

NOTICE OF REGULAR MEETING  
BOARD OF DIRECTORS  
Limestone County  
EMERGENCY SERVICE DISTRICT#1

Date: May 10<sup>th</sup>, 2022  
Time: 6:00 P.M.  
Location: 262 LCR 892  
Jewett, Texas 75846

Notice is given that a meeting of the Board of Directors of the Limestone County Emergency Services District#1 will be held at the date, time and place set out above.

Call to Order-Establishment of a Quorum:

**CONSENT AGENDA**

Commissioner Attendance- Sign-In Sheet Distributed  
Acknowledgement of Visitors/Introduction/Sign-in  
Approval of Previous Meeting Minutes (04/12/2022) with Corrections as necessary  
Treasurer's report. Approval of the Treasurer's report.

**REGULAR AGENDA**

1. Discussion and/or approval of payment of bills currently on file.
2. Discussion of any/all other current or historical items concerning the ELLVFD.
3. Treasurer's Report
4. Website Issues
5. Substation Status
6. Outside use of fire station.
7. Audit-2021
8. Sales Tax
9. Citizen's Comment

I do hereby certify that the above Notice of Meeting of the board of the Directors of the Limestone County Emergency Service District#1 is a true and correct copy of the said notice, and that I posted a true and correct copy of the said notice with the Limestone County Clerk and at a convenient posting area within the county Court House readily accessible to the general public at all times.

Dated this 6<sup>th</sup> day of May 2022

  
Poster (signature)

I do hereby certify that this Notice is a true and correct record of the proceedings held during the Limestone County Emergency Service District#1 board of the Directors meeting.

\_\_\_\_\_  
Presiding Officer (signature)

Date: \_\_\_\_\_

Commissioner -Limestone County ESD#1

GUEST ARE WELCOME AT ALL MEETINGS-PLEASE COME AND JOIN US



## Limestone County ESD #1

### Minutes of Meeting

Esd Secretary: Michael Jones

Date: 10<sup>th</sup> day of May 2022

Place: East Lake Limestone Volunteer Fire Department (“ELLVFD”)

Voice Recording Number: DPM 0066.MP3

Members in Attendance: Tom Dean, Binky Simmons, Mark Jones

Guest: Brenda Bonin, Pat Bonin, Bobby Norris

#### Meeting called to order at 6:00 pm

1. Quorum established.

#### Treasurers Report

2. A call to approve the financial report (dated 4/01/2022 thru 4/30/2022) was made by Michael Jones. A Second was issued by Binky Simmons. All members voted in favor of the motion.

#### Summarized Financial Report

- A written financial report was not presented at this meeting.

#### Fire Department Report (ELLVFD)

Medical Calls	Fire	Wrecks	Other
7	7	2	2

#### New Business (ELLVFD)

1. Burn Ban continues at the request of the fire chief.

**NOTE:** \$10,000.00 was appropriated to buy the AED’s needed along with replacement radio’s. Fire Department is to buy as much equipment as the appropriation will cover and provide a report at the March 2022 meeting.

#### New Business (ESD)

1. New radios have been purchased.
2. An additional \$500.00 (for line #1 above) was voted on and approved by ESD so that the VFD can purchase additional radios and AEDs for trucks that do not have one. This includes the new side by side.
3. Bishop Landing property transfer is nearing completion. Equipment and supplies will have a grant issued.
4. Safe D meeting requirements are now due. Members to attend as well as how to attend is still being discussed. Online training is being discussed to meet the guidelines.

#### Needing Updates (ESD)

1. **(UPDATE NEEDED)** Email is being setup for the Fire Chief.

2. **(UPDATE NEEDED)** SAFE-D training is now due. It is proposed that we send only those that need the training and to cut costs.
3. **(UPDATE NEEDED)** A Paper trail for all payments will be established before payment.
4. **(UPDATE NEEDED)** Bay heater bid of \$9,000.00 has been received. The heaters are needed to prevent pump freezing and damage on the fire trucks.

**A motion to approve the cost was submitted by Tom Dean. It was decided to wait for the bid that Mark Jones will acquire.**

5. **(UPDATE NEEDED)** Signs will be made and installed to indicate exits etc. Price submitted by Ali Shaw is **\$75.00**.

**A motion to approve the cost was submitted by Steve Henigman and seconded by Michael Jones. All members voted in favor of the motion.**

6. **(UPDATE NEEDED)** Plans that cover cold weather procedures are needed to prevent damage to the trucks. Bobby Norris (ELLVFD President) will provide a plan.
7. **(UPDATE NEEDED)** A program needs to be developed to recruit new firefighters. This perhaps could be a joint effort between the ESD and the Fire Department.
8. **(UPDATE NEEDED)** Ali Shaw is to be added to the list of webmasters to help maintain the site for ELLVFD events and schedules. Ethernet cable signal needs to be run for the recorder to receive a WIFI.

## **Completed**

1. **(Complete)** Heaters have now been installed.
2. **(Complete)** Future events, and the usage of the fire department building, are being looked into to determine what regulations (including insurance) would need to be imposed for non-fire department functions. **(UPDATE 03/08/2021)** The committee team comprised of 4 members (Binkley Simmons, Bobby Norris, Brenda Bonin, and Michael Jones) has been assigned to develop a set of guidelines. **(UPDATE)** Updates from these discussions will be presented and the ESD1 meetings. **(UPDATE)** A release will be drawn up by the ESD attorney that will address servers and people that assist in all events. Committee members (ESD1 and VFD) will define what needs to be addressed by the ESD attorney. **(UPDATE)** An occupancy rating will need to be obtained before an "Event Responsible Party" document can be issued. Exit designations need to be properly marked before events can be accepted. **(Update 12/14/2021)** The Building committee reports that progress is being made to determine rental and games for residents of district 1.
3. **(Complete)** A committee will be appointed by ELLVFD to address the needs of the new substation so that a price can be determined to submit a grant. **(UPDATE 03/08/2021)** A committee comprised of three members (Bobby Norris, Pat Bonin, and Red Ard) has been appointed to investigate the equipment needed for the new Bishops Landing substation. The meeting time and date are to be determined. Grants will be issued for the equipment. **(UPDATE 03/08/2021)** A new generator will be purchased to replace the one that was installed at the main fire department and the old one will be installed at the new Bishops Landing substation. The current unit does not fit the needs required at the main station. **(UPDATE 04/13/2021)** The committee has submitted floor plans for the Bishops Landing Sub-Station (see plans submitted). A grant is now underway to provide equipment for the new sub-station and main firehouse.... qualifications to receive grant money will be presented by Tom Dean. Tom will also submit to an architect floor plans to be drafted. Quotes for water and sewer have been obtained but will need to be updated. **(UPDATE 08/21/2021)** A draft person has been obtained to layout the new substation. That person is awaiting requirement documents before starting. A budget item will be

appropriated to cover the cost of drafting and architecture work. (**Update 12/14/2021**) Bishop landing property for the ELLVFD sub-station will now go to closing.

4. (**Complete**) Tom Dean will check on the radios and report where we are on getting those out to the new firefighters.
5. (**Complete**) New guidelines will be developed to ensure all documentation for future audits are ready and to streamline readiness. A meeting for this action will be called by ESD1 President Tom Dean. (**Update**) A proposed plan was presented by ESD President Tom Dean to help alleviate any hurried gathering of documentation for the end of year tax appraiser, CPA, and/or a tax collector.

Meeting adjourned at 7:30 pm.

The next meeting is to be held Tuesday the 10<sup>th</sup> day of May 2022.

Treasurer's Report  
 Emergency Services District 1  
 Limestone County, Texas  
 4/1/2022 To 4/30/2022



*Esd Secretary: Michael Jones*

**Checking Account**

Balance 3/31/2022	\$64,341.08
Deposits	2,343.24
Debits	-
Other Debits	(655.72)
Balance 4/30/2022	<u>\$66,028.60</u>

Deposits		
	Tax Collection 4/8/2022	\$2,343.24

	TOTAL	<u>\$2,343.24</u>
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Checks:

Total Checks:	\$0.00
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Other Debits	Navasota Valley	\$(655.72)
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Balance 3/31/2022	<u>\$66,028.60</u>
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**Special Account**

Balance		\$3,397.25
Debits	Debit Card Fee	(1.50)
	MASTRPLNGAME	\$(39.95)
Balance		\$3,355.80
Outstanding Checks		
Total Outstanding		\$-00
Outstanding Balance		\$66,028.60