



Approved by ESD Secretary Michael Jones
12:22 PM, Apr 9, 2022

Limestone County ESD #1 Minutes of Meeting

Date: 25th day of January 2022

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

Voice Recording Number: DPM 0063.MP3

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

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

Meeting called to order at 6:00 pm

Comm. Bobby Forest spoke on condition of the area and offered suggestions that concern the status and upcoming issues of the fire department.

1. Quorum established.
2. Approval of the minutes dated 1/25/2022 was postponed until 3/8/2022 meeting.

Treasurers Report

3. A call to approve the financial report (dated 12/01/2021 thru 12/31/2021) was made by Michael Jones. A Second was issued by Binky Simmons. All members voted in favor of the motion.

Summarized Financial Report

- The beginning Balance of 11/30/2021 was \$45,753.01
- Deposits of \$11,691.32 (Tax Collected) bring the balance to \$57,444.33
- Debit (checks below) total of \$18711.28 brings the balance to \$38,733.05

Checks

Check No. 1477 to Goodman Heating and Electric \$695.50

Check No. 1479 to VFIS of Texas (Insurance) \$4,031.00

Check No. 1480 to Stacy L. Hall \$1,850.75

Check No. 1481 to ELLVFD \$12,134.03 (Tires)

- Other Debits of \$137.09 (Navasota Valley Electric) brings the balance to \$38,595.96

Summarized Special Account

Special Account balance \$3,403.25

- Debit Card Fee \$1.50 brings this balance to \$3,401.75

Fire Department Report (ELLVFD)

Medical Calls	Fire	Other
0	0	0

New Business (ELLVFD)

1. Radios are needed.
2. One truck needs to be replaced due to its age.

New Business (ESD)

1. Heaters have now been installed.
2. Safe D meeting requirements are now due. Members to attend as well as how to attend is still being discussed. Online is being discussed to meet the guidelines.

Needing Updates (ESD)

1. (UPDATE NEEDED) SAFE-D training is now due. It is proposed that we send only those that need the training and to cut costs.
2. (UPDATE NEEDED) A Paper trail for all payments will be established before payment.
3. (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.

4. (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.

5. (UPDATE NEEDED) Plans that cover cold weather procedures are needed to prevent damage to the trucks. Bobby Norris (ELLVFD President) will provide a plan.

6. (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.

7. (UPDATE NEEDED) Ali Shaw 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) 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. (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.

2. (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 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). 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.

3. (Complete) Tom Dean will check on the radios and report where we are on getting those out to the new firefighters.

4. (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 11th day of January 2021.