

NOTICE OF MEETING BOARD OF
DIRECTORS LIMESTONE COUNTY
EMERGENCY SERVICES DISTRICT #1

Date: Tuesday, July 13, 2021

Time: 6:00 P.M.

Location: 262 LCR 892, Jewett, Texas 75846

Call to Order- Establishment of a Quorum:

CONSENT AGENDA:

Commissioner Attendance- Sign-In of Directors by Roll Call.

Approval of Previous Meeting Minutes with corrections as necessary.

Agenda:

1. Treasurer's Report
- 2 Website Issues
- 3 2020 Audit
- 4 Grant for Substation
- 5 Tree Trimming Bids
- 6 Required filing system for ESD1 Audit
7. Update on Committee for Outside use of Firehouse.
- 8 Citizen's Comment

ELLVFD Representative:

Discussion of and/or approval of payment of bills currently on file.

Discussion of any/all other current or historical items concerning the ELLVFD.

I do hereby certify that the above Notice of Meeting of the Board of Directors of the Limestone County Emergency Services District #1 is a true and correct copy of said Notice, and that I posted a true and correct copy of 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 the 9th day of July, 2021.

Commissioner-Limestone County ESD #1

GUESTS ARE WELCOME AT ALL MEETINGS – PLEASE COME JOIN US

Limestone County ESD #1

Minutes of Meeting

Date: 13th day of July 2021

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

Voice Recording Number: DPM 0054.MP3

Members in Attendance: Tom Dean, Binky Simmons, Michael Jones, Mark Jones, Steve Henigman

Guest: Brenda Bonin, Pat Bonin, Red Ard, Bobby Norris

Meeting called to order at 6:00 pm

1. Quorum established.
2. A motion to approve the minutes of the previous meeting (06/08/2021) was made by Binky Simmons. A second was issued by Michael Jones. All members voted in favor of the motion.

Treasurers Report

1. A call to approve the financial report (dated 06/01/2021 thru 06/31/2021) was made by Michael Jones. Second was issued by Tom Dean. All members voted in favor of the motion.

Summarized Financial Report

- The beginning Balance of 05/31/2021 was \$107,438.79
- Deposits of \$680.18 (Tax Collected) bring the balance to \$ 108,118.97
- Debit (**checks below**) total of \$4,407.90 brings the balance to \$ 103,711.07

Checks

Check No. 1457 \$2,000.00

Check No. 1458 Stacy Hall \$1,968.90

Check No. 1459 Limestone Appraisal District \$439.00

- Other Debits of \$92.90 (Navasota Valley Electric) brings the balance to \$ 103,618.17
- Safety Box Fee \$50.00 brings the total to \$107,438.79

Summarized Special Account

Special Account balance \$3,412.25

- Debit Card Fee \$1.50 brings this balance to \$ 3,410.75

Fire Department Report (ELLVFD)

Medical Calls	Fire	Other
1	2	0

1. Bills report by the ELLVFD Treasurer including EMR Training totaling (\$11,367.52).

2. VFD would like to have fire trucks placed on LCR 828 for access to new fire fighters. Strategically it would eliminate time for fire fighters on the north end of the district.
3. Mini Brush Truck introduced to ESD.

New Business (ESD)

1. ESD 2020 audit is now complete and online.
2. 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.
3. The service provider's contract has been corrected and returned by the ESD attorney and is now ready for VFD signatures. VFD Board President Bobby Norris will present the contract to VFD and acquire signatures. **(Update)** The service contract submitted to the fire department board President Bobby Norris. Copies of the contract to be submitted to the ESD directors.
2. A grant is now underway to provided equipment for the new sub-station and main firehouse.... qualifications to receive grant money presented by Tom Dean. Tom will also submit to a architect floor plans to be drafted. Quotes for water and sewer have been obtained but will need to be updated.
3. A second sub-station is now in discussion. After looking into the needs of the district it was determined that a second sub-station is needed. A more in-depth study (location etc.) will commence after completion of the Bishops Landing sub-station.
4. **(Complete)** Equipment for the proposed 4-wheel drive side by side (or 6x6) will need to be purchased so fires can be fought that the trucks cannot get to.
5. **(Complete)** The new WIFI tower is installed. The remainder of the equipment will be installed as soon as weather permits.
6. Additional information is needed for the 2020 audit.
7. More advertising for the website is needed.

Needing Updates (ESD)

1. **(Presently Underway)** 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 address by the ESD attorney.
2. **(UPDATE NEEDED)** Lights for flags are also in need of repair. Tom will call to have it either replaced or repaired.

Old Business (ESD)

(See "Ongoing" issues below)

1. **(Ongoing)** 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 look into 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).
2. **(Ongoing)** A program needs to be developed to recruit new firefighters. This perhaps could be a joint effort between the ESD and the Fire Department.

3. **(Ongoing)** Plans that cover cold weather procedures are needed to prevent damage to the trucks. Bobby Norris (ELLVFD President) will provide a plan.
4. **(Ongoing)** A discussion is now underway as to whether we can make the fire department building a warming station or a cooling station without infringing on legal terminology. Due to previous weather conditions (snowstorm of 2021) these discussions will continue considering those aspects so that ELLVFD can shelter those that need such a shelter. Other aspects have to be determined to pursue this community need before it can be implemented. **(UPDATE 04/13/2021)** Turning the fire department into a “Safe Haven” is still being investigated. Problems with the term pose governmental and insurance problems that the fire department or ESD may not be able to meet.
5. **(Ongoing)** 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) have been assigned to develop a set of guidelines. **(Update)** Updates from these discussions will be presented and the ESD1 meetings.

Meeting adjourned at 7:30 pm.

Next meeting to held Tuesday the 10th day of Aug 2021.

Treasurer's Report
Emergency Services District 1
Limestone County, Texas
6/1/2021 To 6/30/2021

Checking Account

Balance 5/31/2021	\$107,438.79
Deposits	680.18
Debits	(4,407.90)
Other Debits	(92.90)
Balance 6/30/2021	<u>\$103,618.17</u>

Deposits

Tax Collection 6/10/2021	\$680.18
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TOTAL	<u>\$680.18</u>
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Checks:	1457 - Frank Campos	-\$2,000.00
	1458 - Stacy L. Hall	-\$1,968.90
	1459 - Limestone Appraisal District	-\$439.00

Total Checks:	-\$4,407.90
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Other Debits	Navasota Valley	\$(92.90)
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Balance 6/30/2021	<u>\$103,618.17</u>
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Special Account

Balance	\$3,412.25
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Debits	Debit Card Fee	(1.50)
Balance		\$3,410.75
Outstanding Checks		
	1461 - Mark Jones / Go Daddy	\$(340.26)
Total Outstanding		\$(340.26)
Outstanding Balance		\$103,277.91