

Nueces County Emergency Services District #3
Meeting held on October 1, 2020
Station 1, 205 South Pacific Ave.
Bishop, Texas 78343

1. Call to Order-Establish a Quorum
 - a) President Gary Eulenfeld called meeting to order at 6:10 p.m. There were four members present – Gary Eulenfeld, Barry Fuhrken, Mike Benton and Carl Hill so a quorum was present to conduct business. Russell Jungmann was absent.
2. Introduction of Board Members and Member of the Audience
 - a) Members of the Board and audience each introduced themselves. Members of the audience included new members of the Fire Department who were attending the meeting for their first time.
3. Open Forum
 - a. Fire Chief John Davis presented the Board with an account of incident during training where Engine 1 was damaged while backing into the station. The driver explained what happened and why the incident occurred. Fire Chief Davis revealed that this driver's driving privileges have been suspended for six months. Discussion of the incident followed.
4. Approve Minutes
 - a) Barry presented the minutes from the September 3rd meeting as sent out via email. Carl Hill made a motion to approve the minutes as presented via email previously sent out to board members. Mike Benton second. Motion passed unanimously.
5. Fire Chief's Report
 - a) Fire Chief's Report will be tabled until next meeting.
6. Sub-Committee Reports-
 - a) Policies and Procedures – no report from this subcommittee.
 - b) Strategic Planning – no report from this subcommittee.
 - c) Budgeting – Barry presented an amended 2019-2020 budget for the Board to consider. He proposed amending several of the line items and these line item adjustments were approved. Carl Hill made motion to adopt the amended budget and Mike Benton seconded. Budget amendments were approved by unanimous vote.
 - d) Fundraising and Grants – John gave an update on the supplies and protective gear that we received from TEEX. Gary discussed the VFIS Health and Wellness Grant of up to \$5000 that is available and reminded us that this grant would be expiring on December 31, 2020. Gary gave update on the FEMA grant that he had received an email about.
7. Old Business
 - a) Update and action on replacing Bay Door on Station 2
 - i) Chief Davis reported that the last Bay Door on Station 2 had been replaced today, October 1st. He reported that the additional work to strengthen the door frame had been completed and the new door was working great. Assistant Chief Mike Zamora emailed the invoice for the door installation and amount invoiced was the quoted amount that was approved at last month's meeting, so no action was necessary to approve additional funds.

- g) Act on surveying proposals for New Station 1 Property
 - i) Gary reported that he had reached out to several companies and was able to obtain only one quote for surveying the property. He presented the quote from Medina Consultants for surveying the property. The quoted cost for surveying the 5.0 acres, staking out all the corners and providing a drawing showing the existing improvements and Utilities on the property was \$2500.00. Gary explained that we will examine the survey and if different from the recorded survey at the Appraisal District, send the required updates to the Appraisal District. Mike Benton made a motion to accept the quote for surveying the property, seconded by Carl Hill. Motion passed.
 - c) Act on Contract with American Towers, LLC on Radio Antenna Tower Space Lease.
 - i) Chief Davis reported that he had not received any update from Richard on the contract from American Towers, LLC on updates on the insurance requirements. We have also not received a completed copy of the contract for our files. John will get back with them to try to correct deficiencies.
 - d) Update on Grant Applications (Wyatt Family Foundation and Enbridge Communications Grant)
 - i) John reported that we will need to send updated specifications for the Wyatt Family Foundation grant. The Enbridge Communications grant application has been submitted, waiting back for information on awards.
 - e) Updated on 800 Mhz radio system upgrades at Bishop Police Department
 - i) John reported on communications that he had received on the upgrades. He reported everything that he heard would cost lots of money. He will keep us posted and any information he receives.
 - f) Discuss sitting down with ESD6 and drafting up a MOU for assisting them with EMS Calls
 - i) No update on this at this meeting.
 - g) Report on shower stall installations at Station 1 and Station 2 for firefighters decon activities.
 - i) Gary and John reported that work was proceeding nicely on the refurbishing of shower stall at Station 1. The new water heater for Station 1 has been purchased and installed. They reported that the ice machine at Station 2 had been relocated and supplies for Station 2 have been purchased. The new water heater for Station 2 has been moved to Driscoll. We still need to purchase the shower stall and plumbing supplies for Station 2.
 - h) Report on purchasing new hot water heaters and washing machine for Stations, act as necessary.
 - i) The new hot water heaters have been purchased from McCoy's Lumber as reported in previous item. The Board has not received any reliable quotes for the purchase of washing machines at this meeting. Gary instructed Chief Davis to obtain quotes and options on the washing machines and report back at the November meeting.
 - i) Report on Covers for Tanker 1 and SeaCan Storage, act as necessary.
 - i) Gary reported that he had taken measurements of the carports located at Station 3. He stated that putting both carports together would cover one of the items. He gave different options for the Board to consider. Discussion followed on how to proceed. One of the problems that Gary identified was the pole located on the south side of Station 1 that needs to be moved so that the buildings could be built adjacent to Station 1. The antenna needs to be moved from the power pole and Spectrum will need to move the cable to another location. Mike Benton suggested that we contact Superior Carports in Victoria for a carport quote for a carport with the dimensions of 18 feet by 40 feet by 12 feet high.
8. Conduct any business necessary for proper functioning of the E.S.D.
- a) Act on approval of Certification of Tax Levy for Tax Year 2020

- i) Barry Fuhrken presented letter from Tax Assessor Collector Kevin Kieschnick with the Certification of Tax Levy for Tax Year 2020. The Board reviewed the letter and approved. President Gary Eulenfeld signed the letter, and it was returned to the Tax Assessors office by mail.
- b) Act on metal carports at Station 3.
 - i) Gary made a motion to sell the carports at Station 3 to Chief Clack with Annville Fire Department for \$150 each. Carl Hill seconded and motion was approved.

9. Financial Statements

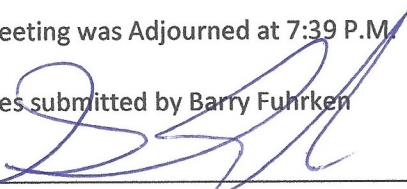
- a) Act on approval of payment for stipends for July-September 2020.
 - i) Barry presented the amount needed for stipends for the time period from July 1, 2020 to September 30, 2020. The amount needing to be approved to pay the stipends was \$4909.00. Mike Benton made a motion to approve payment of the stipend amount and Carl seconded. The motion was approved by majority vote. Barry reiterated that he needs completed W-9 forms from all the department members.
- b) Act on reviewing and approving payment of current bills
 - i) Carl Hill made a motion to approve payment of current bills outlined in the discussion. Mike Benton second. Motion passed unanimously.
- b) Act on reviewing and approving credit card expense reports and statements
 - i) Due to fact that this meeting is taking place before the credit card statement and fuel invoices have been received, reports for these have not been submitted. These will be reviewed at next month's meeting.
 - ii) Barry will send out copies of the Fuelman bill to the Commissioners to review prior to the meeting.
- c) Act on approving transfer of funds between accounts
 - i) Barry reported that we will need to transfer \$30,000 from the Money Market to Checking account to cover anticipated expenses for the next month. Mike Benton made the motion and Gary seconded. Motion carried.

10. Executive Session.


- a) There was no need for any executive session at this meeting.

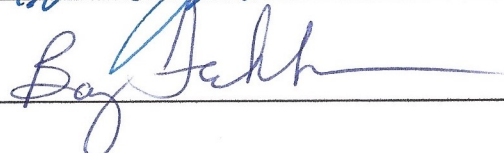
Meeting was Adjourned at 7:39 P.M.

Minutes submitted by Barry Fuhrken


 _____ President

ABSENT
 _____ Vice – President


 _____ Secretary


 _____ Treasurer