/25	CODY W. CAPLES	336.02
ACH	2/12/25	DANIEL J. DIAZ	2,210.71
ACH	2/12/25	DUSTIN K. HARTSFIELD	386.48
ACH	2/12/25	HUNTER J. HANRATTY	145.32
ACH	2/12/25	JACOB B. BILBO	535.60
ACH	2/12/25	JOEL G. GILBERT	368.47
ACH	2/12/25	JOSHUA G. TAYLOR	851.27
ACH	2/12/25	KELTON C. HUTSELL	1,190.24
ACH	2/12/25	RICHARD C. BODIN JR	2,040.87
ACH	2/12/25	RICHARD E. LAND II	189.95
ACH	2/12/25	ROBERT A. MANN	1,105.59
ACH	2/12/25	SEAN E. GRAY	324.02
ACH	2/12/25	TERRY A. VEITCH	445.46
ACH	2/12/25	TRACE A. GREATHOUSE	835.34
ACH	2/12/25	TYLER D. ROBERTS	527.65
ACH	2/12/25	EFTPS - ONLINE	5,806.35
ACH	2/12/25	TCDRS	9,315.52
6122	2/26/25	DELTA INDUSTRIAL SERVICE & SUPPLY	945.00
6123	2/26/25	CC CREATIONS	875.18
6124	2/26/25	CLARK CHEMICALS, INC.	112.05
ACH	2/26/25	HEALTH CARE SERVICE CORP	4,449.75
ACH	2/26/25	ENTERGY	502.38
6125	2/26/25	CIMRON CAMPBELL	416.67
6126	2/26/25	ORANGE CO. FIREMEN'S ASSOC.	150.00
6127	2/26/25	HP5	3,852.64
6128	2/26/25	SIDDONS-MARTIN EMERGENCY GROUP	288.86
6129	2/26/25	CANON SOLUTIONS AMERICA	27.76
ACH	2/26/25	Capital One	290.56
6130	2/26/25	BEARCOM	155.00
ACH	2/26/25	ALISSA R. ARMSTRONG	1,626.66
ACH	2/26/25	BECKY M. BUFFINGTON	1,428.76
ACH	2/26/25	BRANDIE E. EICKER	1,045.23
ACH	2/26/25	BRIAN J. VELEZ	531.94
ACH	2/26/25	CHANCE M. CHATAGNIER	1,755.22
ACH	2/26/25	CHRISTOPHER N. HARVEY	328.99
ACH	2/26/25	CODY R. SMALL	174.54

ACH	2/26/25	DANIEL J. DIAZ	1,726.64
ACH	2/26/25	DUSTIN K. HARTSFIELD	374.02
ACH	2/26/25	DUSTIN P. PORTER	269.78
ACH	2/26/25	HUNTER J. HANRATTY	149.48
ACH	2/26/25	JACOB B. BILBO	116.78
ACH	2/26/25	JOEL G. GILBERT	184.24
ACH	2/26/25	JOSHUA G. TAYLOR	851.27
ACH	2/26/25	KELTON C. HUTSELL	1,363.85
ACH	2/26/25	RICHARD C. BODIN JR	2,040.87
ACH	2/26/25	RICHARD E. LAND II	382.95
ACH	2/26/25	ROBERT A. MANN	1,105.59
ACH	2/26/25	SEAN E. GRAY	153.63
ACH	2/26/25	TERRY A. VEITCH	666.70
ACH	2/26/25	TRACE A. GREATHOUSE	290.64
ACH	2/26/25	TYLER D. ROBERTS	261.68
ACH	2/26/25	EFTPS - ONLINE	5,457.45

Total Expenses:	-93905.46
Balance as of 02/28/2025	\$1083.53