

Nueces County Emergency Services District #3  
Meeting held on December 2, 2021  
New Station 1, 1006 East 1<sup>st</sup> Street  
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, Carl Hill, and Mike Benton 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 audience were Chief Davis, Assistant-Chief Zamora, Firefighter Thomas McElroy, Bishop Chief of Police Edward Day, and Annaville Fire Department Chief Michael Clack.
- 3) Open Forum
  - a) There were no items in Open Forum.
- 4) Special Presentation from Chief Day of Bishop Police Department
  - a) Chief Edward Day with the Bishop Police Department presented plaques and certificates to Chief Davis, President Gary Eulenfeld and ESD Board Members and Assistant Chief Mike Zamora representing the Nueces County ESD Volunteer membership for the dedicated service and continued support of the Bishop Police Department in 2021.
- 5) Approve Minutes
  - a) Carl Hill made a motion to approve the minutes from the November 4, 2021, Regular Meeting as presented. Gary Eulenfeld second. Motion to approve minutes passed unanimously.
- 6) Fire Chief's Report
  - a) Chief Davis gave the Fire Chief's report covering the months of September and October 2021. The total incidents reported for these two months was 47 of which 7 were EMS incidents and 19 were fire incidents. Five mutual aid responses were given, and one mutual aid response was received. The average time on scene for all calls was approximately 56 minutes. Bishop had 14 incidents, Chapman Ranch had 1 incident, Driscoll had 6 incidents, and there were 6 incidents to other municipalities. There were 2 training classes entered into the Emergency Reporting Program. Maintenance was performed on Brush 31, Brush 32, Brush 33, Command 31 and Rescue 31 during the reported time period.
- 7) Sub-Committee Reports
  - a) Policies and Procedures –
    - i) Gary reported that he had been able to find the digital version of the Policies and Procedures. He would be forwarding a copy of these to Carl Hill for review.
  - b) MOU with ESD6 Subcommittee Report (Eulenfeld and Benton)
    - i) John reported that he has been working with Stephanie Ross with ESD6 (EMS Supervisor) and they are working on drafting a MOU. He reported that she had provided him with information on how we could use them to refill our Oxygen bottles that will be carried on the jump bags that will be assigned to each of the engines.
  - c) Strategic Planning-
    - i) New Station Detail Subcommittee Report -no report was submitted

- (1) 30 Kw generator move to new station report.
    - (a) Gary reported that he had received a quote on Electrical work to be completed at the new station from Wesley Goad. He reported that the work scope was presented by Wesley Goad was to be completed in 4 phases or tasks. The different tasks were broken out as follows:
      - (i) Install generator on slab provided by ESD#3 personnel and hook up to system for a cost of \$847.86.
      - (ii) Install 120-volt circuit for extractor at a cost of \$371.28.
      - (iii) Install a variable frequency drive for the Air Compressor system at a cost of \$740.00 for installation and compressor hookup
      - (iv) Hot check and label circuits in Administration building breaker panel at a cost of \$655.00
    - (b) Barry made a motion to approve up to \$4500 for work to complete the electrical tasks. Carl seconded the motion and motion passed. Gary and the planning subcommittee will coordinate the scheduling of the contracted work with Mr. Goad.
    - (c) Gary made a motion approve up to \$600 for generator and trash bin foundation work, seconded by Carl. Motion carried.
  - (2) There was discussion about removing the wall between the existing conference room and office next to it to provide for a larger conference/training room. The discussion centered around whether the wall was a load bearing wall and what we would need to do to remove the wall. This item will be placed on the agenda for a future meeting after the planning committee can research the item.
  - (3) Gary reported Brister Surveying Inc. arrived on December 2 to conduct a survey of the property. Since they conducted the survey on the day of this meeting, the report will be presented at our next meeting. The invoice for the surveying will be presented at the next meeting.
- ii) Hub City Overhead Door Progress Report
    - (1) John reported that Hub City Overhead Door has everything on order and is waiting on materials to arrive so that they can start the installation of the door openers.
  - iii) Review proposal for painting sign, act as necessary
    - (1) John presented a proposal from Macareno Signs for painting the signs at the front of building and at gate entrance. The quote included
      - (a) Post sign-removing all graphics from sign, sand down and repaint post frame and face backing of sign
      - (b) Ground sign-sand down and repaint surface of sign
      - (c) Install 3 reflective graphics with new signs for Station 1
      - (d) New Custom-made double-sided Flag (3 foot by 5 foot), and
      - (e) Paint Christmas decorations on front windows of Administration building.
    - (2) The total cost of the quote was \$3452.09. There was discussion on the price and it was decided to counter the quote by removing part a and approving a total of #3000.00 for the sign work. Gary made a motion to approve \$3000 for signage work with a second from Barry. Motion passed. This proposition was communicated to Macareno Signs who responded back that they would do all of the work for the \$3000.00 total.
- d) Budgeting – In progress, Barry reported that a budget adjustment would be required at end of 1<sup>st</sup> quarter.
  - e) Fundraising and Grants– In progress, Gary discussed the new FEMA grant preparations that will need to be started to have grant application ready to be submitted by grant application deadline.

8) Old Business

- a) Review and sign interlocal agreement with HGAC
  - i) Gary reported that he was able to get the name changed with HGAC from Nueces County Rural Fire Prevention District #3 to Nueces County Emergency Services District # 3. He had to provide them with a document on our letterhead stating that we had changed the name because of Health and Safety Code, Title 9, Subtitle B, Chapter 775, Subchapter C. §775.026 which changed the rural fire prevention districts to emergency services districts.
- b) Discuss the possibility of purchasing the station 2 property to build new station, act as necessary
  - i) Review survey provided by Mike Zamora
    - (1) Mike Zamora was unable to provide the survey for review at this meeting. He said that he would have this survey at next month's meeting.
  - ii) Report from SolkaNavaTorno on research conducted on property
    - (1) Table until next month's meeting

9) Conduct any business necessary for proper functioning of the E.S.D.

- a) Discuss and act on possibility of renting heavy equipment to assist with cleanup and repairs on new property and buildings.
  - i) Due to the high quotes received and Annaville Fire Department providing us the use of their high lift, this item was tabled at this time.

10) Financial Statements

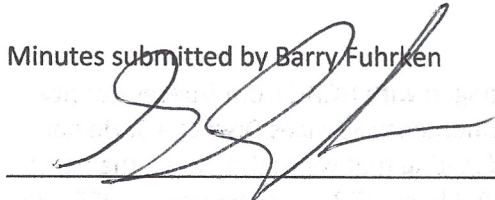
- a) Act on payment of stipends before Christmas
  - i) Since there has been not action on completing reports, John recommended that we wait on payment of stipends prior to Christmas.
- b) Act on reviewing and approving payment of current bills
  - i) Carl made a motion to approve payment of current bills outlined in the discussion. Gary second. Motion passed unanimously.
- c) Act on reviewing and approving credit card expense reports and statements
  - i) The credit card statements and expense reports for the month were presented and reviewed. Carl made a motion to approve the expense reports as presented and Gary seconded. Motion carried.
- d) Act on approving transfer of funds between accounts
  - i) Barry reported we need to transfer \$80,000 from Money Market to Checking. Gary made a motion to move \$80,000 from the Money Market account to the checking account to cover expenses for the upcoming month. Carl seconded the motion and motion passed.

11) Executive Session

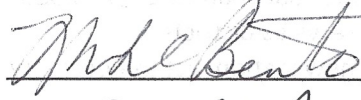
- a) There was no need for an executive session at this meeting.

12) Meeting was adjourned at 8:14 P.M.

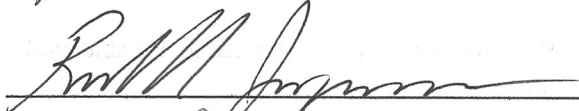
Minutes submitted by Barry Fuhrken



President



Vice – President



Secretary



Treasurer

Commissioner